Students will use an Eagle Organizer/Agenda for each class, daily. A student ID card is needed for library and cafeteria services.

- Homework
  - Complete all assigned work.
  - If absent, ask the teacher for missed work.
- Attendance
  - Be here on time.
- Safety
  - Hallways: always walk on the right side.
  - Bus: Follow all bus safety rules and regulations.
  - Emergency drills: Follow procedures quietly and orderly.
- Behaviors/Etiquette
  - There will be no inappropriate displays of affection.
  - Dress appropriately for school.
  - Conduct yourselves as young ladies and gentlemen at all times.
  - Bullying, fighting, gang-related activity, sexual harassment, and discrimination will not be tolerated!
  - Cell phones, IPods, Personal Electronic Devices are to be turned off and kept in the student's locker during the school day.

Fremont Community Schools Mission Statement

The community and staff members of the Fremont Schools will work as a team to establish a safe, educational climate that will provide efficient and high quality programs which produce responsible citizens and lifelong learning skills.

Fremont Middle School Mission Statement

The faculty, staff, and administration of Fremont Middle School believe it is our mission to Promote Respect, Foster Pride and Inspire Excellence Everyone Every Day.

Educational Opportunity

Every child, regardless of race, creed, color, sex, national origin, cultural or economic background, or handicap, is entitled to equal opportunity for educational development and opportunity. No student will be excluded from participating in, denied the benefits of, or subjected to discrimination under any educational program or activity conducted by the District. The Board shall treat its students without discrimination as this pertains to, among other things, course offerings, athletics, counseling, employment assistance, and extracurricular activities.

Sexual Harassment/Discrimination

It is the policy of the Fremont Community Schools Board of Trustees to provide a learning and working atmosphere for students, employees and visitors free from sexual harassment and/or discrimination.

Sexual harassment is unwelcome conduct of a sexual nature and is prohibited. It includes unwelcome sexual advances, request for sexual favors, and other verbal, nonverbal, or physical conduct of a sexual nature. FCS also prohibits gender-based harassment, which may include acts of verbal, nonverbal, or physical aggression, intimidation, or hostility based on sex or sex-stereotyping, even if those acts do not involve conduct of a sexual nature.

A formal, written policy is available for student and/or patron review in each school principal's office and the school district superintendent's office. A student, parent, or staff member should report any suspected violation to administration immediately.

NOTIFICATION OF RIGHTS UNDER FERPA FOR FREMONT ELEMENTARY AND SECONDARY SCHOOLS

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age ("eligible students") certain rights with respect to the student's education records. These rights are:

1. The right to inspect and review the student's education records within 45 days of the day the School receives a request for access. Parents or eligible students should submit to the School principal (or appropriate school official) a written request that identifies the record(s) they wish to inspect. The School official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.
2. The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA. Parents or eligible students who wish to ask the School to amend a record should write the School principal (or appropriate school official), clearly identify the part of the record they want changed, and specify why it should be changed. If the School decides not to amend the record as requested by the parent or eligible student, the School will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.
3. The right to privacy of personally identifiable information in the student's education records, except to the extent that FERPA authorizes disclosure without consent. One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the School as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the School has outsourced services or functions it would otherwise use its own employees to perform (such as an attorney, auditor, medical consultant, or therapist:; a parent or student serving on an official committee, such as a disciplinary or grievance committee; or a parent, student, or other volunteer assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. Upon request, the School discloses education records without consent to officials of another school district in which a student seeks or intends to enroll, or is already enrolled if the disclosure is for purposes of the student's enrollment or transfer. (NOTE: FERPA requires a school district to make a reasonable attempt to notify the parent or student of the records request unless it states in its annual notification that it intends to forward records on request.)
4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the School to comply with the requirements of FERPA.

PROTECTION OF PUPIL RIGHTS AMENDMENT (PPRA)

The Protection of Pupil Rights Amendment (PPRA) applies to programs that receive funding from the U.S. Department of Education (ED). PPRA is intended to protect the rights of parents and students in two ways:

- It seeks to ensure that schools and contractors make instructional materials available for inspection by parents if those materials will be used in connection with an ED-funded survey, analysis, or evaluation in which their children participate;
- It seeks to ensure that schools and contractors obtain written parental consent before minor students are required to participate in any ED-funded survey, analysis, or evaluation that reveals information concerning:

1. Political affiliations;
2. Mental and psychological problems potentially embarrassing to the student and his/her family;

3. Sex behavior and attitudes;
4. Illegal, anti-social, self-incriminating and 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; or
7. Income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program).

Parents or students who believe their rights under PPRA may have been violated may file a complaint with ED by writing the Family Policy Compliance Office. Complaints must contain specific allegations of fact giving reasonable cause to believe that a violation of PPRA occurred.

The name and address of the Office that administers FERPA and PPRA is:

Family Policy Compliance Office

U.S. Department of Education

400 Maryland Avenue, SW

Washington, DC 20202-8520

STUDENT CODE OF CONDUCT INFORMATION

- Fremont Community Schools has high expectations for all students. In order for students to reach their potential, classrooms and schools must be free of disruptive behavior.
- Maintaining good discipline within the schools is also a community responsibility. Parents must be familiar with and supportive of school standards and work closely with the school staff.
- Whenever possible, a teacher will ask parents for help in correcting a problem. If the situation continues or is serious, the teacher will seek assistance from the principal or the principal's designee.
- FCS does not discriminate on the basis of race, gender, economic status, handicapping condition, national origin or any other personal characteristics in regard to disciplinary actions against students.
- School transportation is a privilege in the state of Indiana. Students have the right to safe and orderly transportation to and from school or a school activity when such transportation is provided within the transportation guidelines of the school system. Students have the responsibility to ensure that their conduct contributes to a safe and orderly atmosphere while being transported; to refrain from conduct that will offer a hazard to themselves, their fellow students or the general public; and to refrain from violating federal, state or local law, or the requirements of the transportation guidelines.
- Examples for most rules are provided. FCS has a "graduated system of discipline". Minor rules would have a lesser penalty for a first time offense than would a more major offense. As the severity of the offense or rule increases, so would the discipline imposed. The graduated system of discipline does not apply to possession on school grounds of firearms, destructive devices, and deadly weapons.
- If the student violates the law, law enforcement agencies may be involved depending on the severity of the offense. Parents will also be contacted, if possible.
- FCS does not permit employees to use corporal punishment (the physical striking of a student as a disciplinary measure) in disciplining a student. It is recognized that reasonable use of physical force and restraint may be necessary to stop a disturbance

threatening physical injury to others, to obtain possession of dangerous objects from students, for the purpose of self-defense, or for the protection of persons or property.

- If a student or parent believes the student is being improperly punished or subjected to an illegal rule or standard, he/she should follow these steps:

1. Discuss the situation with your son/daughter and the teacher. If you are not satisfied, then
2. Request a conference with the teacher, student and principal. If you are not satisfied, then
3. Contact the superintendent's office and speak with the superintendent/designee.

Student Code of Conduct

A violation by a student of a rule listed in this Code is subject to a range of disciplinary consequences imposed by teachers or administrators intended to be progressive in nature and move to a more serious consequence with each violation of the same or similar rule. In recognizing that violations of certain rules and the resulting consequences will be dependent upon the age of the student, the number of prior violations and severity of the violation, the principal of each building level shall develop the minimum and maximum consequences for their building for each rule that is approved by the board annually and published in the student handbook for each building. The appropriate consequence should be the least severe that will adequately address any danger to the student and other persons, prevent further disruption of activities and promote student achievement. In accordance with the provisions of I.C. 20-33-8, administrators and staff may take the following actions:

LEVEL 1: CONFERENCE/PARENT CONTACT/STAFFING

Staff member(s) may initiate and conduct a staffing, set up a conference, or make contact with student, parent, teacher, counselor, administrator or others as necessary to correct the behavior. A teacher may remove a student from the their class or activity for a period of up to five (5) school periods if the student is assigned regular or additional work to be completed in another school setting.

LEVEL 2: ACTION OPTIONS

Staff members may refer a student to the school counselor or other appropriate staff. The student may be asked to write an essay on their behavior, placed in time out for one-half day or less, be assigned lunch detention or after school detention, be given school/community services to perform, lose hallway privileges or be denied participation in school or extracurricular activities.

LEVEL 3: IN-SCHOOL ALTERNATIVES

A school administrator may place the student in an in-school suspension program for one-half day or more. The student may be placed in a specially designed in-school class or program.

LEVEL 4: OUT-OF-SCHOOL AND/OR BUS SUSPENSION

A student may be suspended from the bus and/or the school for up to ten (10) days.

LEVEL 5: ALTERNATIVE CONSEQUENCES/PROGRAMS

A student may be placed on school probation or placed on a modified and shortened day schedule Violations with a maximum consequence level of six may result in a Level 5 Probationary Contract. This allows the student to remain at home school with restrictions. Violation of the Level 5 Probationary Contract may result in the school filing for an expulsion meeting.

LEVEL 6: EXPULSION MEETING/EXPULSION

For serious misbehavior, the principal may request that a student be expelled from school. An expulsion is the denial of a student's right to attend school or school-sponsored activities. In some cases, as an alternative to an expulsion, an Expulsion Examiner may place the student in an alternative program outside of the home school setting.

Note: Any student that has accumulated three (3) lunch detentions or after school detentions combined, per quarter will result in one full day of ISS (In-School-Suspension). Each offense going forward in the same quarter under normal circumstances that would require the student to serve a lunch detention or after school detention now becomes an In-School-Suspension.

Grounds for any type of disciplinary consequence(s)/action apply when a student is:

a) On school grounds or transportation immediately before, during, and immediately after school hours and at any other time when the school is being used by a school group (including summer school);

b) Off school grounds at a school activity, function, or event; or

c) Traveling to or from school or a school activity, function, or event.

Grounds for Suspension or Expulsion

A. Student Misconduct and/or Substantial Disobedience

Grounds for suspension or expulsion are student misconduct and/or substantial disobedience. Examples of student misconduct and/or substantial disobedience for which a student may be suspended or expelled include, but are not limited to:

1. Using violence, force, noise, coercion, threat, intimidation, fear, passive resistance, or other conduct constituting an interference with school purposes, or urging other students to engage in such conduct. The following enumeration is only illustrative and not limited to the type of conduct prohibited by this rule:

a. Occupying any school building, school grounds, or part thereof with intent to deprive others of its use.

b. Blocking the entrance or exits of any school building or corridor or room therein with intent to deprive others of lawful access to or from, or use of the building, corridor, or room.

c. Setting fire to or damaging any school building or property.

d. Prevention of or attempting to prevent by physical act the convening or continued functioning of any school or education function, or of any meeting or assembly on school property.

e. Intentionally making noise or acting in any manner so as to interfere with the ability of any teacher or any other person to conduct or participate in an education function.

2. Engaging in any kind of aggressive behavior that does physical or psychological harm to another person or urging of other students to engage in such conduct. Prohibited conduct includes coercion, harassment, bullying, hazing, or other comparable conduct, in person or through texting, email and social media.

3. Battery: Knowingly or intentionally touching another person in a rude, insolent, or angry manner.

4. Battery by Body Waste: Knowingly or intentionally in a rude, insolent, or angry manner placing body waste and/or bodily fluids on another person.

5. Engaging in violence and/or threat of violence against any student, staff member, and/or other persons. Prohibited violent or threatening conduct includes threatening, planning, or conspiring with others to engage in a violent activity.

6. Causing or attempting to cause damage to school property.

7. Stealing or attempting to steal private property.

8. Causing or attempting to cause physical injury or behaving in such a way as could reasonably cause physical injury to any person. Self-defense or reasonable action undertaken on the reasonable belief that it was necessary to protect some other person is not a violation of this rule.

9. Threatening or intimidating any person for any purpose, including obtaining money or anything of value.

10. Threatening (whether specific or general in nature) injury to persons or damage to property, regardless of whether there is a present ability to commit the act.

11. Failing to report the actions or plans of another person to a teacher or administrator where those actions or plans, if carried out, could

result in harm to another person or persons or damage property when the student has information about such actions or plans.

12. Possessing, handling, or transmitting a knife or any object that can reasonably be considered a weapon, is represented to be a weapon, or looks like a weapon.

13. Possessing, using, transmitting, or being affected by any controlled substance, prescription drug, narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, alcoholic beverage, intoxicant or depressant of any kind, or any paraphernalia used in connection the listed substances. Also prohibited is the consumption of any of the stated substances immediately before attending school or a school function or event.

a. Exception to Rule 13: a student with a chronic disease or medical condition may possess and self-administer prescribed medication for the disease or condition if the student's parent has filed a written authorization with the building principal. The written authorization must be filed annually. The written authorization must be done by a physician and must include the following information:

1. That the student has an acute or chronic disease or medical condition for which the physician had prescribed medication.
2. The nature of the disease or medical condition requires emergency administration of the prescribed medication.
3. The student has been instructed in how to self-administer the prescribed medication.
4. The student is authorized to possess and self-administer the prescribed medication.

14. Possessing, using, or transmitting any substance which is represented to be or looks like a narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, alcoholic beverage, stimulant, depressant, or intoxicant of any kind, including such substances that contain chemicals which produce the same effect of illegal substances. (Violators and their parent/guardian will be subjected to sign and fulfill the FMS THC Probationary Agreement.)

15. Possessing, using, transmitting, or being affected by caffeine-based substances other than beverages, substances containing phenylpropanolamine (PPA), stimulants of any kind, or any other similar over-the-counter products.

16. Possessing, using, distributing, purchasing, or selling tobacco and nicotine products of any kind or in any form. For the purpose of this policy "use of tobacco" shall mean all uses of tobacco products and nicotine products, including but not limited to, packets, cigars, cigarettes, pipes, snuff, chewing tobacco, electronic cigarettes (including Jule), personal vaporizers, and electronic nicotine delivery systems. (Violators and their parent/guardian will be subjected to sign and fulfill the FMS Vape Probationary Agreement.)

