Youngstown
City School District
One Vision. One Youngstown.

2026-2027

Scholar/Parent Code of Excellence

20 West Wood Street
Youngstown, OH 44503
330-744-6915

A Message from the Superintendent

One Vision. One Youngstown.

Dear Youngstown City School District Scholars, Families, and Staff,

As we open the 2026–2027 school year, we do so united under one clear commitment: excellence in every classroom, every building, every day.

The Youngstown City School District's *Code of Excellence* is more than a handbook of rules. It is a shared agreement about who we are and who we are becoming. It represents our collective belief that every scholar deserves a safe, structured, and supportive learning environment — and that with opportunity comes responsibility.

In Youngstown, we believe in **discipline with dignity**.

That means we hold high expectations for behavior, effort, and character — without ever compromising a 's worth or humanity. We correct behavior, not identity. We teach accountability, not shame. We provide structure, not fear. When scholars make mistakes, we respond with clarity, consistency, and care — because growth requires both boundaries and belief.

Excellence demands accountability.

Our scholars are expected to:

- Arrive prepared and on time.
- Respect peers, staff, and property.
- Engage fully in learning.
- Represent their school and community with pride.

Our staff are expected to:

- Model professionalism and respect.
- Teach with purpose and urgency.
- Build relationships rooted in trust.
- Enforce expectations consistently and fairly.

Our families are valued partners and are expected to:

- Support daily attendance and punctuality.

- Reinforce expectations at home.
- Communicate openly and constructively with schools.

Safety, order, and mutual respect are not optional. They are foundational. When classrooms are focused and hallways are calm, learning accelerates. When expectations are clear and consistently applied, scholars thrive.

As we continue building a unified culture across our district, this Code of Excellence reflects our commitment to preparing scholars not just for graduation, but for life. Discipline is not about control — it is about preparation. It prepares our scholars to meet deadlines, honor commitments, manage conflict, and carry themselves with integrity long after they leave our schools.

We will celebrate growth.
We will address misconduct directly.
We will intervene early.
We will restore when possible.
And we will always protect the learning environment for every child.

Youngstown is rising because we are choosing excellence — together.

Let this year be defined by focus, respect, resilience, and pride. Let us demonstrate what it means to truly **Defend the Y** — through our conduct, our commitment, and our character.

Thank you for your partnership and your belief in our scholars.

With pride and purpose,



Jeremy J. Batchelor
Superintendent
Youngstown City School District

One Vision. One Youngstown. Defend the Y.

The District believes that all scholars have the right to learn, and no scholar has the right to disrupt the learning activities of others. It further recognizes that scholar conduct is closely related to learning. As such, the District has provided guidelines for the teaching and implementation of expected behaviors.

PBIS (Positive Behavior Intervention and Supports)

Positive Behavioral Interventions & Supports defines PBIS as a decision-making framework that guides the selection, integration and implementation of the best evidence-based academic and behavioral practices for improving important academic and behavior outcomes for all scholars. In general, PBIS emphasizes four integrated elements: data for decision-making, measurable outcomes supported and evaluated by data, practices with evidence that these outcomes are achievable, and systems that efficiently and effectively support implementation of these practices. The PBIS framework is part of Youngstown City Schools' Pyramid of Interventions, a step-by-step process that uses both prevention and intervention techniques to meet the needs of the whole child.

Universal Expectations

BE Respectful

BE Responsible

BE Safe

Tier of Interventions

PBIS consists of three tiers of intervention:

Schoolwide, Targeted, and Intensive

Each YCSD building has implemented building-specific universal expectations based on their building goals.

Restorative Practices

Restorative practices are based on mutual respect and responsibility with embedded principles that focus on repairing and restoring relationships among scholars, staff and the community. It is our aim to address the school climate, culture, and the social-emotional growth of our scholars through the implementation of these principles. Our vision is to create alternatives to traditional, punitive discipline, which are often exclusionary, and instead keep our scholars in school in a safe learning environment. With this philosophy, our educators will seek to create a sense of community ownership among our scholars by empowering our youth to self-regulate without the need for formal discipline. With these problem-solving strategies included in this Code,

Youngstown City Schools will affect positive change in scholar behavior and maximize appropriate conduct, promote healing for all those impacted by the behavior, generate social capital, empower victims, and their families along with offenders through shared responsibility and constructive resolutions, and engage in collective responsibility for both the victim and offender's support system for making amends and shaping future behavior. Ultimately, our goal is to reduce problem behavior and improve school culture and climate and academic performance through meaningful instruction and guidance to offer scholars an opportunity to learn from their mistakes and contribute back to the school community.

Both restorative practices and PBIS are positive approaches to scholar behavior in that they promote positive environments and give scholars direct opportunities to develop and use positive skills. When implemented together and implemented well, both can help to boost the same outcomes, such as improved school climate, scholar-scholar and scholar-teacher relationships, reduced conflicts, and decreases in exclusionary discipline practices such as suspensions.

WHAT DO WE EXPECT OF SCHOLARS?

Scholars are **EXPECTED** to maintain standards of behavior that are consistent with the character and legacy of YCSD and the community. Each scholar represents YCSD through his/her words and actions.

ALL SCHOLARS SHOW RESPONSIBILITY BY:

1. Coming to class prepared for learning
2. Being seated before the bell rings and remaining seated until excused

3. Following directions the first time.
4. Speaking and writing in the appropriate language.
5. Displaying respect for all property, to others, and for oneself
6. Preserve the degree of order necessary to the educational program in which you are engaged

YCSD CODE OF CONDUCT

AREAS IN WHICH CODE OF EXCELLENCE IS ENFORCED ARE AS FOLLOWS:

A. While on school premises including classrooms, corridors, and other parts of the school buildings and grounds. These are the most important areas of control and will, therefore, receive major emphasis.
B. While on school-owned and operated school buses, at yellow school bus stops, or on school-chartered special field trip buses.
C. While walking from home to school in the morning and while walking home from school.
D. While attending a school-related activity, on or off school-owned property.
E. Conduct of pupils that occur off district property, but are connected to activities or incidents that have occurred on district property.
F. Conduct by a scholar away from the school grounds is subject to school discipline if it is directed at a district official or employee or the property of an official or employee.

Level 1 - Level 1 actions do not necessarily pose a threat to the health, safety, or property of others. Positive classroom and school-wide interventions and supports are used to address Level 1 actions. Students are not referred to an administrator for Level 1 actions unless they continue after appropriate intervention and support. Please refer to the major and minor behavior flow chart for classroom vs office managed behaviors

1. Cheating - Giving or receiving any information on any work meant for individual completion or preparation regardless of the time or place of the exchange of information, including the unauthorized use of AI. Violations may result in lowering one's grades and corrective action. Please see YSU policy for all YREC scholars.
2. Tardiness to Class - Arriving after the class start time without a written, lawful excuse.
3. Disruption of Class - Behavior that is determined to be a minor disruption to the learning environment.
4. Dress Code Violation - Scholars are expected to adhere to YCSD dress code guidelines at all times during the school day.

Examples of Guidance Interventions for Level 1 Infractions:
issued at the discretion of the administrator

• Use of Restorative Practices (i.e., affective statements, restorative questions, circles, small impromptu conferences, etc.)
• Referral to Multi-Tiered System of Supports (MTSS) process
• Referral to in-school conflict resolution programs (e.g., peer mediation)*
• Student/teacher conference
• Parent or guardian/teacher conference
• Reteach/model expectations

• Student/administrator conference
• Intervention by counseling staff/guidance conference
• Written reflection assignment
• Develop, review, or revise individual student planning tools (e.g., Behavior Support Plan)
• Change in schedule or class (with parent/guardian notification)
• Individual/group counseling
• School attendance improvement conference/plan
• Student behavior plan
• Referral to mentoring program
• Referral to District-approved Community-Based Organization
• Community service (with parent/guardian consent)
• Other appropriate alternatives to exclusionary discipline (exclusionary discipline includes detention, in-school-suspension, out of school suspension)

