Fremont Middle School
Student Handbook
2018-2019

Adopted by the Board of Education
July 9, 2018

Board of Education
Maria D. Garza
Alex Gorobetz
Shantel Laird
Thomas Price
Violetta Rhea

Jon C. Detwiler
Superintendent

Amelia R. Gioffredo
Treasurer
August, 2018

Dear Parents/Guardians and students,

WELCOME to Fremont Middle School! We are excited to have you here as you begin the next phase of or continue on your educational journey. I look forward to leading the building well and developing relationships with all of you as we work together to provide the best educational experience during your time at Fremont Middle School.

The Fremont City Schools’ mission is to develop well-educated, life-long learners that are prepared to be responsible, productive and respectful members of their community. While the middle school years can be a time of anxiety and nerves for our learners, rest assured our staff works hard to attain this mission and you will be well taken care of on a daily basis. Our middle school staff is kind and caring in the way that they create a family atmosphere. This makes FMS a great place to be!

FMS offers many clubs, social engagements, athletics, and community service groups that provide students an opportunity to be a part of our community and I encourage all students to become active in these opportunities to enhance their educational experience. Parental involvement is a huge component as well. I encourage our parents to become involved in our Parent-Teacher Organization and other volunteer activities.

This year will offer some changes and new ideas with a renewed energy in our approach and I look forward to sharing the experience with all of you. If you have any questions, please do not hesitate to call Fremont Middle School at (419) 332-5569.

Go Little Giants!

Erin Parker

Mrs. Erin Parker
ROSS HIGH ALMA MATER

Hail the Giants, Hail to Ross;

May the breeze our Banner toss.
   See our colors, loved and fair,
   Streaming in the evening air.

Lo, the western sky aflame,

At the praise of thy dear name.
   Thro’ the twilight shadows dim,
   Faint, sweet echoes of this hymn.

Alma Mater, hail to thee!

True and loyal hearts have we!
   Well we’ve loved thee in the past,
   Still we’ll love thee to the last!

LITTLE GIANT FIGHT SONG

Where the purple banners fly,

On to victory Fremont High.

Fight, fellows, fight, while we send

Up a rousing cheer, Rah! Rah! Rah!

Hurl fierce defiance to the foe, Little Giants.

Bring Victory to this old school we hold so dear.

Come team and win us this game,

That we may add to the fame,

And the long, long record of proud achievements

Written down for Fremont High.
# Fremont City Schools 2018-2019 Calendar

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<tr>
<th>AUGUST (4)</th>
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- **District In-Service**
- **Professional Day**
- **Building In-Service**
- **Teacher Work Day**
- **Students' First Day (Gr 1-12)**
- **Kindergarten Students' First Day**
- **New Year's Day**
- **Teacher Work Day* - No School**
- **Professional Day* - No School**
- **School Resumes**
- **MLK Day - No School**
- **Preschool Students' First Day**
- **Ross Parent Conf. 3:15-6:45**
- **FMS Parent Conf. 3:15-6:45**
- **Presidents' Day - No School**

## September 19

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## October 23

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## November 20

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## December 15

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## January 19

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| 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 |

## Makeup Days Beyond May 31st will be June 3-14, 2019
Fremont City Schools
500 W. State Street, Suite A
Fremont, Ohio 43420
Phone: 419-332-6454   Fax: 419-334-5454
ADMINISTRATION BUILDING

Erin Parker
 Principal
 419-332-5569

Jolene Miller
 Assistant Principal
 419-332-5569

Theodore Sturzinger, Jr.
 Assistant Principal
 419-332-5569

Christine Smith
 Office Manager
 419-332-6734

Ellen Joseph
 Accounting Secretary
 419-332-6792

Lani Contreras
 Secretary
 419-332-5569

Ryan Wiegel
 Counselor (6th)
 419-334-6736

Magdalena Laughlin
 Counselor (7th)
 419-334-6737

Jodi Moss
 Counselor (8th)
 419-334-6735

Kay Stierwalt, RN
 First Aid Office
 419-334-5473

Tonnie LeJeune, RN
 First Aid Office
 419-334-5473

Carolyn Rellinger
 Attendance Office
 419-332-5324

Kandyce Queenan
 School Psychologist
 419-334-3871

Cassandrea Tucker
 School Social Worker
 419-334-6741

Fremont Middle School
1250 North Street
Fremont, Ohio 43420
Phone: 419-332-5569   Fax: 419-334-5494

Fremont Middle School Hours: 7:30 a.m. – 2:30 p.m.  Fremont Middle School Office Hours: 7:00 a.m. – 3:30 p.m.
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ANNUAL NOTICES FOR PARENTS/STUDENTS

Listed below are the required notification statements for Fremont City Schools.

ALCOHOL USE BY STUDENTS/STUDENT DRUG ABUSE
In accordance with Federal Law, the Board of Education prohibits the use, possession, concealment or distribution of drugs by students on school grounds, in school or school approved vehicles or at any school related event. Drugs include any alcoholic beverage, anabolic steroid, dangerous controlled substance as defined by State statute or substance that could be considered a look-alike controlled substance. Compliance with this policy is mandatory for all students. Any student who violates this policy will be subject to disciplinary action in accordance with due process and as specified in the student handbooks, up to and including expulsion from school. When required by law, the District will also notify law enforcement officials.

The District is concerned about any student who is a victim of alcohol or drug abuse and will facilitate the process by which he/she receives help through programs and services available in the community. Students and their parents should contact the school principal or counseling office whenever such help is needed.

ASBESTOS NOTIFICATION
It is the intention of the Board of Education that Fremont City Schools operates at all times within the requirements of federal, state and local governmental regulations. Specifically, this Management Plan is intended to meet the requirements of the Asbestos Hazard Emergency Response Act of 1986 (AHERA), as defined by 40 CFR Part 763, Subpart E, which was published October 30, 1987 and was effective as of December 14, 1987.

A program of asbestos training for custodial and maintenance personnel is being implemented and will be maintained. New custodial and maintenance employees will receive asbestos awareness training within sixty (60) days after commencement of employment.

Written information concerning the status of the asbestos management program will be provided annually to employees and building occupants.

Any notice of damage to asbestos-containing building material in students’ classroom(s) should be reported immediately to the building principal.

Proper warning labels will be posted in any location required by AHERA.

The Management Plan will be available for review and inspection by appointment during normal office hours in the Fremont City Schools District Office and in each school building’s main office.

Fremont City Schools’ person designated to ensure that the AHERA requirements are properly implemented is Tom Anway, Director of Facilities & Operations. He has received appropriate training. Should circumstances require that this responsibility be transferred to another individual, the appropriate training for the new assignee will be provided.

Consideration has been given to the possibility of generating a conflict of interest in the preparation of this Management Plan and its implementation. It is concluded that no such conflict of interest exists in persons or companies contracted to perform design, laboratory and removal duties.

Any further questions should be directed to Tom Anway, Director of Facilities & Operations and Designated Person at (419) 334-5434 during normal office hours.

BLOOD-BORNE PATHOGENS
The Fremont City School District seeks to protect all staff and students who may be exposed to blood-borne pathogens and other potentially infectious materials. Proper training in the universal precautions against exposure and/or contamination, including the provision of appropriate protective supplies and equipment, is provided.
BUILDINGS & GROUNDS SECURITY
Electronic surveillance equipment may be used on school property and/or in school vehicles. Surveillance cameras are used only to promote the order, safety and security of students, staff and property.

Portable metal detectors may be used, however prior to beginning metal detector checks, an administrator or law enforcement officer will explain the process to the student body, emphasizing that checks are intended to maintain a safe school environment.

CHILD FIND – TITLE VI-B
Every child in this country is entitled to a free, public education. The law applies to handicapped children as well, regardless of their handicap or the severity of the handicap.

Because of their handicaps, these children may be out of the community mainstream. Sometimes, especially in the preschool years, the child’s problems or disability may not be clearly evident. If you suspect your child has a handicap, please call the Director of Student Services at (419) 334-3871.

We can help, but we must first find the child. Fremont City Schools works collaboratively with the Help Me Grow program, which assists families with early identification and services for children under the age of three. We also have a collaborative agreement with the Sandusky County Board of Developmental Disabilities (Board of DD) for early childhood and school-age programs provided through the School of Hope. Together, we will work to find the right services for each child.

Title VI-B funds are Federal allocations for the exclusive benefit of children with disabilities. Input as to how best to utilize these funds for Fremont City Schools is welcome. For more information or to share ideas, please call the Director of Student Services at (419) 334-3871.

DANGEROUS WEAPONS AND INSTRUMENTS
Students shall not possess, handle, transmit or conceal any object which may be considered a dangerous weapon, instrument of violence or explosive such as a firearm (gun), knife, razor, club, electric weapon, metallic knuckles, martial arts weapons, ammunition, explosive, incendiary or poisonous gas, bomb, grenade, rocket, missile, mine and any other item which could be used to harm, threaten or harass students, school employees, parents, community members or school visitors. Objects which look like weapons, instruments of violence or explosives are also prohibited. Students may be required to submit to a metal detector check.

HAZING AND BULLYING (HARASSMENT, INTIMIDATION AND DATING VIOLENCE)
Fremont City Schools will not tolerate hazing, harassment, intimidation or bullying of any kind.

Definition: Bullying, harassment and intimidation is an intentional written, verbal, electronic or physical act that a student has exhibited toward another particular student more than once. The intentional act also includes violence within a dating relationship. The behavior causes mental or physical harm to the other student and is sufficiently severe, persistent, or pervasive that it creates an intimidating, threatening or abusive educational environment for the other student. This behavior is prohibited on school property, on a school bus or at a school-sponsored activity. Students found responsible for harassment, intimidation or bullying by an electronic act may be suspended. Permission, consent or assumption of risk by an individual subjected to hazing, bullying and/or dating violence does not lessen the prohibition contained in the District’s policy.

If you become aware of your child being bullied in school, please report it to a building administrator immediately. All reported incidents of bullying will be documented and investigated. Additionally, parents and students may report this information anonymously and will be kept informed of the investigation findings.

For additional information about the FCS Hazing and Bullying (Harassment, Intimidation and Dating Violence) policy and guidelines, please visit the District’s web site at www.fremontschools.net. You may
also call your child’s principal or the Director of Student Services at (419) 334-3871 for further information.

HEALTH SCREENINGS
Fremont City Schools provides the following health screenings during the school year:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Screening</th>
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<tbody>
<tr>
<td>Preschool</td>
<td>Vision &amp; Hearing</td>
</tr>
<tr>
<td>Kindergarten</td>
<td>Vision &amp; Hearing</td>
</tr>
<tr>
<td>1st Grade</td>
<td>Vision &amp; Hearing</td>
</tr>
<tr>
<td>2nd Grade</td>
<td>N/A</td>
</tr>
<tr>
<td>3rd Grade</td>
<td>Vision &amp; Hearing</td>
</tr>
<tr>
<td>4th Grade</td>
<td>N/A</td>
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<tr>
<td>5th Grade</td>
<td>Scoliosis, Vision &amp; Hearing</td>
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<tr>
<td>6th Grade</td>
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<tr>
<td>7th Grade</td>
<td>Scoliosis &amp; Vision</td>
</tr>
<tr>
<td>8th Grade</td>
<td>N/A</td>
</tr>
<tr>
<td>9th Grade</td>
<td>Vision &amp; Hearing</td>
</tr>
<tr>
<td>10th Grade</td>
<td>N/A</td>
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<tr>
<td>11th Grade</td>
<td>Hearing</td>
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<tr>
<td>12th Grade</td>
<td>N/A</td>
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Please note that all newly enrolled students are screened for vision and hearing. Dental screenings are offered to elementary students twice per year (with a minimum of six months in between visits) in coordination with the Smile Program.

Parents will be notified regarding the specific dates of all of the aforementioned screenings. If you have any questions, please contact the school nurse at your child’s school building.

NONDISCRIMINATION
The FCS Board of Education’s policy of nondiscrimination extends to students, staff, job applicants, the general public and individuals with whom it does business and applies to race, color, national origin, ancestry, citizenship status, religion, sex, sexual orientation, gender identity, economic status, age, disability or military status.

The District does not permit discriminatory practices and views harassment as a form of discrimination. Harassment is defined as intimidation by threats of or actual physical violence; the creation, by whatever means including the use of electronic communication devices, of a climate of hostility or intimidation; or the use of language, conduct or symbols in such a manner as to be commonly understood to convey hatred, contempt or prejudice or to have the effect of insulting or stigmatizing an individual.

Employees or students who engage in discrimination of another employee or student shall be subject to disciplinary action.

The District’s Compliance Officers/Civil Rights Coordinators are as follows:

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Phone</th>
<th>Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>Abby Abernathy</td>
<td>Director of Student Services</td>
<td>(419) 334-3871</td>
<td>500 W. State Street, Suite A</td>
</tr>
<tr>
<td>Susan King</td>
<td>Director of Human Resources &amp; Community Relations</td>
<td>(419) 334-5438</td>
<td>500 W. State Street, Suite A</td>
</tr>
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NONDISCRIMINATION ON THE BASIS OF SEX/SEXUAL HARASSMENT
All persons associated with the District, including but not limited to, the Board, the administration, the staff and the students, are expected to conduct themselves at all times so as to provide an atmosphere free from
sexual harassment. Sexual harassment, whether verbal or nonverbal, occurring inside or outside of District buildings, on other District-owned property or at school-sponsored social functions/activities is illegal and unacceptable and will not be tolerated.

Any person who engages in sexual harassment while acting as a member of the school community is in violation of the District’s Sexual Harassment policy. Sexual harassment complaint procedures are available by contacting the District’s Title IX Coordinators.

The District’s Title IX Coordinators are as follows:

Abby Abernathy   Susan King  
Director of Student Services  Director of Human Resources & Community Relations  
(419) 334-3871    (419) 334-5438  
500 W. State Street, Suite A  500 W. State Street, Suite A  
Fremont, Ohio 43420  Fremont, Ohio 43420

PARENTS’ RIGHT TO KNOW
Parents may request information regarding the professional qualifications of their child’s teacher including: if he/she has met state qualification and licensing criteria for the grade level and subject areas taught; if the teacher is teaching under emergency or temporary status in which state qualifications or licensing criteria are waived; the teacher’s baccalaureate degree major, graduate certifications and field of discipline; and where their child is provided services by a paraprofessional, and if so, their qualifications.

PESTICIDE APPLICATION
If you wish to receive prior notification of a scheduled pesticide application in or around your child’s school building while school is in session, please notify your child’s principal so that a “Prior Notification of Pesticide Application Request” form can be completed and filed with the District’s Facilities & Operations Department.

POSITIVE BEHAVIORAL INTERVENTIONS AND SUPPORTS (RESTRAINT AND SECLUSION)
The Fremont City Schools Board of Education is committed to the district-wide use of Positive Behavioral Interventions and Supports (PBIS) with students. Student personnel shall work to prevent the need for the use of restraint and/or seclusion. PBIS emphasizes prevention of student behavior problems through the use of non-aversive techniques, which should greatly reduce, if not eliminate, the need to use restraint and/or seclusion.

Professional staff members and support staff trained in CPI are permitted to physically restrain and/or seclude a student, but only when there is an immediate risk of physical harm to the student and/or others, there is no other safe and effective intervention possible and the physical restraint and/or seclusion is used in a manner that is age and developmentally appropriate and protects the safety of all children and adults at school.

Every use of restraint and/or seclusion shall be done in accordance with Board Policy JP – Positive Behavioral Interventions and Supports (Restraint and Seclusion) and shall be documented and reported in accordance with the policy.

Please see our District website, www.fremontschools.net, for a complete copy of the policy.

PUBLIC COMPLAINTS ABOUT LIBRARY, CURRICULUM OR INSTRUCTIONAL MATERIALS
Please contact your child’s building principal if you have any concerns about library, curriculum or instructional materials.
SCHOOL EMERGENCY SITUATIONS
The District utilizes the Connect5 messaging system to notify parents/guardians of important communications and/or school emergencies. Additionally, the District uses this system for school delays, school cancellations and/or early dismissal from school. If you would like to register for the Connect5 messaging system or have any changes in contact information, please notify your child’s building secretary.

STUDENT RECORDS
In order to provide students with appropriate instruction and educational services, it is necessary for the District to maintain extensive educational and personal information. It is essential that pertinent information in these records be readily available to appropriate school personnel, be accessible to the student’s parent(s) or the student in compliance with law, and yet be guarded as confidential information.

The Superintendent is responsible for the proper administration of student records in keeping with State law and federal requirements and the procedures for the collection of necessary information about individual students throughout the District.

Upon request, all records and files included in the student’s cumulative file are available to parent(s) or the student (if he/she is over 18 years of age). This request must be in writing and is granted within seven calendar days. No records are to be removed from the school. A principal, teacher or other qualified school personnel must be present to explain any of the tests or other material.

