

**Fisher Junior/Senior High School
Student Handbook
2023-2024**



**Fisher Junior/Senior High School
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**Fisher Junior/Senior High School
2023-2024 Handbook & Planner**

STUDENT SCHEDULE

Student Name _____

Locker# _____

FIRST SEMESTER

PERIOD	SUBJECT	INSTRUCTOR	ROOM
1			
2			
3			
4			
5			
6			
7			
8			

SECOND SEMESTER

PERIOD	SUBJECT	INSTRUCTOR	ROOM
1			
2			
3			
4			
5			
6			
7			
8			

Message from the Principal

Welcome to Fisher Junior/Senior High School! This handbook has been prepared to provide information to students and parents concerning junior high and high school operations and activities. Policies and procedures may be modified by school administration as situations arise. It is our hope that this handbook will be kept as a reference for use throughout the year.

We at Fisher Junior/Senior High School are excited to work with all of our students to prepare them for college and/or the workforce. Our mission is "to provide a safe and supportive environment with educational opportunities that inspire students to become responsible and productive citizens." Our teachers and staff are first class and will do everything in their power to positively guide our students along their educational paths.

Students at Fisher Junior/Senior High School are expected to strive for excellence both in and out of the classroom, to be of good character, and to treat others in a respectful manner. The policies, guidelines, and procedures in this handbook are designed to mold our students into people with these qualities. A graduate of Fisher High School will be prepared to be a lifelong learner and motivated to succeed at a high level in continuing their education and/or the workforce.

Fisher Junior/Senior High School offers a multitude of opportunities for students with all kinds of interests. We encourage all of our students to involve themselves into the activities, clubs, programs, or athletics that interest them. Being involved in extracurricular activities allows for students to create strong relationships. It also gives students an opportunity to create, produce, perform, and compete. These abilities can be fostered by being involved in the following: science club, math club, art club, FFA, scholastic bowl, yearbook, student council, music, theater, football, volleyball, soccer, cheer, golf, basketball, wrestling, baseball, softball, and track and field. GET INVOLVED!!!

The goal of Fisher Junior/Senior High School is to provide our students with the best education they could possibly receive. This is an outstanding school that settles for nothing less than everyone's best effort. Everyone includes administrators, teachers, staff, parents, students, and community members alike. A great school depends on all of us working together, and to that end, the experiences you have with Fisher Junior/Senior High School will be both memorable and rewarding. WE ARE FISHER, we are the Bunnies, and we are proud of our school and community.

Sincerely,

A handwritten signature in black ink that reads "Jon Kelly". The signature is written in a cursive, slightly slanted style.

Jon Kelly
Principal

ABOUT FISHER JR/SR HIGH SCHOOL

Fisher High School 1895 – 2022

Fisher High School graduated its first class in the spring of 1895. The two members of that class were Clara Reasoner and Wiley Lester. The original Fisher Grade School and High School was a four room school built in 1889 at a cost of \$5,000. The building was located on School Street between Second Street and Third Street. During the 1914-15 school year, a larger building was constructed that had eleven rooms and a small gym. The cost was \$45,000, and the school housed all twelve grades. The first class graduating from the new school was the class of 1916 consisting of twelve members.

The current high school was built during the 1963-64 school year and was dedicated in the fall of 1964. The first graduating class was the class of 1965 with an enrollment of forty-six students.

Fisher High School received the nickname “Bunnies” during the 1933-34 basketball season. Harold Cagle and Ward Meneely wore a rabbit’s foot on their belts during the Paxton Holiday Tournament. Soon the entire team was wearing them for good luck. Eddie Jacquin, a sports writer for the Champaign News-Gazette, is given credit for naming Fisher the “Bunnies.” During the 1930’s Mr. Jacquin supposedly gave mascot names to several other area schools.

Other members of the 1933-34 basketball team were: Maurice Koltz, Carl Trotter, Eldon Foster, Merle Minks, Melton Lammle, Lyle Sheppard, Sydney Smith, John Armstrong, Paul Cagle, and James Whitaker. The team was coached by Clyde Campbell. The Bunnies finished their season with a record of 24-7. The teams followed that season with seasons of 31-5 and 29-4. The rabbit’s foot and the “Bunnie” nickname were indeed good luck for Fisher High School.

1.0. MISSION STATEMENT

"The mission of the Fisher Jr./Sr. High School community is to provide a safe and supportive environment with educational opportunities that inspire students to become responsible and productive citizens."