Level 2 -

1. Skipping Class - Unexcused absence from class when present in school.
2. Pestering, Teasing, or Horseplay: Physical contact or communication with another student that is made for non-educational purposes and either interferes with education or safety of the school environment.
3. Excessive Display of Affection – Engaging in excessive display of affection.
4. Inappropriate Personal Property- Possession and/or use of items that cause a distraction to learning, damage a person's property, or otherwise interfere with the learning process.
5. Profanity and Vulgarity/Verbal Altercation (Student): Swearing, cursing, making obscene gestures, or using verbally abusive language toward another student.
6. Aiding/Abetting/Complicity - Encouraging others to violate the YCSD and/or Youngstown City School District's Code of scholar Behavior. Consequence will vary based on nature of instigated offense
7. Safety and Security Violations – Purposely allowing any person to enter the building through a secured door or violate any safety/security measures, i.e. IDs.
8. Falsification or Misstatement of Facts - Writing of another or falsely using the name of another person or falsifying times, dates, grades, addresses, or other data on school forms or school-related correspondence. Falsify a report against a staff member, other scholars, parent(s), guardian(s), a witness statement, providing false identification and/or forgery.
9. Threatening Scholar - Threatening another student, verbally, physically or in writing or by social media.
10. Physical Aggression (Student) - Use of force by a student on another student when there is no major injury as determined by the school administrator, but there is a clear aggressor or initiator of the physical aggression and physical contact was made.
11. Deliberate Damage, Destruction, or Vandalism of School or Personal Property - Causing minor damage to school or personal property.
12. Theft, Burglary, or Robbery of School or Personal Property- A student shall not engage in or attempt to engage in theft, burglary, or robbery of property valued less than $50.
13. Inappropriate use of Technology - Use of cell phone or violation of the District's Acceptable Use and Safety Policy. Including any misuse that violates local, state, or federal laws.
14. Disruptive Behavior - Behavior that is determined to be a major disruption to the learning environment.

Examples of Guidance Interventions for Level 2 Infractions:
issued at the discretion of the administrator

• Use of Restorative Practices (i.e. affective statements, restorative questions, circles, small impromptu conferences, formal
restorative conference, etc.)
• Referral to Multi-Tiered System of Supports (MTSS) process
• Refer to in-school conflict resolution programs (e.g. peer mediation, restorative conferencing)
• Student/teacher conference
• Parent or guardian/teacher conference
• Reteach/model expectations
• Student/administrator conference
• Intervention by counseling staff/guidance conference
• Written reflection assignment
• Develop, review, or revise individual student planning tools (e.g., Behavior Support Plan)
• Change in schedule or class (with parent/guardian notification)
• Individual/group counseling

• Referral to Student Assistance Program for prevention (e.g. social emotional skills instruction groups like anger management, aggression replacement, organizational skills) and/or intervention (e.g. behavioral health counseling) services
• Student behavior plan
• Referral to District-approved Community-Based Organization
• Community service (with parent consent)
• Other appropriate alternatives to exclusionary discipline (exclusionary discipline includes detention, in-school-suspension, out of school suspension)
• Suspension of field trips, assemblies, or other special privileges
• Exclusion from extracurricular activities
• Temporary suspension of transportation privileges
• Exclusion from special events
• Out-of-school suspension

Level 3 - Level 3 actions are of a serious nature and, when they occur, can potentially pose a threat to the physical or mental health, safety or property of any person.

1. Smoking & Tobacco Use - Smoking, using or possessing any form of tobacco, vaping, or any electronic smoking device or paraphernalia in school buildings, school buses, field trips, school activities, or on any property owned by, leased by or under the control of the school.
2. Unauthorized Presence of Students During School Hours On School Grounds - Presence on any portion of the school grounds where their presence is unauthorized, nor remain after having been either ordered or requested to leave by any school employee. This includes other school buildings or school sponsored events.
3. Failure to Comply – Willfully failing to follow a reasonable request or otherwise act in defiance of a school employee or policy.
4. Failure to Sign In/Out - All scholars must sign in when reporting to school late. No scholar shall willingly refuse to report to the attendance office upon arrival to school. All scholars must sign out (main office)
5. Profanity and Vulgarity/Verbal Altercation (Staff) - Swearing, cursing, making obscene gestures, or using verbally abusive language toward staff.
6. Deliberate Damage, Destruction, or Vandalism of School or Personal Property - Causing substantial damage to school or personal property.
7. Physical Aggression (Staff) - Use of force by a student on a staff member when there is no major injury as determined by the school administrator, but there is a clear aggressor or initiator of the physical aggression and physical contact was made.
8. Threatening Staff - Threatening a staff member, verbally, physically or in writing or by social media.
9. Cyberbullying: Cyberbullying and/or bullying through electronic communication devices including, but not limited to, social networking, email, instant messages, text messages, tweets, blogs, photo and video sharing, chat rooms, dash boards, or websites. Cyberbullying may include acts that occur outside of school if certain criteria are met.
10. Extortion - Requesting money, favors, or other articles of value with the threat of force
11. Theft, Burglary, or Robbery of School or Personal Property: Engaging in or attempting to engage in theft, burglary, or robbery of property valued more than $50.
12. Sexually Explicit Materials - Possessing, viewing, distributing or participating in the production of obscene or sexually explicit materials. Includes sexting and Airdropping material.

13. Sexual Activity- Engaging in sexual activity of any kind on school grounds or during any school sponsored activity.
14. Sexual Harassment - Unwanted sexual advances that involve verbal or written or social media contact
15. Sexual Assault - Unwanted sexual advances that involve physical contact.
16. Fighting: Use of physical violence between two students, whereby it is unclear after an investigation is conducted which student was the aggressor or initiator of the fight.
17. Lookalike Weapon - Any imitation of a knife, cutting instrument or tool, nunchaku, firearm, shotgun or rifle. While students may have access to lookalike weapons that are often sold as toys or costume accessories, such items are prohibited in the school setting or at school sponsored events.
18. Disruption of School – Disruption of the normal operation of the school, engaging in any act that may be harmful to the health, welfare, and safety of him/herself or other students
19. Possession of Alcohol/Drugs/Narcotics - Possession, concealment, use, or being under the influence of alcoholic beverages, illegal drugs, narcotics, edible narcotics, or drug paraphernalia on school property or at any school-sponsored activity. This includes "gummies", THC Vape Pens, “look-alikes” or counterfeit drugs.
20. Assault on a Student - When a student intentionally and without provocation hits, punches, or kicks a student. Other physical conduct that does not meet the definition of assault may fall under the prohibition against fighting, bullying, and/or harassment.
21. Bullying - Substantiated bullying claim, as a result of the official bullying report.

Examples of Guidance Interventions for Level 3 Infractions:
issued at the discretion of the administrator

• Use of Restorative Practices (i.e. affective statements, restorative questions, circles, small impromptu conferences, formal
restorative conference, etc.)
• Referral to Multi-Tiered System of Supports (MTSS) process
• Refer to in-school conflict resolution programs (e.g. peer mediation, restorative conferencing)
• Student/teacher conference
• Parent or guardian/teacher conference
• Reteach/model expectations
• Student/administrator conference
• Intervention by counseling staff/guidance conference
• Written reflection assignment
• Develop, review, or revise individual student planning tools (e.g., Behavior Support Plan)
• Change in schedule or class (with parent/guardian notification)
• Individual/group counseling, management, aggression replacement, organizational skills) and/or intervention (e.g. behavioral health counseling) services
• Student behavior plan
• Referral to District-approved Community-Based Organization
• Community service (with parent consent)
• Positive behavioral management support contract
• Alcohol/drug evaluation and/or treatment referral
• Other appropriate alternatives to exclusionary discipline (exclusionary discipline includes detention, in-school-suspension, out of school suspension)
• Suspension of field trips, assemblies, or other special privileges
• Exclusion from extracurricular activities
• Suspension of transportation privileges

• Exclusion from special events
• Out-of-school suspension
•Recommendation for expulsion

Level 4 - Level 4 actions are of a serious nature and pose a threat to the health, safety or property of any person.