All rights and protections given to parents under law and this policy transfer to the student when he/she reaches age 18 or enrolls in a postsecondary school. The student then becomes an “eligible student.”

The District uses reasonable methods to identify and authenticate the identity of parents, students, school officials and any other parties to whom the agency or institution discloses personally identifiable information from education records.

The District provides notice to parents and eligible students annually, in accordance with the procedures set forth under administrative regulations, of the rights held by parents and eligible students under law and this policy. It is the intent of the District to limit the disclosure of information contained in the student’s education records except:

1. by prior written consent;
2. as directory information and
3. under other limited circumstances, as enumerated under administrative regulations.

The following rights exist:

1. the right to inspect and review the student’s education records;
2. the right, in accordance with administrative regulations, to seek to correct parts of the student’s education records, including the right to a hearing if the school authority decides not to alter the records according to the parent(s)” or eligible student’s request;
3. the right of any person to file a complaint with the U.S. Department of Education if the District violates relevant Federal law, specifically the Family Educational Rights and Privacy Act and
4. the right to acquire information concerning the procedure which the parent(s) or eligible student should follow to obtain copies of this policy, the locations from which these copies may be obtained, as well as any fees to be charged for such copies. *(See administrative regulations.)
The District proposes to designate the following personally identifiable information contained in a student’s education records as “directory information.”

1. student’s name
2. student’s address
3. telephone number(s)
4. student’s date and place of birth
5. participation in officially recognized activities and sports
6. student’s achievement awards or honors
7. student’s weight and height, if a member of an athletic team
8. major field of study
9. dates of attendance (“from and to” dates of enrollment)
10. date of graduation

The above information is disclosed without prior written consent, except when the request is for a profit-making plan or activity or when the parent/eligible student has informed the Board that any or all such information should not be released without their prior written consent or when disclosure is otherwise prohibited by law.

Administrative regulations set forth a procedure for annual notification to parents and eligible students of the District’s definition of directory information. Parents or eligible students then have two weeks in which to advise the District in writing, in accordance with such regulations, of any or all items which they refuse to permit as directory information about that student.

To carry out their responsibilities, school officials have access to student education records for legitimate educational purposes. The District uses the criteria set forth under administrative regulations to determine who are “school officials” and what constitutes “legitimate educational interests.”

Other than requests as described above, school officials release information from, or permit access to, a student’s education records only with the prior written consent of a parent or eligible student, except that the Superintendent or a person designated in writing by the Superintendent may permit disclosure in certain limited circumstances outlined under administrative regulations.

The District maintains, in accordance with administrative regulations, an accurate record of all requests to disclose information from, or to permit access to, a student’s education records and of information disclosed and access permitted.

**STUDENT SURVEYS**
The Board recognizes the importance of maintaining student records and preserving their confidentiality. Student records containing personally identifiable information are kept confidential at collection, storage, disclosure and destruction stages. Boards that receive funds under any applicable program must provide reasonable notice to parents at the beginning of each school year that their children may be involved in Board-approved third party surveys. The school must also give parents the opportunity to opt their child out of the activity. A student shall not be required, as part of any applicable program, to submit to a survey, analysis or evaluation that reveals information concerning:

1. political affiliations or beliefs of the student or the student’s parent;
2. mental or psychological problems of the student that are “potentially embarrassing” to the student or the student’s family;
3. sex behavior or attitudes;
4. illegal, anti-social, self-incriminating or demeaning behavior;
5. critical appraisals of other individuals with whom respondents have close family relationships;
6. legally recognized privileged or analogous relationships, such as those of lawyers, physicians and ministers;
7. religious practices, affiliations or beliefs of the student or the student’s parent or
8. income (other than that required by law to determine eligibility for participation in a program and/or for receiving financial assistance under such program).

Parents have a right to inspect a survey created by a third party before that survey is administered by the school to students. Parents are notified by the school when a survey is to be administered and will have at least two weeks to review the materials.

In order to protect student privacy rights when a school survey is to be administered that contains one of the prohibited eight items identified in this policy, parents have the right to inspect the survey. If parents do not want their child to be a participant in the survey, they must notify the school.

VANDALISM
Students, employees and citizens of the District are urged to report any incidents of vandalism to property belonging to the District together with the name(s) of the person(s) believed to be responsible. The Board may offer a reward for information leading to the arrest and conviction of any person who steals or damages Board property.

The Superintendent is authorized to sign a criminal complaint and to press charges against perpetrators of vandalism against school property. The Superintendent is further authorized to delegate, as he/she sees fit, authority to sign such complaints and to press charges.

Any student found guilty of any form of vandalism or defacement of school property may be subject to suspension or expulsion.

Parents are liable up to the amount provided by law for the willful destruction of property by a minor in their custody or control. If parents are found liable for monetary damages and are unable to make restitution, the Board may allow the parents and/or students to perform community service for the District instead of repayment of the damages.

VISITORS
The Board encourages parents and other citizens of the District to visit classrooms to observe the work of the schools and to learn what the schools are doing. Visits should be scheduled with the teacher, in advance, to avoid any unnecessary disruption to classroom instruction or activities.

To maintain the safety of students and staff and to ensure that no unauthorized persons enter buildings, all visitors must first report to the main office to receive authorization to visit. (Authorization is not needed for school programs, assemblies, graduations and athletic events.)

All participants and spectators of school programs, assemblies, graduations and athletic events are expected to abide by all applicable laws, local ordinances, Board policies and District and building regulations pertaining to public conduct on District property.

School principals and their designees are authorized to take appropriate action to prevent and remove, if necessary, unauthorized persons from entering District buildings, loitering on the grounds and/or creating disturbances anywhere on District property.
FCS Board of Education Policies and Regulations

Please note that many of the district’s policies and regulations have been abbreviated in the student handbook due to space restrictions. If you are interested in viewing the full version of any policy or guideline please contact your child’s principal and/or you may visit the district’s website at: www.fremontschools.net. The District Testing Calendar is also available on the district website, on the Curriculum page.

- Administering Medicines to Students (Policy JHCD)
- Hazing and Bullying (Harassment, Intimidation and Dating Violence) (Policy JFCF)
- Student Records (Policy JO)
- Club Sports (Policy IGDJB)
- Communicable Diseases (Policy JHCC)
- Programs for Gifted and Talented Students (Policy IGBB)
- Homework (Policy IKB)
- Admission of Interdistrict Transfer Students (Policy JECBB)
- Intradistrict Open Enrollment (Policy JECBD)
- Student Attendance Accounting (Missing and Absent Children) (Policy JEE)
- School Ceremonies and Observances (Policy IND)
- Patriotic Exercises (Policy INDA)
- Promotion and Retention of Students (Policy IKE)
- Acceleration (Policy IKB)
- Pediculosis (Head Lice) (Policy JHCCA)
- Positive Behavioral Interventions and Supports (Limited Use of Restraint and Seclusion) (Policy JP)
- Reporting Child Abuse (Policy JHG)
- Tobacco Use by Students (Policy JFCG)
- Alcohol Use by Students (Policy JFCH)
- Student Drug Use (Policy JFCI)
- Community Use of School Premises (Equal Access) (Policy KG)
- Physical Education (Policy IGAF)
- Student Health Services and Requirements (Policy JHC)
- Truancy (Policy JEDA)
ACADEMICS

ADDING/DROPPING A COURSE (7th & 8th grades only)
Students wishing to add a course may do so by consulting with a counselor. Added courses will be permitted only during the first five (5) days of a semester and only if the new class has seats and books available and no other schedule change is needed. Students must make up any class work assigned before they were enrolled in the course.

Students wanting to drop a course may do so by consulting with a counselor. Dropped courses will be permitted only during the first five (5) days of a semester and parental permission is required. No credit will be granted for a partially completed course. Students must remain in the class until the request is approved. Books and other materials must be returned to the teacher after the drop has been approved. Students must maintain a schedule of at least five (5) courses after the dropped class.

COLLEGE CREDIT PLUS PROGRAM – See Board Policy IGCH

FAILURE NOTIFICATION
The teacher should notify the parent by email or telephone any time a student is earning an “F” between interim and the end of the quarter grading period. The teacher should document the date of notification.

GRADE CARDS
Grade cards are issued every quarter. All grade cards will be sent home with the student. The last grade card will be mailed home.

GRADE CHANGE PROCEDURE
A. A grade appeal must be initiated within two (2) weeks of a student receiving his/her grades by parent/student and completed within three (3) weeks of the next quarter and upon the teacher returning to work in the fall for the fourth (4th) quarter. The fourth (4th) quarter grade appeal could be heard earlier if the teacher is contacted and volunteers to come in during the summer.
B. An administrator must be present at a grade appeal conference between parent/guardian, the student and the teacher. The parent/guardian and/or teacher could have one additional representative at the conference on their behalf.
C. If the teacher changes the grade, he/she must complete a “Change of Grade” form.
D. The following guidelines should be used:

<table>
<thead>
<tr>
<th>To Change</th>
<th>Not to Change</th>
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</thead>
<tbody>
<tr>
<td>1. Calculation error</td>
<td>1. If solely for eligibility or GPA</td>
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<tr>
<td>2. Input error</td>
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<td>3. Student/Teacher miscommunication of</td>
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<tr>
<td>course requirements/grading procedures</td>
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GRADING SYSTEMS - Board Policy IKA
Grading is a system of measuring and recording student progress and achievement that enables students, parents and teachers to assess strengths and weaknesses; plan an educational future for students in the areas of the greatest potential for success; and know where remedial work is required.

The Board believes students respond more positively to the opportunity for success than to the threat of failure. Therefore, the District seeks in its instructional program to make achievement both recognizable and possible for students. It emphasizes achievement in its processes of evaluating student performance.

The Board recognizes that a system of grading student achievement can help students, teachers and parents to better assess progress toward personal educational goals and assist the students in implementing that progress.
The administration and professional staff devise grading systems for evaluating and recording student progress. The records and reports of individual students are kept in a form that is understandable to parents as well as teachers. The Board approves the grading and reporting systems as developed by the faculty, upon recommendation of the Superintendent.

The Board recognizes that any grading system, however effective, has subjective elements. There are fundamental principles that must guide all instructors in the assignment of marks and achievement.

1. The achievement mark in any subject should represent the most objective measurement by the teacher of the achievement of the individual. A variety of evaluation measures are used and accurate records are kept to substantiate the grade given.

2. An individual should not receive a failing grade unless he/she has not met stated minimum requirements.

3. Students have the opportunity to make up work as follows: for each day a student is absent from class, a commensurate number of days will be applied to make-up assignments (including but not limited to homework, projects, presentations, and classroom assignments). Students must make arrangements with the teacher to make up quizzes/tests within one (1) week of the student’s return to class.

   If the student is absent from class one (1) week or more, a deadline for make-up quiz/test must be established by the teacher and communicated with the student and the principal.

4. Grades are a factor used to motivate students. Poor or failing grades should trigger a variety of instructional and intervention activities to assist the student in achieving better grades by the next grading period, if possible.

Final decision on any grade is the responsibility of the building principal.

**HOMEWORK (IKB)**
The Board acknowledges the educational validity of out-of-school assignments as adjuncts to and extensions of the instructional program of the schools.

“Homework” shall refer to those assignments to be prepared outside of the school by the student or independently while in attendance at school.

The Superintendent shall develop rules for the assignment of homework according to these guidelines:

1. Homework should be a properly planned part of the curriculum, extending and reinforcing the learning experience of the school;

2. Homework should help students learn by providing practice in the mastery of skills, experience in data gathering, and integration of knowledge;

3. Homework should help develop the student’s sense of responsibility by providing and opportunity for the exercise of independent work and judgment;

4. The number, frequency and degree of difficulty of homework assignments should be based on the ability and needs of the student and take into account other activities which make a legitimate claim on the student’s time;
5. As a valid educational tool, homework should be assigned with clear direction, with timely feedback provided, and assigned valid based on its placement on the Learning Cycle. The Learning Cycle is the path a student takes from the instructional introduction of a new skill or concept through guided practice led by the teacher to independent practice where the expectation is that the student has acquired sufficient learning to complete the assignment independently.

6. The schools should recognize the role of parents by suggesting ways in which parents can assist the school in helping a student carry out assigned responsibilities.

7. Homework should always serve a valid learning purpose; it should never be used as a punitive measure.

HOMEWORK (IKB-R)
The following guidelines have been developed to assist principals in working with staff to establish appropriate homework assignments:

1. All homework assignments should have a specific purpose related to the learning objectives of a program or course.

2. Homework assignments should be appropriate to the grade level and the abilities of the students involved with the expectation that is assigned to an appropriate place on the learning cycle to that it can be completed independently.

3. Project assignments should involve application of knowledge, reinforcement of communication, research and other skills, and should provide experiences, which strengthen attitudes and allow for creativity.

4. Punishment assignments should never be given.

5. The purpose of homework, in terms of the relevance to the standards should be clear to the student when assigned, and the criteria for assignments is shared so students know how to demonstrate proficiency.

6. As part of the process of using homework as a learning tool, students may be involved in learning how to critique their own and each others’ work based on clearly-defined criteria related to the standards.

7. Teachers should coordinate major assignments.

8. The time limits for the completion of homework should:
   A. Be reasonable and consistent with the nature of the assignments given;
   B. Provide for interim appraisal of process where projects involve blocks of time;
   C. For each day of student absence there will be assigned a commensurate number of days to make up assignments (including but not limited to homework, projects, presentations, and classroom activities).

9. Parents should be made aware of the District’s homework guidelines as well as the way each of their child’s teachers will be using homework as a learning activity.
HONOR ROLL
A student must achieve the following GPA in a minimum of five (5) class periods or the equivalent of to be considered for the Honor Roll:

Giant Honor Roll, 3.5-4.00
Giant Merit Roll, 3.0-3.49

INCOMPLETES
A grade of “I” is to be given to a student when the work of the grading period has not been completed because of excused absences and when the work which the student missed could not have been made up on time in the remaining grading period following the absences. Generally, he/she would have three (3) weeks to do so. All incomplete grades should be converted within three (3) weeks after the end of a grading period. A special extension of time for students having a prolonged period of excused absences may be granted under unusual circumstances. Some arrangements may be necessary at the end of the year due to summer vacation; however only those cases pre-arranged for may be extended past the three (3) week deadline. After the three (3) week deadline has passed; the final incomplete grade will be changed to the appropriate grade.

PROGRESS BOOK
All students and parents/guardians are issued a username and password to access grades on Progress Book using the following website: https://parentaccess.noeca.org.

PROMOTION TO THE NEXT GRADE (6th, 7th & 8th grades)
To be promoted to grades seven, eight or nine a student must pass the following:

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<tr>
<th>Core Classes (3 classes of 4 from this list)</th>
<th>Encore Classes (2 semesters from this list in any combination)</th>
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<tbody>
<tr>
<td>English</td>
<td>Art (2)</td>
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<tr>
<td>Mathematics</td>
<td>Band (4)</td>
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<tr>
<td>Science</td>
<td>Choir (2)</td>
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<tr>
<td>Social Studies</td>
<td>Comp. Tech (1)</td>
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<tr>
<td></td>
<td>Engineering Tech. (1)</td>
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<td>Guitar</td>
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<td>Financial Literacy</td>
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<td>Industrial Tech</td>
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<td>Orchestra</td>
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<td></td>
<td>Material &amp; Processing (1)</td>
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<td></td>
<td>Wellness</td>
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</tbody>
</table>

Parents will be kept informed of their child’s progress by the mid-term grade estimate reports. These reports will be sent home with the student during the midpoint of each grading period.

Parents should closely monitor their child’s academic progress and contact the student’s teachers and counselor when any concerns about classroom performance arise.

INTERSCHOLASTIC ATHLETICS/INTERSCHOLASTIC EXTRACURRICULAR ELIGIBILITY (IGDJ/IGDK)

The Board recognizes the value to the students of the District and to the community of a program of interscholastic athletics for students as an integral part of the total school experience.

The program should foster the growth of school loyalty within the student body as a whole and stimulate community interest in athletics.

The game activities and practice sessions should provide many opportunities to teach the values of competition and good sportsmanship.
The program of interscholastic athletics should provide students the opportunity to exercise and test their athletic abilities in a context greater and more varied than that, which can be offered by a school or the School District alone. It should also offer an opportunity for career and educational development.

For purposes of this policy, the program of interscholastic athletics shall include all activities relating to competitive sports contests, games, events or sport exhibitions involving individual students or teams of students of this District with those of another district.

The Board shall determine the standards of eligibility to be met by all students participating in the interscholastic program. Such standards shall require that each student be in good physical condition, be free of injury, and have fully recovered from illness before participating in any interscholastic athletic event. Denial of participation will occur until the student-athlete submits a form signed by his/her guardian, affirming that each has received and reviewed the Ohio Department of Health’s concussion and head injury informational sheet.