1.1. TRADITIONS AND CLASS CUSTOMS

Senior High School

School Colors:Orange and Black

Nickname:Bunnies

Conference:Heart of Illinois Conference (HOIC)

Homecoming:A tradition involving all classes & Alumni

Awards Night:Honoring outstanding students for their achievements throughout the school year

Junior-Senior Prom:Annual event sponsored by Juniors

Alumni Banquet:Annual event by Alumni Association for all graduates of Fisher High and held on the 4th Saturday in April

Baccalaureate:Sponsored by Council of Churches

Commencement:Final event of the school year; Marshalls & Ushers furnished from Junior Class

Junior High School

School Colors:Orange and Black

Nickname:Bunnies

Conference:Sangamon Valley Conference (SVC)

Junior High Olympics Annual event sponsored by Junior High Faculty

8th Grade DanceSponsored by Junior High Student Council

1.2. HOIC CODE OF CONDUCT

The following statements were created by your Heart of Illinois Conference athletes. This is the code of conduct that players in this contest hope to see displayed by all athletes, coaches, parents, and fans.

Please adhere to the following guidelines:

1. Respect our game, yourself, and others
2. Respect our officials at all times
3. Show sportsmanship in victory or defeat
4. Be positive in your actions and comments
5. Never single out an athlete with criticism
6. Set a good example for us and those around you
7. Cheer for good play
8. Practice self-control
9. Remember: This is a game; we are here to have fun!!!

1.3. LOYALTY SONG

(Washington and Lee Swing)

When the Fisher High School falls in line

We're gonna

win this game another time

For the dear old school we love so well

We're gonna yell and yell and yell and yell and yell

We're gonna fight, fight, fight for every score

We're gonna win this game and

win some more

We're gonna roll old _____

on the floor,

out the door,

RAH! RAH! RAH!

2.1.3. FACULTY AND STAFF EMAIL

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Winkler, Tony	tony.winkler@fisherk12.org
Zogg, Jeff	jeff.zogg@fisherk12.org

2.7. AFFILIATIONS

FISHER SR. HIGH SCHOOL

1. Fisher Sr. High School is accredited by the State Board of Education.
2. Fisher Sr. High School is a member of the Heart of Illinois Conference (HOIC).
3. Fisher Sr. High School is a member of the Illinois High School Association (IHSA).

FISHER JR. HIGH SCHOOL

1. Fisher Jr. High School is a member of the Illinois Elementary School Association (IESA).
2. Fisher Jr. High School is a member of the Sangamon Valley Conference (SVC).

3. STUDENT INFORMATION

3.1. HEALTH & FIRST AID

If you are injured while at school or become ill, report immediately to the office or to one of the teachers. For small cuts or scratches, use the first aid kit located in the office or request the office to call the nurse. The nurse may check the injury for necessary attention and suggest additional care. It is a good idea to have all injuries checked no matter how slight they may seem. Aspirins or other over-the-counter medication will not be provided by the office.

3.2. FISHER JUNIOR/SENIOR HIGH SCHOOL ATTENDANCE POLICY

3.2.1. REPORTING ABSENCES

For any day or period of non-attendance, it is the responsibility of the parents/guardians to notify the school on the day of the absence. School personnel will determine the status (excused/unexcused) of the absence. Reasons for absences are defined by the Illinois School Code as illness, religious observances, death in the family, or family emergency. If an absence is excused, the student is entitled to full make-up privileges. The student must meet make-up deadlines established by the teacher. Approved school related activities are not considered absences.

3.2.2. EXCESSIVE ABSENCES

- Parents will be notified about excessive absences.
- Excessive unexcused absences will lead to possible truancy referral.

Any student past the age of seventeen years who is **chronically absent**, will be, with the help of their parents, asked to make a choice of three options: regular school attendance, withdrawal from school, or administrative withdrawal. Any student absent from school for more than TEN (10) consecutive school days may be administratively withdrawn. Students under the age of 17 must be readmitted immediately while students 17 or older can wait to be readmitted at the semester.

3.2.3. APPLICABILITY

- This policy shall apply to all students who attend Fisher Jr./Sr. High School.
- This policy shall apply to each course independently of other courses.
- This policy shall apply to students with a handicapping condition unless otherwise noted in their special education Individualized Educational Plan.
- Students who have an illness will be evaluated on an individual basis.
- New students to Fisher Jr./Sr. High School shall have all the allowable number of absences prorated to reflect that portion of their courses.