1. Distribution of Alcohol/Drugs/Narcotics - Distribution or attempt to distribute alcoholic beverages, illegal drugs, narcotics, edible narcotics, or drug paraphernalia on school property or at any school-sponsored activity. This also includes “look-alikes” or counterfeit drugs or have the intent to distribute
2. Physical Assault on Staff - When a student engages in any of the following actions against a school employee: (1) attempts to cause or intentionally, knowingly or recklessly causes bodily injury to a school employee without physical provocation; (2) negligently causes bodily injury to another with a deadly weapon; or (3) attempts by physical menace to put another in fear of imminent serious bodily injury.
3. Inducing Panic - A threat communicated either directly or indirectly to commit any crime of violence with the intent to terrorize another; by words or actions initiate or circulate, a report or warning of an alleged or impending fire, explosion, crime, or other catastrophe; or threaten to commit an offense of violence; or commit an offense with reckless disregard of the likelihood that commission will cause serious inconvenience, alarm, generally to the level of involvement of law enforcement.
4. Weapons and Dangerous Instruments - Possessing, handling, or transmitting any item defined as a weapon, while on any school property, while at any school- sponsored or approved activity or while walking or being transported in any manner to or from a school or school- sponsored or approved activity.

Examples of Guidance Interventions for Level 4 Infractions:
issued at the discretion of the administrator
•Any strategies from previous levels
Suspension of field trips, assemblies, or other special privileges
• Exclusion from extracurricular activities
• Suspension of transportation privileges
• Exclusion from special events or promotion exercises.
• Out-of-school suspension
•Recommendation for expulsion

CELL PHONE POLICY

Cell phone use is not permitted during school hours on school grounds. In order to cultivate a distraction free learning environment, upon entry cell phone(s) will be locked in the students’ locker or the Yondr Pouch. If scholars need to place an emergency phone call during the day, they should request to go to the main office to use an office phone. **The school and its staff are not responsible for any damage to or theft of a scholar’s cell phone**. Scholars will be subject to disciplinary action if they are found using their device (including earbuds, wearable technology, tablets) any time during the school day. Scholars and their parents must read the cell phone policy and return a signed copy to the office at the beginning of the school year. A parent signature acknowledges the parent and scholar’s understanding of the school policy.

1. Confiscated and returned at the end of the school day.

2. Confiscated and returned to a parent with 1 day of SALE
3. Confiscated and returned to a parent with a 1 day ALTOSS.

Further infractions will result in increased OSS. Tampering with the device management system will be treated as a *Deliberate Damage of School Property* Infraction.

Refusal to surrender a cellular phone or electronic device to a teacher or administrator attempting to confiscate it pursuant to this policy constitutes a *Refusal to Comply* Infraction.

Responsibility/Liability

Any student who chooses to bring a cellular phone or other electronic device to school shall do so at his or her own risk and shall be personally responsible for the security of his or her cellular phone or electronic device. The District and its employees will assume no responsibility or liability for loss, theft, damage or vandalism to a cellular phone or other electronic device brought onto school property, or for the unauthorized use of any such device

SUSPENSION AND EXPULSION

Sections 3313.66, 3313.661, and 3313.662 of the Ohio Revised Code grant school authorities the right to remove scholars from school for disciplinary reasons outlined in the Building Code of Conduct or District Code of scholar Behavior. Scholars may be suspended for up to ten (10) days by the Superintendent of Schools or by any administrator. ***The Building Administrator will consult HB 318 for specific language regarding scholars 8 or younger (Pre-K-3rd grades).***

The Superintendent may expel a scholar for persistent or flagrant violations under the Code for a period not to exceed eighty (80) school days, unless dangerous weapons are used. The Superintendent shall expel a scholar for one calendar year or longer any scholar bringing or possessing a firearm (as defined in the Federal Gun-Free Schools Act of 1994) on school property, in a school vehicle, or at any school-sponsored event.

During out-of-school suspension or expulsion a scholar is not to be on Youngstown City Schools Board of Education property. scholars suspended out of school or expelled will not be permitted to participate in any and all school-related activities until the suspension or expulsion has been served in full.

EMERGENCY REMOVAL OF SCHOLAR

The Superintendent, principal, or assistant principal may remove a scholar from a classroom, activity, or school premises without prior notice or hearing if a pupil's presence poses a continuing danger to persons or property or an ongoing threat of disrupting the educational process either within a classroom or elsewhere on the school premises or off the premises while representing the district. A teacher, including classroom teachers, counselors, program managers, and attendance coordinators, may initiate an emergency removal of a pupil from a curricular or an extracurricular activity under these circumstances.

EXPLANATION OF CONSEQUENCES

Detentions – Teachers may issue their own detentions for after school or in the morning. Scholars will receive a card listing the date of the detention. Scholars are to have sufficient materials and books to study and are to arrive on time. Scholars must provide their own transportation after detention has been served.

ALTOSS - ALT - Alternative to Out of School Suspension Program - scholars may be placed in ALTOSS for violations of the scholar Code of Conduct as an alternative to out-of-school suspension. This is an excused suspension. Additionally, Scholars may be placed in **Supportive Alternative Learning Environment** (SALE) for minor violations of the scholar Code of Conduct as an alternative to out-of-school suspension

1. The day of the scholar's ALTOSS or SALE , he/she should report before the start of homeroom or 1st period to the ALTOSS or SALE Room as directed by the assigning administrator. The scholar must have his/her materials needed for the day. Scholars who are tardy without a pass are subject to additional consequences.
2. Scholars assigned to ALTOSS or SALE are expected to complete and hand in all work assigned on a daily basis; however, the completion of assignments is totally the responsibility of the scholar.
3. The scholar will follow all of the rules posted in the ALTOSS or SALE room, and as prescribed by the staff member(s) in charge or may be subject to additional consequences.
4. Any scholar who violates In-School rules or who refuses ALTOSS or SALE is subject to additional consequences including Out-of-School suspension.

Out-of-School Suspension – scholars may be given an Out-of-School suspension for violation of the scholar Code of Conduct in accordance with the Youngstown City School District's Board of Education's policies. As a result of serious or repeated violations of the Code of Excellence, scholars may be assigned a long term suspension to be served at the Alternative School.

During an Out-of-School suspension, scholars **MAY NOT** attend or participate in any school activity. Scholars **MAY NOT** be on Board of Education property.

Expulsion – Scholars may be recommended for expulsion per the guidelines set forth by the Youngstown City Schools Board of Education policies.

Any expelled scholar **MAY NOT** attend or participate in any school activity. Expelled scholars **MAY NOT** be on any Board of Education property.

GENERAL INFORMATION

ABSENCES

Youngstown City School District
Attendance Policy – 2026–2027 School Year

Regular and punctual attendance for students ages 6–18 is required under Ohio compulsory attendance law and is essential for academic success. In accordance with House Bill 410, attendance is tracked in hours rather than days. All missed instructional time, whether excused or unexcused, counts toward total hours absent.

Attendance Reporting Requirements

• Parents/guardians must call the school attendance line by 8:00 a.m. on the day of any absence or tardy.
• If no call is received, the absence will be marked unexcused until documentation is provided.
• Automated attendance notifications will be sent to families within one (1) hour of the start of the school day if a student is marked absent without prior notice.
• Upon return to school, written documentation must be submitted to the Attendance Office.

Handwritten Notes

• Up to nine (9) parent handwritten notes per school year will be accepted for absences and/or tardies.
• Notes serve as documentation of the reason for the absence but do not remove missed instructional time.
• After nine notes, medical or official documentation may be required.
• Excessive use of handwritten notes may result in administrative review.

Tardiness

• Students arriving after the start of the school day must report to the Attendance Office to receive an admit slip.
• Repeated tardiness may result in intervention and/or disciplinary action.
• All tardy time is included in total hours absent under Ohio attendance law.

Early Dismissal

• Requests for early dismissal must be submitted in writing within one (1) hour of the start of the school day and include a valid daytime phone number.
• Documentation must be provided upon the student's return from appointments.
• Students missing three (3) or more class periods (high school) or arriving after 11:00 a.m. (K–8) may be marked absent for one-half day.
• Proper identification will be required for student pickup.

Additional Attendance Expectations

• Students must be present at least one-half day to participate in extracurricular activities unless approved by the principal.
• Students who become ill during the school day must report to the office before contacting a parent/guardian.
• Students may not leave the building without an authorized exit pass.

Unexcused Absences Include (but are not limited to):
Oversleeping, vacations (unless pre-approved), transportation issues, weather-related concerns, skipping class, work or job interviews, driver testing, or failure to provide a valid reason for absence.

Make-Up Work

• Students are permitted one day to make up work for each day of excused absence.
• Incomplete grades require principal approval and must be resolved within two (2) weeks of the grading period.