In addition to the eligibility requirements established by the Ohio High School Athletic Association (OHSAA), to be eligible for any interscholastic extracurricular activity, a student must meet OHSAA as well as Board eligibility requirements.

1. **Middle School (Grades 7-8)**

   A student athlete enrolling in the seventh grade for the first time will be eligible for the first grading period regardless of previous academic achievement. Thereafter, a student must earn a grade point average of at least 1.5 and receive passing grades in a minimum of five of those subjects in which the student received grades during the preceding grading period in order to be eligible to participate in interscholastic activities.

2. **High School (Grades 9-12)**

   A student enrolled in the first grading period after advancement from the eighth grade must earn a grade point average of at least a 1.5, fail no more than one subject and receive passing grades in a minimum of five units, or the equivalent in the preceding grading period in which the student was enrolled.

3. **College Credit Plus (Grades 7-12)**

   A student enrolled in the College Credit Plus program must take enough post-secondary course work exclusively or between the post-secondary institution and the high school combined to be equivalent of five units. Note: college courses for which three or more semester hours of credit are earned shall be awarded one Carnegie unit. Fractional Carnegie units will be awarded proportionately.

4. **Other Notes**

   A. Transfer students shall have eligibility computed based upon an official transcript from the previous school of attendance. A student cannot participate in athletics until the transcript has been reviewed and the student has been declared eligible to participate.

   B. Summer school and other educational options may not be used to substitute for failure to meet the academic standards during the last grading period of the school year.

   C. The building principal shall be the final authority in determining the student’s grade point average and the student’s eligibility.
D. It is the responsibility of the coaching staff to communicate this policy to the student athletes along with an emphasis on academic achievement over athletic achievement.

E. Failure to comply with the grading period eligibility requirements results in extracurricular interscholastic ineligibility for the succeeding grading period.

The eligibility or ineligibility of a student continues until the start of the fifth school day of the next grading period, at which time the grades from the immediately preceding grading period become effective. For the purposes of this policy, “school day” includes faculty in-service days, calamity days and regular school attendance days, but not holidays or school breaks.

Any case involving a current student with a disability shall be referred to the Director of Student Services and principal to determine if a waiver of the eligibility standard is appropriate. However, in athletics, the OHSAA standards must be met.

Since the primary purpose of the athletic program is to enhance the education of participating students as indicated in this policy, the Board places top priority on maximum student participation and the values of good sportsmanship, team play and fair competition.

The Board further adopts those eligibility standards set by the Constitution of the OHSAA and shall review such standards annually to ascertain that they continue to be in conformity with the objectives of this Board.

The Board further directs that only those students may participate in the program of interscholastic athletics who have:

1. maintained a satisfactory academic record
2. attended school regularly
3. demonstrated good citizenship and responsibility
4. returned all school and athletic equipment
5. refrained from participation in a contest on a noninterscholastic team, or as an individual in the same sport during the school’s season

In addition to the aforementioned items, parents and athletes are asked to attend one athletic preseason parent meeting per year prior to the beginning of the athlete’s season.

In order to minimize health and safety risks to student-athletes and maintain ethical standards, school personnel, coaches, athletic trainers and lay coaches shall not dispense, supply, recommend or permit the use of any drug, medication or food supplement solely for performance-enhancing purposes. The Superintendent shall cause to be posted in all locker rooms in buildings that include students in any grade higher than sixth grade, the following:

“Warning: Improper use of anabolic steroids may cause serious or fatal health problems, such as heart disease, stroke, cancer, growth deformities, infertility, personality changes, severe acne and baldness. Possession, sale, or use of anabolic steroids without a valid prescription is a crime punishable by a fine and imprisonment.”

The Superintendent shall develop appropriate administrative guidelines for the operation of the Athletic Program and Code of Conduct for those who participate. Such guidelines should provide for the following safeguards.
1. Prior to enrolling in the sport, each participant shall submit to a thorough physical examination by a District-approved physician and/or parents shall report any past or current health problems along with a physician’s statement that any such problems have or are being treated and pose no threat to the student’s participation.

2. Any student who is found to have a health condition, which may be life-threatening to self or others shall not be allowed to participate until the situation has been analyzed by a medical review panel that has determined the conditions under which the student may participate. The District shall assume no liability for any student with a health condition who has been authorized to play by the parents and their physician but not by the District.

3. Any student who incurs an injury requiring a physician’s care is to have the written approval of a physician prior to the student’s return to participation.

4. Any student practicing for or competing in an interscholastic event who exhibits signs, symptoms or behaviors consistent with having sustained a concussion or head injury shall be removed from the practice or competition. Any student who has been removed from practice or competition because he/she has exhibited signs, symptoms or behaviors consistent with having sustained a concussion or head injury shall not be permitted to return to any practice until both of the following occur:

   A. The student’s condition is assessed by a physician in accordance with the requirements set forth in RC 3323.539(E)(2), to assess such student.

   B. The student receives written clearance that it is safe to return to practice or competition from a physician, in accordance with requirements set forth in RC 3313.539(E)(2), to grant such clearance. All doctor’s release must be received by the Athletic Director before the student athlete can return to play.

The Superintendent is also to develop guidelines for ensuring that sportsmanship, ethics and integrity characterize the manner in which the athletic program is conducted and the actions of students who participate. Such guidelines should include:

1. criteria for judging these important qualities

2. procedures by which these values will be communicated to students, parents and supporters

3. means for monitoring the behavior of each of these groups to ensure their behavior reflects high standards.

The guidelines should also provide a set of behavioral expectations for each type of participant as well as a Sportsmanship Code of Conduct, which each type of participant is to follow. The Superintendent is authorized to implement suitable disciplinary procedures against those who violate this Sportsmanship Code.

Students will be further informed that participation in interscholastic sports is a privilege and not a right, and that they may be prohibited from all or part of their participation in such activities by authorized school personnel without further notice, hearing and/or appeal rights.

In order to support the OHSAA’s program to strengthen sportsmanship, ethics and integrity, the Board commits itself to:
1. adopt policies (upon recommendation of the administration) which reflect the District’s educational objectives and promote the ideals of good sportsmanship, ethics and integrity

2. establish standards for athletic participation which reinforce the concept that athletic activities are a privilege, not a right

3. attend and enjoy school athletic activities, serving as a positive role model and expecting the same from parents, fans, participants, coaches and other school personnel

4. support and reward participants, coaches, school administrators and fans who display good sportsmanship

5. recognize the value of school athletic activities as a vital part of education

Students in grades 9-12 are ineligible for athletics for the first 50% of the maximum allowable regular season contests in the sports the student participated in during the 12 months immediately preceding the transfer, until the one-year anniversary date of enrollment in the school the student transferred to. If the transfer takes place during the sport season in which a student has participated in a regular season interscholastic contest, the student is ineligible for the remainder of that sport’s season. Exceptions to the ineligibility provisions are outlined in the OHSAA Bylaws.

Resident students enrolled in community schools are permitted to participate in the District’s interscholastic athletics program at the school to which the student would be assigned. Students must be of the appropriate age and grade level as determined by the Superintendent, and must fulfill the same academic, nonacademic and financial requirements as any other participant.

Resident students attending STEM schools are permitted to participate in the District’s interscholastic athletics program at the school to which the student would be assigned. Students must be of the appropriate age and grade level as determined by the Superintendent, and must fulfill the same academic, nonacademic and financial requirements as any other participant.

Resident students attending a nonpublic school are permitted to participate in the District’s interscholastic athletic programs at the school to which the student would be assigned if the nonpublic school the student is enrolled in does not offer the activity. Students must be of the appropriate age and grade level as determined by the Superintendent and must fulfill the same academic, nonacademic and financial requirements as any other participant.

Resident students receiving home schooling in accordance with State law are permitted to participate in the District’s interscholastic athletic programs at the school to which the student would be assigned. Students must be of the appropriate age and grade level as determined by the Superintendent and must fulfill the same academic, nonacademic and financial requirements as any other participant.

Foreign exchange students enrolled in a recognized visitor exchange program may be eligible to participate in interscholastic athletics in accordance with OHSAA Bylaws.

LEGAL REFS.: ORC 2305.23; 2305.231 3313.537; 3313.5311; 3313.5312; 3313.539; 3313.66; 3313.661; 3313.664 3315.062 3319.303 3321.04 3707.52 OAC Chapter 3301-27
ATHLETIC CODE OF CONDUCT (7th & 8th grades only)

We are so proud that many Fremont City Schools’ students are stepping up to become our ambassadors on the playing fields and courts. Athletic competition offers opportunities to develop physical talents, as well as, to learn the value of teamwork, concentration and persistence. These habits also can be strong assets in the classroom, so it’s not surprising that Fremont City Schools’ athletes do better in school than students who don’t participate in sports. As leaders, athletes have a responsibility to conduct themselves according to high standards. Athletes who earn the honor of wearing their school’s team uniforms must set a good example for other students, as well as, for the fans. This Code of Conduct’s major themes (respect, fairness, consideration of others and self-control) should be reflected at all times. We count on leadership to set the tone for appropriate behavior at all Fremont athletic events.

Any suspension whether it be in-school assignment or out-of-school suspension, shall be the basis for denial of participation from athletic activities for the period of the suspension. A suspension that carries over a weekend will result in a denial of participation over the weekend, rendering the student unable to participate in any practices or athletic competition. For in-school assignment, the athlete may return to practice and/or contests once the assignment is completed. For example: if an athlete is assigned to in-school for one full day (removed from his/her classes), his/her assignment is completed at 2:50 p.m. and the student may participate in practice or competitions that evening. If the student is assigned multiple days, their participation will be denied until they have completed their last day of the suspension. There will be no time adjustment for detentions, or suspensions. While a student is denied participation as a result of academic ineligibility, he/she may participate in practices and travel with the team, but not allowed to dress for contests. In addition, the student may not compete, including scrimmages, previews or jamborees, until they have regained their eligibility. The extent of practice participation will be left to the discretion of the head coach/advisor.

The following rules are established for all athletic participants in grades 7-12 and remain in effect from the start of the fall sports season, which is established by the Ohio High School Athletic Association, and will end on the last day of school or the last spring athletic event whichever concludes last. Valid infractions are those reported by law enforcement officials, school personnel or school administrators. Every athlete will maintain his/her status in regards to previous code of conduct (i.e., a first offender remains a first offender, a second offender remains a second offender - no athlete has his/ her slate wiped clean). Middle school (grades 7-8) and high school (grades 9-12) are considered separate careers. For example: if an athlete commits a violation(s) during their middle school career, all punishments will be carried out during their middle school career. At the start of their freshman year, any violation(s) that are committed will be considered new. There will be no carry-over of consequences from their middle school career to their high school career. Any violation during the transition from middle school to high will be handled on a case by case basis.

Definitions:
Alcohol: Alcoholic beverages means intoxicating liquor, alcohol, wine, beer, mixed beverages, malt liquor and malt beverages as defined in Ohio Revised Code 4301.01. The term “alcoholic beverages” also means any liquid substance, such as “near beer,” intended for use as a beverage, used as a beverage or capable of being used as a beverage which contains alcohol in any proportion or percentage.

Drug Assessment and Counseling: A program designed to assess the degree of dependence of a student on mood-altering chemicals or other illegal substances. Such a program shall include an education component designed to teach the harmful nature of the mood-altering chemicals and any follow up counseling and/or treatment deemed necessary by the assessing agency. The costs of any such chemical assessment, educational component, counseling and/or treatment shall be the responsibility of the student and/or his/her parent/guardian/custodian.
Denial of Participation: The loss of participation in certain aspects of the association with a team. The athlete may still practice, but no other privileges are allowed. The student may continue to practice with the team and sit with the team during home contests only. The student may not wear team uniform during the denial of participation.

Distributing: Making available to or passing on to another individual (i.e., supplying, even if not for profit) any alcohol, drug or tobacco products. This includes supplying the location for these products to be used (i.e., hosting a party).

Drug Paraphernalia: Equipment or apparatus designed for or used for the purpose of measuring, packaging, distributing or facilitating the use of drugs, including, but not limited to pipes, roach clips, syringes, hypodermic needles and cocaine spoons or kits.

One Calendar Year: 365 consecutive days from the date of the denial of participation or remainder of the school year.

Possession: Alcohol, tobacco, controlled substance or drug paraphernalia physically on or in student’s body or physically within his/her personal property (i.e., book, gym bag, coat, etc.).

Tobacco: Any product with tobacco as an ingredient that is smoked, chewed, inhaled or placed against the gums.

Under the Influence: Manifesting signs of chemical or alcohol misuse, such as staggering, reddened eyes, odor on the breath, nervousness, falling asleep in class, memory loss, abusive language or any other behavior not normal for the particular student.

I. General Misconduct Policy
   A. Recognizing that participation in athletic activities is a privilege, not a fundamental right, and that such participation represents the Fremont City Schools to the community at large, a condition of such participation is that the athlete will maintain good citizenship within the community at all times, both within and outside the school day and on or off school property. Denial will be determined by a building administrator and athletic director according to the severity of the infraction. The denial of participation will be consistent between activities and the consequences will be immediate. Acts of unacceptable conduct, such as, but not limited to, theft, vandalism, disrespect, immorality, violations of the law and other unacceptable acts of conduct that tarnish the program will not be tolerated. Violation of this rule constitutes misconduct, and will be evaluated on a case by case basis, taking into consideration the following factors, among others:

   1. The degree to which the athlete’s conduct poses a threat or risk to the safety and well-being of self and others.
   2. The degree to which non-action by school officials would be viewed as condoning or indifference to the conduct.
   3. The degree to which the conduct brings discredit to the Fremont City Schools and its programs.

   4. The status of the matter under the criminal or juvenile justice system, if any such system is involved. While determination by school officials under this rule are not dependent on such status or any conclusion reached under such a system, that status or conclusion might be a relevant factor in the investigation and analysis of the underlying facts.

   B. No athlete shall assist or aid in any way another athlete in violating school rules and regulations, any law or ordinance or Athletic Department rules when either athlete is properly under the
C. The OHSSA rules apply and are available upon request from the athletic director.

D. All athletes are expected to abide by the rules and regulations stated in the Student Code of Conduct as adopted by the Board of Education of the Fremont City Schools.

E. An athlete absent from school for more than one-half (1/2) day is not eligible to participate in an athletic activity for the day without permission from the building principal. One-half (1/2) day equals three and one half (3 1/2) hours. Under normal circumstances, a half-day (1/2) occurs at 11:00 a.m. To be eligible, the athlete must be in school by 11:20 a.m. and remain in his/her classes for the remainder of the school day.

F. If a violation takes place during the school day on school property or at a school activity, the Student Code of Conduct and the Athletic Code of Conduct will be used for disciplinary purposes. A building administrator will handle the discipline for the school infraction while the athletic director will handle the denial of participation under the Athletic Code of Conduct. If the violation takes place off school property and not under school jurisdiction, only the Athletic Code of Conduct will be used.

G. Athletic participants who are suspended for violations of the Student Code of Conduct are automatically denied participation in all school activities until they are reinstated in school. Any student participation in athletics that falls under an expulsion or suspension that occurs during a school break will be allowed to participate at the discretion of the building principal.

II. Possession or Use of Illegal or Controlled Substances
No student participating in athletics shall possess/deliver, attempt to deliver, cause to be delivered or show evidence of alcohol, tobacco, drugs, and/or paraphernalia, narcotics or non-controlled substance, steroids, or other performance enhancing drugs.

Consequence for Violation
First Violation
1. The student will make an appointment with a chemical dependency counselor for drug assessment and then follow the recommendations of the counselor. The counselor and/or agency must be certified by the Ohio Department of Health or the Ohio Department of Alcohol and Drug Addiction Services. Parents/Guardians/Custodians must pay for this expense.
2. The student will be denied 20% of the current participating season and/or remainder of the season the athlete participates and completes. Note: The student may continue to practice with the team and sit with the team during home contests only. The student may not wear a team uniform during their denial of participation.
3. The student shall forfeit all leadership roles.
4. The student shall perform twenty (20) hours of community service as approved by the principal/designee.
5. In order for participation and privileges to be reinstated after the 20% penalty, the student must agree to submit to five (5) follow-up drug tests within six (6) months at the District’s expense. The drug testing dates will be determined by the principal/designee.
6. Failure to complete these requirements may result in denial of participation and privileges for one year.

Second Violation
1. The student will make an appointment with a chemical dependency counselor for drug assessment and then follow the recommendations of the counselor. The counselor and/or agency must be certified by the Ohio Department of Health or the Ohio Department of Alcohol and Drug Addiction Services. Parents/Guardians/Custodians must pay for this expense.
2. The student is denied participation in athletics for one calendar year. The calendar year begins from the date of notification of the violation.
3. The student shall perform forty (40) hours of community service as approved by the principal/designee. Community service timeframe will be determined by principal/designee.
4. In order for participation and privileges to be reinstated after the one calendar year penalty, the student must agree to submit to five (5) follow up drug tests within twelve (12) months at the parent/guardian/custodian’s expense. Drug testing dates will be determined by the principal/designee.