3.2.4. CUTTING CLASS

Any student who cuts an entire class period (Cut = Missing an entire class period without permission on a day the student is legally in attendance at school) will be referred to the administration by the teacher whose class was cut. The student will be considered unexcused from the class period(s) missed and disciplined by administration.

3.2.5. NOTIFICATION OF ABSENCES

The following refers to the notification process as it relates to the number of absences in a single course with regard to the attendance policy. A student may be notified several different times if excessive absences exist in more than one course.

- Once a student begins to show signs of chronic absenteeism, the administration may send written notification via email or mail to the student's parent(s)/guardian(s).
- All written notification should include a request for the parent(s)/guardian(s) to respond to the notification and the phone number to the high school office for contacting administration to arrange a meeting if necessary.

3.2.6. APPEAL PROCESS

For catastrophic or extenuating circumstances only, a parent/guardian has the right to file an appeal for review by the appeals committee. The appeals committee will consist of one administrator, the student's guidance counselor and one teacher. The written appeal, including any supporting documentation, must be received by the building principal within ten (10) days of the receipt of the loss of credit letter. The committee will then rule on whether the student will continue as a regular student in the course or be placed on audit with a grade designation of WF (Withdrawn/Failing). Any further absences during the appeals process may result in the dismissal of the appeal.

3.2.7. EXCUSED ABSENCES – SCHOOL CODE/MEDICAL/MENTAL HEALTH DAYS

(Athletes refer to section C)

- A. Valid causes for absences in accordance with Section 26-2A of the Illinois School Code are:
- a. Illness or injury
 - b. Observance of religious holiday
 - c. Death in the immediate family
 - d. Family emergency
 - e. Other circumstances which cause reasonable concern to the parent for the safety or health of the student
 - f. Other critical or emergency situations as approved by the principal.
- B. When a student has missed schoolwork as a result of an excused absence, schoolwork assigned during the absence must be made up no later than the end of the second day following the day the student is absent (number of days plus one, unless agreed upon by the teacher and student).
- C. A medical appointment during school hours is an excused absence if the student presents documentation to the office verifying the time and date of the appointment.
- D. A signed note from a parent or guardian explaining each absence must be provided to the office when returning to school if a satisfactory phone explanation has not been made.
- E. Students who wish to leave school during the day must **OBTAIN PERMISSION AND SIGN OUT** in the office. If leaving at the request of a parent, a written request must be presented to the office **BEFORE SCHOOL** begins in the morning. Students leaving during the lunch period are not subject to this part of the procedure. However, if a student leaves during the lunch period and does not return for school in the afternoon, **THE PARENT/GUARDIAN MUST ADVISE THE OFFICE BY PHONE THAT AFTERNOON.** The student's absences are excused if he or she presents a written note from his /her parent who gives **EXCUSABLE** reason for the absence. Students who leave without following these procedures will be considered unexcused.
- F. Each student is allotted five mental health days per school year. These days may be used at their parents discretion.
- a. Mental health days are coded as excused absences
 - b. A medical note is NOT required to take a mental health day, but parents should notify the office & their child's teacher
 - c. The student will have the opportunity to make up schoolwork missed during absence(s)
 - d. Following the second mental health day, a student may be referred to appropriate school personnel (guidance counselor, social worker)

***Please note that it is the responsibility of the school, rather than the parents, to determine whether or not an absence is authorized.**

3.2.8. ATTENDANCE RULES FOR ALL STUDENTS ATTENDING EXTRA-CURRICULAR ACTIVITIES

If a student misses any part of the school day due to illness or any other absence he/she will not be permitted to attend any afternoon or evening activities unless he/she has a doctor's note or permission from the administration.