17. Offering to sell or agreeing to purchase a controlled substance or alcoholic beverages.

18. Failing to comply with directions of teachers or other school personnel during any period of time when the student is properly under their supervision, where the failure constitutes an interference with school purposes or an educational function.

19. Failing to completely and truthfully respond to questions from a staff member regarding school-related matters including potential violations of the student conduct rules or state or federal law.

20. Falsely accusing any person of sexual harassment, or of violating a school rule, and/or a state or federal law.

21. Engaging in any activity forbidden by the laws of Indiana that constitutes an interference with school purposes or an educational function.

22. Aiding, assisting, or conspiring with, another person to violate these student conduct rules or state or federal law.

23. Engaging in academic dishonesty, including cheating, intentionally plagiarizing, wrongfully giving or receiving help during an academic examination, and wrongfully obtaining test copies or scores.

24. Taking, recording, displaying and/or distributing pictures (digital or otherwise), video or audio recordings without the consent of the student or staff member in a situation not related to a school purpose or educational function.

25. Possessing sexually-related materials which include images displaying uncovered breasts, genitals, or buttocks.

26. "Sexting" or using a cell phone or other personal communication device to send text or email messages or possessing text or email messages containing images reasonably interpreted as indecent or sexually suggestive while at school or at a school related function.

In addition to taking any disciplinary action, phones will be confiscated and students should be aware that any images suspected to violate criminal laws will be referred to law enforcement authorities.

27. Engaging in pranks that could result in harm to another person.

28. Using or possession of gunpowder, ammunition, or an inflammable substance.

29. Violating any rules that are reasonably necessary in carrying out school purposes or an educational function, including, but not limited to:

a. engaging in sexual behavior on school property;

b. engaging in sexual harassment of a student or staff member;

c. disobedience of administrative authority;

d. willful absence or tardiness of students;

e. engaging in speech or conduct, including clothing, jewelry or hair style, that is profane, indecent, lewd, vulgar, or refers to drugs, tobacco, alcohol, sex, or illegal activity, or is plainly offensive to school purposes;

f. violation of the school corporation's acceptable use of technology policy or rules;

g. violation of the school corporation's administration of medication policy or rules;

h. possessing or using a laser pointer or similar device.

30. Possessing or using on school grounds during school hours an electronic device, a cellular telephone, or any other telecommunication device, including a look-a-like device, in a situation not related to a school purpose or educational function or using such device to engage in an activity that violates school rules. This rule is not violated when the student has been given clear permission from a school administrator or a designated staff member to possess or use one of the devices listed in this rule.

31. Any student conduct rule the school building principal establishes and gives publication of it to all students and parents in the principal's school building.

B. BULLYING

1. Bullying committed by students toward other students is strictly prohibited. Engaging in bullying conduct described in this rule by use of data or computer software that is accessed through any computer, any computer system, or any computer network is also prohibited.
2. For purposes of this rule, bullying is defined as overt, unwanted, repeated acts or gestures, including verbal or written communications or images transmitted in any manner including electronically or digitally, physical acts committed, aggression, or any other similar behaviors that are committed by a student or group of students against another student with the intent to harass, ridicule, humiliate, intimidate, or harm the targeted student and create for the targeted student an objectively hostile school environment that:

- places the targeted student in reasonable fear of harm to the targeted student's person or property;
- has a substantially detrimental effect on the targeted student's physical or mental health;
- has the effect of substantially interfering with the targeted student's academic performance; or
- has the effect of substantially interfering with the targeted student's ability to participate in or benefit from the services, activities, and privileges provided by the school.

3. This rule may be applied regardless of the physical location of the bullying behavior when a student committing bullying behavior and the targeted student attend a school within the school corporation and disciplinary action is reasonably necessary to avoid substantial interference with school discipline or prevent an unreasonable threat to the rights of other students to a safe and peaceful learning environment.
4. Any student or parent who has knowledge of conduct in violation of this rule or any student who feels he/she has been bullied in

violation of this rule should immediately report the conduct to the school principal/designee who has responsibility for all investigations of student misconduct including bullying. A student or parent may also report the conduct to a teacher or counselor who will be responsible for notifying the school principal/designee. This report may be made anonymously.

5. The school principal/designee shall investigate immediately all reports of bullying made pursuant to the provisions of this rule. Such investigation must include any action or appropriate responses that may be taken immediately to address the bullying conduct wherever it takes place. The parents of the bully and the targeted student(s) shall be notified on a regular, periodic basis of the progress and the findings of the investigation and of any remedial action that has been taken.
6. The school principal/designee will be responsible for working with the school counselors and other community resources to provide information and/or follow-up services to support the targeted student and to educate the student engaging in bullying behavior on the effects of bullying and the prevention of bullying. In addition, the school administrator and school counselors will be responsible for determining if the bullying behavior is a violation of law required to be reported to law enforcement under Indiana law based upon their reasonable belief. Such determination should be made as soon as possible and once this determination is made, the report should be made immediately to law enforcement.
7. False reporting of bullying conduct as defined in this rule by a student shall be considered a violation of this rule and will result in any appropriate disciplinary action or sanctions if the investigation of the report finds it to be false.
8. A violation of this rule prohibiting bullying may result in any appropriate disciplinary action or sanction, including suspension and/or expulsion.
9. Failure by a school employee who has a responsibility to report bullying or investigate bullying or any other duty under this rule to carry out such responsibility or duty will be subject to appropriate disciplinary action, up to and including dismissal from employment with the school corporation.
10. Counseling, corrective discipline, and/or referral to law enforcement will be used to change the behavior of the perpetrator. This includes appropriate intervention(s), restoration of a positive climate, and support for victims and others impacted by the bullying.
11. Educational outreach and training will be provided to school personnel, parents, and students concerning the identification, prevention, and intervention in bullying.
12. All schools in the corporation are encouraged to engage students, staff and parents in meaningful discussions about the negative aspects of bullying. The parent involvement may be through parent organizations already in place in each school.
13. The superintendent or designee will be responsible for developing detailed administrative procedures consistent with the Indiana Department of Education guidelines for the implementation of the provisions of this rule.

LEGAL REFERENCE: I.C. 20-33-8-0.2 I.C. 20-33-8-13.5

C. CRIMINAL GANGS AND CRIMINAL GANG ACTIVITY IN SCHOOLS

The Board of School Trustees of the Fremont Community Schools Corporation prohibits gang activity and similar destructive or illegal group behavior on school property, on school buses, and/or at school-sponsored functions and prohibits reprisal or retaliation against individuals who report gang activity and similar destructive or illegal group behavior or who are victims, witnesses, bystanders, or other people with reliable information about an act of gang activity and similar destructive or illegal group behavior.

The following definitions apply to this policy:

Criminal Gang means a group with at least three (3) members that specifically:

(1) either:

(A) promotes, sponsors, or assists in; or

(B) participates in; or

(2) requires as a condition of membership or continued membership;

the commission of a felony or an act that would be a felony if committed by an adult or the offense of battery.

Gang Activity means a student who knowingly or intentionally actively participates in a criminal gang, or a student who knowingly or

intentionally solicits, recruits, entices, or intimidates another individual to join a criminal gang.

Per state law, a school employee shall report any incidence of suspected criminal gang activity, criminal gang intimidation, or criminal gang recruitment to the principal and the school safety specialist. The principal and the school safety specialist may take appropriate action to maintain a safe and secure school environment, including providing appropriate intervention services. Appropriate consequences and remedial actions are those that take into consideration the severity of the offenses and consider both the developmental ages of the student offenders and the students' histories of inappropriate behaviors per the code of conduct.

The principal or designee shall conduct a thorough and complete investigation for each report of suspected gang activity. The investigation shall be initiated by the principal or the principal's designee within one school day of the report of the incident. The principal may appoint additional personnel and request the assistance of law enforcement to assist in the investigation. The investigation shall be completed and the written findings submitted to the principal as soon as possible, but not later than five school days from the date of the report of the alleged incident of criminal gang activity.

D. POSSESSING A FIREARM OR A DESTRUCTIVE DEVICE (GUN-FREE SCHOOLS ACT OF 1994)

1. No student shall possess, handle or transmit any firearm or a destructive device on school property.
2. The following devices are considered to be a firearm under this rule:

- any weapon which will or is designed to or may readily be converted to expel a projectile by the action of an explosive
- the frame or receiver of any weapon described above
- any firearm muffler or firearm silencer
- any destructive device which is an explosive, incendiary, or poison gas bomb, grenade, rocket having a propellant charge of more than four ounces, missile having an explosive or incendiary charge of more than one-quarter ounce, mine, or any similar device
- any weapon which will, or which may be readily converted to, expel a projectile by the action of an explosive or other propellant, and which has any barrel with a bore of more than one-half inch in diameter
- any combination of parts either designed or intended for use in converting any device into any destructive device described in the two immediately preceding examples, and from which a destructive device may be readily assembled
- an antique firearm
- a rifle or a shotgun that the owner intends to use solely for sporting, recreational, or cultural purposes

3. For purposes of this rule, a destructive device is:

- an explosive, incendiary, or overpressure device that is configured as a bomb, a grenade, a rocket with a propellant charge of more than four ounces, a missile having an explosive or incendiary charge of more than one-quarter ounce, a mine, a Molotov cocktail or a device that is substantially similar to an item described above,
- a type of weapon that may be readily converted to expel a projectile by the action of an explosive or other propellant through a barrel that has a bore diameter of more than one-half inch, or
- a combination of parts designed or intended for use in the conversion of a device into a destructive device. A destructive device is NOT a device that although originally designed for use as a weapon, is redesigned for use as a signaling, pyrotechnic, line throwing, safety, or similar device.

4. The penalty for possession of a firearm or destructive device: suspension up to 10 days and expulsion from school for at least one calendar year with the return of the student to be at the beginning of the first semester after the one year period. The superintendent may reduce the length of the expulsion if the circumstances warrant such reduction.
5. The superintendent shall immediately notify the appropriate law enforcement agency when a student engages in behavior described in this rule.

E. POSSESSING A DEADLY WEAPON

1. No student shall possess, handle or transmit any deadly weapon on school property.

2. The following devices are considered to be deadly weapons as defined in I.C. 35-41-1-8:

- a weapon, taser or electronic stun weapon, equipment, chemical substance, or other material that in the manner it is used, or could ordinarily be used, or is intended to be used, is readily capable of causing serious bodily injury.
- An animal readily capable of causing serious bodily injury and used in the commission or attempted commission of a crime.

3. The penalty for possession of a deadly weapon: up to 10 days suspension and expulsion from school for a period of up to one calendar year.
4. The superintendent shall immediately notify the appropriate law enforcement agency when a student engages in behavior described in this rule.

F. UNLAWFUL ACTIVITY

A student may be suspended or expelled for engaging in unlawful activity on or off school grounds if the unlawful activity may reasonably be considered to be an interference with school purposes or an educational function, or the student's removal is necessary to restore order or protect persons on school property. This includes any unlawful activity meeting the above criteria that takes place during weekends, holidays, other school breaks, and the summer period when a student may not be attending classes or other school functions.

G. Legal Settlement

A student may be expelled if it is determined that the student's legal settlement is not in the attendance area of the school where the student is enrolled.

DISCIPLINE PROCEDURES

SUSPENSION PROCEDURE

A principal may suspend a student for not more than ten (10) school days. However, in the event of a requested expulsion hearing by the principal, the student's suspension may continue until the time of the expulsion decision if the superintendent or designated person determines that the student's continued suspension will prevent or substantially reduce the risk of:

1) Interference with an educational function or school purposes; or
2) A physical injury to the student, other students, school employees, or visitors to the school.

A principal may not suspend a student before the principal affords the student an opportunity for a meeting during which the student is entitled to the following:

1) A written or an oral statement of the charges against the student.
2) If the student denies the charges, a summary of the evidence against the student.
3) An opportunity for the student to explain the student's conduct.

When misconduct requires immediate removal of a student, the suspension meeting must begin as soon as reasonably possible after the student's suspension.

Following a suspension, the principal shall send a written statement to the parent of the suspended student describing the following:

1) Dates of Suspension
2) The student's misconduct.
3) The action taken by the principal.

EXPULSION PROCEDURE

The superintendent may conduct an expulsion meeting or appoint one (1) of the following to conduct an expulsion meeting:

1) Legal counsel.
2) A member of the administrative staff if the member:

a) Has not expelled the student during the current school year; and

b) Was not involved in the events giving rise to the expulsion.

An expulsion may take place only after the student and the student's parent are given notice of their right to appear at an expulsion meeting with the superintendent or a designated person.

Notice of the right to appear at an expulsion meeting must:

1) Be made by certified mail or by personal delivery;

2) Contain the reasons for the expulsion; and

3) Contain the procedure for requesting an expulsion meeting.

The individual conducting an expulsion meeting:

1) Shall make a written summary of the evidence heard at the expulsion meeting;

2) May take action that the individual finds appropriate; and

3) Must give notice of the action taken to the student and the student's parent.

RIGHT TO APPEAL

The student or parent has the right to appeal an expulsion decision to the school board within 10 days of the receipt of notice of the action taken. The student or parent appeal to the school board must be in writing. If an appeal is properly made, the board will consider the appeal unless it has voted not to hear all student appeals of expulsion. If the board hears the appeal, it will consider the written summary of the expulsion meeting and the arguments of the school administration and the student and/or the student's parent. The board will then take any action deemed appropriate.

PARENTAL RESPONSIBILITY/LIABILITY

Pursuant to Indiana Code 34-31-4-1, a parent of a child (who lives with the parent and over whom the parent has custody) is liable for up to $5,000 in actual damages arising from each instance of harm to any person or damage to any property that is knowingly, intentionally, or recklessly caused by the child.