Updated Legal Requirements – Habitual Truancy (Ohio Law)

Ohio law now focuses on Habitual Truancy as the required trigger for formal intervention. Excessive absence remains a monitoring category; however, an Absence Intervention Plan (AIP) is no longer required based solely on excessive hours.

A student is considered Habitually Truant if they meet any of the following conditions:
• 30 or more consecutive unexcused hours
• 42 or more unexcused hours in one school month
• 72 or more unexcused hours in one school year

When a student meets these thresholds, the district is required to:
• Provide written notification to parents/guardians
• Convene an Absence Intervention Team
• Develop an Absence Intervention Plan within 10 school days
• Monitor student attendance
• File with juvenile court if no meaningful improvement occurs within 61 days

The Ohio Department of Education and Workforce emphasizes early communication with families and proactive intervention before students reach habitual truancy status.

Important Reminder to Families

Every hour of instruction matters. Even excused absences count toward total instructional time under Ohio law. Attendance documentation clarifies absences but does not remove lost instructional time.

Regular attendance is essential for academic achievement and long-term success.

Handwritten notes do not “erase” missed time; they only clarify the reason for the absence. Regular attendance is critical to academic achievement, graduation readiness, and long-term success. Preventative communication and early intervention remain the district’s priority before legal thresholds are reached.

ACADEMIC HONESTY AND INTEGRITY

Scholars at YCSD are expected to do their own work in an honest and forthright manner. Looking at another scholar’s test paper, using cell phones, crib/cheat sheets, obtaining test answers, copying homework, or plagiarizing (copying from a book, magazine, or internet, including AI) to complete a report are dishonest acts. YCSD will not condone such acts. scholars who compromise their integrity in these ways will be subject to disciplinary action, which may include the assignment of an “F” for the assignment or grading period.

ACCIDENTS

Any accident in the school building, on school grounds, or at any event sponsored by the school must be reported immediately to the person in charge. An accident report will be completed immediately and turned in to the school office.

Should an accident/emergency occur, the scholar should immediately notify a staff member. An incident report must be completed in the case of an accident or injury or if the police or fire department is notified.

ACTIVITIES

Scholars are urged to participate in and attend the many after school events and activities. Proper behavior is expected at all extra-curricular activities. All school policies are in effect during school sponsored activities. scholars are to leave the building as soon as their co-curricular activity is completed. Scholars are responsible to the teacher/coach in charge. **Scholars who are on suspension may not attend or participate in any sporting event, after school event or activity in which YCSD is a participant or which is a YCSD sponsored event including events that are held onsite (field trips, college visits, basketball, football, etc).**

ANNOUNCEMENTS

All notices of club meetings, athletic and social events, general information of the day and specific instructions are announced over the P.A. system each morning. Pupils responsible for putting announcements on the P.A. must have their notices approved by the advisor and handed into the main office prior to the start of the school day.

ANTI-HAZING POLICY

It is the policy of the Youngstown City School District and YCSD that hazing activities of any type is inconsistent with the educational process and shall be prohibited at all times. No administrator, faculty member or other employee of the school district shall encourage, permit, condone, or tolerate any hazing activities. No scholar, including leaders of scholar organizations shall plan, encourage or engage in hazing.

Hazing is defined as doing any act or coercing another, including the victim, to do any act of intimidation or initiation to any scholar or other organization that causes or creates a substantial risk of causing mental or physical harm to any person. Permission, consent or assumption of risk by an individual subjected to hazing does not lessen the prohibition contained in this policy.

ARRIVAL/DEPARTURE

The building officially opens for breakfast at 7:00 a.m (High School), 7:45 (6-8), 8:30 (K-5), and 9:15 (Pre-K). Any scholars arriving prior to opening are only permitted in the cafeteria. The main entrance is the only entrance to be used at any time during the day, including arrival.

Scholars will be allowed access to their lockers when the first bell rings.

Scholars are expected to leave school promptly, at the end of the day, unless they are staying for a supervised activity.

***Choffin:**

The building opens for breakfast from 7:20 a.m. - 7:40 a.m.. Any scholars arriving prior to opening are only

permitted in the cafeteria. 7:40 am Jr. lab and 11:40 a.m. Sr. lab; scholars must be in the lab before tardy bell sounds. Students who arrive tardy must check in at door 1 to receive a tardy pass from the attendance secretary. Only enter through door #1. At the end of the lab, Scholars are expected to leave school promptly through door 1, unless they are staying for a supervised activity.

ASSEMBLIES

Attendance is required at all assemblies by all scholars unless other arrangements are announced. All scholars will sit in the area assigned to them by their classroom teachers.

ASSEMBLY RULES

1. Walk quietly to the assembly and sit in the assigned area.
2. All scholars are to be totally quiet when the speaker steps up to the microphone.
3. There will be no talking during the presentation. In addition, no heckling, whistling, or ridicule of any speaker or award recipient before, during, or after the presentation/performance will be tolerated.
4. Keep your feet on the floor, hands to yourself, and do not turn around or bother the person in front or in back of you.
5. When leaving the gymnasium or auditorium, exit quietly.
6. Hoods are expected to be removed and cell phones are to be out of sight during ALL assemblies.
7. scholars will be accountable for attending, and subject to discipline for being out of their assigned area.

ASSESSMENT (NWEA, OCBA, ETC)

Please see district webpage for the current Assessment Schedule and Calendar

ATHLETIC ELIGIBILITY AND/OR PARTICIPATION IN EXTRACURRICULAR ACTIVITIES

Scholar athletes, cheerleaders, auxiliary members, step team, scholar council, dance courts, office workers and club qualifications for YCSD:

These activities must be approved by the Board of Education and in compliance with the Ohio High School Athletic Association. For more information see the YCSD Athletic Handbook.

ATHLETIC POLICY

Scholar athletes who are excused by the principal for a partial day due to illness or injury which requires treatment may participate in a practice or game (that day) provided they were in attendance for a minimum of four classroom periods. Said provisions shall apply Monday through Friday.

ABSENCE CONSEQUENCE CHART

*Reference House Bill 410

ATTENDANCE VERIFICATION

Requests from insurance companies, scholarship applications, work permits, Social Security or any other reason will include detailed information on a scholar's attendance record for the current and previous years.

AUTOMOBILES: REGULATIONS AND PROCEDURES

School administration will assign all scholars parking permits during the first two weeks of the school year. Scholars are not permitted to go to their cars for any reason during the school day without the permission of an administrator. All cars parked on the school lot must display the proper parking decal/tag or the car is subject to being towed away at the owner's expense. If a scholar needs to drive to school on one particular day and does not have a parking decal/tag, arrangements must be made with the assistant principal at least one day in advance of the day a parking space is needed. All cars in the lot are subject to search. **Proof that each scholar driver is fully insured and holds a valid driver's license must accompany any application for a scholar parking permit**. All cars parked on YCSD property must have proper license plates and valid

registration stickers. There is a 10 MPH speed limit in the parking lot. Scholars must park in their assigned area only. must exit their cars immediately upon parking in the scholar lot. Scholars may not park in the faculty lot (s) during school hours. Parking on side streets is prohibited and will be subject to ticketing by the Youngstown Police Department.

All vehicles displaying a scholar parking permit are subject to random search. Scholars are only permitted to drive themselves to and from Choffin.**

BOOK BAGS

Scholars are permitted to bring bookbags to school, however, they must be taken through the metal detector (when applicable) and stored in the scholar's locker during the day. ***Book bags and lockers are subject to search at any time.***

BREAKFAST PROGRAM

Breakfast is available for free to all YCSD scholars each morning. Scholars are not to remove food or beverages from the cafeteria.

BULLETIN BOARDS

All signs and posters must be approved by the school administration and that approval must be marked on that sign or poster before it can be displayed in the school. Nothing is to be attached to painted wall surfaces.

CAFETERIA RULES

Scholars are restricted to the school building during lunch. Scholars may leave for lunch only when a parent comes into the scholar's unit office to sign the scholar out. The school cafeteria offers a service to the scholar by providing a nutritious meal at a reasonable price or a lunch may be brought from home. The cafeteria management and fellow scholars expect each classmate to exhibit good and proper manners during lunch periods in the cafeteria. Each scholar is assigned one lunch period only. Scholars who fail to follow cafeteria rules are subject to disciplinary action. ***Scholars may not order food from restaurants or delivery services i.e. GrubHub, Doordash.***

1. Scholars must clean their tables and the area around their chairs before leaving.

   All scholars seated at a table are responsible for cleaning their table.
2. Scholars should be seated during lunch unless in a lunch line. All scholars must be seated the last five minutes of the lunch period. DO NOT LEAVE UNTIL DISMISSED BY A STAFF MEMBER.
3. Throwing of anything in the cafeteria is strictly prohibited.
4. No food or drink is to be consumed outside the cafeteria without administrative approval.