Attendance rules for an athlete to practice or play in a game are much stricter than our regular attendance rules. The following excerpt has been pulled from our athletic code:

Student's Attendance at School Required for Participation in Interscholastic Athletic Activities

1. In order for a student to participate in a scheduled interscholastic practice or activity on a school morning, afternoon, or night, he/she must be in attendance at school that **entire day**. Exceptions from this requirement must be by administrative approval, a joint decision of the building principal (or designee) and the athletic director (or his or her designee) in advance. The athletic director cannot make the decision if he or she is coaching the sport. **(Having a personal day or college day approved does not mean you are approved to practice or play. Pre-arranged absence forms only make the absence excused for school purposes. Students should contact the principal to request an absence to be excused in order to still practice or play).**
2. If a student misses any part of the school day due to illness he/she will not be permitted to participate in any afternoon or evening activity unless he/she has a doctor's note (students who are tardy must be in school by 8:20 or they are not eligible to participate that day).
3. Parents/guardians should notify the building principal prior to the day when the student will be absent if the parent/guardian believes the absence will qualify for an exception. For example, a previously scheduled doctor or dentist appointment, funeral, or a serious family illness requiring the presence of the student. The student athlete is required to bring a doctor's note to the office when returning, or a parents note for funerals, or serious family illness.
4. If a student is not in attendance for all or part of a Friday school day, participation in a Saturday activity is left to the discretion of the parents/guardians.

3.2.9. PRE-ARRANGED EXCUSED ABSENCES

- A. Pre-arranged absences requested by the parents or guardians is not to exceed five days per school year and may be excused with the permission of the principal for family time. At least two school days prior written notice is required to pre-arrange an absence. School-work missed is to be made up according to the classroom teacher's policy. Only family time qualifies as an excused absence.
- B. A day of school includes any part of a school day. For example, an excused absence under this section for an afternoon counts as one day of the five days allowed.

3.2.10. PRE-ARRANGED ACADEMIC EQUIVALENT EXCUSED ABSENCES

An excused absence, in addition to the five days described above, may be allowed in instances where the student is engaged in an activity that will replace or supplement an academic requirement of the district. Students must submit a proposal to the principal prior to the date the activity will occur. The administration will determine if the activity is an "academic equivalent." As a condition of granting the excuse, the student may be required to give an oral and/or written report to a teacher.

3.2.11. COLLEGE VISITS

- Juniors and seniors are permitted to visit a college as an excused absence with the following guidelines:
- a) Total of three days, not to exceed three days during the junior and senior years.
 - b) Only one day will be permitted the junior year.
 - c) Two or three days will be permitted the senior year.
 - d) No college visits will be excused after May 1 of any given school year unless special circumstances warrant, as determined by the principal.
 - e) Verification of a pre-arranged visit must be presented to the principal before a college day will be granted and written verification of the visit must be presented upon return.
 - f) Prior written notice is required at least 2 school days for the absence to be excused.

3.3 TARDY POLICY

Regular attendance and promptness are expected in all classes and are essential for success in school. Promptness is an essential school-related and work-related behavior which must be learned and practiced for it to become a habit.

3.3.1. PARENTAL ASSISTANCE

Parents may assist school staff by ensuring their children report to school and class promptly. Students should be on campus no later than 8:00 AM so they can be on-time to their first class.

3.3.2. TARDY TO SCHOOL (TAS)

A tardy to school will be monitored through attendance and discipline will be administered through the administration. All discipline actions will be at the discretion of the principal and/or dean of students. Students must present an admit slip to the appropriate teacher if they arrive after the tardy bell. The following steps will be enforced per SEMESTER:

- Students marked as tardy will face disciplinary action after 3 warnings..This applies to the start of the school day and after lunch tardies.
- A mandatory parent conference and disciplinary actions are required if excessive tardies persist.
- A tardy and every tardy after the parent conference will result in further discipline measures.

3.3.3. TARDY TO CLASS

Teachers will warn tardy students and explain revised policy during the first two days of school. After a two-day grace period, teachers will issue a warning for the first tardy.

1st Tardy	Verbal warning documented on Teacherease.
2nd Tardy and 3rd Tardy	Classroom Detention
4th Tardy and more	Referred to the office - Administration Discretion

3.4. INSTRUCTIONAL MATERIAL FEES

All instructional materials may be rented from the school. The student is held responsible for proper care of rented textbooks. Fines will be assessed when there is unique wear, damage or lost books. (Notebooks and consumable supplies are to be purchased by the student.) Refund policy for students moving from the District or fees for new students moving into the District after school has started shall be according to the schedule on file in the office.

3.5. BEFORE SCHOOL AND LUNCH PERIODS

A. Before School: Upon arrival, JUNIOR HIGH and HIGH SCHOOL students should report to the CAFETERIA. All students may visit a teacher's room if they have questions, but not to loiter. Please keep the halls open and do not congregate or sit in the hall.