5. Failure to complete these requirements may result in permanent denial of participation during the student’s career at Ross High School.

**Third Violation**

The student may be permanently denied participation in athletics, extracurricular activities and driving/parking privileges immediately. The principal/designee will determine the beginning date for denial of participation in co-curricular activities.

**III. Self-Referral**

A self-referral occurs when a student asks a coach, advisor, director, counselor, administrator or other personnel for help and an assessment prior to any known violations of this policy. A second method of self-referral occurs when a coach, advisor, director, counselor, administrator or other school personnel confronts a student about a possible drug violation (i.e. the student has not been reported to a coach, advisor, director, counselor, administrator or other school personnel by an eye witness) and the student admits to the violation. A self-referral will not be subject to any disciplinary action provided that:

A. The student completes a drug assessment and counseling program and verification is provided to the principal/designee. The counselor and/or agency must be certified by the Ohio Department of Health or the Ohio Department of Alcohol and Drug Addiction Services. Parents/guardians/Custodians must pay for this expense.

B. The student agrees to submit to five (5) follow up drug tests within six (6) months at the District’s expense. The testing dates will be determined by the principal/designee and testing will be completed by the District’s drug testing company. If the student tests positive during the follow-up drug tests, the student will be subject to first-time offense consequences.

A self-referral will become a first offense and subject to consequences if:

A. A law enforcement agency is involved in the investigation of a potential violation or either formal or informal charges have been filed before the student attempted to self-refer.

B. Evidence of a violation is known by any staff member before the student attempted to self-refer. A self-referral may be used only once during the 9-12 academic career of a student and may not be used after the student becomes a first offender.

**Additional Rules**

1. Additional training or activity rules as curfew, length of hair, etc. or additional rules of conduct are at the discretion of the individual head coach, but must be put in writing and given to both the participant and parent/guardian.

2. An athlete charged and found guilty of any offense that could be considered a felony shall be denied participation to any athletic activity for the remainder of his/her eligibility.

3. In order to earn a letter or receive an award an athlete must “complete” the season in good standing (i.e., be academically eligible and participating on a daily basis).

4. A season is defined as all scheduled contests, including scrimmages. Any penalty may carry over into the next season or school year.

**Denial of Participation Procedures**

Denial of participation procedures are limited to an informal meeting between the principal, athletic director and the athlete involved and their parent/guardian prior to any denial of participation from activities. The meeting will take place within three (3) school days. At that meeting, the athlete will be informed of the reasons for the proposed denial of participation and given a chance to tell his/her side of the situation. The principal and athletic director may make a decision at that time.
Once a decision has been reached, the principal and athletic director shall present written notice to the athlete and his/her parent/guardian stating the reasons for the length of denial of participation. The denial of participation will be consistent between activities and the consequences will be immediate. When denied participation, the event denied will be consecutive. The decision of the principal and athletic director shall be final.

CLUB SPORTS (See Policy IGDJ/IGDK)
The program of Club Sports should provide students the opportunity to exercise and test their athletic ability in a context greater and more varied than that which can be offered by a school or the School District alone. Currently, bowling has been designated as a club sport. All students and advisors must follow the Ross High School Academic/OHSAA Eligibility Standards. Participation in Fremont Ross High School Club Sports will be determined by those guidelines. Furthermore, students participating in club sports are governed by the Athletic Code of Conduct and Drug Testing Policy and may be prohibited from participating in all or part of any club sports for infractions of previous regulations.

PLAYING RULES CHANGES RELATED TO CONCUSSION AND CONCUSED ATHLETES AND RETURN TO PLAY PROTOCOL
It is important for all adults involved in interscholastic athletics, physical education class, or intramural activities to recognize the potential for catastrophic injury and even death from concussions. Thus it is extremely important that each physical education teacher, coach, administrator, contest official and medical support personnel review their responsibilities in protecting students. Any student practicing for or competing in an interscholastic event, physical education class, or intramural activity who exhibits signs, symptoms or behaviors consistent with having sustained a concussion or head injury shall be removed from the class, practice or competition. Any student who has been removed from class, practice or competition because he/she has exhibited signs, symptoms, or behaviors consistent with having sustained a concussion or head injury shall not be permitted to return to any practice, class, or competition on the same day as the removal and not until both of the following occur:

1. The student’s condition is assessed by a physician in accordance with the requirements set forth in R.C. 323.539 (E) (2), to assess such a student.

2. The student receives written clearance that it is safe to return to physical education class, practice or competition from a physician, in accordance with requirements set forth in R.C.3313.539 (E) (2), to grant such clearance. All doctor’s release must be received by the athletic director or school administrator before the student can return to play or participation.
ATTENDANCE POLICIES

ARRIVAL TO SCHOOL
Walkers and students being dropped off:
All 6th, 7th and 8th grade students who are driven to school must be dropped off at the Main entrance. Parents dropping off should proceed around curve using the Parent/Students outside drop off lane. Once the student has exited the vehicle, the driver may enter the inside lane to exit the parking lot.

No one is to stop along the curve, or let their student out before reaching the designated area. These measures are being taken to assure the safety of our students.

Students are to enter the Main entrance no earlier than 7:10 a.m. Students may proceed to the Student Union and will not be permitted in any other part of the building until dismissed to homeroom.

- Please note: There should be no FMS students dropped off at the high school or the high school parking lot.

Bus Riders:
All 6th, 7th and 8th grade students who are riding the bus to school must enter the building using the office/nurse entrance door. Students will then proceed to the Student Union and will not be permitted in any other part of the building until dismissed to homeroom.

BUILDING PASSES
Building passes may be issued to students in order to be released from school for the reasons listed in the attendance policy. These passes will be obtained through the attendance office. Students are not permitted to leave the building, even at the request of or with the permission of, a teacher without the approval of an administrator. Students who leave the building without proper permission will be penalized. Notes from parents, phone calls and/or appointment cards are required from all students to verify building pass requests. Requests should be made twenty-four (24) hours in advance whenever possible. Building passes may be granted, but the absence may be “unexcused”.

DEFINITIONS OF ABSENCES, TARDINESS, AND TRUANCIES
- **Excused Absence** - Absence of students from school at the request of parent/guardian and with the consent of school authorities and in compliance with Section 3321.04 of the Ohio Revised Code.
- **Unexcused Absence** - Absence of students from school with the request of parent/guardian, but not in compliance with Section 3321.04 of the Ohio Revised Code.
- **Truancy** - Absence of students from school without the permission of parent/guardian or school authorities.
- **Habitual Truant** - Any child of compulsory school age who is absent without a legitimate excuse for five or more consecutive school days, seven or more school days in one month, or twelve or more school days in a school year.
- **Excessive Absences** – Any student who is absent 38 or more hours in one school month or absent 65 or more hours in a school year with or without a legitimate excuse.
- **Excused Tardiness** - Arrival of a student late to school, class or other assigned area past the scheduled time with the approval of school authorities and in compliance with Section 3321.04 of the Ohio Revised Code.
- **Unexcused Tardiness** - Arrival of a student late to school, class or other assigned area with the request of parent/guardian but not in compliance with Section 3321.04 of the Ohio Revised Code.
DISMISSAL FROM SCHOOL
Dismissal will take place at 2:30 p.m. for all students. Students must leave school property by 2:35 p.m. unless they are given authorization to stay from a Fremont City School staff member. No student will be permitted to loiter in areas adjacent to the school such as the High School grounds or Vanguard grounds.

Students who will be picked up or are walking home will be dismissed at 2:30 p.m. and will exit the main doors. Parents are asked to park along the outside lane the designated areas. Once the student has entered the vehicle, the driver may enter the inside lane to exit the parking lot. Parents will be encouraged to move forward to provide room for other parents who are picking up their students.

Bus Riders:
All 6th, 7th and 8th grade students who are riding the bus home will exit the building using the Choir and Music hall entrance door. Students will then proceed to their busses.

*Please note: There should be no FMS students picked up at the high school or the high school parking lot.

EXCESSIVE ABSENCES
An excessive absence is an absence without a doctor’s verification after 30 or more consecutive school hours or 42 to more school hours in one month or 72 or more school hours within the school year. The absence will be excused if a doctor’s note is submitted. A student with more than the specified hours of absence without a doctor’s note may or may not be marked excessive if an administrator is asked to review the reason for the absence by the parent/guardian.

The attendance officer provides notice to the parent of a student who is absent with or without excuse for 38 or more school hours in one school month or 65 or more school hours in a school year within seven (7) days of the absence triggering the notice. At the time of the notice, the District may take any appropriate actions outlined in the truancy policy as an intervention strategy. At this time, the student is considered to have excessive absences.

EXCUSING AN ABSENCE
Parents(s)/Guardian(s) must notify the school on the day a student is absent, unless previous notification has been given in accordance with school procedures for absences. Parents or other responsible persons shall provide the school with their current home and/or work telephone numbers and home address, as well as, emergency telephone numbers. Students are expected to attend classes regularly and be on time in order to obtain maximum benefit from the instructional program and to develop habits of punctuality, self-discipline and responsibility.

Excused absences may be granted for the following reasons:

1. **Personal Illness** - the approving authority may require the certificate of a physician after five (5) days of illness.
2. **Illness in the Immediate Family** - a three (3) day limit unless reasonable cause is shown.
3. **Work at Home** - if due to absence of parent(s) or guardian(s) which causes hardship on the family.
4. **Death of Relative** - a three (3) day limit unless reasonable cause is shown.
5. **Quarantine of the Home** as determined by proper health authorities.
6. **Observance of a Religious Holiday** - consistent with the student’s creed or belief.
7. **Traveling out of state for Board approved activity** - applies up to four (4) days.
8. **As determined by the Superintendent**
STUDENT DISMISSAL PRECAUTIONS – (Policy JEDB)
Board policy requires that the following guidelines be followed for early dismissal of any student.

1. Only principals or designee may release a student from school before the end of the school day.

2. Principals or designee may release students before the end of a school day only upon presentation of a written document, face-to-face request, or verbal authorization from the child's parent or for emergency reasons. When a parent telephones a request that a child be released early from school, the identity of the caller and any custodial arrangements should be confirmed before the child is permitted to leave. If the parent is calling from home, the school can verify the request by a return telephone call. In the event the telephone call is not being made from the child's residence, the caller should be asked detailed questions about the child. These questions might include the child's date of birth, the courses s/he is studying, names of teachers and classmates, and similar facts which should be known to his/her parent.

3. Requests for early dismissal should be submitted to the principal or designee as early in the school day as possible.

4. Students may be released only to a parent or to a properly identified person authorized by the guardian to act on their behalf.

5. A student may be released "on his/her own" only with verified parental permission. When a parent telephones a request that a child be released early from school, the identity of the caller and any custodial arrangements should be confirmed before the child is permitted to leave. If the parent is calling from home, the school can verify the request by a return telephone call. In the event the telephone call is not being made from the child's residence, the caller should be asked detailed questions about the child. These questions might include the child's date of birth, the courses s/he is studying, names of teachers and classmates, and similar facts which should be known to his/her parents.

Whenever a student travels from his/her school to another school for lessons or to clinics, etc., during school hours, signed permission must be obtained from the parent before such trips are approved by the principal.

GENERAL ATTENDANCE INFORMATION
Regular attendance is essential to any successful school program and is required by Ohio Law. If a student is absent from school, it is necessary that a parent or guardian calls the school on the day of his/ her absence at (419) 332-5324. Parents/guardians that do not call will be notified of their child’s absence either by telephone or by mail.

Upon the student’s return to school, he/she is also required to bring a note from a parent or guardian that states the reason for the absence. They should be turned into the Attendance Area. A student who is absent has twenty-four (24) hours to bring a note from his/her parent/guardian or he/she will be considered unexcused or truant. A student who knows ahead of time that he/she will be absent should bring a note from his/her parent/guardian to the Attendance Area prior to the time of absence. It is the student’s responsibility to collect all the assignments unless requested by the parent/guardian.

LEAVING SCHOOL DURING THE DAY
All students who leave the building during the school day are required to be signed out by a parent/guardian, or their designee, upon leaving and sign in upon their return. Students are able to sign themselves back in upon return to school. The sign-in and sign-out sheets are in the Attendance Area. Students leaving the school for three (3) or more periods will be counted absent for one-half (1/2) of the school day. Students that sign out prior to 1:30 p.m. and do not return will be counted absent for one-half (1/2) of the school day.
MAKE-UP WORK DUE TO ABSENCE
It is the responsibility of students to arrange with their teachers to make up all work that was missed due to absence. Student assignments can be obtained by notifying the school. We regret that we cannot give assignments for students unless the student will be absent for at least two (2) days. Homework requests made before 9:00 a.m. are available for pick-up between 2:45 p.m. and 3:15 p.m. Requests made after 9:00 a.m. will be ready for pick-up by 12:00 p.m. the next day. The number of school days a student has to make up work from an excused absence will equal the number of days the student was absent.

PROJECT ATTEND
When a student has accumulated 30 or more consecutive school hours of absence or 42 or more school hours in one month or 72 or more school hours within the school year without legitimate excuse, the student is considered to be habitually truant from school and will be referred to Project Attend. This mediation is a joint program with Fremont City Schools and the Sandusky County Juvenile Court. The Project Attend program helps parents and the school to address student absences/tardiness and find workable solutions to the child’s truancy before going to court.

PROMOTION/RETENTION BASED ON ATTENDANCE (6th, 7th & 8th grades)
Any student who has been truant more than 10% of the required attendance days of the current school year and has failed two or more of the required curriculum subject areas in the current grade will not be promoted unless the principal and teacher(s) of any failed subject areas agree that the student is academically prepared to be promoted to the next grade level.

STUDENT ATTENDANCE AT STATE SPONSORED EVENTS AND TOURNAMENTS (7th & 8th grades only)
An excused absence may be issued by the administration to a current team member to observe a state sponsored competitive tournament or event in which a Fremont City Schools student is competing. The excused absence will be based on the student’s academic record (2.00 GPA), attendance record (95% attendance for the present school year), discipline record and written parent permission to attend. The student must seek permission to attend a minimum of forty-eight (48) hours (two school days) prior to the event.

TARDINESS PROCEDURES
To School - Students are expected to attend school and be in their classes seated and ready for instruction at 7:30 a.m. A student who arrives after 7:30 a.m. must report to the Attendance Office for a late arrival slip. If a student arrives late and fails to secure a late arrival slip, he/she will not be permitted to enter class and penalties may be assessed.

It is the philosophy of Fremont Middle School that students must take responsibility for being in school on time. Oversleeping and/or missing the bus are considered unexcused tardies for which necessary discipline may be applied. In addition, make-up privileges may be denied.

Any subsequent unexcused tardiness may result in the student being considered truant, at which point they may be restricted. A student’s record of tardiness will accumulate throughout the semester.
To Class - A student is tardy if he/she is not in the room when the class is scheduled to begin the period. Students are given ample time to travel from one class to another. A student who is late to class because he/she was detained by a teacher must have a special excuse pass from that teacher. Teachers will take necessary disciplinary action to insure prompt arrival of students to class. If this does not solve the problem, students will then be referred to administration for the appropriate discipline.

HALL PASSES
Students must have a signed and dated pass to be out of class.

TRUANCY (Policy JEDA)
A student is truant when he/she is in any location in or out of the school building not specifically assigned to the student during the instructional schedule. A student may not leave school property or the school building during school hours without school authorization and parental consent. If a student arrives to school after 9:30 a.m., he/she may be considered truant and appropriate discipline may follow.

VACATION
Family trips may be excused if taken with a member of the student’s immediate family. Parents should contact the school one week prior to the trip to obtain any assignments. No credit will be given for unfinished assignments. The number of school days a student has to make up work from a vacation absence will equal the number of days the student was absent. A form for the principal’s approval and teacher signatures will be given to the student when a request for vacation is received.

No vacations will be approved during state mandated assessments.

Ohio’s State Tests: (dependent upon grade level)
- English Language Arts, March 25 - April 26, 2019
- Mathematics, Science, and Social Studies, April 1 - May 10, 2019

WITHDRAWALS
The law requires that a student go to school until he/she is eighteen (18) years of age. After the student is sixteen (16) and has completed the seventh (7th) grade, if the student is regularly employed, he/she may apply to withdraw. However, the student’s withdrawal from school is not permitted unless he/she has secured permanent employment and has been given a working permit at the District Office and followed the prescribed procedure for withdrawals. If questions arise concerning working permits, either full or part time, consult the office.

In the event a student must withdraw from school for reasons such as moving to another district or transferring to another school, a parent/legal guardian must personally withdraw the student in Main Office. This process should be completed prior to or on the last day of attendance.
GENERAL INFORMATION

ACE MENTORING PROGRAM
The ACE Mentoring Program is available to students in grades 6, 7 and 8 that are at-risk academically. Students are paired with an adult mentor volunteer from the community. Both student and mentor work together to improve and maintain success in school. For more information contact the Main Office.