Scholars are to remain in the cafeteria only during lunch and are not permitted anywhere in the building unless given permission by the staff or administration. If teachers give scholars a note ahead of time, scholars will be permitted to go to a teacher's room during lunch.

CHANGE OF ADDRESS/PHONE NUMBER

Any change of address or phone number must be completed via Final Forms.

CLASS ATTENDANCE/CLASS CHANGE

Scholars are required to attend all scheduled classes and study halls. Several minutes to change class periods is set in the daily schedule. Scholars are expected to get from one room to another in the time allowed.

CLASSROOM CONDUCT

Each teacher is charged with the responsibility and given the authority to make and enforce classroom rules which he/she feels will provide for a more effective, orderly, and productive learning environment. Scholars are expected to comply with each teacher's classroom expectations.

CLOSED CAMPUS

Scholars are expected to remain on campus from the time they arrive at school until the close of their academic day.

COLLEGE REPRESENTATIVES

Upperclassmen will be notified of the schedule of college/technical school and military representatives visiting the Guidance Office during the school year and may schedule time to visit with representatives through the Guidance Office. All scholars scheduled to meet with a representative must seek the permission of all teachers of classes to be missed. Scholars will not be permitted to attend an information session without teacher(s) permission and signature(s).

COMPLAINT POLICY

It is the desire of the district to rectify any misunderstandings between the public and the District by direct discussions of an informal, timely manner among the interested parties. The District's procedure for resolving any oral or written misunderstandings or complaints from parents and/or stakeholders concerned with the appropriate delivery of services to children is simple and straightforward. All complainants should first contact the child's teacher, if applicable, to attempt to resolve any issues. If not resolved the appropriate procedure is to contact the Assistant Principal (if applicable), then the Building Principal. In most cases, problems can be quickly resolved by the District Ombudsman. [*General Provisions Regulations, at 34 CFR Sections 299.10-299.12.*]

CONFERENCE DAYS/PROGRESS REPORT PICKUP DAYS

These dates can be found on the district website.

COUNSELING SERVICES

The counseling services are designed to facilitate the personal, interpersonal, educational, and career development of each scholar. Counselors are provided for all grade levels.

HIGH SCHOOL DANCES

During the course of the school year, various organizations may sponsor a dance for the enjoyment of the scholar body. YCSD's Code of Conduct will be enforced at these dances and at all other events. The following rules are in effect:

1. All tickets for the dance must be purchased in advance.

   No sale of tickets will be permitted at the door.

2. Only YCSD scholars will be admitted to dances. However, when specified outside guests are permitted only when the ticket is purchased by a current Youngstown City Schools scholar in good standing and the guest enters with the YCSD scholar.

3. All guests must have a photo ID and/or permission slip and must comply with the rules for YCSD scholars.

DELIVERIES/GIFTS

To minimize the disruption of classes and to promote safety in the halls, no food or gifts (including balloons) will be delivered to scholars during the school day, and the carrying of balloons is prohibited. We cannot accept deliveries for scholars. Items such as fast food, flowers, balloons, stuffed animals, cookie bouquets, etc., should be sent to the scholar's home, not the school. Food (Doordash, etc) or pizza delivered will not be accepted. **The district/school will not be held financially responsible for food, flowers, balloons or other items that are turned away or not delivered.**

DRESS AND GROOMING

While all Youngstown City School District scholars are preparing for college and career readiness, scholar attire should be in alignment with scholars' college and career ready goals; the promotion of positive school, community, and family ties: as well as the health, safety, and welfare of all scholars. Scholars are expected to adhere to the following guidelines regarding their appearance while on school property and during school related events.

This Dress Code is intended to foster discipline, order, safety, health and an environment conducive to academic

learning. The responsibility for understanding and adhering to the district-wide Dress Code rests with scholars and parents, and it is expected that scholars will come to school dressed and groomed in accordance with this Code. If scholars are inappropriately dressed, they will be expected to comply by changing clothing, calling home to have appropriate clothing brought from home, or be sent to ALTOSS or SALE for the day.

As a general rule, all garments must be neat, clean, properly sized, without excessive holes and rips, and in acceptable repair. Scholars may not wear anything that promotes gangs; tobacco, drug and alcohol use; sexual activity; or anything illegal or immoral. Additionally, while on the school campus, all crew-related, block related, (i.e., East-side, West-side.) and other gang affiliated tattoos must be completely covered.

Head: Hats, bonnets, caps, hoods, bandanas, and head coverings are not permitted to be worn indoors with the exception of religious observances.

Tops: Upper garments must be properly sized. Underwear, chest, back, shoulders, and midsection may not be visible. See-thru tops are not permitted and will be asked to change to an appropriate top.

Program uniforms and safety glasses (Choffin) must be worn as determined by the program teacher or administrator. Wearing sunglasses is permitted only for medical reasons.

Bottoms: All lower garments must be anchored at the natural waist and cannot drag on the ground. Garments that are tight-fitting, excessively oversized, drooping and exposing more than mid-thigh are not permitted. Pants with excessive holes or rips must have pants underneath.

Shoes: All footwear must be secure on the foot and not present a safety hazard.

Other: All clothing designed as outerwear, worn to and from school, cannot be worn indoors during the regular school day.

Accessories: Sunglasses cannot be worn in the building. All jewelry and accessories must not be distracting or create a safety hazard.

Enforcement: In order to promote a safe and healthy school setting and enhance the educational environment, the Dress Code shall be incorporated into the Code of scholar Conduct. Any scholar who is in violation of the Dress Code, may be subject to discipline and may be required to change into compliant clothing before being permitted to attend classes or school activities.

Driving privileges to and from Choffin

- Second time late scholar loses driving privileges for a month
- Third Time late scholar loses privileges for year

EIGHTEEN-YEAR OLDS

Scholars who have attained the age of 18 and older are adults and legally responsible for their actions. They are expected to follow all rules and regulations as they apply to the entire scholar body with the following exceptions:

- Adult scholars not living with their parents or past guardians and are ***independent may*** call to report their own absences from school. Reasons for absence shall be restricted to those reasons established for the entire scholar body. Adult scholars will be required to furnish evidence as to the need for absence from school.
- Adult scholars may sign all documents that call for the signature of the parent or guardian only if they are an independent status scholar.
- Adult scholars not living with their parents or guardian may be authorized for release without parental contact if the office authorizes the release.

Parental involvement, cooperation, and counsel are encouraged regardless of the age of the scholar; however, adult scholars are legally accountable for their actions. The adult scholar is expected to attend school on a regular basis, obey school rules and regulations, and make normal progress toward meeting graduation requirements.

ELECTRONIC EQUIPMENT

While YCSD recognizes that rapidly changing technology, and our ability to access it, has become an integral part of our lives, its use during the regular school hours of operation can pose a serious disruption to the

educational process. Therefore, electronic devices should not be used, unless during a teacher sanctioned classroom activity, for any purpose, while at school, or on a school bus or school vehicle, at after-school activities and/or any school related school sponsored functions, such as field trips, dances, and any athletic or co-curricular activities. Scholars are not permitted to charge their personal devices on school property. These and any other personal items that interfere with classroom instruction and/or general good order of school operation will be confiscated, provision of the handbook and the related section of the code of conduct will result in disciplinary action.

EMERGENCY DRILLS

Fire, severe weather and ALICE/active shooter drills are performed periodically as a measure of precaution. Each scholar is expected to follow the safety instructions as directed by the teacher in charge. Failure to comply with instructions during a drill may result in disciplinary action. Silence is expected during the fire and severe weather drills.

During fire drills, scholars are to quietly leave the room and proceed to the appropriate exit as posted in each classroom. Scholars are not to block driveways or doorways as they move from the building to the designated safety areas.