B. Lunch Periods:

- a) Junior High students who eat in the cafeteria at lunch are to remain in the cafeteria after they eat. Students are only to visit their lockers or classrooms after receiving permission from the cafeteria monitors.
- b) Students entering the building during lunch periods must enter from the north doors by the office.
- c) Those students who bring their lunch may eat in the cafeteria or on the picnic tables outside, weather permitting. Students who eat lunch at the picnic tables are responsible for seeing this area is kept clean by picking up litter and trash.

3.6. SENIOR WORK PERMIT

- Seniors will have the option to apply for a school release work permit and be released from attending last period. Seniors who are academically eligible, have regular attendance and are not experiencing discipline problems will have this option. Permission for this dismissal must be obtained from the office, requires the principal's signature, and will require parental consent on the appropriate form.
- Students with this option must not be on school grounds during the excused period. Any senior violating this privilege will be immediately placed back into the classroom. A student not employed must also return to a full academic schedule.
- This option may be withdrawn at any time if the student becomes a discipline problem, if his/her attendance becomes a problem or if his/her grades become a concern.

3.7. PART-TIME STUDENTS

Part-time students will be dealt with on an individual basis by the Board of Education. **Part-time students cannot participate in IHSA-sponsored activities.**

3.8. SENIOR TRANSFER STUDENTS

Senior level students entering from another school after the start of the school term may be graduated by fulfilling the previous school's graduation requirement. Community Service graduating hours will need to be completed. -Administrative discretion

3.9. LOCKS

A charge of \$5.00 will be made to students for lost or damaged locks.

3.10. SCHOOL LOCKERS & BOOK BAGS

- Each student will be assigned a locker for his/her personal use. Assignments will be made at registration time. P.E. lockers will be assigned by the P.E. teachers after the start of school.
- Lockers are to be closed at all times and it is advised that the lock be locked. It is the student's responsibility to see that his/her locker is locked. In the event of articles stolen from lockers, the school will not be responsible. Students are responsible for reporting inoperable locks and lockers to the office.
- **Students should not have any glass containers in their lockers.**
- A student's school locker is the property of the school and must be used for the purposes intended: a storage area for books, school supplies, and outdoor garments. If school officials have reasonable suspicion that a student has placed illegal or dangerous materials or substances in the locker, school officials may then search the locker, with or without the student's knowledge or consent. Random locker searches will be conducted throughout the course of the year. In brief, students should not keep anything in their lockers that they would not want anyone to find. Students may be assessed a fee for damaged or altered lockers.
- Students are expected to keep all personal belongings in their locker during the day unless it is approved by a teacher to be brought to class.
- **Students are allowed to have bookbags in the classroom and throughout the hallways.**

3.11. LOST AND FOUND

A lost and found department is maintained in the school office. All losses should be reported to the office and all items found should be turned into the office immediately.

3.12. LEARNING LABS

Learning Lab meets daily and is designed to:

- Emphasize the importance of academics by providing time for students to complete homework, make up tests, quizzes, or missing assignments, and study for upcoming tests.
- Encourage teachers to build positive relationships with students while helping them with goal setting, academic improvement, and problem solving.
- Learning Lab Exemption Policy - Students who meet the criteria and their parents will be identified and contacted by the end of the week. Mr. Kelly will send out the policy to students and parents for that year.

3.13. LIBRARY

It is the responsibility of each student at Fisher Junior/ Senior High School to abide closely to these regulations so the library can best serve the needs of all students.

General

- The library may be used by all students and staff members.
- Please see the note posted by the library door for library hours.
- The library may be used by an individual class that comes accompanied by the teacher. The teacher should reserve the library prior to that period. The library may be closed to other students due to these classes.
- Students may email the librarian or the aide or ask prior to 8th period to get permission to come to the library during Learning Lab.
- The librarian or library aide will be happy to assist anyone in finding library materials.

Circulation of Materials

- Regular books may be circulated for three weeks. They may be renewed for an additional three weeks if not on hold for another patron. No one may check out more than four books at a time.

Interlibrary loan books follow their own library's loan periods and must be returned when that library says they are due.

- Some reference books may be checked out overnight and are due the next day school is in session.
- Students who lose books or other library materials are responsible for paying to the library the purchase price of these items. Lost interlibrary loan items may have a processing fee charged by the loaning library plus the cost of the material.

Conduct in the Library

- Each student is to return books and other materials to the library when due, or renew them in a timely manner.
- No food or drink will be allowed in the library.
- Students are required to sit in chairs properly.