School officials will contact law enforcement authorities whenever, in their discretion, there is reason to believe that a student's conduct is unlawful and has caused or may result in either serious bodily injury to another person or substantial damage to the property of another, including the school corporation.

LEGAL REFERENCE: IC 20-33-8.1 et seq., IC 35-47.5-2-4

IC 35-41-1-8 IC 35-47-1-5 IC 34-31-4-1

IMPORTANT NOTICE TO STUDENTS AND PARENTS REGARDING CELL PHONE CONTENT AND DISPLAY

Because student cell phones have been found in a number of Indiana school districts to have contained evidence of "sexual conduct", it is important for parents and students to be aware of not only the school consequence, but the legal consequences as well, should this occur in our school system.

"Sexting" or using a cell phone or other personal communication device to send text or email messages or possessing text or email messages containing images reasonably interpreted as indecent or sexually suggestive while at school or at a school related function. In addition to taking any disciplinary action, phones will be confiscated and student should be aware that any images suspected to violate criminal laws will be referred to law enforcement authorities.

Sexting is defined as the taking, disseminating, transferring or sharing of obscene, pornographic, lewd or illegal images or photographs, whether by electronic data transfer or otherwise (commonly called texting, emailing or sexting). Such conduct may constitute a crime under federal and/or state law.

Any student taking, disseminating or sharing obscene, pornographic, lewd or illegal images or photographs may be disciplined under the student discipline code of conduct and will be reported to law enforcement and/or other appropriate state or federal agencies if required by law. Such conduct engaged in by a student may result in arrest, criminal prosecution and inclusion on sex offender registries.

School consequences shall include, but not be limited to, a minimum of in-school suspension up to expulsion from Fremont Community Schools.

The Child Abuse/Neglect Law requires school personnel to report to law enforcement or child protective services whenever there is reason to believe that any person/student is involved in inappropriate and sexual conduct via a cell phone.

IBC PROCEDURE

An administrator with recommendation from a supervising staff member, may send a student to the IBC room, for a period of up to one (1) school day. The purpose of this time period is intended for the student to work one on one with a behavior coach on how they can better promote a distraction free environment. The student will be assigned regular or additional work to be completed while in the IBC room.

ADDITIONAL TEAM-LEVEL DISCIPLINE GUIDELINES

Different grade level teams may establish their own procedures and levels of progressive disciplinary action.
These procedures must be approved by a building level administrator before they are to be enforced in accordance with school and district-wide policies.

Additional Student Expectations

BEVERAGES

During the school day, students may bring a clear bottle with water only to school. Students will be required to store these clear bottles in their locker throughout the school day, unless they have a note from a physician that permits them to carry them from class to class. Prohibited beverages include, but are not limited to, energy drinks, soda, coffee, etc.

CELL PHONES AND ELECTRONIC COMMUNICATION DEVICES (ECD'S)

Students may not use cellular phones or any other electronic communications devices (ECD) during the school day. This is intended to include, but is not limited to, cellular phones, cameras, electronic communication devices, Airpods, or other devices designed to receive and send an electronic signal. The only exceptions to this would be the use of an e-reader style of device (Kindle, Nook, etc.). The E-Reader may be used during reading time within a class and must be under the direct supervision of a certified staff member. As always, if a student possesses a cellular phone or ECD on school property, the student is responsible for its care. The school is not responsible for preventing theft, loss, damage, or vandalism. Parents/guardians are advised that the best way to get in touch with their child during school hours is by calling the school office. All cellular phones or any other electronic communications devices are to be turned off as they enter the building for the day and placed in the student's locker. They should remain off until after the dismissal bell. Any student found to be in possession of such a device will have the item placed in the office. First offence student may pick up device at the end of the day. Second offence the student may pick up device at the end of the day and they will receive a lunch detention. 3rd offence the student will not be allowed to bring device to school for the semester and will receive in-school suspension. Continual Violations may result in a Level Four Consequence.

CONVOCATION ETIQUETTE

Students are expected to be attentive and courteous to the presenters by applauding at the correct times and avoiding yelling, whistling, and other inappropriate behaviors. Arrival and dismissal will be conducted in an orderly fashion.

DISPLAY OF AFFECTION

The administration and faculty at FMS recognize the importance of relationships within the student body. We also recognize that in the pre-teen and teenage years, physical touch can become very hard to interpret for the participants. With that realization, we ask that there be no excessive physical contact between students that could be misconstrued. We are not seeking to eliminate a quick hug of appreciation or a pat on the back for a job well done. We are, however, seeking to eliminate the hand-holding and the type of hugging that would be inappropriate in the school environment. School is neither the time nor the place for excessive displays of affection.

Caressing, holding hands, walking with arms around each other, kissing, and similar behavior is inappropriate in the school and will result in disciplinary action.

FIGHTING

It is our goal to help students discover that there are ways to settle differences other than fighting. Fighting in the work world is not tolerated and fighting at school is not tolerated. Students are urged to get help from a teacher, counselor, or administrator if it appears that they are about to become involved in a fight. Getting help when one is about to get involved in a fighting situation is not "chicken." It is the mature way of dealing with a situation that has spiraled out of control. Any student involved in a fight will need to pay the consequences without differentiating between who started the fight. The only exception to this will be the rare case of unprovoked assault. Any aggressive act may be considered fighting. Discipline is up to the discretion of the principal with a maximum of a 10 Day Suspension with a possible recommendation for an expulsion hearing.

GUM / CANDY

Gum and candy may be allowed in the classroom at the teacher's discretion.

PERSONAL PROPERTY/PROHIBITED ITEMS

FCS may not be held liable for the loss, theft, or damage to personal property (including clothing) students may bring to school. In addition, students are to refrain from bringing items to school that may distract from the educational process.

ACADEMICS

EAGLE ORGANIZER (TRAPPER KEEPERS) / BOOK BAGS

In an effort to assist students to become better organized and ready to learn, students in grades 5-8 will be required to bring their student planner to each class. A zipper trapper keeper is strongly recommended. Book bags, purses, combs and brushes will not be permitted in the classroom at any grade level.

TESTING

During the spring of each school year, the **ILEARN** (measuring student achievement and growth according to Indiana Academic Standards) exam will be administered in grades 5-8 as required by Indiana Law. The results of the testing will be sent to the parent/guardian of the student. During the fall, winter, and spring of each year, ILEARN Checkpoint Tests will also be administered in grades 5-8. The results will be sent to the parent/guardian at the end of each year.

FREMONT COMMUNITY SCHOOLS HOMEWORK POLICY

The FCS Board of School Trustees recognizes regular, purposeful homework as an essential component of the instructional process in the Fremont Community Schools. Homework should provide preparation for future class assignments. Meaningful homework should be purposeful, efficient, personalized, doable, and inviting. It is not to be assigned as punishment for students for disciplinary reasons.

In general, homework assignments will be completed for the following day; however, long range assignments and/or special projects should provide students with an opportunity to develop and refine research skills and the ability to work independently.

Teachers will be responsible for:

1. teaching independent study skills
2. making specific assignments
3. checking, reviewing, evaluating, and/or grading student homework according to the teacher's individual methods, in keeping with a system that is clearly explained to the class
4. giving feedback on homework assignments in a timely manner.
5. making instructions related to homework clear and providing, when necessary, a short period of supervised study or period of questioning to ensure that the students understand the assignment.
6. assigning student homework that includes specific periods of time devoted to reading.

Students will be responsible for:

1. completing assigned homework as directed.
2. returning homework to the teacher by the designated time.
3. submitting homework assignments which reflect careful attention to detail and quality of work.
4. devoting a specified amount of time to reading as part of the homework assignment.

Parents' responsibilities include:

1. Providing continued interest and concern for the child's successful performance in school through encouraging and supporting the child in his/her performance of homework assigned
2. Indicating an interest about assignments and assisting, if possible, when requested by the child, but not to include performing the work for the child.
3. Supporting the school in regard to the students' being assigned homework and motivate your child to do his/her best.
4. Requesting assignments for students when short term absences are involved.
5. Assisting the school in stressing the importance of reading and its benefits.

HOMEWORK LATE POLICY

Homework late one day will be reduced to a non-failing grade, varying by grade-level. Homework late two or more days will receive a failing grade but may be modified at teacher discretion.

ARTIFICIAL INTELLIGENCE POLICY

A.I. tools can be leveraged to enhance learning experiences. This policy establishes guidelines for the ethical and responsible use of A.I. tools and technologies within Fremont Middle School. Acceptable use of A.I. tools may be used for academic purposes, such as research, learning assistance, and creative projects, provided the work submitted reflects the student's understanding and effort. A.I. tools should not be used to engage in academic dishonesty, such as generating essays or solutions without attribution, and misusing A.I. to create inappropriate or harmful content. Violation of this policy may result in disciplinary action in accordance to the examples of student conduct and/or substantial disobedience.

GRADING PROCEDURE

Teachers will evaluate the progress of students with a multitude of assessment tools. Research indicates that good attendance, attentive behaviors, active participation, a supportive family environment and strong study skills will enhance test scores and productivity. The faculty, staff, and administration at Fremont Middle School have set high standards for academic achievement because we believe that **ALL STUDENTS CAN LEARN**. We also believe that learning is a team effort between the student, the teacher, and the student's parent/ guardian. Students will discover a strong correlation of effort and application to success.

GRADING PERIODS

Parents/Guardians will receive their student's report card during the week following the end of each grading period via email. A digital sign-off prompt, which will show that the report card has been reviewed, will be requested of each student's custodial parent/guardian. Progress reports will be issued at the midpoint of each grading period. A team effort between home and school can help students continue to work up to their potential and to experience success.

GRADING SCALE

Grading Scale %

99-100	A+	93-98	A	90-92	A-	88-89	B+	83-87	B	80-82	B-	78-79	C+	73-77
	C	70-72	C-	68-69	D+	63-67	D	60-62	D-	59-lower	F			

GOING GREEN PROGRAM

During Eagle Time each Thursday, students track their own grades for all classes using Power School. Eagle time teachers will keep track of students' grades as well. Students maintaining grades that are "C" or better in all classes, are considered to be "going green".

A student is “going blue” if he/she has all “A” grades. If a student has a “D” in any class, he/she is “going yellow”. A student with an “F” grade in any class is “going red”. Students who are “going green” or “going blue” in a week will have rewards until we track grades again the following Thursday. Those rewards include but are not limited to the use of the Eagle’s Nest during Eagle time and lunch as well as earning our school currency, the Eagle Buck.

REWARDS AND INCENTIVES

HONOR ROLL

Students who have achieved high academic standards will be recognized at the end of each grading period. All subjects taken during the grading period will be considered when determining honor roll eligibility. Ribbons will be distributed at the end of each grading period designating honor roll status.

Straight A Honor Roll - all A’s

Honor Roll - no grade lower than a B-

HIGH FLYERS

Students who follow the 3 R’s daily: Respect, Responsible and Ready to Learn will be rewarded at the conclusion of each grading period. The criteria includes meeting behavioral/classroom expectations and meeting one of the following two criteria. Making either the A and B Honor Roll or all A Honor Roll, or going blue or green ¾ of the quarter and finishing the quarter going green or blue. They must fulfill all of the following additional requirements: no missing assignments (each team level will determine and set their own maximum number of late assignments permitted per quarter.), and achieving Great Attendance (Great Attendance includes no more than three tardies and/or one full unexcused absence day during the grading period). In the past, rewards have included, going to see a movie, bowling, archery tag, and swimming at the YMCA. Students who qualify for the reward activity in at least two-thirds of the grading periods will be eligible for a special event at the close of the school year.

YEAR END AWARDS

Students will be recognized at award programs at the conclusion of the school year. Awards include, but are not limited to:

Plaque Awards	Certificate Awards
Citizenship (two per grade)	Improvement (by grade level)
Industry (two per grade)	Excellence (by subject area, top 10)
Academic Excellence (two per grade)	Perfect Attendance

FCS RETENTION POLICY

Pursuant to Senate Enrolled Act (SEA) 1, students must be proficient readers before moving to 4th grade. Third grade students who do not pass the IREAD-3 (Indiana Reading Evaluation And Determination) assessment and do not meet one of the “good cause exemptions” must be retained for the following school year.

Good Cause Exemptions:

- The student was subject to retention and has been retained in grade 3 for one (1) school year.
- The student has an intellectual disability or the student’s individualized education program specifies that retention is not appropriate, and the student’s case conference committee has determined that promotion to another grade is appropriate.
- The student is an English Learner who has received service for fewer than two years and the committee consisting of:
    - The student’s parent;
    - A building level administrator or designee
    - A classroom teacher of service
    - An English Learner teacher of record, if one exists; and
    - An English Learner district administrator, if one exists; determines that promotion is appropriate based on the

implementation of research based instructional practices outlined in the student's individual learning plan.

- The student received a score of proficient or above in grade 3 math on statewide summative assessment.
- The student:
    - Has received intensive intervention as determined by the department in reading for two (2) or more years; and
    - Was retained more than one (1) time throughout kindergarten, grade 1, or grade 2.

The primary goal of student retention at any grade level is to give students a year to grow and to master the academic skills of their current grade level before advancing to the next grade level.

Prior to, but no later than the first day of the fourth and final nine weeks grading period the teacher/team must request and hold a parent conference to discuss student performance. At the conference the teacher/team must be prepared to share data, RTI documentation and student work to support their possible retention recommendation. Present also at this or any other retention conference will be the building level administrator and guidance counselor, who will also share results and information from the North West Evaluation Assessment Test or NWEA.

Attendance shall not be used as a determining factor unless proven that it has a significant impact on student performance. At no time will a student be retained due to behavior or maturity concerns.

511 IAC 6.1-5-10 prohibits retaining a student in a grade level for the sole purpose of improving the student's ability to participate in extracurricular athletic programs.