During severe weather alerts or drills, each scholar will quietly leave the room and sit in the assigned hallway as directed by the teacher in charge. If directed, the scholar will face the wall while sitting and cover the back of the neck and spine with their hands for protection from possible injury.

EMERGENCY MEDICAL FORMS

Every scholar attending YCSD schools must have an emergency medical form on file in Final Forms. This form must be completed each school year within 2 weeks of enrollment. All forms must be updated with changes during the school year and be submitted via Final Forms. *If you attend Choffin, you must also turn in an emergency medical form into that office as well.

Respiratory Virus (COVID-19, Influenza, RSV)

In the event that a scholar or staff member is exposed to an individual who has tested positive for COVID-19, Influenza, or Respiratory Syncytial Virus (RSV), the following guidelines will apply regardless of vaccination status. Individuals who are asymptomatic may continue to attend school or work; however, they must self-monitor for symptoms, and parents or guardians must monitor students for any signs of illness. If symptoms develop at any time, regardless of severity, the individual must remain home, test for illness as appropriate, and notify their healthcare provider for further guidance. Symptoms may include, but are not limited to, fever, chills, fatigue, cough, runny nose, and headache.

If a scholar or staff member tests positive for COVID-19, Influenza, or RSV, they must remain home until their symptoms are improving and they have been fever-free for at least 24 hours without the use of fever-reducing medications. Once these conditions are met, the individual may return to school or work but must wear a mask through Day 5 following the positive test, with Day 0 being the day the positive test was taken. Retesting is not required for a scholar or staff member to return to school or work. These guidelines are intended to help reduce the spread of respiratory illnesses while ensuring the health and safety of the school community.

Hand, Foot, and Mouth Disease

Hand, Foot, and Mouth Disease (HFMD) is a common viral illness that primarily affects young children and spreads easily through contact with saliva, nasal secretions, fluid from blisters, stool, or contaminated surfaces. If a scholar or staff member is suspected of having Hand, Foot, and Mouth Disease, the school nurse should be notified and the individual may be sent home if symptoms are present. Common symptoms include fever, sore throat, fatigue, loss of appetite, painful sores in or around the mouth, and a rash or blisters on the hands, feet, and sometimes the buttocks. Scholars or staff experiencing these symptoms should remain home until they are fever-free for at least 24 hours without the use of fever-reducing medications and feel well enough to participate

in normal school activities. Children who continue to drool excessively due to painful mouth sores, or who still exhibit active symptoms such as fever, open blisters, or significant discomfort, must remain home until symptoms improve. In some cases, a doctor's note may be requested if symptoms are unclear or if additional medical guidance is needed. Because the virus can remain present in stool for several weeks, proper hygiene practices: including frequent handwashing, covering coughs and sneezes, and routine cleaning of commonly touched surfaces, are strongly encouraged to help prevent the spread of illness within the school environment.

Vomiting in School

If a scholar vomits while at school, the student must be evaluated by the school nurse and will typically be sent home to prevent the potential spread of illness. Scholars who vomit during the school day may not return to school until they have been vomit-free for at least 24 hours without the use of medication. This guideline helps reduce the risk of spreading gastrointestinal illnesses within the school environment. The school nurse will assess the situation to determine whether the vomiting may have been caused by a non-illness related factor, such as choking, gagging, overeating, or a food-related incident. If the nurse determines that the vomiting is clearly related to a non-illness cause and the student is otherwise well and able to participate in normal school activities, the student may be permitted to remain in school. The school nurse's clinical judgment will be used to make the final determination in these situations to ensure the health and safety of all scholars and staff.

Fever in School

If a scholar develops a fever while at school, defined as a temperature of 100.4°F or higher when taken orally, the student must be evaluated by the school nurse and will be sent home. A fever is often a sign of illness and may indicate a contagious condition; therefore, the student should not remain in the school setting. Scholars who are sent home due to fever may not return to school until they have been fever-free for at least 24 hours without the use of fever-reducing medications, such as acetaminophen or ibuprofen. Parents or guardians will be notified and asked to pick up the student promptly. This policy is in place to help protect the health of all scholars and staff and to reduce the spread of illness within the school environment.

Head Lice

Head lice are a common condition among school-aged children and are not considered a sign of poor hygiene or illness. In accordance with recommendations from the Centers for Disease Control and Prevention (CDC), scholars identified with head lice may remain in school for the remainder of the day but should be treated at home as soon as possible. Students should not be excluded from school immediately upon identification of lice; however, parents or guardians will be notified so that appropriate treatment can begin. Scholars may return to school after treatment has started. The presence of nits (lice eggs) alone does not require exclusion from school. Parents are encouraged to follow recommended treatment guidelines and to check their child's hair regularly to ensure the lice are being effectively managed. The school nurse may provide education and resources to families regarding proper treatment and prevention. If head lice are not treated within a reasonable timeframe, and repeated attempts have been made by the school to support the family through education, communication, and available resources, the situation may be referred to school administration. At that point, it may be determined by the administrator that the scholar be temporarily excluded from school until the lice infestation has been appropriately treated and controlled. This policy is intended to follow public health guidance while also supporting the health and well-being of the school community.

Bed Bugs

Bed bugs are small insects that can be carried into schools on personal belongings such as backpacks, clothing, or other items. According to guidance from the Centers for Disease Control and Prevention (CDC), bed bugs are a nuisance pest but are not known to spread disease. The presence of bed bugs is not related to cleanliness or hygiene, and students should not be excluded from school solely due to suspected bed bug exposure. If a bed bug is found on a student or their belongings during the school day, the school nurse or designated staff member

will discreetly remove the insect and secure it for identification if necessary. The student's personal items may be placed in a sealed bag to prevent further spread, and parents or guardians will be notified so that appropriate steps can be taken at home. The student may remain in school for the remainder of the day unless other health concerns are present. School staff may take precautionary measures such as inspecting the immediate area, cleaning surfaces, and notifying custodial staff if necessary. The school will work collaboratively with families to provide education and resources regarding bed bug prevention and management. Repeated incidents may require additional communication with the family to ensure appropriate steps are being taken to address the issue at home while maintaining the student's access to education.

FAX

We do not accept fax transmissions for scholar work coming into the building. The fax machines are for school business only.

FEES

A fee will be charged for loss or destruction of school issued materials and devices. Failure to pay fees will cause a hold to be placed on the report card and/or diploma.

FIELD TRIPS

Scholars participating in YCSD sponsored field trips/off campus activities are subject to all rules and regulations outlined in the scholar handbook of YCSD and the District Code of scholar Behavior.

FOOD AND BEVERAGE POLICY

All food and drink is to be consumed in the cafeteria only.

1. Food and drink are not to be removed from the cafeteria for consumption in the halls or during a regular class period, except in cases when explicitly directed.
2. The only exception is bottled water in the original container.
3. Any consumption of other food/drink for special projects or special circumstances must have been approved by the administration.
4. No food or beverage is to be consumed in the halls.
5. Thermoses (ie. Stanley Cups)

FUNDRAISING

Any and all fundraising must be cleared in advance and scheduled through a scholar activity advisor. No personal fundraising activities are permitted on school property.

GANGS AND GANG ACTIVITY

YCSD is to be a "gang free zone" or "gang neutral". Accordingly, scholars involved in gang membership, gang activities, and/or possessing or displaying gang insignias or paraphernalia will be strictly disciplined, suspended, and/or excluded.

1. Definition – A gang is any identifiable group or club which exists without the sponsorship of the school or the sponsorship of any recognized adult community or civic organization and their behavior, either individually or collectively is disruptive, anti-social, or criminal.
2. Graffiti – Creation and/or application of graffiti to any school owned structure or property is strictly prohibited. scholars who are found to be responsible for the application of graffiti to school property will be subject to the scholar code of conduct as well as full payment of any cost related to removing said graffiti.
3. Literature/Hand Signals - scholars are prohibited from engaging in the distribution, possession, or circulation of gang-related literature, alphabets, codes, etc. Similarly prohibited is scholar use of hand signals, that have been determined as gang-related, as a means of communication.