AUTHORITY OF ADULT SCHOOL EMPLOYEES
All of the adult employees for the Fremont City School District have authority to correct students when the need arises. If any student is corrected by any adult employee, whether the employee is faculty, clerical, custodial, bus driver, monitors or teacher aides, the student is expected to accept such correction.

BOOK BAGS/COATS/JACKETS
Book bags, coats, and jackets will not be allowed in classrooms during the school day unless approved by the principal due to special circumstances.

CHANGE OF ADDRESS
Any changes of address or emergency telephone number should be reported immediately to the main office.

CELL PHONES AND OTHER ELECTRONIC DEVICES
School officials are responsible to provide a safe educational environment free from disruptions yet recognize that many students and parents want the privilege of bringing personal communication devices (PCDs) to school. However, such privilege comes with the responsibility of making sure that these items do not disrupt the educational process in any way. School officials will not be held accountable if PCDs are lost or stolen. If brought to school, items should not create a disruption, distraction or otherwise interfere with the educational environment and must be approved for use by a supervising teacher. In the classroom teachers will communicate to students if the use of PCDs is permitted. Use of the PCDs in the hallway/cafeteria/non-classroom areas are at the discretion of the building principal. PCDs that are used improperly and/or violate the acceptable use policy will be confiscated and turned into the office with a written referral. Refusal to turn over the item to a school employee will be deemed as insubordination and further discipline will occur along with appropriate documentation of the offense for violating the PCD policy. During testing, all electronic devices must be kept in student lockers.

Emergency situations do arise that may necessitate communication between students and families; however, primary contact from home to school should be through the office personnel during the school day. Responsible and acceptable use of PCDs must be followed during the school day and/or on school property.

First Violation: The student may retrieve the item from the administrator at the end of the day.
Second Violation: The item will be returned at the end of the day after a meeting with the student’s parent or guardian.
Third Violation: The item will be returned only to the parent or guardian at the end of the current semester.

Improper use of PCD’s include but are not limited to: taking inappropriate photos of students, staff and/or other personnel and posting these photos on social media, video recording inappropriate behaviors (such as verbal or physical altercations) of students, staff, and/or other personnel and posting these videos on social media. Students conducting improper use of PCD’s may be issued severe discipline consequences and a police report could be filed.
FEES (6th 7th & 8th grades)

The Board of Education will provide the necessary textbooks and supplies/materials required by the course of study free of charge for its students. The Board, may, however, need to levy certain charges to students to facilitate the utilization of other appropriate learning materials used in the course of instruction. Please note that we are very thoughtful when determining student fees for the school year. Listed below are the student fees for the 2018-2019 school year.

<table>
<thead>
<tr>
<th>Subject</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Engineering Technology 7-8</td>
<td>$10.00</td>
</tr>
<tr>
<td>Materials &amp; Technology 7</td>
<td>$10.00</td>
</tr>
<tr>
<td>Materials &amp; Technology 8</td>
<td>$20.00</td>
</tr>
<tr>
<td>Art 6</td>
<td>$13.00</td>
</tr>
<tr>
<td>Art 7</td>
<td>$13.00</td>
</tr>
<tr>
<td>Art 8</td>
<td>$13.00</td>
</tr>
<tr>
<td>Choir 7-8 (only 1 book needs to purchased for both years.)</td>
<td>$11.00</td>
</tr>
</tbody>
</table>

Grade 6 Band
- Band 6 book | $11.00 |
- French Horn 6 book | $11.50 |
- Percussion 6 book | $13.50 |

Grade 7 Band
- Band 7 book | $11.00 |
- Percussion 7 book | $13.50 |
- Uniform Cleaning 7 | $5.00 |

Grade 8 Band
- Band 8 book | $7.00 |
- Percussion 8 book | $10.00 |
- Uniform Cleaning 8 | $5.00 |

Orchestra 6-8
- Orchestra 6 book | $10.00 |
- Orchestra 7 book | $10.00 |
- Uniform Cleaning 7 | $5.00 |
- Orchestra 8 book | $10.00 |
- Uniform Cleaning 8 | $5.00 |

Misc.
- Lost/Replacement Student Planner | $2.00 |

All students playing a school owned instrument will be charged a rental fee which will be paid to the Board of Education and will be used for instrument repairs and general upkeep. Repairs will be assumed by the Board of Education except in the case of negligence on the part of the student. The rental fee will be billed at the middle/end of the second semester of each year and checks are to be made payable to the Fremont City Schools. The following list of fees will be used for the rental of an instrument. Rentals for less than a full year will be prorated. Reeds are available for purchase at an additional cost.

<table>
<thead>
<tr>
<th>Instrument</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Oboe</td>
<td>$75.00</td>
</tr>
<tr>
<td>Alto Clarinet</td>
<td>$60.00</td>
</tr>
<tr>
<td>Bass Clarinet</td>
<td>$75.00</td>
</tr>
<tr>
<td>Contra Clarinet</td>
<td>$75.00</td>
</tr>
<tr>
<td>Bassoon</td>
<td>$75.00</td>
</tr>
<tr>
<td>Percussion (7&amp;8)</td>
<td>$20.00</td>
</tr>
<tr>
<td>Tenor Sax</td>
<td>$75.00</td>
</tr>
<tr>
<td>Bari Sax</td>
<td>$75.00</td>
</tr>
<tr>
<td>French Horn (single)</td>
<td>$45.00</td>
</tr>
<tr>
<td>French Horn (double)</td>
<td>$60.00</td>
</tr>
<tr>
<td>Mellophone</td>
<td>$45.00</td>
</tr>
<tr>
<td>Baritone</td>
<td>$45.00</td>
</tr>
<tr>
<td>Instrument</td>
<td>Price (6)</td>
</tr>
<tr>
<td>----------------</td>
<td>-----------</td>
</tr>
<tr>
<td>Percussion</td>
<td>$10.00</td>
</tr>
<tr>
<td>Tuba</td>
<td>$75.00</td>
</tr>
<tr>
<td>Percussion (HS)</td>
<td>$50.00</td>
</tr>
<tr>
<td>Violin</td>
<td>$35.00</td>
</tr>
<tr>
<td>Cello</td>
<td>$45.00</td>
</tr>
</tbody>
</table>

**FIRE, TORNADO AND LOCKDOWN DRILLS**
There will be periodic emergency drills during the year. Teachers will indicate the route to be taken from the various rooms to safe areas. This information is also posted on instruction cards in every classroom. There should be no talking during drills. Students should move quickly and orderly. Lockdown drills will be conducted throughout the school year with building level personnel. State law requires that school buildings conduct a lockdown drill with local law enforcement agencies one time during the school year.

**FLOWER AND GIFT DELIVERIES**
We no longer accept any flowers, gifts, balloons, or stuffed toys for delivery to students during the school day. Area florists have been notified of this policy and there will be no exceptions to this rule. Please continue to send birthday and holiday greetings to your children and friends. We simply ask that you have them delivered to their home.

**FOOD AND DRINK POLICY**
All food and beverages brought to or purchased at school will be consumed only in the Student Union. Food or drink can only be consumed in the classroom if it is normal activity of the class (i.e., preparing foods) or if prior permission is gained from the building principal. Parents/guardians and family members may come to join their student for lunch. Please make arrangements with building administrators prior to the visit to ensure a location is available and ready.

**FOOD SERVICES**
Fremont City School District offers breakfast and lunch daily at Fremont Middle School.

The meal prices for the 2017-2018 school year are as follows:

<table>
<thead>
<tr>
<th></th>
<th>Breakfast</th>
<th>Lunch</th>
</tr>
</thead>
<tbody>
<tr>
<td>Secondary</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Free</td>
<td>$0.40</td>
<td>$0.50</td>
</tr>
<tr>
<td>Reduced</td>
<td>$1.35</td>
<td>$2.55</td>
</tr>
</tbody>
</table>

To review student meal accounts, balance, and to prepay, go to: [www.sendmoneytoschool.com](http://www.sendmoneytoschool.com).

To apply for free/reduced meal benefits, go to: [www.lunchapp.com](http://www.lunchapp.com) or pick-up a paper application in your school office.

Breakfast, lunch, and snack programs meet the USDA pattern guidelines. Supper program follows the guidelines of Child and Adult Care Food Program (CACFP).

**MEAL CHARGE PROCEDURES**
Students will be able to charge meals to their student accounts, however if an account reaches a -$10.00 balance, the student will be unable to charge any further meals. Students will be verbally notified daily at the time of the meal purchase if their account balance is negative. If a student is unable to charge a meal to his or her account, then they will be offered an alternative meal including a cheese sandwich with a serving of fruit. If a student is unable to charge any further meals, they will be given a written notification of the negative balance which they will be expected to share with parents. If the student is unable to purchase meals for an extended period, then a letter will be sent directly to the household regarding the meal balance.
HIGH SCHOOL EVENTS
Any events hosted by Ross High School (including athletic events) require parental attendance and supervision for all FMS and elementary students.

LOST AND FOUND
A lost and found area is maintained in the Main Office. Anyone losing or missing personal property should report it to the office immediately. Items that are not collected within a week will be donated to local charities.

METAL DETECTORS
Metal detectors may be used in searches or when deemed appropriate for the safety of the building.

PARENT/TEACHER CONFERENCES (6th, 7th & 8th grades)
Parent/Teacher conferences will be held once in the fall during the first semester and once during the second semester. Grade cards should be available for parent/guardians to pick up. The conference dates for the 2018-2019 school year are:

- October 11, 2018 - 3:15 p.m. - 6:45p.m
- November 2, 2018 – 7:30 a.m. – 2:30 p.m.
- February 14, 2019 - 3:15 p.m. - 6:45p.m.

SCHOOL SEARCH POLICY (Policy JFGA)
The right of inspection of student’s school locker and personal possessions on school property is inherent in the authority granted school boards and administrators and should be exercised to assure parents that the school, in exercising its “in loco parentis” relationship with their children, will employ every safeguard to protect the well-being of those children; nevertheless, the exercise of that authority places unusual demands upon the judgment of school officials. That authority, therefore, is to be exercised sparingly and only when such inspection search is reasonably likely to produce anticipated tangible results to aid in the educational process, preserve discipline and good order or promote the safety and security of persons and their property within the area of the school’s responsibility. Student lockers are the property of the school district. It is the policy of the Fremont City Board of Education to permit the building administrator(s) to search any locker and its contents as the administrator believes necessary. Any vehicle brought on School District premises by a student may be searched when the principal designee has reasonable suspicion to justify the search. This policy will be posted in every building.

SCHOOL TELEPHONES
All school telephones are for business purposes. You should inform your parents of school activities and your plans before you leave home. Students are to receive permission from their teacher to use the telephone. After receiving permission, they must report to the Main Office. Abuse of this may result in the loss of telephone privileges.

STUDENT AWARENESS OF WEAPONS/DRUGS
If a student finds a weapon or drug, he/she should immediately do the following:
- Refrain from touching the object;
- Report it to the nearest staff member.

STUDENT LOCKERS
Each student will be assigned a locker. This locker is the property of the Fremont Board of Education and is loaned to you for the purpose of safeguarding your possessions. Students should have no expectations of privacy when using board owned lockers. Fremont City Schools will not be responsible for personal items lost, stolen or damaged. Students are responsible for the locker that has been assigned to them. Students are not to change or share lockers without permission from an administrator.
Changing or sharing lockers may result in disciplinary action. Items that contain advertisement, symbols, words, patches, or pictures that are sexually suggestive, drug or alcohol related, obscene or profane are prohibited from being posted. Lockers are the property of the school district and are subject to search.

STUDENT PUBLICATIONS (NEWSPAPER/YEARBOOK)
Student publications are considered part of the school curriculum and, therefore, not extracurricular. School administration retains editorial control.

STUDENT SCHEDULE/PLANNERS
Students are provided a copy of their schedule. It is necessary that they carry it with them during the first week of school. If they lose their schedule, a new one can be secured in the principal’s office for a charge. They will also be provided a student planner. It is necessary to carry this planner the entire school year. Replacement planners may be purchased in the Main Office as long as supplies last.

SCHOOL VISITORS AND VISITATIONS
All visitors upon entering the building must report to the Main Office to sign in. Student visitors are discouraged unless they are planning to attend Fremont Middle School. School visitations will be permitted only if arrangements are made at least twenty-four (24) hours prior to the visitation. Arrangements are to be made with an administrator.

TEXTBOOKS
All textbooks belong to the Fremont City Board of Education. They are purchased from public tax funds and are only loaned to students. Students must sign a Book Loan List for every textbook that is issued to them. All textbooks must be returned in good condition. The student must be sure to enter his/her name in the front of the textbook so that it may be returned to them if lost or misplaced. If a book is lost, misplaced or stolen, it must be paid for by the student. Another textbook will be issued to the student upon payment for the cost of the lost book. Fines will be assessed for damaged books.

CANCELLATION PROCEDURES FOR OHIO MUSIC EDUCATION ASSOCIATION (OMEA) EVENTS
For the 2018-2019 school year, the following OMEA events have been scheduled:

FMS:
- April 6, 2019: Seneca East (Band, Choir, Orchestra)
- May 10-11, 2019: Fostoria High School (Band, Choir)

Ross High School:
- January 26, 2019: Port Clinton High School (Band, Choir, Orchestra)
- February 23, 2019: Bowling Green High School (Orchestra)
- March 15-16, 2019: Oak Harbor High School (Band, Choir)
- April 26-27, 2019: Findlay/Van Buren High School (Band, Choir)

If there is inclement weather, the District will cancel the trip (regardless if OMEA cancels or not), by 9:00 p.m. the evening before the scheduled trip or by 5:00 a.m. the day of the event. The District will use the parent alert messaging system and/or post the cancellation on the District web site.

If inclement weather is in the forecast, the building principal will remind parents and students about cancellation procedures prior to each OMEA event.
STUDENT CODE OF CONDUCT

I. INTRODUCTION

Administrative Discretion - Any penalties as listed in the Student Code of Conduct will be left to the discretion of the building administrator.

Power of School Authorities - The power of school authorities over students does not cease when they leave the school premises. The items in this Student Code of Conduct are applicable to all students during any school activity, function or event, whether on property owned, rented or maintained by Fremont City Schools or property owned, rented or maintained by another party. Additionally, the provisions of this Code shall apply to students if the prohibited act occurs while on school transportation or if the act otherwise affects the operation of the school. In addition, the Student Code of Conduct applies to misconduct by a student that, regardless of where it occurs, is directed at a district official or employee or the property of an official or employee.

Rights and Responsibilities - Students attending Fremont City Schools are expected to exercise their freedom of speech and expression within the framework of the code contained herein. Students have the right to expect reasonable and just treatment from the school and its employees. In turn, the school community has a right to expect reasonable and just treatment from the student. Freedom carries with it responsibilities for all concerned.

Scope - The Student Code of Conduct is in effect for all school and school-related activities, including, but not limited to, school authorized transportation, clubs, organizations and athletics. The purpose of this Code is to provide the guidelines and procedures governing student conduct and discipline in the Fremont City Schools. Students may be subject to discipline for violation of the Student Code of Conduct even if the conduct occurs on property not owned or controlled by the Board but that is connected to activities or incidents that have occurred on property owned or controlled by the Board, or conduct that, regardless of where it occurs, is directed at a Board official or employee, or the property of such official or employee. The examples used in this code are not intended to be all-inclusive in defining violations.

II. CODE OF CONDUCT

In accordance with Ohio Revised Code Sections 3313.66 and 3313.661, a student enrolled in the Fremont City Schools who is found to be in violation of any of the following rules shall be subject to disciplinary actions and procedures.

Rule 1 - Disruption of School: A student shall not, by use of violence, force, coercion, threat, harassment or insubordination, disrupt or obstruct any aspect of the educational program, including lunch periods and any curricular and extracurricular activities. Examples of disruption include, but are not limited to, horseplay, bomb threats, setting off fire alarms, unauthorized fires, strikes, walkouts or loitering, use of stink bombs or impeding free traffic to and within the school.

Rule 2 - Damage to School Property or Private Property: A student shall not cause or attempt to cause damage to school property, staff property, or other private property as it affects the good order and welfare of the school. Examples of school property include, but are not limited to, landscaping, athletic facilities, buildings and contents. Examples of staff and private property include, but are not limited to, vehicles, clothing or other possessions.

Rule 3 - Assault: A student shall not cause bodily harm or behave in such a way that could threaten to cause bodily harm to school staff, students, or visitors while under the jurisdiction of the school. This jurisdiction includes the school day and any school activity. Examples include, but are not limited to, hitting, kicking, shoving, fighting, throwing objects or running in the halls.
Rule 4 - Dangerous Weapons and Instruments: A student shall not possess, handle, transmit, or conceal any object which might be considered a dangerous weapon, instrument of violence, or explosive such as a firearm (gun), knife or razor blade, metal knuckles, nunchaku, firecracker, bomb, bullet, rocket, missile, incendiary, noxious irritant, poisonous gas, poison or any other item which could be used to harm, threaten, or harass students, school employees, parents, community members or school visitors. Objects which look like weapons, instruments of violence or explosives are also prohibited.