Student Attendance Guidelines

Habitual Absence

Under IC 20-33-2-25, the "Superintendent or an attendance officer having jurisdiction shall report a child who is habitually absent from school in violation of this chapter to an intake officer of the juvenile court or the department of child services. The intake officer or the department of child services shall proceed in accord with IC 31-30- through IC 31-40."

An attendance letter will be sent home to parent/guardian after the fifth day of unexcused absences. After the eighth day of unexcused absences, an administrator will schedule a meeting with the family and a school official. On the tenth day of unexcused absences a letter will also be sent home to parent/guardian. A meeting with the administrators will be mandatory at that time. A habitually absent/truant student who reaches ten (10) days or more from school within a school year will be required to provide written proof of either an excused or unexcused absence by a licensed physician upon request of the school building administrator. After 10 days of unexcused absences, a school official will refer families to the county mediation program, and per state requirement, the school will report habitually truant students to the local prosecuting attorney. Chronic absenteeism includes students absent from school for ten percent (10 %) or more of a school year for any reason. **Habitual truants may be ineligible for operator's license or learner's permit.**

Excused Absences

Excused absences are defined as absences that the school corporation regards as legitimate reasons for being out of school. These could include:

- Illness verified by note/email/call from parent/guardian
- Illness verified by note from licensed physician (this is required after 10 days of absences)
- Family funeral
- Maternity
- Military Connected Families (e.g. absences related to deployment and return)

Unexcused Absences

An unexcused absence is any absence not covered under the definition of excused or exempt.

- Unexcused absences are counted in the student's absence total.
- Five absences start the habitual truancy process.

• Absences cause grades to go down.

• If a student misses a test day, the student should be expected to take the test on the day of return.

EXEMPT

The school may authorize the absence and excuse of a student:

- To serve as a page for or as an honoree of the general assembly, when verified by a certificate of the secretary of the senate or the chief clerk of the House of Representatives.
- To serve on the precinct election board or as a helper to a political candidate or to a political party on the date of each general, city or town, special, and primary election at which the student works. Before the date of the election, the student must submit a document signed by one (1) of the student's parents giving permission to participate in the election. The student must also verify to the school principal the performance of services by submitting a document signed by the candidate, political party chairman, campaign manager, or precinct officer generally describing the duties of the student on the date of the election.
- Who is issued a subpoena to appear in court as a witness in a judicial proceeding.
- Who is ordered to active duty with the Indiana National Guard for not more than ten (10) days in a school year. For verification, the student must submit to the school principal a copy of the orders to active duty and a copy of the orders releasing the student from active duty.
- Who is a member of the Indiana wing of the civil air patrol and who is participating in a civil air patrol international air cadet exchange program, for the length of the program or emergency service operation for not more than five (5) days in a school year. The student must submit to the school principal appropriate documentation from the Indiana wing of the civil air patrol detailing the reason for the student's absence.
- Who participates or exhibits in the Indiana State Fair for educational purposes, as evidenced in writing by the student's parent and as approved in writing by the school principal. Not to exceed five (5) days. Includes a member of the student's household. The student must be in good academic standing, as determined by the school principal.
    - The student is participating in a scheduled competition, exhibition, or event offered by the National FFA Organization, Indiana FFA Association, or 4-H Club. Not to exceed six (6) days. The student must be in good academic standing, as determined by the school principal.

Please note: A student excused from school attendance for the above instances may not be recorded as being absent on any date for which the excuse is operative and may not be penalized by the school in any manner.

The school principal may authorize the absence and excuse of a student who attends any educationally related non-classroom activity that meets *all* of the following conditions:

1) Is consistent with and promotes the educational philosophy goals of the school corporation and the state board.

2) Facilitates the attainment of specific educational objectives.

3) Is a part of the goals and objectives of an approved course or curriculum.

4) Represents a unique educational opportunity.

5) Cannot reasonably occur without interrupting the school day.

6) Is approved in writing by the school principal.

DUTIES OF PARENT

It is unlawful for a parent to:

1) Fail;

2) Neglect; or

3) Refuse;

To send the parent's child to a public school for the full term as required by law unless the child is being provided with instruction equivalent to that given in public schools.

If a parent of a student does not send the student to school because of the student's illness or mental or physical incapacity, it is unlawful for the parent to fail or refuse to produce a certificate of the illness for incapacity for the school principal or designee not later than six (6) days after the certificate is demanded.

The certificate required under this section must be signed by:

1) An Indiana physician;

2) An individual holding a license to practice osteopathy or chiropractic in Indiana

3) A Christian Science practitioner who resides in Indiana and is listed in the Christian Science Journal.

APPOINTMENTS / EARLY DISMISSAL / LATE ARRIVAL

- If a student must leave school early, the parent / legal guardian must report to the main office to sign the student out. In the event that the parent / legal guardian will not be picking up the student, prior arrangements must be made through a note or phone call from the parent or legal guardian.
- Students arriving late to school must sign in at the main office.

REPORTING STUDENT ABSENCES

Parents/Guardians are ***required*** to call in on the morning of their student's absence by 8:30 AM and explain the reason for the absence. If the school is not notified by this time, our attendance secretary will contact the parent/guardian to verify the absence using the numbers provided in Power School. This may include contacting emergency contacts if the parent/guardian cannot be reached. This is done for the safety and security of each child enrolled at Fremont Middle School. If the school is not notified concerning the student's absence, the student will be listed as ***truant***.

MAKE-UP POLICY (EXCUSED ABSENCE)

Although students shall be given the opportunity to make up assignments they have missed due to an absence, it is impossible to make up the total classroom experience. It is the student's responsibility to ask the teacher for the make-up work. Make-up work is to be completed during an interval equal to the days of absence, excused. Example: If excused absent three days, a student will have three days to complete and submit his/her make-up work after returning to school. If a student misses a test day and was present for the review, he/she may be required to take the test on the day of his/her return. For in-school suspensions, unexcused absences, out of school suspensions, the student will be given the opportunity to make up missed homework, quizzes and tests.

MAKE-UP WORK (SUSPENSION)

For in-school suspensions, out of school suspensions, the student will be given the opportunity to make up missed homework, quizzes and tests. It is the student's responsibility to ask the teacher for make-up work through email, Canvas or Remind (for Fremont Elementary). All assignments are due and must be submitted on the due date.

MILITARY FAMILIES

A student whose parent or legal guardian has been called to duty for, is on leave from, or immediately returned from deployment to; a combat zone or combat support posting shall be granted additional excused absences at the discretion of the Superintendent or his designee. Fremont Community Schools may grant up to five (5) days of excused absences for Military-Connected families. Conditions in which the school may grant these excused absences include: the excused absence is pre-approved; student is in good standing; student has a prior record of good attendance; missed work is completed and turned in within the school's allotted time period; and absence is not during standardized testing dates. Please contact your child's school for additional information.

TARDIES

BEFORE SCHOOL TARDIES

We recognize that arriving to school on time will not only help to begin one's day on a positive note, but that it will also help to establish

a necessary habit for future employment or commitments. A tardy to school is defined as arriving **to class** after the bell that signifies the start of school.

LATE TO SCHOOL TARDY PROCEDURE

1. The principal will speak with you on each tardy.
2. Your 5th tardy to school or to Eagle Time = 1 Lunch Detention During Fun Friday.
3. Every 3rd tardy afterwards = 1 Lunch Detention During Fun Friday.

a. Your 8th, 11th, 14th, etc. = 1 Lunch Detention During Fun Friday

4. Each quarter students would start over with zero balance.

DURING SCHOOL TARDIES

The first two tardies in each grading period will be listed as warnings. After these warnings, if a student continues to exhibit habitual tardiness within a grading period, a student/parent/administrator meeting will be set up to address the issue. , Lunch Detentions are possible consequences for habitual tardiness

DURING SCHOOL DAY TARDY PROCEDURE

1. All Students will be accepted into class.

a. 1st Offense: Verbal Warning

b. 2nd Offense: Verbal Warning / Parent Contact (email, phone, etc.)

c. 3rd Offense: Verbal Warning / Parent Contact (email, phone, etc.)

d. 4th Offense: Verbal Warning / Parent Contact (teacher implements an "in house" discipline)

e. 5th or more offense: Office Contacted (Lunch detention, after school detention, ISS, or OSS are possible consequences)

2. Each quarter students would start over with zero balance.

DRESS/APPEARANCE GUIDELINES

The Fremont Board of Education and the administration believe that proper dress and grooming are the responsibility of the students. Dress and appearance are an individual matter until it disturbs the normal school or classroom atmosphere in which learning takes place. Since there are modes of dress which are not tolerable in a school setting, the Superintendent and the Principal are charged with the responsibility of establishing and enforcing reasonable standards of dress and grooming necessary for the orderly operation of the school. In general, students are expected to wear clothing and footwear which meet standards of decency, safety, and cleanliness. In addition to the principles of good grooming being a component of the students' education, their appearance is a reflection upon the reputation of Fremont Middle School and our pride in the promotion of high standards for all students and staff. Therefore, the following guidelines are presented to parents and students:

1) Students may not wear clothes or bracelets that may be offensive to the standards of FMS such as that which displays profanity, sexual connotations, ethnic or racial slurs/superiority, includes wording or graphics that make reference to an anatomical part, incite a response, or encourage an illegal act. Nor may students wear bandannas, chains, or clothing bearing patches, drawings, or sayings (stated or implied) that refer to drugs, alcohol, sex, tobacco, cults, or gangs.
2) Flip-flops/sandals/Slides that do not adequately cover the exposed foot can only be worn in the first and fourth nine weeks. Students wearing sandals or flip-flops must make sure to have an appropriate pair of shoes to participate in Physical Education. Pajama slippers are not acceptable footwear.
3) Shorts, dresses and skirts are expected to be neat and of an appropriate length for school. A good rule of thumb for length is no more than 5 inches above the knee (about the length of a dollar bill). Spandex shorts, biking shorts, cutoff shorts, and boxer shorts are examples of wearing apparel that are not acceptable even if they meet the length requirement. Shorts can only be worn in the first and fourth nine weeks. Also, all items listed above must meet the length requirement even if worn with leggings.
4) Pants must be of appropriate size and worn at the waist. **At no time should any part of an undergarment be exposed, sitting or**

standing. A belt will be issued if needed to keep pants from sagging. Pants cannot have any rips, holes or distress allowing skin to be seen. Using the "5-inch rule" (about the length of a dollar bill) should be used for measurement. Students may wear leggings or spandex shorts under the pants to cover the skin. **Distress will be determined by administration.**

5) Shirts must have sleeves that cover the shoulders. **Student's midriff should be covered at all times**. At no time should any strap be visible. Tank tops, blouses or dresses with low necklines, and strapless shirts or dresses are examples of inappropriate choices for students.
6) Students must wear clothes that appropriately cover the body.
7) Outerwear, such as coats, insulated vests, and outdoor jackets are not to be worn during the school day. Sweaters, flannel shirts, or sweatshirts should provide the needed comfort in the classroom.
8) Hats, hoods up on sweatshirts, bandanas, sunglasses, sweat bands, or visors are not to be worn in the building.
9) Students who wish to color, highlight, or extend their hair should limit their choices to natural hair colors, and colors that do not distract others. If the color or style of hair becomes a distraction to the students or others they will be asked to correct it. Parents will be contacted.
10) Any tattoo (permanent or temporary) must be concealed or covered in some fashion so that it is not visible to others.
11) Accessories that are unsafe, unhealthy or so unusual that it distracts other students or teachers may not be worn.

An administrator will make the final determination as to the appropriateness of a particular clothing item or accessory. If you are unsure about a clothing item, bring the item to an administrator before wearing the item at school. Students who come to school inappropriately attired will be asked to change, wear substitute clothing provided by the school, or may call home for appropriate clothing. In the case of accessories, they will be removed immediately.

Extracurricular Activities

Fremont MS interscholastic teams include: (Students in grades 6-8 may participate in the sports listed below 5th grade students may participate in some sports):

		BOYS	GIRLS	
FALL	FOOTBALL 7/8	B/G CROSS COUNTRY 5/6/7/8	VOLLEYBALL 6/7/8	CHEERLEADING 7/8
WINTER	BOYS BASKETBALL 6/7/8	WRESTLING 5/6/7/8	GIRLS BASKETBALL 6/7/8	CHEERLEADING 7/8
SPRING	B/G TRACK 5/6/7/8	B/G GOLF 5/6/7/8		

INTRAMURALS

The intramural program provides all students the opportunity to be active in athletic activities. Skills, team cooperation, fun, and friendships will be emphasized. Fremont Middle School offers the following activities:

GIRLS VOLLEYBALL (5-8) CO–ED TENNIS (5-8)

SLANDEROUS/DISRESPECTFUL COMMUNICATION

Any student athlete who uses slanderous or disrespectful communication (verbal or social media) about their team or coaching staff may be subject to removal from that team. ***This type of communication creates dissension and will not be tolerated.***

ATHLETE PARTICIPATION RECOGNITION

At the conclusion of each sports season, an athletic dessert banquet will be held. Certificates of participation will be presented to each student athlete. A sportsmanship plaque will be presented to a worthy recipient from each sports team. A Scholar Athlete plaque will be presented to an eighth grade girl and boy who participated in a minimum of two sports per year and maintained a standard of excellence in academics, attendance and citizenship. The athletic banquets for this year will be:

Fall October 20th at 6:30 p.m. **Winter March 16th at 6:30 p.m.**

Spring May 20th at 6:30 p.m.

CHEERLEADERS

A recommendation of 1 squad of 10 cheerleaders are selected. At the end of each season, the coach may hold an open tryout for those students not involved in a sport that season if numbers are low for that season. One squad of 10 cheerleaders is selected in the spring for the following school year to cheer at the 7th and 8th grade girls' and boys' home games, promote school spirit, and serve as role models for supportive and positive sportsmanship.