GRADING CLASSIFICATION

Scholars are classified in a grade level based on the accumulation of Carnegie units of credit. The following criteria for promotion must be met:

1. **For promotion to the tenth grade, four or more credits are needed.**
2. **For promotion to the eleventh grade, nine (9) or more credits are needed.**
3. **For promotion to the twelfth grade, fifteen (15) or more credits are needed.**

GRADUATION REQUIREMENTS

Class of	2020	2021	2022	2023 and beyond
English	**4**	**4**	**4**	**4**
Science	**3**	**3**	**3**	**3**
Mathematics	**4**	**4**	**4**	**4**
Social Studies	**3**	**3**	**3**	**3**
Health/PE-see below	**1**	**1**	**1**	**1**
Electives	**5**	**5**	**5**	**5**
Total	**20**	**20**	**20**	**20**
***Must Pass 7 end of Course Exams**	**Yes**	**Yes**	**Yes**	Required to earn competency in ALG 1 and ELA 2. Earn 2 diploma seals according new requirement

Ohio Core Graduation Requirements

They are specified below:

English Language Arts: 4 Units

Health: 1/2 Unit

Mathematics: 4 Units, including one unit of Algebra II or its equivalent

Physical Education: 1/2 Unit (two semesters is equivalent to ½ a unit)

Science: 3 Units, including inquiry-based laboratory experience in these subject areas or their equivalents:

Physical Science - 1 Unit

Life Science - 1 Unit

Advanced Science - 1 Unit

Social Studies: 3 Units, including 1/2 a unit of World History 1/2 Unit of American History and 1/2 Unit of American Government.

Electives: 5 Units which will be any combination of: foreign language, fine arts, business, career-technical, family and consumer sciences, technology, and agriculture. Fine arts is a requirement unless a scholar is

following a CTE pathway
½ of a unit of Financial Literacy

Demonstrating Competency

Students will demonstrate competency in the foundational areas of English language arts and mathematics or through alternative demonstrations, which include College Credit Plus, career-focused activities, their ACT or SAT scores, or military enlistment.

Demonstrating Readiness (Seals)

Students will demonstrate readiness for their post-high school paths by earning two diploma seals that allow them to demonstrate important foundational and well-rounded academic and technical knowledge, professional skills, and leadership and reasoning skills. Students must earn at least one state seal or one state seal and one local seal. Please visit https://www.ycsd.org/page/graduation-requirements for more information.

State Seals: Ohio Means Jobs Readiness Seal; Industry-Recognized Credential Seal; College-Ready Seal; Military Enlistment Seal; Citizenship Seal; Science Seal; Honors Diploma Seal; Seal of Biliteracy; Technology Seal;

Locally Defined Seals: Community Service Seal; Fine and Performing Arts Seal; Student Engagement Seal

GRADING

Grades reflect what the scholar has earned in a particular class. They are part of the scholar's permanent record.

Academic grades of A, B, C, D, F are used to designate scholar progress and reflect an evaluation of homework, tests grades, classwork, quizzes, reports, projects, etc. A scholar may earn a plus or minus academic grade.

High Schools

A	4	89.5	100
B	3	79.5	89.49
C	2	69.5	79.49
D	1	59.5	69.49
F	0	0	59.49

Middle School

A	4	89.5	100
B	3	79.5	89.49
C	2	69.5	79.49
D	1	59.5	69.49
F	0	0	59.49

Elementary School

A	4	89.5	100
B	3	79.5	89.49
C	2	69.5	79.49
D	1	59.5	69.49
F	0	0	59.49

K-3

M	0	89.5	100
PR	0	59.5	89.49
L	0	0	59.49

L=(Limited) PR=(Progressing) M=(Meets)

Pre-K scholars receive progress reports that are standards based.

Each scholar is responsible for making sure his/her parents receive grade reports including weekly progress reports that are sent home with scholars through their homeroom teacher.

HALL PASSES

Scholars are not permitted in halls except during regularly scheduled class changes or with proper authorization. Scholars should be in their appropriate classroom when the tardy bell rings. A scholar in halls at any time other than class change must carry, in a visible manner, an authorized hall pass written in ink with the scholar's name, date, time, destination, and the signature of the school personnel issuing the pass.

A scholar who assists school personnel or is involved in a school sponsored activity, such as office worker or Library assistant, must carry or wear, in a visible manner, proper identification with the scholar's name and period.

A scholar must identify himself/herself to any adult when he/she is asked. Refusal to do so will result in disciplinary action under Falsification or Misstatement of Facts.

HARASSMENT POLICY

The Board of Education of the Youngstown City School District prohibits discrimination in its educational activities and programs, and seeks to eliminate harassment, including sexual harassment. It is the policy of the Board that all scholars be treated with respect. Discrimination, harassment, hostile treatment or violence against a scholar because of his gender, race, color, religion, ethnic or national origin, political beliefs, marital status, age, sexual orientation, social and family background, linguistic preference, or disability is strictly prohibited and will not be tolerated.

HONOR AND MERIT ROLL

Academic success is our tradition at YCSD. Honor Roll status is achieved by maintaining a 3.5 average or higher during any grading period. Merit Roll status is achieved by maintaining a grade point average between

3.00 and 3.49.

A citizenship mark of 4 or 5 in any subject will disqualify you from placement on the honor or merit roll. Honor Roll/Merit Roll lists will be posted each quarter.

ILLNESS AT SCHOOL

If you become ill at school, you will request a pass to the main office or health clinic. When illness prevents you from returning to class, a school official will notify your parent, guardian, or the designated adult on your emergency form, and you will be sent home.

No scholars are permitted to leave school at any time without the permission of a parent and attendance personnel or assistant principal and signing out prior to leaving the building. Anyone leaving without proper authorization will be subject to disciplinary action.

INTERNET ACCESS

The use of the Internet is a privilege, not a right, and inappropriate use will result in cancellation of those privileges. The Youngstown City School District's administration will determine what appropriate use is and their decision is final. Scholars are given internet access guidelines and must have a signed parent/guardian consent form in Final Forms.

LOCKERS/LOCKS

Each scholar will be assigned a locker by his/her first period teacher. School lockers are Youngstown City School District's property loaned to scholars for their convenience. The Board of Education extends the use of lockers to scholars only for legitimate purposes such as storage of books, coats, lunches, study materials and the like. An administrator may search any locker without prior warning, without your knowledge, presence or permission, in seeking contraband. These searches may occur on a regular or a random basis for the purpose of assuring that the school is a safe place to work and study. Scholars are not to share lockers, locker combinations or store property in anyone else's lockers.

LOST AND FOUND

Lost items are located in the main office. At the end of each semester, all items not picked up will be discarded or donated to charity.

NATIONAL HONOR SOCIETY

The National Honor Society is an organization that honors those scholars who are outstanding in scholarship, service, leadership, and character. See the faculty sponsor for further information. The selections of the National Honor Society committee are final.

PERSONAL PROPERTY

Scholars are encouraged to use good judgment in what they carry to school. Please do not bring items of great value to school. **The school is not responsible for lost or stolen items.**

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance is said daily during announcements.

PROGRESS REPORTS

Progress reports provide an opportunity for parents/guardians to review the academic progress of their child and are issued mid way between each marking period. Any questions or concerns should first be directed to the teacher or guidance counselor.

PTO

It is the goal to develop an active and involved PTO at YCSD. The principal, or designee, will attend the meetings and provide information on school issues and activities. In the future, the PTO will offer scholarships to senior scholars' members or scholars whose parents are PTO members; provide refreshments for Open House,

and undertake many other events that positively promote YCSD.

Parents are encouraged to join and take part in the YCSD

SCHOOL CLOSINGS & DELAYS

When school is closed because of weather conditions or some other emergency situation, it will be announced through the districts' mass phone call system. Parents must ensure that they have an updated phone number on file. Please do not call the school about closing; listen or watch one of these stations. There will be occurrences when there will be a 2-hour delay due to weather/road conditions. Breakfast will NOT be served on 2 hour delay days.

***YREC-** 11th and 12th graders are still responsible for attending college courses. Transportation must be provided by parents/guardians.

***Choffin-** If Youngstown City School District is running on a 2-hour delay, there will be no junior lab. Senior lab will still run at the regularly scheduled time. Scholars attending a home school other than East or Chaney High will be excused from Choffin if their home school closes/delays. It is the responsibility of the scholar/family to be aware of any closings or delays as there is no transportation to return them home from Choffin if there is no lab.

SEARCH AND SEIZURE

Lockers, desks and other storage areas and their contents are subject to random search at any time. Scholars are advised that their vehicles, lockers, desks, persons, and personal belongings are subject to search for contraband and/or harmful or dangerous substances or other reasonably suspicious items or circumstances.