Rule 5 - Unauthorized Possession: A student shall not cause or attempt to take into possession the public property or equipment of the school district or the personal property of another student, teacher, visitor or employee of the school district.

Rule 6 - Tobacco: Use of tobacco in any form is prohibited. Display, use, or possession of tobacco and smoking materials, including matches and cigarette lighters, is prohibited. “Tobacco” includes, but is not limited to, cigarettes, cigars, pipe tobacco, chewing tobacco, snuff and other substitute forms of cigarettes.

Rule 7 - Alcohol, Drugs, and/or Drug Paraphernalia: No student shall possess, consume, show evidence of use or consumption, deliver, attempt to deliver or cause to be delivered any form of alcoholic beverage, drug, drug paraphernalia, inhalants, narcotics, anabolic steroids or non-controlled substance that may be considered to be harmful to the health or morals of themselves or others. This will include counterfeit controlled substances or “look-alike” drugs. A student shall not appear at school or school-related events after having consumed any of the above.

Counterfeit controlled substance is defined in the following ways: (1) any drug or drug container or label which bears a trademark, trade name or other identifying mark used without the owner of the rights to such trademark's authorization; (2) any unmarked or unlabeled substance that is manufactured, processed, packed or distributed by a person other than the person with legal rights to manufacture, process, pack or distribute it; (3) any substance that is represented to be a controlled substance but is not a controlled substance or is a different substance; and (4) any substance other than a controlled substance that a reasonable person would believe to be a controlled substance because of its similarity in shape, size, and color or its markings, labeling, packaging, distribution, or the price for which it is sold or offered for sale.

- A controlled substance is defined as a drug, compound, or mixture of substance included in Schedule I, II, III, IV or V (Ohio Administrative Code 4729.11). Included in these schedules are narcotics such as amphetamines, depressants and hallucinogens, barbiturate or marijuana, as well as many other types of drugs.

- “Alcoholic beverages” means intoxicating liquor, alcohol, wine, beer, mixed beverages, malt liquor and malt beverages as defined in Ohio Revised Code 4301.01. The term “alcoholic beverages” also means any liquid substance, such as “near beer,” intended for use as a beverage, used as a beverage or capable of being used as a beverage which contains alcohol in any proportion or percentage.

Rule 8 - Insubordination: A student shall not disregard or refuse to follow school rules, regulations, or reasonable directives given by school personnel.

Rule 9 - Violations of the Law: A student shall not violate any law or ordinance when the student is properly under the authority of school personnel.
Rule 10 - Frightening, Degrading, Disrespectful, or Disgraceful Acts: A student shall not engage in any act that induces panic or could possibly induce panic, frightens, degrades, disgraces or bullies a student, employee of the school district or visitor by written, verbal, physical or gestural means. Public display of affection or unauthorized touching of a person is prohibited.

Harassment, intimidation, or bullying behavior by any student in the Fremont City School District is strictly prohibited, and such conduct may result in disciplinary action, including suspension and/or expulsion from school.

“Harassment, intimidation, or bullying”, in accordance with R.C. 3313.666 means any intentional written, verbal, graphic or physical act including electronically transmitted acts i.e., Internet, cell phone, personal digital assistant (PDA), or wireless hand-held device, either overt, or covert, by a student or group of students toward other students more than once, with the intent to harass, intimidate, injure, threaten, ridicule, humiliate and including violence within a dating relationship. Such behaviors are prohibited on or immediately adjacent to school grounds, at any school-sponsored activity, on school provided transportation, or at any official school bus stop that a reasonable person under circumstances should know will have the effect of:

A. Causing mental or physical harm to the other students and
B. Is sufficiently severe, persistent, or pervasive that it creates an intimidating, threatening, or abusive educational environment for the other students.

Bullying Complaint Procedures
Students and/or their parents/guardians may file written reports regarding bullying. Such reports shall be reasonably specific including: person(s) involved, number of times and places of the alleged conduct, the target of suspected bullying and name(s) of any potential student or staff witnesses. Such reports may be filed with any school staff member or administrator. They shall be promptly forwarded to the building principal for review, investigation and action.

Students and/or their parents/guardians may make informal complaints regarding bullying by verbal report to a teacher, school administrator, or other school personnel.

A school staff member who receives an informal complaint shall promptly document the complaint in writing and forward to the principal.

Students who make informal complaints may request that their name be maintained in confidence by school staff member(s) and administrator(s) who receive the complaint.

At least semi-annually, the Superintendent shall provide the Board a written summary of all reported incidents and post the summary on the district website.

The Board promotes preventative educational measures to create greater awareness of aggressive behavior, including bullying. School employees and volunteers who have direct contact with students shall receive training and the complaint procedure established by the Superintendent shall be followed.

Rule 11 - Truancy and Tardiness: Truancy is prohibited. Truancy is declared when a student is absent from school or any portion of the school day without school authorization and parental consent. Tardiness to school or classes is also prohibited.

Rule 12 - Publications and Organizations: Publishing or distributing any printed material or promoting any club or organization that has not been approved by the building administrator is prohibited.
Rule 13 - Forgery, Cheating and Gambling: Any form of forgery is prohibited. All forms of cheating on schoolwork are prohibited, including plagiarism. Wagering money or any other item(s) of value is prohibited. Unauthorized card and board games are prohibited.

Rule 14 - Immunizations and Health Policies: Failure to comply with Ohio Revised Code 3313.671 and/or the Health Policies Handbook of the Fremont City Schools may result in exclusion from school.

Rule 15 - Unauthorized Sales: No student shall sell or cause to sell anything during school hours, anytime on school property or at school-sponsored events without the prior approval of the building administrators.

Rule 16 - Collusion: No student shall assist or aid in any way another student in violating either school rules and regulations or any law or ordinance when either student is properly under the authority of school personnel.

Rule 17 - Hazing: Hazing is prohibited. Hazing is defined as doing any act or coercing another, including the victim, to do any act of initiation into any student 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. It is the policy of the Fremont City Board of Education that hazing activities are 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 student, including leaders of student organizations, shall plan, encourage or engage in any hazing.

Rule 18 - Sexual Harassment: A student shall not engage in any act which may be considered to be a form of sexual harassment. Sexual harassment is defined as unwanted sexual advances which may be verbal, visual, or physical contact. Prohibited conduct includes, but is not limited to, propositioning, making threats of reprisal after a proposition is refused, making actual reprisals after a proposition is refused, displaying sexually suggestive objects, making sexual remarks or gestures, making sexual comments, displaying sexual pictures or cartoons, making derogatory comments or slurs based on sex, making sexual comments about a person’s body, touching a person, blocking their exit or assaulting a person.

Rule 19 - Misuse of Technology and Electronic Information Systems: The use of any district computer while under school authority that violates the districts Acceptable Use Policy (AUP) agreement is prohibited. Misuse includes, but is not limited to, vandalism of computers and peripherals, unauthorized access to electronic information (files, documents, databases, records, grade books, etc.), violation of copyright laws, plagiarism, hacking, tampering/altering software and/or hardware settings or parameters, unauthorized use or access to district computer network (servers, routers, switches, network drops, etc.).

Misuse of Other Electronic Devices - Misuse of any device that would disrupt the function of any computer, network, video or audio equipment or system is prohibited. The use of any device that disrupts the educational process is also prohibited. Such devices must be placed in locker and not used while under school authority.

Rule 20 - Gangs/Secret Societies: Fremont City Schools prohibits the presence and activities of gangs on or proximate to school property. No student shall wear, carry, or display paraphernalia or make gestures that either endanger or interfere with the health or welfare of any student, or that cause disruption to, or direct interference with, the educational process. No student shall cause an incident affecting the school attendance of another student or attempt to create territorial control at any school district facility. A gang is defined as any non-school group, possibly of secret and/or exclusive member-
ship, whose purpose or practices include the commission of illegal acts, violation of school rules, establishment of territory or “turf” or any actions that threaten the safety or welfare of others.

**Rule 21 - Failure to Serve Disciplinary Consequences:** A student shall not refuse to serve any school official assigned disciplinary consequences.

**DISCIPLINARY CONSEQUENCES**

**Community Service**
A building principal may require a student to perform community service in lieu of or in conjunction with a suspension or expulsion (not applicable for firearm violations). Such community service may be performed at the school or in the community. The grade level principal will arrange for such community service.

**Court or Police Referral**
Students may be referred to court authorities or to law enforcement officials for violation of the law while under the authority of school personnel, violation of the Student Code of Conduct, poor attendance patterns, chronic misbehavior, fighting, etc., which may result in the student being placed at the Sandusky County Juvenile Detention Center.

**Denial of Bus Privileges**
Students who violate the Student Code of Conduct on the bus may be denied busing privileges. According to a policy adopted by the Fremont Board of Education, serious or continuing misbehavior on the bus may result in a denial of bus privileges. Each subsequent bus violation will result in a more severe penalty. For Fremont Middle School students, the first denial of bus privileges will be up to ten (10) days. The second denial may be ten (10) days. The third denial or any denial for a serious offense will be ten (10) days with a recommendation for denial of privileges for up to eighty (80) school days.

**Emergency Removal**
The immediate denial of either a place within a classroom or elsewhere on school premises to a student whose presence poses a continuing danger to persons or property or an ongoing threat of disrupting the academic process.

**Expulsion**
Denial to a student of permission to attend school and to take part in any school function, including extracurricular activities, for a period exceeding ten (10) school days, but not exceeding eighty (80) school days. If, at the time of an expulsion there are fewer than eighty (80) school days remaining in the school year, the Superintendent may apply any remaining part or all of the period of the expulsion to the following school year. Students may be expelled for one calendar year for a violation involving a firearm (gun), a knife, a bomb threat, or when otherwise authorized by the Ohio Revised Code. Students who are expelled will lose all academic credit for the period of time that they have been expelled. Students who are expelled may not participate in student activities for the duration of the expulsion. No student under expulsion shall be on the property of the Fremont City Schools without prior administrative approval. A student may be suspended pending the outcome of expulsion proceedings.

Any student who possesses, delivers, sells or caused to be delivered or sold any form of drugs, alcohol, narcotics or non-controlled substance which may be considered to be harmful to the health or morals of themselves or others will be recommended for expulsion by the building principal. Any student, who possesses, handles, transmits or conceals any object which might be considered a dangerous weapon, instrument of violence or explosive will be recommended for expulsion by the building principal.
Expulsion for Bomb Threat
The Fremont City Board of Education authorizes the Superintendent of Schools to expel a student from school for a period not to exceed one calendar year for making a bomb threat to a school building or to any premises at which a school activity is occurring at the time of the threat. The Superintendent may reduce any such expulsion on a case by case basis in accordance with Fremont City Board of Education policy.

Extended Detention
Extended detention is similar to regular detention with the exception of time requirements. Students may be assigned anywhere from a 60 – 120 minute detention after school for disciplinary purposes. Parents will be notified prior to the assignment. Failure to attend may result in further disciplinary actions.

In-School Assignment (ISA)
A student may be assigned to in-school assignment. Although removed from his/her “regular” classes he/she will be permitted to earn credit when in ISA if work is completed on a daily basis while in ISA. A student in ISA, however, may be denied participation and attendance at any extracurricular activity during the duration of the in-school assignment. In-school assignment is a placement and, unlike a suspension, cannot be appealed. The following rules are enforced daily in the ISA room:
1. There is no talking, sleeping (heads are up at all times), cards, games or electronic devices, note passing or note writing, food, candy, gum, or drinks.
2. All assignments given to the student will be turned back in to the ISA monitor and completed by the end of the day. (Refusal to do work will result in further disciplinary actions.)
3. Three minor infractions of rules will result in being sent to the office.
4. Lunches will be ordered and served in the room.

Lunch Detention
Students may be assigned a detention during the lunch hour. A lunch will be provided. No request will be honored for switching after school detentions to lunch detentions.

Office Detention
Students may be required to remain in school after the school day with the notification of parent or guardian. The procedures are as follows:

1. Students who have been given a detention will serve the detention after twenty-four (24) hours from when it was given.
2. After school detention will be from 2:30 p.m. to 3:00 p.m. Students must be on time and remain seated and quiet for the entire period.
3. Students can only be excused from detention by a parental note or call before 2:30 p.m. and students are not excluded from detention for any extracurricular activity.
4. When school is closed for inclement weather or for any other emergency, a student’s detention is not cancelled. The detention will be continued the next school day.
5. Failure to serve a detention will result in further disciplinary action.

Permanent Exclusion (Please See Board Policy JEGA) is defined as the permanent denial to a student of attendance at any Ohio public school if the student is convicted of or adjudicated a delinquent child for committing, when sixteen (16) years of age or older, one of the offenses specified in the Ohio Revised Code as grounds for permanent exclusion while on school grounds or at an activity held under the auspices of the District. Generally, these are serious offenses that involve weapons, drugs, and/or violent conduct, such as:
A. Illegal conveyance or possession of a deadly weapon in a school safety zone;
B. Carrying a concealed weapon;
C. Trafficking in drugs;
D. Aggravated murder, murder, voluntary manslaughter, involuntary manslaughter, felonious assault, or aggravated assault, if the victim is an employee of the District;
E. Rape, gross sexual imposition, or felonious sexual penetration if the victim is a school employee; or
F. Complicity in any of the above crimes.

Suspension
The denial to a student of permission to attend school and to take part in any school functions, including extracurricular activities, for a period of at least one (1), but not more than ten (10) school days. Repeated suspensions may result in expulsion. No student on suspension shall be on the property of the Fremont City Schools without prior administrative approval.

Students who are suspended out-of-school will be expected to complete assigned class work missed during the suspension. School work may be picked up the day following the incident after 2:30 p.m. in the school Main Office. It may be necessary to pick up additional school work later during the term of suspension should the out-of-school suspension be more than three (3) days. The day the student returns from suspension, the student must meet with their grade level guidance counselor and submit completed work. The counselor may review work and notify the administrative staff. The student may then be placed in in-school assignment, or any other interim alternative placement deemed appropriate by the building administrator, where work will be completed along with any additional missed work before returning to regular classes. Students, who refuse to complete work in ISA or other interim placement, may be filed as an unruly child in the juvenile court for persistent insubordination per administrative discretion. Students who are suspended out-of-school may not participate in student activities or attend school sponsored events during the duration of the suspension.

Teacher Detention
If a student is assigned after school detention by a teacher as a disciplinary measure and refuses to serve it, the administration may assign appropriate disciplinary consequences. Teachers in supervision may also issue detentions that students must serve. Teacher detentions are to be served before office detentions if assigned on the same day.

Temporary Denial of Admittance
The Superintendent may, after offering an opportunity for a hearing before the Superintendent or Superintendent’s designee, temporarily deny admittance to the Fremont City Schools to any student if the student has been expelled from the schools or another district and the period of the expulsion has not expired. Any student, who is temporarily, denied admittance to the Fremont City Schools, or the student’s parent, guardian or custodian, may appeal that denial to the Board of Education’s designee, who may affirm or reverse the denial on the basis of the record so made.

Withholding of Privileges
Special privileges such as dances, Media Center and hall passes may be withheld.
DUE PROCESS FOR SUSPENSION/EXPULSION AND APPEALS

Definition
Due process is a procedure to assure that students have a fair opportunity to counteract, contradict, challenge or defend charges made against them and to have an opportunity to try to clear themselves of those charges.

Elements of Due Process
1. Student has been informed of school rules and regulations.
2. Student receives written notice of charges or reasons for the pending action.
3. Student has the opportunity for a hearing to challenge the charges.
4. Parent/Guardian/Student is entitled to the representation of his/her choosing in any appeals proceedings.
5. Student is not permitted to continue to attend regular classes pending the outcome of either suspension or expulsion appeals procedures unless permission to attend is authorized by the Superintendent.

Suspension Appeals Procedures
Step 1 - Parent/Guardian/Student is permitted to appeal a suspension to the Superintendent or Treasurer of the Board or to his/her designee. This appeal must be written and include reasons why the suspension is being appealed. A hearing will be scheduled within three (3) to five (5) days of the written request. A written decision will be issued to the appealing party as to the results of the appeals hearing within two (2) school days.

Expulsion Appeals Procedures
Step 1 - Parent/Guardian/Student is permitted to attend the expulsion hearing with the Superintendent or his/her designee. You may be represented in the appeal by the representative of your choice. If you wish to have a representative, notification must be provided to Fremont City Schools with in forty-eight (48) hours, of receipt of notification of expulsion hearing.
Step 2 - Parent/Guardian/Student will receive written notification of expulsion or re-admittance to school from the Superintendent of Schools.
Step 3 - Parent/Guardian/Student may appeal this to the Board of Education or to its’ designated attorney.