ACADEMIC TEAMS/EVENTS

Fremont Middle School offers various academic teams and events for students in every grade. (Academic Super Bowl Teams, Spelling Bee, and School Play/Musical)

CLUBS / ORGANIZATIONS

With the permission of the Administration, clubs may be formed when sufficient student interest indicates a need and sponsors are approved. A formal presentation of the purpose, goals and objectives and guidelines for the club must be submitted for approval.

STUDENT COUNCIL

The Fremont Middle School Student Council consists of representatives from each grade who serve as a communication link between the student body and the staff. The purpose of the student council is to promote school spirit, to participate in service activities for the students, staff and the community, and to provide leadership for Fremont Middle School.

ELIGIBLITY POLICY

The intent of the Fremont Middle School staff and administration is to encourage and allow participation by as many students as possible <u>while maintaining academic and citizenship integrity</u>. Athletes should realize that participation in athletics is a privilege that carries with it definite responsibilities. Participation will be based on parental consent and the athlete's good academic and citizenship status. The administration has the right to allow 5th grade students, who are in good academic and citizenship status to practice ONLY with athletic teams and only in sports that are offered to 6th graders. Approval of 5th graders practicing will be discussed on a season to season basis with input from the coaching staff of the sport involved and final approval made by the administration. This opportunity for 5th graders is a privilege, not a right and should not be considered a guarantee. 5th graders may be able to participate in completion ONLY IF numbers in a sport participating are too low to fill a team with 6th grade students.

INELIGIBILITY POLICY

Any student receiving a failing grade after each quarter's progress report presented will receive a "Red Card." The student will then have one (1) week to raise the failing grade. The "Red Card" will continue until all grades are at a passing level. If a student fails two or more classes in any given 9 week grading period, he/she will be declared ineligible to participate in after-school events for the next grading period. The ineligibility includes all after-school events including: intramurals, attendance at games, dances, clubs, drama/school plays, athletics, student council, academic teams, or any other activity that is not approved by the principal. The ineligibility from activities would not include any after-school program designed to help students academically. The school will provide study tables to help those who are failing bring their grades up to passing so that they may participate in after school events. It is our hope that students will improve their grades *to be* eligible the next grading period to participate in after-school activities. **If a student is absent from school on the day of an FMS extracurricular event unexcused, ill, or truant, they may be asked to leave an FCS extracurricular event

FREMONT COMMUNITY SCHOOLS' DRUG TESTING PROGRAM

Fremont Community Schools has a responsibility to ensure the safety, health, and well-being of students, faculty, and staff. Drug, alcohol, and tobacco/nicotine abuse in the school presents a threat to the safety, health, and well-being as well as the quality and efficiency of our educational programs. FCS practices Random Drug, Alcohol, and Tobacco/nicotine Screening along with Reasonable Suspicion Drug, Alcohol, and Tobacco/nicotine Screening with the goal of providing a healthy, safe, and secure drug-free environment for all students and staff. The purpose of the drug, alcohol, and tobacco/nicotine testing program is:

- To provide students with a tool to combat the effects of peer pressure and say NO to drugs, alcohol, and tobacco/nicotine.
- To improve the educational environment.
- To encourage students to develop lifelong habits that demonstrate the positive character traits of responsibility and trustworthiness that will make them productive citizens.
- To encourage students who use drugs, alcohol, and/or tobacco/nicotine to participate in an effective education/counseling program.

Random Student Drug Testing refers to the practice of randomly testing students to detect the recent use of illegal drugs and/or mind-altering substances, alcohol, and nicotine. Random student drug testing may either be mandatory or voluntary and all students in the drug testing pool have an equal chance of being selected for testing.

Participants/Enrollment

FCS's drug, alcohol, and tobacco testing program applies to all students' grades 5-12 who participate in any extracurricular or athletic activity, attend IMPACT, other career technical education programs, drive to and/or from school, or voluntarily agree to be randomly tested. Extra-curricular and athletic activity programs are an integral part of FCS's student experience, these activities are considered a privilege offered to students which necessitates the need for the students to meet the high standards set by FCS. Driving to school is also a privilege granted to students under conditions that include operating the vehicle in a safe and legal manner. If selected, students must submit to FCS's testing process or driving privileges will be revoked. Parents can also voluntarily enroll their students into the drug, alcohol, and tobacco testing program by signing a consent form at school registration or upon request.

Selection and Notification Procedure

The number of individuals to be tested on a given date will be determined by school administration. A random list of students will be generated from the testing pool by the Corporation Technology Director. This list will be given to the designated agency testing personnel. The Principal shall locate each individual selected for testing and escort them to the appropriate collection site at the request of the designated testing personnel. ***Parents/Guardians of student's in 5th-8th grade will be notified when their child has been selected for random screening due to the age of the student.

Drug Testing Procedure and Test Results

Drug testing will be conducted by a contracted agency. They will provide a staff member trained in the process of collecting urine and/or oral fluid to come on site to the school for drug screen collection. Each sample collected will be tested for but not limited to cotinine (nicotine metabolite), ethanol (alcohol), amphetamines, barbiturates, benzodiazepines, cocaine, opiates, phencyclidine (PCP), cannabinoids, LSD, anabolic steroids, K2 spice and/or synthetic cannabinoids, or any other substance which is defined as a controlled substance unless pursuant to a legal prescription. Results will be provided to school personnel within 24 hours, all positive tests will be retested for verification through a certified laboratory before notifying parent/guardian and student of any positive results.

A refusal to provide a specimen is a violation of the FCS drug testing policy and will result in the same consequences as a positive test.

Parents/Guardians will be notified of all results whether positive or negative. Parents/Guardians of students testing positive will be notified within 24 hours of FCS receiving the results. Parents of students who refuse to test will also be notified.

Testing results will be kept in a confidential file separate from the student's educational records. Results will only be disclosed to the administrative personnel who have a need to be informed in order to implement or oversee implementation of the policy or consequences for violating the policy*

Consequences of a Positive Test

This program seeks to provide needed help for students who have a verified "positive" test result. The student's health, welfare, and safety will be the reason for preventing student from participating in athletics, extracurricular activities, attending IMPACT, and restricting them from driving to and from school.

If a verified positive test results is a result of prescribed medication to the participant. The student or their parent/guardian may submit any documented prescription, explanation, or information which will be considered in determining whether a "positive" test has been satisfactorily explained.

Level 1

Positive Test Results of any form of tobacco/nicotine products (including but not limited to any kind of electronic cigarettes or products containing nicotine or cotinine) or Conduct Deemed Detrimental. For a verified positive of any form of tobacco/nicotine products, the principal/designee will meet with the student and their parent/guardian at a school corporation facility. Students will be required to complete an online substance abuse course and meet with the corporation counselor to discuss counseling and assistance agencies that parents may want to contact for additional help. A follow-up test will be requested by the principal/designee after such an interval of time that the substance previously found would normally have been eliminated from the body. The student will submit to drug tests for one year after their first positive test result at the request of the building principal.

Level 2

For a verified positive drug test or second verified positive result for tobacco/nicotine products, the principal/designee will meet with the student and their parent/guardian at a school corporation facility. Students will be required to complete an online substance abuse course and meet with the corporation counselor to discuss counseling and assistance agencies that parents may want to contact for additional help. A follow-up test will be requested by the principal/designee after such an interval of time that the substance previously found would normally have been eliminated from the body. The student will submit to drug tests for one year after their first positive test result at the request of the building principal.

Level 3

In the event a student has a verified positive drug test for a second time or third verified positive result for tobacco/nicotine products or they refuse to test, their driving privileges will be suspended for one year and will need to have a negative drug, alcohol, and nicotine screening test before their driving privileges will be reinstated. If the student attends IMPACT/other career technical programs they will be suspended from attending for one year and will need to have a negative drug, alcohol, and nicotine screening before being able to return. They will be unable to attend any school sponsored functions for one year. They must seek drug, alcohol, and/or tobacco/nicotine addiction certified counseling and submit to one year of drug testing.

Athletes

All positive test results on athletes will be reported to the building Athletic Director. The building level athletic director will administer the appropriate action in accordance with the guidelines concerning violation of the training rules code. Any athlete refusing to provide a specimen will voluntarily remove themselves from all FCS athletic teams for 1 calendar year pending submission to a test. **Please see the Athletic Policy Handbook for a complete list of consequences.

EMERGENCY PLANS/DRILLS

Fire drills and tornado drills are to be treated as if there were a real fire or tornado. Directions for evacuation (fire) or taking shelter (tornado) are posted in each room. Teachers will review these instructions with their classes. REMAIN CALM, WALK QUICKLY AND QUIETLY TO THE DESIGNATED AREA. REMAIN AS A GROUP WITH YOUR TEACHER. LISTEN FOR FURTHER INSTRUCTIONS. If it is necessary to evacuate the building, we will follow the fire drill evacuation plan and then proceed to a reunification site if need be. In case of inclement weather, a decision will be made at the time based upon the circumstances and the safety of everyone.

SCHOOL DELAYS / CANCELLATIONS

The superintendent will only delay school due to weather and/or unforeseen or unavoidable circumstances. Fremont Community Schools may have a two (2) hours delay or a delay of three (3) hours if necessary. On some occasions we will start out with a two (2) hour delay and depending on weather and/or road conditions update our status to a three (3) hour delay. On three (3) hour delay days students will arrive three hours later for school and stay for one (1) hour longer in the afternoon. That means student dismissal would be at 3:50 pm instead of 2:50 p.m. Buses will still transport students home as usual on a three (3) hour delay – just an hour later.

Fremont Community Schools has an application on Android and Apple devices to obtain the latest delay and cancellation information. As always, we encourage you to tune into WLKI – FM 100.3 or the local Fort Wayne television networks to obtain the latest delay/cancellation information.

FREMONT COMMUNITY SCHOOLS TECHNOLOGY

ACCEPTABLE USE POLICY

INTRODUCTION

Fremont Community Schools (hereafter, "the School") recognizes that access to technology in school gives students greater opportunities to learn, engage, communicate, and develop skills that will prepare them for work, life, and citizenship. We are committed to helping students develop 21st-century technology and communication skills.

To that end, we provide access to technologies for student and staff use.

This Acceptable Use Policy outlines the guidelines and behaviors that users are expected to follow when using school technologies or when using personally-owned devices on the school grounds including school buses.

- The School's network is intended for educational purposes.
- All activity over the network or using district technologies may be monitored and retained.
    - Access to online content via the network may be restricted in accordance with our policies and federal regulations, such as the Children's Internet Protection Act (CIPA).
- Students are expected to follow the same rules for good behavior and respectful conduct online as offline.
- Misuse of school resources may result in disciplinary action.
- The School makes a reasonable effort to ensure students' safety and security online, but will not be held accountable for any harm or damages that result from use of school technologies.
- Users, *both students and staff*, of the district network or other technologies are expected to alert IT staff immediately of any concerns for safety or security.

TECHNOLOGIES COVERED

THE SCHOOL MAY PROVIDE INTERNET ACCESS, DESKTOP COMPUTERS, MOBILE COMPUTERS OR DEVICES, VIDEOCONFERENCING CAPABILITIES, ONLINE COLLABORATION CAPABILITIES, MESSAGE BOARDS, EMAIL, AND MORE. AS NEW TECHNOLOGIES EMERGE, THE SCHOOL WILL ATTEMPT TO PROVIDE ACCESS TO THEM. THE POLICIES OUTLINED IN THIS DOCUMENT ARE INTENDED TO COVER ALL AVAILABLE TECHNOLOGIES, NOT JUST THOSE SPECIFICALLY LISTED.

USAGE POLICIES

ALL TECHNOLOGIES PROVIDED BY THE DISTRICT ARE INTENDED FOR EDUCATION PURPOSES. ALL USERS ARE EXPECTED TO USE GOOD JUDGMENT AND TO FOLLOW THE SPECIFICS OF THIS DOCUMENT AS WELL AS THE SPIRIT OF IT: BE SAFE, APPROPRIATE, CAREFUL AND KIND; DON'T TRY TO GET AROUND TECHNOLOGICAL PROTECTION MEASURES; USE GOOD COMMON SENSE; AND ASK IF YOU DON'T KNOW.

Web Access

The School provides its users with access to the Internet, including web sites, resources, content, and online tools. That access will be restricted in compliance with CIPA regulations and school policies. Web browsing may be monitored and web activity records may be retained indefinitely.

Users are expected to respect that the web filter is a safety precaution, and should not try to circumvent it when browsing the Web. If a site is blocked and a user believes it shouldn't be, the user should follow district protocol to alert an IT staff member or submit the site for review.

Email

The School may provide users with email accounts for the purpose of school-related communication. Availability and use may be restricted based on school policies.

If users are provided with email accounts, they should be used with care. Users should not send personal information; should not attempt to open files or follow links from unknown or untrusted origin; should use appropriate language; and should only communicate with other people as allowed by the district policy or the teacher.

Users are expected to communicate with the same appropriate, safe, mindful, courteous conduct online as offline. Email usage may be monitored and archived.

Social/Web 2.0 / Collaborative Content

Recognizing the benefits collaboration brings to education, the School may provide users with access to web sites or tools that allow communication, collaboration, sharing, and messaging among users.

Users are expected to communicate with the same appropriate, safe, mindful, courteous conduct online as offline. Posts, chats, sharing, and messaging may be monitored. Users should be careful not to share personally-identifying information online.

Mobile Devices Policy

The School may provide users with mobile computers or other devices to promote learning outside of the classroom. Users should abide by the same acceptable use policies when using school devices off the school network as on the school network.

Users are expected to treat these devices with extreme care and caution; these are expensive devices that the school is entrusting to your care. Users should report any loss, damage, or malfunction to IT staff immediately. Users may be financially accountable for any damage resulting from negligence or misuse.

Use of school-issued mobile devices off the school network may be monitored.

Personally-Owned Devices Policy

Students should keep personally-owned devices (including laptops, tablets, smart phones, and cell phones) turned off and put away during school hours—unless in the event of an emergency or as instructed by a teacher or staff for educational purposes.