3.14. INTERNET ACCEPTABLE USE POLICY

COMPUTER AND INTERNET ACCEPTABLE USE POLICY (Internet Safety Guidelines)

The Board of Education believes that student learning can be increased by using technology to enhance learning. Internet access enables students and staff to explore thousands of educational resources to help meet district and state educational goals and objectives. This information must be used in a responsible, ethical, and legal manner.

Internet access is a privilege – not a right, and Fisher CUSD #1 reserves the authority to revoke this privilege. During school hours, students are to use the labs and chromebooks for classroom assignments and school related work only. Fisher School District provides the following guidelines for students:

- **Parental Consent**
 - o These same students must submit a signed AUP Parental Consent Form/student contract, which indicates the parent/guardian's permission for the student to use the Internet at school. Every student must have a signed AUP form on file with the District.
 - o At any time, parents/guardians may grant/withdraw permission for their child to access the Internet at school by contacting the school office to complete the appropriate forms.
 - o The signed AUP serves as an implied consent form for every grade following the fourth grade. Parents will be reminded of their implied consent at the beginning of each school year.
- **Computer Use and Internet Access**

The following actions are **NOT** permitted.

 1. Accessing, submitting, posting, publishing, printing, or displaying any defamatory, abusive, libelous, obscene, profane, anonymous, sexually oriented, threatening, racially offensive, harassing, or illegal material.
 2. Unauthorized access, including so-called "hacking" or other unlawful activities online.
 3. Giving, receiving, vandalizing, copying, or stealing the work of another person while using computers.
 4. Unauthorized downloading of software, wasting network or hard drive file space. Fisher CUSD #1 reserves all rights to any material stored on the network and/or hard drives, and will remove any objectionable files.
 5. Using the Internet for financial gain.
 6. Tampering with, stealing, or damaging equipment. Deliberate damage to equipment may include banging of keyboard, removal of keys, or mouse components, marking on computers, damaging disk drives, etc. Students are not authorized to change computer settings without permission.
 7. Revealing anyone's personal information such as complete names, addresses, telephone numbers, credit card information, social security numbers, and identifiable photos when communicating on the Internet.
 8. Making appointments to meet people in person whom they may have contacted on the Internet.
 9. Giving out a password to others, logging on as another user, invading another user's privacy, or encouraging others to violate any part of this AUP. Students must immediately notify their teacher or other supervising adult should they come across information or messages they deem dangerous or inappropriate.

- **Electronic Mail (e-mail)**

All students in the Fisher Junior/Senior High School will be issued a personal e-mail account. Students' personal use is prohibited, and must meet the usage guidelines as stated in the Computer and Internet Acceptable Use Policy.

- **Disciplinary Actions**

If the guidelines, as stated, in the Computer and Internet Acceptable Use Policy are not followed, a student's computer and/or Internet privileges can be suspended until the administrator and teacher have met with the student to discuss the incident in question. The administrator should confer with the District Technology Coordinator regarding each incident to determine the appropriate consequences.

3.15. TELEPHONE

Permission for use of the high school office phone **MUST BE SECURED** from the office personnel.

3.16. POSTERS

- Student- or community-produced signs and posters must be approved by the principal or dean, or by the advisor of the activity requiring the signs.
- Signs or posters may only be hung on the bulletin boards & cork strips in the hallways. Signs or posters are not to be attached to painted or plastered walls. Where possible signs should be placed in the display cases set up for such purposes.
- Any signs or posters displayed, must be taken down by the group putting them up. Areas where posters were present should be left in the same condition following removal.
- **THE ONLY SIGNS PERMITTED ARE THOSE ADVERTISING FISHER JR.-SR. HIGH SCHOOL ACTIVITIES OR CHURCH ACTIVITIES.**

3.17. SCHOOL ASSEMBLIES

All school assemblies will be held on selected days throughout the year. These assemblies will vary in nature. Attendance at general assemblies is required and roll call may be taken; therefore, each student is expected to sit in his/her assigned position. Any class or organization which would like to sponsor an assembly should contact the principal at least thirty days before the planned assembly. Whenever possible, school assemblies should/will be held during Learning Lab periods.