From time to time, the Youngstown City School District may use drug-sniffing dogs to check for drugs both in school and in cars parked in the school lot. This may result in a search of a scholar's book bag, locker, person, or other items. Any scholar found in possession of a drug or related paraphernalia will be subject to the Code of Behavior policy, as well as possible criminal charges.

The Youngstown City School District utilizes metal detectors to check for weapons and other contraband. When metal detectors are in use, scholars will be required to pass through a detector. Items like book bags and purses will be searched. Any scholar with a weapon or weapon-like item will be referred for expulsion from school.

SEMESTER EXAMS (HIGH SCHOOL)

Semester exams will be administered in all classes. Exam schedules and procedures will be issued to all scholars well in advance. Scholars must take an exam in every course. Scholars will be expected to take the exam on the day scheduled.

SEXUAL HARASSMENT

Sexual harassment includes, but is not limited to: unwelcome sexual advances, requests for sexual favors, and other verbal, visual or physical conduct of a sexual nature. Sexual harassment is inappropriate, offensive and detrimental to the creation of a healthy educational environment. All scholars have a right to be educated in an environment free from sexual harassment. The district prohibits sexual harassment of or by any scholar. This prohibition encompasses sexual harassment which may occur between scholars (peer-to-peer), and between a scholar and an employee. This policy applies to conduct which occurs during or is related to school and/or school sponsored activities, regardless of whether it occurs on or off school property (before or after school).

SMOKING

The State of Ohio prohibits smoking in the school building or on school grounds or school sponsored events. Scholars are subject to disciplinary action if found smoking in school, on school grounds or outside the building including on district transportation. This includes vaping.

SCHOLAR AMBASSADORS (CHOFFIN)

Scholars are selected by teachers and/or administration to be trained as tour guides. Their responsibilities involve introducing groups of visitors, adults and scholars alike to the various programs offered at Choffin.

SKILLS USA (CHOFFIN)

SKILLS USA is a national organization of youth enrolled in Trade and Industrial Education courses at Choffin. scholars are eligible to run for local, state and national offices and awards. SKILLS USA is an extracurricular

activity of T&I programs that aids in the development of activities needed to exercise effective leadership to fulfill occupational, social, and civic responsibilities. Members will receive training and experience in public speaking and parliamentary procedure. SKILLS USA members also have the opportunity to participate in skill contests on local, state and national levels

STUDENT COUNCIL

Student Council is open to all scholars, 6-12, who are elected through scholar vote. To participate scholars must be considered on track to graduate on time and they must meet minimum GPA requirements as established by the school. The goal of the Student Council is to help the school operate smoothly and to sponsor activities that promote school spirit or provide recreation for the scholar body.

TELEPHONES

See policy on Electronics in school for revised cell phone procedures.

TEXTBOOKS/CHROMEBOOKS/IPADS

When given a textbook, books from the library, Chromebooks, or iPads, the scholar is responsible for its care. If books are lost, stolen, or damaged, the scholar is responsible for the cost of its replacement or repair. The scholar should write his/her name in ink in each of his/her textbooks at the time the book(s) are issued. You must return the book with the book number issued to you. Chrome books and iPads are the responsibility of scholars. Please ensure they are taken care of, not lost and/or mistreated.

TRANSCRIPTS AND RECORDS

Official transcripts can be requested from the school counselor, to be sent to institutions or organizations designated by the scholar.

TRUANCY

All scholars are expected to attend school regularly in accordance with state law. Scholars who are truant from school are subject to school disciplinary action and/or referral to the Juvenile Court System. In accordance with SB410, habitual truants and chronic truants will be referred as delinquent children.

VISITORS

All visitors must register in the main office and receive a visitor's pass. Visitors must state the purpose of their visit. For the safety and security of our scholars and staff, visitors will be given a pass that designates the destination of the visitor. Visitors (Limited to only Parent, Guardians, and State/Local Agencies) may observe their child's class(es) with 48 hours notice or other areas only upon approval by the principal or assistant principals. Parents/Guardians wishing to conference with teachers must make an appointment at least 48 hours in advance. Visitors will be required to show a photo ID. Visitors are expected to comply with school rules and may not discuss their child's progress with staff during the school day without an appointment. Persons failing to comply with the above procedures will be considered trespassers.

We do not permit scholars from other schools to visit. Scholars who want to see the school with the intention of enrolling may schedule a visit. The parent should call the office of the principal to make arrangements.

WEAPONS

Ohio law makes it a felony for any person to convey, attempt to convey, or possess any weapon or dangerous ordinance onto or on any property owned or controlled by, or to any school sponsored activity. Possession or use of a weapon will result in a recommendation for mandatory expulsion and charges will be filed with the police.

As used in the Code of scholar Behavior, "weapon" is defined as any device that by its design may be used for offensive or defensive purposes. Examples are: firearms; guns (air or gas); knives, defined as any edged instrument regardless of blade length; picks; saps; martial arts instruments; aerosol propellants such as pepper spray or mace and the like; stun guns and the like.

As used in the Code of scholar Behavior, the "use of a weapon" shall include, not only use of items defined as a weapon, but shall also include look-alike weapons and/or any device which has been converted for use of

threatened use as a weapon. Examples are: assault or threatened assault of another with items which have other primary purposes such as a chair, choke chain, pencil or pen, a hammer, aerosols of any kind, deodorant or perfume, etc. The examples given are not exhaustive, but only representative.

WITHDRAWING FROM SCHOOL

The scholar wishing to withdraw from YCSD must follow the procedures outlined below:

1. Report to the main office to obtain a "scholar Withdraw Form".
2. Take the card to each class, turn in books, and obtain an in-progress grade from the teacher.
3. Return the completed card to the unit office secretary for processing and completion of the withdrawal.
4. Any unpaid obligation will be transferred to permanent records, and requests for credits and recommendations may be upheld until these obligations are fulfilled.

2026-2027 HOME-SCHOOL CONTRACT

As a YCSD parent, I will….

- Check and monitor my child's progress regularly.
- Attend interim report pick-up nights and/or talk with my child's teachers by phone or in person at least once per semester.
- Ensure that my child has completed all assigned homework.
- Ensure that my child is complying with YCSD policies such as dress code.
- Ensure that my child regularly attends school at the designated times.
- Immediately report absences and late arrivals to school by calling the school office.

As a YCSD scholar, I will…

- Attend school and be on time.
- Model Trust, Respect, and Responsibility
- Maintain a level of academic performance that meets or exceeds expectations.
- Use behavior in school that meets or exceeds standards and expectations established by the Youngstown City School District (YCSD).
- Be properly dressed and follow the YCSD dress code/uniform policy.
- Accept the decisions of the YCSD's staff as appropriate consequences for misbehavior.

As a YCSD teacher, I will…

- Provide a structured learning environment that promotes high scholar achievement.
- Provide scholars with challenging instruction per standards of success in learning.
- Emphasize personal responsibility, self-discipline, and self-respect through fair and consistent discipline policies/classroom plans.
- Model Trust, Respect, and Responsibility
- Respond to parent/scholar concerns in a timely manner.
- Monitor scholar hall pass use
- Provide a safe and orderly environment that is drug and violence-free where all scholars can learn**.**

Acknowledgment & Agreement of Scholar/Parent Handbook and Code of Conduct

I, _____ (print scholar's name) have received and read the scholar Code of Excellence for Youngstown City Schools. I am aware of my rights and responsibilities under the scholar Code of Excellence. Furthermore, I understand that acts of misconduct or inappropriate scholar behavior will result in interventions and consequences as stated herein.

_____ _____

Scholar Signature Date

Parent/Guardian Agreement

Dear Parent or Guardian:

Youngstown City Schools believes that you should be informed regarding our effort to create and maintain a safe and secure learning environment for all scholars. Please read the scholar Code of Excellence and sign the document below to acknowledge your receipt and understanding of it.

I am the parent or guardian of the above named scholar. I have received and read the scholar Code of Excellence. I understand that by signing this document, I agree to support and promote the goals of Youngstown City Schools and make every effort to work with the school in resolving all disciplinary matters.

_____ _____

Parent/Guardian Signature Date

Appendix A
Building Specific Procedures