Because of security concerns, when personally-owned mobile devices are used on campus, they should not be used over the

SCHOOL NETWORK WITHOUT EXPRESS PERMISSION FROM IT STAFF. IN SOME CASES, A SEPARATE NETWORK MAY BE PROVIDED FOR PERSONALLY-OWNED DEVICES.

SECURITY

USERS ARE EXPECTED TO TAKE REASONABLE SAFEGUARDS AGAINST THE TRANSMISSION OF SECURITY THREATS OVER THE SCHOOL NETWORK. THIS INCLUDES NOT OPENING OR DISTRIBUTING INFECTED FILES OR PROGRAMS AND NOT OPENING FILES OR PROGRAMS OF UNKNOWN OR UNTRUSTED ORIGIN.

IF YOU BELIEVE A COMPUTER OR MOBILE DEVICE YOU ARE USING MIGHT BE INFECTED WITH A VIRUS, PLEASE ALERT IT. DO NOT ATTEMPT TO REMOVE THE VIRUS YOURSELF OR DOWNLOAD ANY PROGRAMS TO HELP REMOVE THE VIRUS.

DOWNLOADS

USERS SHOULD NOT DOWNLOAD OR ATTEMPT TO DOWNLOAD OR RUN .EXE PROGRAMS OVER THE SCHOOL NETWORK OR ONTO SCHOOL RESOURCES WITHOUT EXPRESS PERMISSION FROM IT STAFF.

YOU MAY BE ABLE TO DOWNLOAD OTHER FILE TYPES, SUCH AS IMAGES OF VIDEOS. FOR THE SECURITY OF OUR NETWORK, DOWNLOAD SUCH FILES ONLY FROM REPUTABLE SITES, AND ONLY FOR EDUCATION PURPOSES.

NETIQUETTE

USERS SHOULD ALWAYS USE THE INTERNET, NETWORK RESOURCES, AND ONLINE SITES IN A COURTEOUS AND RESPECTFUL MANNER. 28

USERS SHOULD ALSO RECOGNIZE THAT AMONG THE VALUABLE CONTENT ONLINE IS UNVERIFIED, INCORRECT, OR INAPPROPRIATE CONTENT. USERS SHOULD USE TRUSTED SOURCES WHEN CONDUCTING RESEARCH VIA THE INTERNET.

USERS SHOULD ALSO REMEMBER NOT TO POST ANYTHING ONLINE THAT THEY WOULDN'T WANT PARENTS, TEACHERS, OR FUTURE COLLEGES OR EMPLOYERS TO SEE. ONCE SOMETHING IS ONLINE, IT'S OUT THERE—AND CAN SOMETIMES BE SHARED AND SPREAD IN WAYS THE USER NEVER INTENDED.

PLAGIARISM

USERS SHOULD NOT PLAGIARIZE (OR USE AS THEIR OWN, WITHOUT CITING THE ORIGINAL CREATOR) CONTENT, INCLUDING WORDS OR IMAGES, FROM THE INTERNET. USERS SHOULD NOT TAKE CREDIT FOR THINGS THEY DIDN'T CREATE THEMSELVES, OR MISREPRESENT THEMSELVES AS AN AUTHOR OR CREATOR OF SOMETHING FOUND ONLINE. RESEARCH CONDUCTED VIA THE INTERNET SHOULD BE APPROPRIATELY CITED, GIVING CREDIT TO THE ORIGINAL AUTHOR.

PERSONAL SAFETY

USERS SHOULD NEVER SHARE PERSONAL INFORMATION, INCLUDING PHONE NUMBER, ADDRESS, SOCIAL SECURITY NUMBER, BIRTHDAY, OR FINANCIAL INFORMATION, OVER THE INTERNET WITHOUT ADULT PERMISSION. USERS SHOULD RECOGNIZE THAT COMMUNICATING OVER THE INTERNET BRINGS ANONYMITY AND ASSOCIATED RISKS, AND SHOULD CAREFULLY SAFEGUARD THE PERSONAL INFORMATION OF THEMSELVES AND OTHERS. USERS SHOULD NEVER AGREE TO MEET SOMEONE THEY MEET ONLINE IN REAL LIFE WITHOUT PARENTAL PERMISSION.

IF YOU SEE A MESSAGE, COMMENT, IMAGE, OR ANYTHING ELSE ONLINE THAT MAKES YOU CONCERNED FOR YOUR PERSONAL SAFETY, BRING IT TO THE ATTENTION OF AN ADULT (TEACHER OR STAFF IF AT SCHOOL; PARENT IF USING THE DEVICE AT HOME) IMMEDIATELY.

CYBERBULLYING

CYBERBULLYING WILL NOT BE TOLERATED. HARASSING, DISSING, FLAMING, DENIGRATING, IMPERSONATING, OUTING, TRICKING, EXCLUDING, AND CYBERSTALKING ARE ALL EXAMPLES OF CYBERBULLYING. DON'T BE MEAN. DON'T SEND EMAILS OR POST COMMENTS WITH THE INTENT OF

SCARING, HURTING, OR INTIMIDATING SOMEONE ELSE.

ENGAGING IN THESE BEHAVIORS, OR ANY ONLINE ACTIVITIES INTENDED TO HARM (PHYSICALLY OR EMOTIONALLY) ANOTHER PERSON, WILL RESULT IN SEVERE DISCIPLINARY ACTION AND LOSS OF PRIVILEGES. IN SOME CASES, CYBERBULLYING CAN BE A CRIME. REMEMBER THAT YOUR ACTIVITIES ARE MONITORED AND RETAINED.

EXAMPLES OF ACCEPTABLE USE

USER WILL:

- USE SCHOOL TECHNOLOGIES FOR SCHOOL-RELATED ACTIVITIES.
- FOLLOW THE SAME GUIDELINES FOR RESPECTFUL, RESPONSIBLE BEHAVIOR ONLINE THAT I AM EXPECTED TO FOLLOW OFFLINE.
- TREAT SCHOOL RESOURCES CAREFULLY, AND ALERT STAFF IF THERE IS ANY PROBLEM WITH THEIR OPERATION.
- ENCOURAGE POSITIVE, CONSTRUCTIVE DISCUSSION IF ALLOWED TO USE COMMUNICATIVE OR COLLABORATIVE TECHNOLOGIES.
- ALERT A TEACHER OR OTHER STAFF MEMBER IF USER SEES ANY THREATENING, INAPPROPRIATE, OR HARMFUL CONTENT (IMAGES, MESSAGES, POSTS) ONLINE.
- USE SCHOOL TECHNOLOGIES AT APPROPRIATE TIMES, IN APPROVED PLACES, FOR EDUCATIONAL PURSUITS.
- CITE SOURCES WHEN USING ONLINE SITES AND RESOURCES FOR RESEARCH.
- RECOGNIZE THAT USE OF SCHOOL TECHNOLOGIES IS A PRIVILEGE AND TREAT IT AS SUCH.
- BE CAUTIOUS TO PROTECT THE SAFETY OF MYSELF AND OTHERS.
- HELP TO PROTECT THE SECURITY OF SCHOOL RESOURCES.

THIS IS NOT INTENDED TO BE AN EXHAUSTIVE LIST. USERS SHOULD USE THEIR OWN GOOD JUDGMENT WHEN USING SCHOOL TECHNOLOGIES.

EXAMPLES OF UNACCEPTABLE USE

USER WILL NOT:

- USE SCHOOL TECHNOLOGIES IN A WAY THAT COULD BE PERSONALLY OR PHYSICALLY HARMFUL.
- ATTEMPT TO FIND INAPPROPRIATE IMAGES OR CONTENT.
- ENGAGE IN CYBERBULLYING, HARASSMENT, OR DISRESPECTFUL CONDUCT TOWARD OTHERS.
- TRY TO FIND WAYS TO CIRCUMVENT THE SCHOOL'S SAFETY MEASURES AND FILTERING TOOLS.
- USE SCHOOL TECHNOLOGIES TO SEND SPAM OR CHAIN MAIL.
- PLAGIARIZE CONTENT FOUND ONLINE.
- POST PERSONALLY-IDENTIFYING INFORMATION, ABOUT MYSELF OR OTHERS.
- AGREE TO MEET SOMEONE MET ONLINE IN REAL LIFE.
- USE LANGUAGE ONLINE THAT WOULD BE UNACCEPTABLE IN THE CLASSROOM.
- USE SCHOOL TECHNOLOGIES FOR ILLEGAL ACTIVITIES OR TO PURSUE INFORMATION ON SUCH ACTIVITIES.
- ATTEMPT TO HACK OR ACCESS SITES, SERVERS, OR CONTENT THAT ISN'T INTENDED FOR USER.

THIS IS NOT INTENDED TO BE AN EXHAUSTIVE LIST. USERS SHOULD USE THEIR OWN GOOD JUDGMENT WHEN USING SCHOOL TECHNOLOGIES.

LIMITATION OF LIABILITY

THE SCHOOL WILL NOT BE RESPONSIBLE FOR DAMAGE OR HARM TO PERSONS, FILES, DATA, OR HARDWARE.

WHILE THE SCHOOL EMPLOYS FILTERING AND OTHER SAFETY AND SECURITY MECHANISMS, AND ATTEMPTS TO ENSURE THEIR PROPER

FUNCTION, IT MAKES NO GUARANTEES AS TO THEIR EFFECTIVENESS.

THE SCHOOL WILL NOT BE RESPONSIBLE, FINANCIALLY OR OTHERWISE, FOR UNAUTHORIZED TRANSACTIONS CONDUCTED OVER THE SCHOOL NETWORK.

VIOLATIONS OF THIS ACCEPTABLE USE POLICY

VIOLATIONS OF THIS POLICY MAY HAVE DISCIPLINARY REPERCUSSIONS, INCLUDING:

- SUSPENSION OF NETWORK, TECHNOLOGY, OR COMPUTER PRIVILEGES
- NOTIFICATION TO PARENTS
- SUSPENSION FROM SCHOOL AND SCHOOL-RELATED ACTIVITIES
- LEGAL ACTION AND/OR PROSECUTION

GUIDANCE SERVICES

Our counseling department is an integral part of all programs and curriculum of Fremont Middle School. It exists in order to assist each student in gaining an appreciation of his/her uniqueness. In that way, each student will succeed in reaching his/her greatest potential socially, intellectually, emotionally, and personally. It is the purpose of the counseling department to assist students in finding solutions to problems, in meeting the challenges of maturing, and in gaining a better understanding of themselves. The counseling program may offer classroom or grade level presentations that focus on academic planning, career choices, goal setting, and/or problem solving. Small support groups may be made available to allow students with similar concerns to explore solutions together. Such groups may focus on school adjustment, anger management, social skills, self-esteem, losses, and/or various relationship difficulties. The counseling department has as its priority to be accessible and helpful to students, parents, teachers, staff members, administrators, and citizens of the Fremont Middle School Community.

ADVISORY PROGRAM - EAGLE TIME

EAGLE TIME (Each Adolescent/Adult Giving, Listening and Encouraging) is an advisory program unique to Fremont Middle School. The program is offered at the beginning of each school day and is a component of the guidance/counseling program.

Eagle Time joins professional school counselors, teachers, and administrators together to assist students in promoting student adjustment and success. It is a daily opportunity for advisors and students to interact and to develop a support network as the total school program is fortified.

USE OF ISOLATED TIME OUTS AND RESTRAINTS

The Fremont Community Board of School Trustees believes that maintaining an orderly, safe environment is conducive to learning and is an appropriate expectation of all school employees within the school corporation. The Board recognizes that there are times when it becomes necessary for employees to use reasonable restraint and/or isolated time out to protect a student from causing harm to themselves or to others.

Neither isolated time out nor physical restraint shall be used as a form of punishment or as a disciplinary measure.

LOCKER GUIDELINES/SEARCHES

School lockers are the property of Fremont Community Schools (FCS). At no time does FCS relinquish its exclusive control of lockers provided for the convenience of students. Students are issued an individual locker in order that they have a secure place to store school supplies and coats. Each locker has a combination that is on file with the main office. The best way to protect your personal possessions is to refrain from sharing your combination with other students. To insure the security of your locker, please follow these guidelines:

- Do not switch or share lockers with other students.
- Inform your advisor if you feel another student knows your combination.
- Avoid using the locker for food storage.
- Avoid bringing large sums of money or valuables to school. The school is not responsible for lost or stolen articles. Large amounts of money for fund-raisers should be given to the sponsor upon arriving to school.
- Avoid "jamming" or tampering with the locks.
- Do not overload your locker. Keep your locker clean and neat.

The reassignment of lockers requires significant alteration of a variety of records and will therefore be considered only as a last resort. The building principal or his representative has the authority to examine the contents of any locker located on school premises.

SEARCH AND SEIZURE POLICY

Authorized school personnel may conduct a search of a student, locker, book bag, student possessions/belongings or automobile if they have reasonable suspicion for a search. (Students who have waived their due process rights by signing the Vape and/or THC Probationary Agreement are subject to suspicion less searches) A student who requests parking privileges gives implied consent for a search. A certified dog and the handler may be used to initiate a search.

Reasonable suspicion for a search means circumstances that would cause a reasonable person to believe the search of a particular person, place or thing will lead to the discovery of:

1. Evidence of a violation of the FCS behavior guidelines or of Indiana or federal law; or
2. Anything that represents a danger of physical harm or illness to students, teachers, assistants or others, whether on school property, at a school-sponsored or school-supervised event or otherwise.

Anything found in the course of a search, which is evidence of a violation of the FCS behavior guidelines, may be:

1. Seized and admitted as evidence in any suspension or expulsion proceeding;
2. Destroyed if it has no significant value;
3. Turned over to the parent of the student from whom it was seized; or
4. Turned over to any law enforcement officer.