3.18 FIELD TRIP POLICY

Students will be ineligible to attend school sponsored field trips if he/she is not in good academic standing. i.e. failing a subject

3.19. GENERAL AUTO AND BIKE RULES

- A. Students are to park bicycles in the bike rack west of the building.
- B. It is expected that students use good judgment in driving to and from school and school sponsored activities. The Rules of the Road and state driving laws must be followed in the parking lots and while driving to and from the school.
- C. **DO NOT LOITER IN OR NEAR AUTOS WHILE ON SCHOOL PROPERTY.**

4. GRADES AND RECORDS

4.1. GRADING SCALE

Letter Grade	Min %	Weighted GPA	Unweighted GPA	Notes	Passing
A	90	5	4	Excellent	Yes
B	80	4	3	Very Good	Yes
C	70	3	2	Average	Yes
D	60	1	1	Below Average	Yes
F	0	0	0	Failure	No
P	0	4	4	Pass	Yes
F	0	0	0	Fail	No
WF	0	0	0	Fail	No
WP	0	0	0	Pass	No
I	0	0	0	Incomplete	No

* Please see the principal or school counselor for more information regarding this system.

4.2. INCOMPLETE

Whenever sickness or some other unavoidable event keeps a student from accomplishing work, which is required, he/she may be given an incomplete (I). The incomplete is changed to a grade when work is completed or to the appropriate grade if not completed within ten (10) days of the end of the grading period.

4.3. EXAM POLICY

Final and semester examinations are required of all high school academic subjects and will count no more than 20% of the total grade.

First semester exams will be given in all subjects, including one-semester courses. The high school provides freshman through senior students the opportunity to earn exemptions from final exams second semester. A student interested in pursuing this opportunity will be required to meet certain criteria in order to qualify for a final exam exemption. The following standards must be achieved for an exemption from a course final:

- must be a high school student
- maintain an A or B average in each subject area by deadline
- have no more than four class absences per semester (school sponsored events do not count towards an absence)

A student enrolled in an Advanced Placement (AP) or Dual Credit Course is not eligible for a final exam exemption due to college credit requirements. The previously stated qualifications for a final exam exemption are in effect until the specified deadline for each semester. It is the student's responsibility to meet the stated requirements in each course to be eligible for exemption on a final for a subject-specific course. Subject-area teachers will communicate exam exemption eligibility with each student. However, students who are exempt MAY still opt to take a final exam to improve their grade. A student meeting the standards is not required to report to class on the date and time of the course exam.

High school students will have open-campus for exam days. This means that students need to be in school only for their exam periods. A high school study hall will occur in the cafeteria during all periods of the exam day. High school students should not be in the hallways or at their lockers during the exam day; permission to go to their locker can only be given by the study hall supervisor. All high school students should enter the office doors during exam days. Failure to comply with these exam-day procedures could result in closed-campus exams.

4.4. FIGURING GRADE POINT AVERAGE (GPA)

Fisher Junior/Senior High School GPA Calculation

If ever there is a need to figure GPA and class rank by hand, it should be done as follows:

- **Credits** - Count all credits, except Student Services and Driver Education
 - **Units** - Count each grade as a unit, including any "F". A Grade means any letter grade. Each letter grade counts as "1" unit. Do not count any audits. WP = "D", and WF = "F".
- **Points** - We are on a 4.0 grading scale.

Add up all points. Then divide points by your total units. This equals your GPA out of a 4.0 scale.

4.5. WEIGHTED CLASSES

A weighted grading system will be used to give more weighted credit to difficult, non-required courses. In order for a class to be weighted, the class must not be required for graduation and must have prerequisites.

The following classes will have a 1.0 added in determining student GPA:

- **Honors AP Calculus**
- **Honors Algebra 2**
- **Honors English 101 & 102 (Dual Credit)**
- **Honors Music Appreciation (Dual Credit)**
- **Honors AP U.S. History**
- **Honors AP Chemistry**
- **Strategies for College Success (Dual Credit)**
- **Honors Psychology 101 (Dual Credit)**
- **Honors Sociology 101 (Dual Credit)**
- **Honors Statistics 108 (Dual Credit)**

4.6. SCHOLASTIC HONOR ROLL BOARD POLICY 1994-1

At the close of each semester, a scholastic honor roll is announced on the school website. To be eligible, a student may not have a grade lower than a "C" in any subject. Only academic subjects will be used in determining the academic average. **A student must be taking four academic subjects to be considered for the honor roll.**

High Honors	4.00
Honors	3.50 – 3.99
Honorable Mention	3.00 – 3.49

4.7. AUDITING CLASSES

Students who have failed a required class the second semester may audit the first semester of the course and take the second semester for a grade and credit. While auditing a course, the student is expected to do all the class work, homework assignments, and tests. AUDIT will appear on the student's report card for the semester.