When parents/guardians/students choose to exercise the right to appeal, the above steps should be followed in order. Such appeals must be made within five (5) school days of the effective date of the suspension. Expulsions may be appealed within ten (10) calendar days to the Board of Education or its designated attorney.

FIGHT/ASSAULT GUIDELINES
Introduction
During the school year, some students choose to resolve their differences by fighting. Fremont City Schools cannot and will not tolerate fighting of any kind. Students should consider these options in lieu of physical violence:

1. Parents/students should bring the concern/problem to the counselor, teacher or building administrators. The counselor, teacher, or building administrator will investigate and bring all parties together to discuss possible solutions.
2. Name calling often leads to fighting. Inform a nearby teacher or seek out an administrator before the situation gets out of control.
3. If provoked, walk away and seek out a teacher or administrator.
4. Do not get involved in someone else’s business. If you feel you must be involved or already are involved and the situation is out of control, seek out a building administrator/teacher/counselor and report your concern and involvement.
Students who decide to take matters into their own hands and fight may be suspended from school with police called. Building administrators recognize there are different degrees of fighting, but caution students that there rarely is a fight that is one-sided. Consequently, both parties are usually suspended.

Definitions

- **Fight** - Engaging in physical violence where two or more people physically strike each other, kick, punch, pull hair, trip or make physical contact out of anger with or without the intent of hurting or injuring another.

- **Participants** - Unless a student is making a serious effort to walk away, or diffuse the situation, or does not retaliate to the aggression, then all students involved will have deemed by their actions to have mutually consented to being a willful participant in the fight and will have to adhere to the consequences of their actions.

- **Physical Assault** - Engaging in physical violation as described above where one person, intentionally or unintentionally, attacks another person and the other person (victim) does not retaliate (strike back). Fights and assaults are illegal activities anywhere in school or on the property of school or while under the jurisdiction of the school. Jurisdiction includes the school day and any school activity.

Procedures

- **School** - Any student that is involved in a fight or assault will have a hearing before an administrator and a decision will be made about contacting the police. If the police are contacted the parent will be notified and the student could be removed from school by the police and taken to the Juvenile Detention Center. (This is a police decision.) If this happens, the school will contact the parents. Regardless of police involvement, the school will take appropriate disciplinary action (suspension and/or expulsion).

**INCLEMENT WEATHER POLICY FOR DISCIPLINE ACTIONS**

When school is closed for inclement weather or for any other emergency, a student’s detention or suspension (OSS/ISA) will be postponed until the next day school is in session.
Policy JFCA

STUDENT DRESS CODE

The Board authorizes the Superintendent to develop a dress code policy that is aligned to the District’s mission statement and belief statements. The dress code policy shall be created in order to improve the overall climate of the school buildings. Specifically, the dress code policy shall promote discipline, maintain order, secure the safety of students and provide a healthy environment conducive to academic purposes.

The Superintendent may take specific actions regarding the formation and implementation of the dress code including, but not limited to:

1. authorizing the principal to mediate, arbitrate and/or make final decisions regarding any dress code issue in his/her building;

2. inviting the participation of staff, parents, and/or students in the preparation of the dress code which may specify prescribed dress and grooming practices;

3. instructing staff members to demonstrate by example and precept wholesome attitudes toward neatness, cleanliness, propriety, modesty and good sense in attire and appearance and

4. ensuring that a copy of the dress code is incorporated into the student code of conduct.

Afteraffording ample opportunity for administrators, staff, parents and students to offer suggestions and comments, the Board of Education has established the following campus wear policy for students in grades K–12.
Fremont City Schools
Campus Wear Policy
Grades K-12

Campus Wear Policy Grades K–12

1. Students with identified medical and/or special needs requiring accommodations to campus wear must be approved by the administration.

2. Same color and different color logos are permitted on clothing. Thumb size is a reasonable guideline for students to follow.

3. Solid colors only and no price tags are permitted on clothing.

4. Undergarments, excluding T-shirts, shall not be exposed and see-through clothing is not permitted.

5. All clothing must be appropriate and not advertise drugs, alcohol, illegal substances, illegal activities or sexual activities.

6. All clothing shall not be excessively tight or loose.

7. No headgear/head wear or sunglasses can be worn inside during school hours.

8. No heavy metal chains, spiked accessories, dog collars or other hardware apparel.

9. Clothing shall not have slits, cuts, tears or frays.

10. Students may wear solid color 1/4 zipper fleece, nylon, or cotton pullover. No hoods.

PANTS/CAPRIS:*  
Colors: Khaki, black, navy, gray, purple, white.  
Fabric: Cotton, cotton blend, wool, corduroy or twill. No jeans, denim, sweat or wind pants. No side zippers. No leg pockets -- standard front and back pockets only. No cargo pants.  
Length: Cannot drag on floor.

SHORTS:*  
Colors: Khaki, black, navy, gray, purple, white.  
Fabric: Cotton, cotton blend, wool, corduroy or twill. No jeans, denim, sweat or wind pants. No side zippers. No leg pockets -- standard front and back pockets only. 
Length: Must be three (3) inches above the knee or longer.

SKIRTS/JUMPERS/POLO DRESSES:*  
Colors: Khaki, black, navy, gray, purple, white.  
Fabric: Cotton, cotton blend, wool, corduroy or twill. No jeans, denim, sweat or wind pants.  
Length: Must be three (3) inches above the knee or longer. Straight or pleated.

* ALL pants, shorts, skirts and jumpers will be fitted and hemmed, properly fitted at waist and may not be altered in any way except to fit properly.
SHIRTS: All shirts must have collars and buttons. No more than top two buttons unbuttoned. Colors: Any solid color. Length: Short- or long-sleeved polos. Short- or long-sleeved oxfords.

T-SHIRTS: T-shirts (any solid color) permitted to be worn under approved polos or oxford shirts only.

TURTLENECKS:*** Turtlenecks (any solid color) may be worn individually or under short/long sleeved polos or short/long sleeved oxford shirts. Colors: Purple, white, blue, black or gray.


*** Campus wear shirts or turtlenecks must be worn under all sweaters/vests/sweatshirts. Shirts and turtlenecks must be tucked in.

SHOES: Shoes with full backs (no shoes with straps). No open-toed shoes. No flip-flops. No slippers. Shoes with closures must be worn as intended. Tie shoes must be worn as to not impose a safety issue.

TIES: Optional. Neckties or bowties, if worn, must be appropriate for school.

BELTS: Optional. Belts, if worn, must be appropriate for school.

PHYSICAL EDUCATION ATTIRE FOR GRADES 7-12 ONLY:
Must be different from set of clothes worn to school except for shoes/socks.

- Tennis shoes and socks.
- Shorts/Sweatpants: Must fit properly at waist and not drag. Spandex type pants/shorts are permitted if proper length shorts are worn over top.
- Shirts: Shall touch the lower clothing when a student’s arms are raised. No portion of the midriff shall be exposed. Necklines shall be modest and all shirts need sleeves.

OTHER INFORMATION:
Exceptions to the foregoing campus wear policy requirements shall be permitted as follow:
(1) Members of school curricular and extra-curricular organizations may wear their designated FCS apparel on meeting or performance days; (2) Vanguard/Tech Center students may wear their program approved T-shirts, polo shirts or V-neck/crew-neck sweatshirts (sweatshirts must be worn with FCS campus wear shirts or turtlenecks) and with FCS campus wear pants/shorts/caprisskirts/jumpers and shoes. Medical Technology students may wear their program approved polo shirts and/or scrubs (tops & bottoms) with FCS campus wear shoes; (3) College Credit Plus Program (CCP) students who attend Ross H.S. must follow the FCS Campus Wear Policy; (4) Students participating in a nationally recognized youth organization that establishes its own uniform shall be permitted to wear such uniform on the days that the organization has scheduled functions; (5) School spirit wear, as approved by the building principal; (6) Students shall be permitted to wear religiously significant clothing which is part of the student's religious practice. Students must notify the school principal in writing at the beginning of the school year of the
religious requirement pertaining to dress. Approval must be by the building principal; (7) Exceptions, other than those on religious grounds, may be approved only upon the prior approval of the building principal. Staff members will be given notice of any exceptions to the campus wear policy.

Students qualifying for federally approved free or reduced lunches shall be provided assistance in obtaining the required campus wear. Parents requesting assistance shall visit the FCS Superintendent’s office (500 W. State Street, Suite A, Fremont) and complete an application. Parents shall present a photo ID, proof of household income, and proof of legal guardianship of the student(s) needing the campus wear. Funding for campus wear provided to qualified students may come from: (1) donations, gifts, and/or grants; (2) funds generated by students, staff, parent/teacher groups and/or business/community partners; and/or (3) any other source approved by the Board of Education. District general funds shall not be used to purchase campus wear without specific approval by the Board of Education. The Superintendent shall implement the program of providing assistance based on need, and may limit the assistance to a maximum dollar amount per student.

**DISCIPLINARY PROCEDURES:**

**Elementary Buildings**

1st Offense: 1. Parents will be notified via telephone to bring in proper clothing.  
2. The student will be sent back to class even if office was unable to contact parent.  
3. A letter will be sent home reinforcing campus wear policy.

2nd Offense: 1. Parents will be notified via telephone to bring in proper clothing.  
2. The student will be sent back to class even if the office was unable to contact parent.  
3. A parent conference will be scheduled with principal.  
4. A letter will be sent home reinforcing campus wear policy and conference date/time if appropriate.

3rd Offense & Additional Offenses:* 1. Parents will be notified via telephone to bring in proper clothing.  
2. The student will be sent back to class even if office was unable to contact parents.  
3. Student will be assigned an after-school detention.  
4. A letter will be sent home reinforcing campus wear policy and detention date/time.

* Principals may assign other disciplinary consequences after the third campus wear violation.

**Secondary Buildings**

1st Offense: 1. The student will be asked to change clothing or parents will be notified via telephone to bring in proper clothing.  
2. The student will be removed from class until student is wearing proper campus wear attire.

2nd Offense: 1. The student will be asked to change clothing or parents will be notified via telephone to bring in proper clothing.  
2. The student will be removed from class until student is wearing proper campus wear attire
3rd Offense:
1. The student will be asked to change clothing or parents will be notified via telephone to bring in proper clothing.
2. The student will be removed from class until student is wearing proper campus wear attire.

4th Offense:*
1. The student will be asked to change clothing or parents will be notified via telephone to bring in proper clothing.
2. The student will be removed from class until student is wearing proper campus wear attire.
3. The student will be assigned an after-school detention. Parents will be notified of detention date/time via conference or telephone.

*Principals may assign other disciplinary consequences after the fourth campus wear violation. Parents will be notified of violation and consequence via conference or telephone.

**Band/Orchestra Performance**
The directors of middle school music and FMS administrators may set appearance restrictions as they deem necessary in the development of the decorum of their music activity.

- No visible color - including but not limited to make-up, lipstick, fingernail polish, paint, magic marker, glitter, tattoos, crayon, no unnatural hair color, etc.
- No visible jewelry - rings on fingers, chains, bracelets on wrists or ankles, necklaces, etc. Wristwatches are acceptable.
- No visible body piercing - including but not limited to earrings, nose rings, cheek pins, eyebrow rings, etc. Gold and metal studs (only) are acceptable. Failure to comply may result in denial of participation.

**Enforcement Guidelines**
The principal, and or assistant principal will be responsible for the enforcement of the guidelines for school dress. Students violating these guidelines may be subject to disciplinary action pursuant to the Student Code of Conduct. At the discretion of the principal and or assistant principal students in curricular performance classes who violate additional dress code restrictions requirements imposed by the teacher/director may also be subject to disciplinary action pursuant to the Student Code of Conduct.

Student athletes who violate additional dress requirements imposed by the coach/athletic director may be denied privileges of team membership, including but not limited to, the privilege of participating in team practices or competitions. All dress requirements additional to the district-wide “Guidelines for School Dress” must be reviewed and approved in advance by the principal (performances classes) and athletic director (athletic teams) and presented in writing to the students prior to the student’s/athlete’s participation in the performance class/sport.

**Laboratory Classrooms**
Within their classrooms, teacher of laboratory courses will be responsible for enforcing additional dress restrictions that may be necessary for the health and safety of students participating in laboratory activities. Examples of such restrictions include, but are not limited to hair nets, goggles and protective aprons.

**PROHIBITION FROM EXTRACURRICULAR ACTIVITIES**
Participation in extracurricular activities, including interscholastic sports, is a privilege and not a right. Therefore, the Board of Education authorizes the Superintendent, principals and assistant principals and other authorized personnel employed by the district to supervise or coach a student activity program, to prohibit the student from participating in any particular or all extracurricular activities of the district for offenses or violations of the Student Code of Conduct.
In addition, student athletes are further subject to the Athletic Code of Conduct and may be prohibited from participating in all or part of any interscholastic sport for violations therein. Students prohibited from participation in all or part of any extracurricular activity are not entitled to further notice, hearing or appeal rights.

**SCHOOL DANCES**
The principal reserves the right to deny participation in the dance for attendance, academic and or behavior concerns.

**EXTRACURRICULAR ACTIVITIES**
Extracurricular activities are those activities not included in an academic course and for which no grade is given. A student must be in attendance at school at least one-half (1/2) day to participate in after school activities on that day. Exceptions may be considered with notification to a building administrator before the absence. Tentative classifications of extracurricular student activities at Fremont Middle School are as follows:

- Girls’ Athletics (cross country, volleyball, basketball, swim and track)*
- Boys’ Athletics (football, cross country, basketball, wrestling, swim and track)*
- Middle School Newspaper
- Yearbook
- Cheerleading*
- Student Council
- Student Clubs: Art Club, Golf Club, Quiz Bowl, ASSET Team, History Club, Spirit Club, Builders Club, FMS Little Buddies Club, Technology Club, Chess Club, Make A Difference Club, Drama Club, Outdoor Adventure Club

* Indicates this extracurricular activity is for 7th & 8th grade only

**STUDENT UNION**
Students are expected to conduct themselves properly while going to, in and exiting the Student Union. All school rules apply while in the Student Union.

**Student Union Rules**
1. Students must conduct themselves with proper etiquette at all times.
2. All students must enter the Student Union and immediately be seated until the table is dismissed to go to the serving line by a Fremont Middle School staff member.
3. Students buying lunch must go to the serving line and remain in single file. No line jumping or holding places in the line is allowed. No student may loiter in line if they are not purchasing a lunch.
4. Every student is responsible for throwing away his/her own tray and cleaning up the area around them.
5. Students are to remain in their seat until dismissed by the teacher/monitor. Students will not be dismissed until their trays are returned; the table is clear; immediately under their table is clean and students are seated in their original seats.
6. No shouting, screaming, loud voices or unnecessary noises are permitted.
7. Absolutely no throwing of food or other objects is permitted.
8. Matters of personal hygiene (hair, makeup, etc.) are not to be done in the cafeteria.

Failure to follow the Student Union rules may result in an assigned seat, an assigned duty, a lunch detention, writing of Student Union rules, an office detention, an office referral and/or ISA placement.
HEALTH SERVICES

First Aid Policy EBBA and EBBA-R
Student Health Services and Requirements (Policy JHC)
Concussion Information: Physical Education (Policy IGAF), Interscholastic Athletics/Interscholastic Extracurricular Eligibility (Policy IGDJ/IGDK)

BEE STINGS AND OTHER ALLERGIES
Parents are responsible for informing the school of a child’s allergies, especially food or medicine allergies and bee stings. In the case of bee sting allergies, the parents are responsible for providing the school with the bee sting medication and a doctor’s statement about how the medication is to be administered.

EMERGENCY MEDICAL FORMS (Policy EBBA-R)
Parents/guardians are to complete the Emergency Medical Authorization form neatly and completely and return it to their child’s school as soon as possible. In case of an emergency if the school is unable to contact the parent/guardian, the emergency contact will be used. Please make certain a LOCAL phone number is used for the emergency contact.

*Please notify the school immediately when any emergency information changes.

HEAD LICE- Policy JHCCA
Head lice are a universal problem and are particularly prevalent among elementary school-age children. Control of lice infestation is best handled by adequate treatment of the infested person and his/her immediate household and other close personal contacts.

Communication from the school to parents directly and through parent and classroom education to the students will help increase the awareness for both parents and child. If a child is found to have lice, the child’s parent will be contacted to have the child treated.

Treatment: Treatment of head lice is the responsibility of the parent. The parent will be provided with a brochure that includes guidance and educational material concerning the epidemiology, treatment and follow-up procedures for the infestation and, if requested, will also be shown by the school nurse or health staff member the evidence of the child’s infestation. Parents are to treat the child with a lice-removal product at home, following exact directions. They are also to treat the home environment by vacuuming, and washing bed linens, clothing, brushes, and sports helmets. The student may return to school after treatment and/or approval by the school nurse.