If authorized school personnel reasonably believe that an individual student has hidden drugs or weapons in the student's clothing, the personnel may conduct a search of the student's person that requires the removal of clothing such as a coat, jacket, and/or shoes. School officials will attempt to contact and inform the parent of the search as soon as reasonably possible after it has occurred.

INDIANA CODE 20-33-8-32 LOCKER SEARCHES:

(a) A student who uses a locker that is the property of a school corporation is presumed to have no expectation of privacy in:

1) that locker; or

2) the locker's contents.

(b) In accordance with the rules of the governing body, a principal/designee may search at any time:

1) a student's locker; and

2) the locker's contents;

(c) A law enforcement agency having jurisdiction over the geographic area having a school facility containing a student's locker may:

1) at the request of the school principal; and

2) in accordance with rules of the governing body of the school corporation;

assist a school administrator in searching a student's locker and the locker's contents.

STUDENT'S PERSON/BOOK BAG/POSSESSIONS OR BELONGINGS:

A student's person, book bag, possessions or belongings may be searched under the same standards of reasonable suspicion that govern the search of a student's locker.

LUNCH PROGRAM GUIDELINES

Fremont Community Schools will follow state policy that sets guidelines and restrictions for food and beverage items provided to our students.

- Milk or milk source items may not contain more than 1% fat content.
- An effort will continually be made to offer fresh fruits, vegetables and salads on all lines and as alternative choices for the students.
- Non-nutritional items (I.E. candy, gum, soft drinks) are not sold through the cafeteria program.
- Posters will be used to encourage healthier choices for food selections.

Fremont has implemented a school wide policy of no charging on lunch accounts. If a student needs an alternative lunch, the food service department will offer a salad and milk.

Through use of our computerized lunch accounting program, parents have the option to pay ahead for more than one week at a time. The amount paid will be credited to the student's account. Students have been assigned coded ID cards that will automatically deduct their lunch price from their account as they receive their lunch. While the first card is provided free, new cards will be provided at a charge of $1.00. Students are expected to use either their card or money. Students will be allowed to charge an extra milk on their cards. Students do have the option to carry their lunch; however, fast food lunches (including pizza) may not be delivered or brought to the cafeteria. **Pop or candy is not allowed during the lunch period.**

PRICES

BREAKFAST PROGRAM

Students who wish to eat breakfast at school may enter the front entrance at 7:15 a.m. Those riding a bus may enter the building when the bus arrives. Students will pay the following prices for a school breakfast.

Fully paid breakfast	$2.00	
Reduced breakfast	$ .30	
Extra milk	$ .50	

LUNCH PROGRAM

Daily lunch	$2.75	($13.00 for the week)
Additional Milk	$ .50	
Reduced daily lunch	$ .40	($2.00 for the week)
Milk shakes	$ 1.00	
Extra fries	$1.50	
Extra sandwiches	$2.00	

FREE / REDUCED

Application forms are available in the main office and need to be completed as soon as possible for those students who live in households

who meet federal guidelines for free or reduced lunch assistance.

CAFETERIA ETIQUETTE

Students are expected to conduct themselves as young ladies and gentlemen in the cafeteria. The lunch lines are to be orderly. Students without an ID card will be moved to the end of the lunch line. Appropriate manners should be used at all times. All food is to be eaten within the cafeteria. All litter is to be placed in the wastebaskets and the trays and utensils returned to the dishwashing area. Consequences for improper behavior will be dealt with through the office and could result in loss of cafeteria privileges.

VENDING MACHINES

Vending Machines will not be available during the lunch periods for student use. USDA nutrition standards for snack foods and beverages sold to children at school during the school day shall be adhered to.

Medical Information

CLINIC PROCEDURES

In the event that a child becomes ill, he or she should report to the clinic located in the main office of our school. If necessary, the child may take medication (with prior parental consent) or be sent home with a parent. No children will be allowed to leave school without the knowledge of school personnel and permission of their parent/guardian. The clinical aid/school nurse are authorized to excuse from school any child suspected of a contagious disease, or having other physical problems which warrant a child being excused from school. When the excused child returns, he/she must report to the clinic aid/nurse before returning to class. In the event of a serious injury, parents will be notified immediately. EMERGENCY CARE INFORMATION THAT LISTS TELEPHONE NUMBERS AND WHERE PARENTS CAN BE REACHED SHALL BE ON FILE IN THE OFFICE FOR EVERY CHILD. PLEASE ASSIST US IN KEEPING THIS INFORMATION CURRENT. In the event of extreme emergencies, an ambulance will be summoned.

MEDICATION

It is recommended that medication be given at home whenever possible. However, recognizing the necessity of some children needing medication while attending school, the following requirements must be observed in compliance with Indiana State Codes:

- Both prescription and non-prescription medication must include a permission form or note signed by the parent. Medications and parent permission slip must be brought to the office or school nurse as soon as the child arrives for school.
- Prescription medication must be sent to school in the original doctor's or pharmacy container, labeled by them with the child and physician's name, name of medicine, amount to be given, and the time of day to be given.
- Non-prescription medications (including topical ointments, cough drops, etc.) must be sent in the original container with the child's name on the package. Dosage must be as indicated on the package for the age and size of the child, unless a physician, in writing, indicates other specific instructions. Parents must send a note giving permission and when medication needs to be given.
- Herbal medications need a signed medication permit AND a prescription from the physician. Most herbal medications can be given at home.
- Any child with a chronic or acute medical condition may carry and self-administer medication (examples may include emergency treatment for diabetes, asthma, bee sting allergies, etc.). However, an authorization form signed by the parent and physician (available from the school office or nurse) must be provided to the school nurse.
- Children in grades K - 8 may not take home any medication from school. This includes all prescription medications that are sent to school with your child. The parent must pick up the medication from school or authorize in writing that someone 18 or over may pick up and bring home the medication. The law does allow your child to bring medication to school.

In case your child needs medication at home as well as school, your pharmacist will give you duplicate, labeled containers upon request. Acetaminophen (Tylenol type) is available from the clinic for occasional use with parent consent. For any questions on the state regulations, please contact the school nurse.

IMMUNIZATION REQUIREMENTS

Upon initial enrollment in the school corporation, parents must show either that their child has been immunized or that a current religious

or medical objection is on file.

All immunization requirements are due by the first day of school.

Minimum immunization requirements for Grade 5:

- 5 doses of DTaP vaccine
- 4 doses of Polio vaccine
- 3 doses of Hepatitis B vaccine
- 2 doses MMR vaccine
- 2 doses of chickenpox (varicella) vaccine or proof of disease

  2 doses of Hepatitis A vaccine

Minimum immunization requirements for Grades 6-8:

- 5 doses of DTaP vaccine
- 4 doses of Polio vaccine
- 3 doses of Hepatitis B vaccine
- 2 doses MMR vaccine
- 2 doses of Hepatitis A vaccine
- 2 doses of chickenpox (varicella) vaccine or proof of disease
- 1 dose of Tdap given (Tetanus, Diphtheria & Pertussis
- 1 dose of meningococcal vaccine (MCV4)

All immunizations must meet the minimum interval requirements to be valid.

REWARD TREATS

FMS will have treats throughout the year rewards and grade level activities. Due to food allergies, and other health issues, all food-related treats must be store-bought and in the original container (with ingredient label) for the health and safety of all students. The treats must be brought to the office so that the clinical aid can approve before the treats are given to students.

INSURANCE

The School Corporation carries student accident insurance on all students. The insurance is a supplemental policy to the parent's private or group carrier and does not cover athletics. All claims must be submitted for consideration to the family's private or group carrier before the school's insurance may pick up payment. If the parent does not have insurance, the school corporation's insurance may become the primary carrier. All claims should be made to the superintendent's office (office hours - 8:00 a.m. to 4:00 p.m., phone 495-5005, fax 495-9798).

STUDENT USE OF SERVICE ANIMALS

The Americans with Disabilities Act (28 C.F.R. § 36.302) requires a public accommodation to modify its policies, practices, and procedures to permit the use of a Service Animal by an individual with a disability.

In accordance with the laws, Fremont Community Schools recognizes that Service Animals can play a role in a student's education and the facilitation of a student's independence. Therefore, an appropriately trained Service Animal, under the control of its handler, may be allowed in school.

The health, safety, and educational rights of others are also important concerns. With this in mind, it is important the School be notified before any animal is brought on School property, prior approval is given by the School, and proper procedures are followed in accordance with this policy.

Indiana Code § 16-32-3-1.5 defines a "Service Animal" as an animal trained as a hearing animal, a guide animal, an assistance animal, a seizure alert animal, a mobility animal, a psychiatric Service Animal, or an autism Service Animal. To be considered a Service Animal,

the animal must be trained to perform tasks directly related to the student's disability.

INITIAL PROCEDURE – Any person who wishes for a student to bring a Service Animal into the School should notify the student's Section 504 Team or Case Conference Committee ("CCC") by submitting a request to the Director of Special Education Services or the Superintendent. A meeting will then be conducted to review the eligibility of the Student and the Service Animal and discuss other relevant factors. Such situations will be assessed on a case by case basis.

WELLNESS POLICY

FREMONT COMMUNITY SCHOOLS WELLNESS POLICY

As required by the law, the School Board establishes the following wellness policy for Fremont Community Schools as part of a comprehensive wellness initiative.

The Board recognizes that good nutrition and regular physical activity affect the health and well- being of the Corporation's students. Furthermore, research suggests that there is a positive correlation between a student's health and well-being and his/her ability to learn. Moreover, schools can play an important role in the development process by which students establish their health and nutrition habits by providing nutritious meals and snacks through the school's meal programs, by supporting the development of good eating habits, and by promoting increased physical activity both in and out of school.

Schools alone, however, cannot develop in student's healthy behaviors and habits with regard to eating and exercise. It will be necessary for not only the staff, but also parents and the public at large to be involved in a community-wide effort to promote, support, and model such healthy behaviors and habits.

The Board sets the following goals in an effort to enable students to establish good health and nutrition habits:

A. With regard to nutrition education, the Corporation shall provide:

1. Nutrition education in the health curriculum so that instruction is sequential and standards-based and provides students with the knowledge, attitudes, and skills necessary to lead healthy lives.
2. Nutrition education promoting the benefits of a balanced diet that includes fruits, vegetables, whole grain products, and low-fat and fat-free dairy products.

B. With regard to physical activity, the Corporation shall provide:

1. A sequential, comprehensive physical education program for students in K-12 in accordance with the physical education academic content standards adopted by the state.
2. Planned instruction in physical education that will offer a wide range of physical activities meeting the needs, interests, and abilities of all students including males, females, students with disabilities, and students with special healthcare needs.
3. Physical Activity- The Corporation will provide

a. Thirty (30) minutes of active recess daily for elementary students outdoors as weather permits and indoors in inclement weather.

b. Encouragement to families to provide physical activity outside the regular school day, such as outdoor play at home, promoting walking and biking to school.

C. With regard to school-based activities the Corporation shall:

1. Provide at least thirty (30) minute lunch period daily for students to eat.
2. Provide students, parents, and other community member's access to the school's physical activity facilities outside the normal school day.
3. Use an electronic identification and payments systems, therefore, eliminating any stigma of students eligible to receive free and/or reduced meals.

4. With regard to nutrition promotion, the Corporation shall encourage students to increase their consumption of healthful foods during the school day by creating an environment that reinforces the development of healthy eating habits.

Furthermore, with the objectives of enhancing student health and well-being, and reducing childhood obesity, the following guidelines are established.

A. The Food Service program shall comply with Federal and State regulations pertaining to the selection, preparation, consumption and disposal of food and beverages as well as to the fiscal management of the program.

B. The guidelines for Free and Reduced priced meals for reimbursement are not less restrictive than guidelines issued by the U.S. Department of Agriculture (USDA).

C. Students will be permitted to leave the cafeteria during meals to obtain water from a drinking fountain if water isn't offered in the cafeteria.

School Meals

1. Meals served through the National School Lunch and Breakfast Programs

A. Be appealing and attractive to children

B. Be served in clean and pleasant settings

C. Meet, at a minimum, nutrition requirements established by local, state, and federal statutes and regulations

D. Offer a variety of fruits and vegetables

E. Offer whole grain breads

F. Serve only low-fat (1%), fat-free milk, fat-free flavored milk

2. Breakfast

A. Schools will, to the extent possible, operate the School Breakfast Program

B. Schools will, to the extent possible, utilize methods to serve school breakfast that encourages participation.

C. Schools that serve breakfast to students will notify parents and students of the availability of the School Breakfast Program

D. Schools will encourage parents to provide a healthy breakfast for their children through newsletter articles

Free and Reduced-priced Meals

Schools will make every effort to eliminate any social stigma attached to, and prevent the overt identification of students who are eligible for free and reduced-price meals.

Meal Times and Scheduling:

A. Will schedule meal periods at appropriate times, lunch should be scheduled between 10:30 and 1:00 p.m.

B. Will not schedule tutoring, club, or organizational meetings or activities during mealtime unless students may eat during such activities

C. Will provide students access to hand washing or hand sanitizer before they eat during such activities

Qualifications of School Food Service Staff

Qualified nutritional professionals will administer the school meal programs. As part of the school district's responsibility to operate a food service program, we will provide continuing professional development for all nutritional professionals in schools. Staff development programs should include appropriate certification and/or training programs for child nutrition directors, school nutrition managers, and cafeteria workers, according to their levels of responsibility

Sharing of Foods and Beverages

Schools will discourage students from sharing their foods or beverages with one another during meals, given concerns about allergies and other restrictions on some children's diets.

Foods and Beverages

All foods and beverages sold individually outside the reimbursable meal program (including those sold through a la cart (snack) lines, vending machines, student stores, or fundraising activities) during the school day will meet the nutrition and portion size standards. Schools will be encouraged to limit the sale of beverages to water, 100% juice and milk. Healthier options will be offered for all non lunch foods consumed by students from midnight to half an hour after the close of the school day.

Fundraising Activities

1. The sale of food items must meet nutrition requirements approved through the Alliance for a Healthier Generation. They need to be put through the Smart Snack Calculator and printed and kept on file.
2. The standards do not apply during non-school hours, on weekends, and at off-campus fundraising events.
3. The state of Indiana allows 2 fundraisers a year per school. These 2 fundraisers may be exempt from the Smart Snack Guidelines.

   Accompaniments such as cream cheese, salad dressing, and butter must be included in the nutrient profile as part of the food item sold. This helps control the amount of calories, fat, sugar, and sodium added to foods by accompaniments, which can be significant.

Rewards

Schools will encourage the use of non-food and non-beverage items as rewards and recommend staff use physical activity as a reward when feasible.

Celebrations

Schools should limit celebrations that involve food during the school day to no more than one (1) party per class per month. Each party should include no more than one (1) food or beverage that does not meet nutrition standards for foods and beverages sold individually.

Wellness Promotion

Principals will encourage staff to model healthy behaviors by requesting they refrain from consuming unhealthy foods and beverages in front of students and encourage staff to share their personal physical activity experiences with the students.

Schools will not promote unhealthy advertising of foods and beverages on school property and in the selection of curriculum schools will make efforts to select material/illustrations free of unhealthy information.

Closed Campus

Students are not permitted to leave school grounds during the school day to purchase food or beverages.

The Board designates the Superintendent as the individual charged with operational responsibility for measuring and evaluating the Corporation's implementation and progress under this policy. The Superintendent shall develop administrative guidelines to implement this policy.

The Superintendent shall appoint the Corporation wellness committee that includes parents, students, representatives of the school food authority, educational staff, including physical education teachers, school health professionals, members of the public, and school administrators to oversee the development, implementation, evaluation and periodic update, if necessary of the wellness policy.

The appointed Corporation wellness committee shall be responsible for accomplishing the following:

A. Assess the current environment in each of the Corporation's schools
B. Measure the implementation of the Corporation's wellness policy in each of the Corporation's schools
C. Review the Corporation's current wellness policy
D. Recommend revision of the policy as necessary
E. Present the wellness policy, with any necessary revisions, to the Board for approval or re-adoption if revisions are necessary

The Superintendent shall report annually to the Board on the work of the wellness committee, including their assessment of the environment in the Corporation, their evaluation of the wellness policy implementation Corporation-wide, and the areas for improvement,

if any that the committee identified. The committee shall also report on the status of compliance by individual schools and progress made in attaining these goals established in the policy.

The Superintendent shall also be responsible for informing the public, including parents, students and community members, on the content and implementation of this policy. The wellness policy will be posted on the Corporation's website, including the assessment of the implementation of the policy prepared by the Corporation.

Media Center

With an emphasis on both reading and information retrieval, the Media Center is the nucleus to all curriculum. The Media Center provides an optimum learning environment for both students and teachers to not only conduct research but to promote reading for enjoyment. Books may be checked out for **three** weeks at a time and may be renewed for an additional **three** weeks. Students must have their own card (lunch ID card) in order to check out a book. Students may check out **two** books at a time. The media center will be open from 7:40 A.M. through 3:00 p.m. each school day. Students with overdue books will receive a notice to remind them to return the book **and will be charged five cents a day (up to a maximum of $1) until the books are returned**. Students with overdue books, damaged books, or lost books may not check out any additional books from the media center until those books have been returned and/or paid for. A bill for the replacement cost of a lost or damaged book will be issued at the end of the school year. Books will stop being checked out two weeks prior to the last day of school. The media center will however be open to receive books that has been checked out and any fees/fines due. In order to provide the best service to our students we need the cooperation from everyone in the following areas:

- Become familiar with the facility and the various resource centers.
- When in need of help, contact the Media Specialist for assistance.
- Cooperation and appropriate behavior is expected at all times.
- Respect for property and materials is important. Please refrain from cutting articles or pictures from books and from marking information with markers or "dog-earing" the pages.
- When you have finished with any media materials please return them promptly. Others may be waiting to use them.
- Unless you are with a class of students accompanied by your teacher, please obtain a pass before reporting to the Media Center during school hours.
- Students may access the media center during lunch period ***if*** they are going green

Office information

CHANGE OF ADDRESS / BUS PASS

If you have a change of address or telephone number, please notify the guidance counselor or office as soon as possible.

Students who are planning to ride a bus home with a friend must have a bus pass. A bus pass will be given after a note or call from parent/guardian giving permission for the student to the office staff.

STUDENT TELEPHONE

Although exceptions will be granted when necessary, the student phone is intended for calls before school, during lunch or after school. When exceptions are made, calls must be kept brief. Students will not be called from classes for phone calls except in the case of an emergency. Messages will gladly be relayed to students.

FUNDRAISING

Selling or soliciting of products in the school building during school hours for causes other than those approved by the FCS Board of

Education is prohibited.

LOST AND FOUND

Books and other articles found about the school should be turned in to the office where the owner may come to identify them.

If no one claims the items, at the end of each quarter items will be dropped off to the local Good Will.

VISITORS

Fremont Middle School encourages parents/guardians to visit the school. Other guests (such as student friends/relatives from other schools) may be granted permission upon request to eat lunch with students, but will not be allowed to attend classes. All visitors are to enter through the front entrance and must check in at the main office. Visitors will be asked to present a photo ID which will be submitted to the Raptor system. Once confirmed, visitors will receive a tag with name and picture to place on their person and be admitted into the school. Please pre-arrange all conferences.

PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE

The United States flag must be displayed in each classroom. The Pledge of Allegiance will be recited daily. A moment of silence will be observed daily. A student is exempt from participation in the recitation of the Pledge of Allegiance/Moment of Silence and may not be required to participate in the Pledge of Allegiance if:

1) The student chooses not to participate; or
2) The student's parent chooses not to have the student participate.

The exempt student is expected to stand quietly during the recitation.

TRANSPORTATION RULES (BUSES/RIDERS/WALKERS)

BUS SAFETY GUIDELINES

1. Elementary students will sit in the front of the bus, middle school students will sit in the middle of the bus and high school students will sit in the back of the bus as determined by the bus driver.
2. Be on time for buses. Load and unload from buses at authorized locations only. If a student misses the school bus at the end of the school day, they are to report immediately to the school office to make alternative transportation arrangements.
3. Approach bus stops by always walking on the left side toward oncoming traffic and by watching at all times where moving vehicles are going and how fast they are traveling.
4. When crossing a roadway to enter or after exiting a bus, be sure you walk only when bus lights are flashing red, the stop arm is out, and the bus is not moving. Stay clear of the bus.
5. Sit in assigned seat if the driver directs you to do so. Keep the aisles clear and avoid all behaviors which may divert the driver's attention from his/her important job of driving safely. Respect for the driver and other students will be expected at all times.
6. Do not wear clothing or other accessories which might get caught on the bus when entering or exiting.
7. Obey the driver and all rules of the handbook. Discipline policies will be enforced.
8. Do not stand up on the bus.
9. Refrain from loud shouting.
10. Keep your head, arms and hands inside the bus at all times.
11. Be courteous.
12. Come directly into the building from the bus and go directly to the bus when dismissed. No student will be allowed to leave school grounds once he/she has arrived at school.
13. Help keep the bus neat and clean. No food or drink is to be consumed on the bus.
14. All school rules and consequences for misbehavior apply to students while on the bus as they do for regular school hours.

LOADING ZONE SAFETY GUIDELINES -BOARDING THE BUS:

1. Arrive at the bus stop five (5) minutes before the scheduled stop, dressed appropriately for the weather.

2. Respect other's rights at the bus stop.
3. Respect private property while waiting for the bus.
4. Never play in the street or on snow banks.
5. Use appropriate language.
6. The use of alcohol, tobacco or any controlled substance is prohibited.
7. As the bus approaches, stand at least five (5) feet away until the bus stops. *If you can touch the bus, you are too close.*
8. When crossing the street, always cross at least ten (10) feet in front of the bus, *after* receiving the signal (hand motion) from the driver that is safe to do so.
9. Board the bus one at a time, avoid crowding or pushing.

LOADING ZONE SAFETY GUIDELINES -EXITING THE BUS:

1. Remain seated until the bus has made a complete stop, avoid crowding or pushing.
2. After exiting the bus, move at least ten (10) feet away from the danger zone.
3. When crossing the street, cross only after the driver signals it is safe to do so. *Cross at least ten (10) feet in front of the bus.*
4. Never cross behind the bus, unless the driver has instructed differently Example: Group Stops

ITEMS NOT ALLOWED ON SCHOOL BUSES:

1. Animals or insects
2. Hazardous materials
3. School projects that are too large to fit on your lap
4. Athletic equipment*
5. Balloons/Flowers
6. Perfumed items such as hair spray, fingernail polish, etc. - may *be carried, but not used inside the bus.*

* Items may be transported if approved as a school district sport or activity providing there is adequate space on the bus.

DISCIPLINE GUIDELINES:

1. Verbal warning, attempt to contact parent, possible seat assignment and/or one (1) day bus suspension administered by driver
2. First referral: Written **Bus Conduct Report** issued. Student referred to building administrator. Parent notified either in writing or by telephone.
3. Second referral: Written **Bus Conduct Report** issued. Student referred to building administrator. Parent notified. May result in one (1) to three (3) day bus suspension.
4. Third referral: Written **Bus Conduct Report** issued. Student referred to building administrator. Parent notified. May result in three (3) to five (5) bus suspension.
5. Additional referrals: Written **Bus Conduct Report** issued. Student referred to building administrator. Parent conference scheduled with transportation supervisor, school principal and/or school superintendent. Minimum ten (10) day bus suspension up to bus expulsion for remainder of school year.

- Offenses that are dangerous or destructive will result in immediate suspension of riding privileges and may include notification of law enforcement officials. The length of suspension and further disciplinary measure will be determined by the degree of the offense.
- Any incident of racism, violence, bullying, and/or harassment will be investigated and resolved at the district level by the principal and transportation supervisor/designee.
- The following are examples of serious behavior that may result in automatic suspension of riding privilege for up to the full school year:

- Use of tobacco, alcohol or illegal drugs
- Threat, harm, or harassment of any persons on the bus - The transportation supervisor will notify the principal and may involve law enforcement.
- Possession or use of any dangerous objects - Law enforcement will be notified.
- Defying the bus driver
- Unauthorized exit from any emergency exit
- Throwing objects/articles in/out of the school bus windows and/or throwing objects/articles at the bus driver

 Written **Bus Conduct Reports** will be forwarded to the school office and will be retained in the same manner as other student discipline records.

 Bus Vandalism/Damage: Students vandalizing/damaging school buses will be held responsible for restitution for the damages. Failure to pay such damages (or make arrangements to pay) within two weeks may result in the loss of bus privileges until damages are paid.

 In cases involving criminal conduct, the appropriate school district personnel and local law enforcement officials may be informed.

PARENT/GUARDIAN RESPONSIBILITIES: PARENTS/GUARDIANS ARE ASKED TO REVIEW ALL RULES AND REGULATIONS WITH THEIR CHILDREN.

- Become familiar with district transportation policies and procedures.
- Recognize your responsibility for the actions of your children.
- Assist children in understanding safety guidelines and encourage them to comply.
- Support safe riding practices and reasonable discipline efforts.
- When appropriate, assist children in safely crossing local streets before boarding and after leaving the bus.
- Have children ready and at the designated bus stop at least five (5) minutes early.
- Support all efforts to improve school bus safety.
- Plan ahead for day care arrangements and make sure the school has written notification your plans.
- Communicate, in writing, any medical condition your child has that may need attention on the school bus.
- Provide written notification to the school for all transportation changes. A phone call to the office before noon will be sufficient in unforeseen circumstances. No notification will result in students being placed on their regular school bus. *Bus passes must be obtained from the school office prior to child riding a different bus or riding to a different stop.*
- Communicate safety concerns to school administrators.
- Plan ahead for school delays, early dismissals and cancellations.

Please note: If the bus driver determines that a student is left in a potentially/obviously dangerous situation when the student is being delivered to his/her bus stop, the driver may return the student to their school. The parent will be notified by office personnel.

SCHOOL SAFETY PATROL (PROCEDURES AND TRAFFIC PATTERNS)

 Walkers and riders must adhere to safety guidelines in regard to moving vehicles and crossing the streets. The crossing of State Road 120 should be only at the area designated by the crossing guard at West St. and SR 120.

 All students are expected to remain on the sidewalks as they travel to and from the building.

- Parents transporting their children to and/or from school between the hours of 7:30 a.m. and 3:00 p.m. are to use the main entrance from Renee Drive.
- Parents picking up their children at the end of the day need to use the main entrance from Renee Drive, park in the front parking lot, and use the WEST exit to State Road 120.
- Students using bus transportation home from school must board busses at the middle school. Students will not be permitted to walk to the high school to board.

BICYCLES / SKATEBOARDS/SCOOTERS

All bicycles should be parked in the designated area utilizing the bicycle racks located near the main entrance. ***In the interest of safety, hoverboards, skateboards, scooters, roller blades, and roller skates are not allowed on school property without permission from the principal.***

PESTICIDE USE AT SCHOOLS

Pesticides must not be used when students are in the application area. The application area restriction normally applies to student occupied buildings and other areas on school property to which students might have access, such as playgrounds and athletic fields. In addition students must not be allowed back into the pesticide treatment area until the minimum reentry time specified on the pesticide label is met or four (4) hours have passed (whichever is longer).

Advance parent and staff notification is only required for individuals who have added their names to the pesticide notification registry.

If you would like to be notified in advance of pesticide application you must be registered *in writing* requesting that your child/children's name(s) be placed on the registry. Please send your written request to your child's school principal.

While most applications require advance notice, it is not necessary if there is an immediate health threat or if treated areas are completely away from student-occupied buildings and grounds, and/or if the application is made more than 48 hours before a scheduled school day.