FIRST AID ROOM
Students who become ill during class should request a pass from their teacher to go to the First Aid Room. Personnel will determine if the student is ill and what steps are necessary. Students are not permitted to call their parents to pick them up at school for illness unless in the presence of school personnel. Fremont City Schools shall not be responsible for the diagnosis and treatment of student illness. The administration of prescribed medication and/or medically-prescribed treatments to a student during school hours will be permitted only when failure to do so would jeopardize the health of the student, the student would not be able to attend school if the medication or treatment were not made available during school hours, or if the child is disabled and requires medication to benefit from his/her educational program.

“Medication” shall include all medicines including those prescribed by a licensed health professional authorized to prescribe drugs and any non-prescribed (over-the-counter) drugs, preparations, and/or remedies.

Before the student will be permitted to take medication during school hours, use an inhaler to self-
administer asthma medication, or use an epinephrine auto injector (epi-pen). Parental Authorization Form must be filled out and submitted to the building nurse.

Students are not permitted to carry on their person or store in a locker, any type of medication. All students shall present medications and the Parental Authorization Form to the staff member supervising the First Aid Room. Medication will be dispensed through the First Aid Room only.

PRESCRIPTION MEDICATION AT SCHOOL (Policy JHCD, JHCDA)
According to Ohio Code Section 3313.713, prescription medicine necessary to keep a student in school may be administered provided certain provisions are met.

1. Prescription medication must be in original container explaining what the medication is, when to administer, and how much to administer. No medication will be given that is unlabeled or in the wrong container.

2. A record shall be kept of all students requiring medication during school hours. This shall include date, time and signature of the person giving medication.

3. Medication prescribed more than two times will not be given at school, unless specifically requested by the physician.

Any student on prescribed medication shall present medication to the school office with a Parental Authorization Form. These medications are to be dispensed from the school office.

IMMUNIZATION LAW- (Policy JHCB)
Children who do not have evidence of proper immunization will be excluded from school attendance no later than the fifteenth (15th) day after the start of school.

STUDENT ILLNESS
Please inform us if your child has a history of heart condition, epilepsy, diabetes, any abnormality, or serious illness. This will enable us to keep the health records up-to-date and be prepared to care for your child should an emergency arise.

Please check your child for signs of illness before sending him/her to school. Your child should remain at home if any signs of illness, such as fever, vomiting, etc., are present. Ultimately, the care of sick children is not the responsibility of the school.

Children who become ill at school can be better cared for at home by their parents. The school will release sick children only to the child’s custodial parent or a person identified by the custodial parent.

Therefore, parents are responsible for providing the school with work phone numbers or information about where the parent can be reached during the day and updating this information throughout the year. Parents are responsible for providing information about someone who can care for the sick child if parents are not available.

GUIDANCE SERVICES
The school counselors perform many different duties. The Guidance Department is built around helping the student develop in the areas of self-awareness, relationships with other students and educational pursuit. Here is what they do and how they do it:

The counselors can help individual students:
- achieve success in school
- better understand themselves
- make plans for the future
- discover interests
- learn about the world of work
- solve personal problems
- deal with bullies
- resolve personal matters

Students can become acquainted with their counselors through:
- private talks during study hall or before or after school
- small group sessions

Students can arrange a conference with one of the counselors by:
- obtaining a teacher hall pass to come to the Guidance Office
- stopping in the Guidance Office between classes to make an appointment
- stopping in the Guidance Office before or after school to make an appointment
- leaving a note with the Guidance Office secretary

The counselors also:
- give and explain standardized tests
- give and explain interest surveys
- provide information about College & Career Awareness
- keep abreast of student grades and school progress

MEDIA CENTER

Students are strongly encouraged to use the facilities and services of the Media Center. The Media Center staff is always available to help students.

Media Center Visits - Many classes will visit the Media Center to check out materials or work on projects. Teachers may also arrange to send small groups of students to the Media Center. In addition to students visiting the Media Center with their classes, students may also visit the Media Center during the intervention period to check out, renew, or return materials, to work on research projects and to use the computers for class projects and assignments.

To visit the Media Center during the intervention period, students must report to their intervention period class and ask their teacher for a Media Center pass. They should then report directly to the Media Center where they must sign in at the circulation desk and give their pass to the librarian. After they conclude their Media Center business, students must have their passes signed by the librarian, sign out at the circulation desk and then report directly back to their intervention period class.

Students are also welcome to use the Media Center after school as long as a Media Center staff person is available.

Circulation - Books, magazines, and pamphlets are checked out for a two-week period and may be renewed for an additional two (2) weeks. Reference materials may be checked out overnight. Students should return materials as soon as they are finished with them. Students will be notified if they have overdue materials. Students are responsible for all materials signed out to them. Items lost or damaged must be paid for by the student. Students with overdue/lost materials may face restrictions and will not be permitted to check out additional items until those obligations are cleared.

Media Center Rules

1. Students must be using Media Center materials or resources when coming to the Media Center with a pass. Computers are to be used for class projects/research. Access to computers is available only to students who have returned a completed Acceptable Use Policy Agreement form.

2. Proper care in using materials and computer equipment is expected. The misuse of materials and equipment may result in the loss of Media Center privileges.
3. No gum, food, candy or beverage are allowed in the Media Center.
4. Good manners should be exhibited at all times, with talking kept to a minimum and at a low volume.
5. Permission to leave the Media Center for any purpose must be granted by the librarian.

Failure to follow rules will result in restricted use or exclusion from the Media Center as determined by the librarian or an administrator.

**PARKING FOR BICYCLES**
It is necessary that all bicycles be properly parked in the bike stands provided on the school grounds. Do not park bicycles in any other location. We strongly urge that a lock be placed on all bicycles. Bicycles must be walked across intersections adjacent to the school and are not to be ridden on school property.
Fremont City Schools has high standards for student behavior. All students are expected to: Be Respectful, Be Responsible, Be Safe. These high expectations promote safety and learning for all students.

Several examples of these expected behaviors are as follows:

**I Will Be Respectful by…**

- Working quietly.
- Speaking with others in a friendly way.
- Listening to and following directions and instruction.

**I Will Be Responsible by…**

- Attending school regularly and on time. Completing my work.
- Keeping my belongings in their places.

**I Will Be Safe by…**

- Keeping hands, feet and materials to myself.
- Walking in and out of the school building.
- Following directions of adults.

To assist students in learning the skills associated with *Be Respectful, Be Responsible, Be Safe*, all staff will teach the expected behaviors to all students. Students will have opportunities to practice these behaviors and will receive positive feedback when they show these skills. Visual reminders, such as posters, will prompt students of the expectations. These expectations *Be Respectful, Be Responsible, Be Safe*, apply to all areas of the school, including classrooms, cafeteria, bus hallways and restrooms.

Positive behaviors will be acknowledged and problem behaviors will receive consequences. Administrators are authorized to select from the following consequences to resolve a disciplinary issue.

Consequences may include, but are not limited to the range listed: (1) warning, loss of privilege, in class time-out, (2) phone call home, conference with parent, (3) community service, suspension, detention, (4) expulsion.

If a behavior is deemed a criminal offense, local authorities will be notified. Restitution for any damage will be required in addition to behavior consequences.
STUDENT ACCEPTABLE USE OF TECHNOLOGY AND INTERNET SAFETY POLICY
(Policy EDE)

Explanation of Guidelines
Fremont City School District provides students access to its computer network and the Internet for educational purposes only. If a student has doubts regarding whether a resource has educational merit, he/she should ask a staff member.

In order for the FCS to supervise student use of the computer network and the internet, the Acceptable use Guidelines must be read and the Guideline Agreement form must be signed by all students who want to have access to educational resources. Parents/guardians of students under age 18 are also required to read and sign the agreement. Students 18 or older may sign the document themselves. Signing the document indicates that the student and parent/guardian have read and understand the expectations of the Fremont City School District.

Scope of Technology Policies
Policies, guidelines and rules refer to all, but not limited to computers, tablets, cell phones, Smartphones, and other similar devices, as well as technology infrastructure, associated peripheral device and/or software:
   A. Owned by, leased by and/or loan to Fremont City School District
   B. Owned by, leased by and/or on loan to any third party engaged in providing services for the District
   C. Any computing or telecommunication devices owned by, in the possession of or being used by district students and/or staff that are operated on the grounds of any district facility or connected to any equipment at any district facility by means of direct connection, telephone line or other common carrier or any type of connection including both hardwired, fiber, infrared and/or wireless.

All Acceptable Use Policies also apply to any online service provided directly or indirectly by the district for student use, including, but not limited to: email, calendar, and docs (Google Apps for Education), Progressbook (Parent/Student Grade Book Access), and InfOhio.

Expectation of Privacy
At any time and without prior notice, FCS reserves the right to monitor, inspect, copy, review, and store any and all usage of the network and the Internet, as well as, any information sent or received in connection with this usage. All communications and information via the network should be assumed the property of the District. Users should not assume that email will be private.

Consequences for Violation of Technology Policies
Use of the computer network and internet is an integral part of research and class work, but abuse of this technology can result in loss of privileges. Students who use the computer network or the internet inappropriately may lose their access privileges and may face additional disciplinary or legal action. The length of time for loss of privileges will be determined by building administrators and/or other staff members. If the user is guilty of multiple violations, privileges can be removed for one year or more.
Unacceptable Uses of Technology Resources includes but is not limited to:

- Interfering with the normal functioning of computers, computer systems, or computer networks.
- Damaging or theft of computers, computer systems or computer networks.
- Accessing, modifying, or deleting files/data that do not belong to you.
- Giving your username, password or any other sensitive, personal information to any other individual, or using the username, password or personal information of another individual.
- Viewing, transmitting or downloading pornographic, obscene, vulgar and/or indecent materials.
- Sending or publishing offensive or harassing messages and content.
- Accessing dangerous information that, if acted upon, could cause damage or danger to others.
- Violation copyright laws and/or the district policy on plagiarism.
- Using the network/internet to buy or sell products.
- Recreational/non-educational use of electronic communication such as creating, viewing, transmitting, or posting videos or pictures without the consent of included individuals (e.g. social media, email, instant messaging, blog, bulletin boards...)
- "Hacking" and other illegal activities in attempt to gain unauthorized access to restricted files other computers or computer systems. Uploading any harmful form of programming, bypassing filters; installing any type of server, aliasing/spoofing, peer-to-peer networking or remote-control software. Possession of and/or distribution of any of software tools designed to facilitate any of the above actions will also be considered an offense.
- Saving inappropriate files to any part of the system, including, but not limited to:
  - Music files
  - Movies
  - Video games of all types, including ROMs and emulators
  - Offensive images or files
  - Programs which can be used for malicious purposes
  - Any files for which you do to have a legal license
  - Hobby or personal interest files, even if not offensive or inappropriate by other standards
  - Any file which is not needed for school purposes or a class assignment.
- Uses that contribute to the violation of any other student conduct code including, but not limited to cheating, plagiarism, hazing or harassment, theft, falsification of records, possession of banned substances/item.

Warranties/Indemnification

Fremont City Schools makes no warranties of any kind, either express or implied, in connection with its provision of access to and use of its District's technology and the internet provided under this policy. It shall not be responsible for any claims, losses, damages, or costs (including attorney's fees of any kind suffered, directly or indirectly, by any student or his/her parent(s) or guardian(s) arising out of the student's use of its District's technology or the internet under this policy. By signing this AUP, students are taking full responsibility for his/her use, and the student who is eighteen (18) or older or, in the case of a student under eighteen (18), the parent(s) or guardian(s) are agreeing to indemnify and hold the School, School District, the Information Technology Center (ITC) that provides the technology and internet access opportunity to Fremont City Schools and all of their administrators, teachers and staff harmless from any and all loss, costs, claims or damages resulting from the student’s access to its technology and the internet, including, but not limited to any fees or charges incurred through purchases of goods or services by the student. The student or, if the student is a minor, the student's parent(s) or guardian(s) agree to cooperate with the school in the event of the school's initiating an investigation of a student's use of his/her access to its technology and the internet, whether that use is on a school computer or on another's outside school district's network.

This policy covers all current and future local, state, and federal laws.
TRANSPORTATION

BUS SAFETY RULES AND REGULATIONS FOR ALL STUDENTS

In order to ensure the safety of all students who ride the school bus, it is necessary to have regulations regarding the conduct of bus riders. Anything which distracts the attention of the bus driver endangers the lives of all students on the bus. Parents should assume some responsibility for getting the student to the correct stop and assisting in crossing the streets. The bus is a classroom on wheels and the driver must be respected as a teacher.

The following rules will be respected by all PreK-12 students whether it is for daily riding, athletic events, and/or educational trips.

1. The Student Code of Conduct is in effect at all times. Students shall abide by all sections of the Student Code of Conduct while waiting for the bus, on the bus, and during loading and unloading.
2. Students must get on and off the bus at the assigned pickup and drop off locations. Written parental permission is necessary for a student to get on or off a busy other than at the regular stop. Building principals may issue bus passes for the purpose in advance. (see below)
3. Students shall arrive at the bus stop at least five (5) minutes before the bus is scheduled to arrive.
4. Students must wait in a location clear of traffic and away from the bus stop.
5. Student’s behavior on bus or at school bus stop must not threaten life, limb, or property of individual.
6. Students must go directly to an available/assigned seat and remain seated, keeping aisles and exits clear.
7. Students must observe classroom conduct and obey driver promptly and respectfully.
8. Students must not use profane language.
9. Students must not eat or drink on the bus except as required for medical reasons.
10. Students must not chew gum on the bus.
11. Students must not use tobacco on the bus. Tobacco includes, but is not limited to, cigarettes, cigars, pipe tobacco, chewing tobacco, snuff, and other substitute forms of cigarettes.
12. Students must not have alcohol or drugs in their possession on the bus except for prescription medication required for a student.
13. Students must not throw or pass objects on, from, or into the bus.
14. Students may carry on the bus only objects that can be held securely in their laps.
15. Students misbehaving on the bus should be reported to the bus driver and/or building principal.
16. Students must not put their head or arms out of the bus windows.
17. Students must not bring animals, firearms, ammunition, weapons, explosives, glass containers or other dangerous materials or objects on the school bus.
18. Students will not experiment or tamper with the bus or any of its equipment and will treat the bus equipment as fine furniture should be treated in the home.
19. Students will assist in keeping the bus safe and sanitary at all times.
20. Students may expect to lose the privilege of riding on the bus if he/she finds it impossible to behave in accordance with the School Bus Conduct Agreement.
21. Students will not exit the emergency door in a non-emergency situation.

Failure of a student to follow these regulations may result in his/her forfeiting the right of transportation on District managed transportation.
Discipline
The Board authorizes the Superintendent or other administrators to suspend a student from transportation privileges only for a period of up to one school year. The only due process required is notice to the student of an intended bus riding suspension and an opportunity to appear before the administrator considering the suspension before it happens. The administrator’s decision is final.

When discipline problems with individual students arise, use the following guidelines.

1. If possible, the driver should resolve the problem.

2. When the driver is unable to resolve the problem, he/she should report it to the transportation supervisor. The transportation supervisor and driver, if necessary, confer with the principal. Any discipline is imposed by the principal of the school.

3. Problems that cannot be resolved by measures specific above are referred to the Superintendent/designee.

Student Bus Passes
Written parental permission is necessary for a student to get on or off a bus that is not originally assigned to them.

1. Students must drop off a written note from their parent/guardian to the main office secretary. The note should specify the student’s name, date, and the address of the location the student needs to be dropped off during the afternoon or picked up in the morning.

2. The main office secretary will call home to confirm the bus pass request. If a parent cannot be reached, the bus pass request will be denied.

3. The main office secretary will complete the bus pass and send the approved bus pass to the student by 1:00 p.m.

4. Parent phone calls requesting bus passes for their student on the day of the location change for transportation will only be accepted if approved by the appropriate principal.

Daycare
Fremont City School District students who meet the following criteria will be eligible for transportation owned by the District:

1. Professional Daycare (Child Care Center) – Students in grades K-8 who attend any public/parochial school and who are registered with any approved professional daycare center located in the Fremont City School District.

2. Private Daycare (Type A and B Home) – Students in grades K-8 who attend any public/parochial school and are registered with any approved private daycare. Criteria for approved daycare are as follows:

   a. Daycare address must be greater than two miles from the student’s school of attendance.

   b. If the student attends a public elementary, the daycare address must be located in the same elementary district.

Parent(s)/Guardian(s) of student requires daycare center complete a form accepting responsibility for supervision and welfare of student being transported before pick up and after being dropped at approved bus stop.
Fremont City School's policy of nondiscrimination extends to students, staff, job applicants, the general public and individuals with whom it does business and applies to race, color, national origin, ancestry, citizenship status, religion, sex, sexual orientation, gender identity, economic status, age, disability or military status.