4.8. STUDENT PERSONAL RECORDS

- A. Complete individual records are kept for each student in school. This record is used as a guide in counseling students, and is often referred to in answering questionnaires from prospective employers of students who have graduated. Some of the important data recorded in the student's personal records are: 1) Ability test scores, 2) Attendance records including tardiness, 3) Grades, 4) College aptitude scores, 5) Reading ability scores.
- B. Due to recent national occurrences involving the invasion of personal privacy by governmental agencies and officials, much activity and interest have been directed toward information contained in student records. A recent Federal law and the Illinois Office of Education regulations go into much detail on the rights and responsibilities of students, parents, and school officials on the subject. The following is a summary of the basic provisions of the current laws and regulations:
 1. Parents must be granted access to all official records pertaining to their children maintained in any form by the school. Students over the age of 14 or with parental consent under the age of shall also have access.
 2. The student's records, or information contained in those records shall not be released to anyone other than school or educational officials without the informed written consent of the

- student's parents. If the student is above the age of 18 or attending a postsecondary institution, only that student may grant such release.
3. The parents or the student shall be provided an opportunity to challenge or rebut information contained in the student's records. The local school districts should establish appropriate procedures for such appeals.
 4. The school should provide appropriately trained educational personnel to assist the parent or student in understanding certain school records such as psychological evaluations, social work profiles, and health data.
 5. No information should be kept on file by the school that is inaccurate, out-of-date or of no value in the educational development of the student.

4.9. GUIDANCE AND COUNSELING PROGRAM

Guidance counseling services are available to each student in Fisher High School. The program is designed to help the pupil solve his/her problems and improve his/her planning with the assistance of a professionally trained staff member. The guidance process will include conferences, friendly, understanding discussions upon as equal terms as possible, and parent participation where needed and requested.

All information given to the counselor will be treated in an understanding and confidential manner.

Some of the areas included in counseling and guidance programs are - vocational choices, educational planning, leisure time activities, social life, mental health, ethical values, moral values, family relations, and personal relations. The ultimate goal of counseling is to develop the individual in his/her ability to make choices and solve problems independently. The counselor attempts to help the student understand himself/herself, his/her attitudes, feelings and emotions so that he/she can make the most of his/her natural learned abilities.

4.10 Public Act 100-1112, Services Under 504

Students with disabilities who do not qualify for an individualized education program (IEP), as required by the federal Individuals with Disabilities Education Act and the Illinois School Code, may qualify for services under Section 504 of the federal Rehabilitation Act of 1973 if the child (i) has a physical or mental impairment that substantially limits one or more major life activities, (ii) has a record of a physical or mental impairment, or (iii) is regarded as having a physical or mental impairment.

Inquiries regarding the identification, assessment and placement of such children should be directed to:

Jamie Hamby
School Counselor
(217) 897-1225
Email Address: jamie.hamby@fisherk12.org
Office Address: 211 West Division Street, Fisher, IL 61843

5. ACADEMIC REQUIREMENTS

5.1. ADMISSION

Students will be admitted to Fisher High School under the following conditions:

1. Upon presentation of a certificate of promotion for any eighth grade school of good standing or upon presentation of a certificate of transfer from a recognized high school.
2. Upon presentation of a physical signed by a physician. All students either need to present a physical, a health certificate or show evidence of an appointment for a physical to be completed the first month of school.

5.2. CLASS REGISTRATION

Registration for classes takes place in the spring. At this time the student, with the help of the guidance counselor, makes out a program of classes for enrollment in the fall. A deadline date for making any schedule changes will be set each spring. Any changes must fit into the schedule and be approved by the principal or guidance counselor.

5.3. POLICIES AND PROCEDURES FOR HOMELESS STUDENTS

"Each child of a homeless individual and each homeless youth has equal access to the same free, appropriate public education, as provided to other children and youths, including a public pre-school education." A "homeless child" is defined as provided in the McKinney Homeless Assistance Act and State law. The Superintendent, Ms. Barb Thompson, shall act as or appoint a Liaison for Homeless Children to coordinate this policy's implementation. Contact Ms. Thompson at 217-897-6125 for further information.

5.4. DROPPING OF SUBJECTS

After the first week of being enrolled in any given course, the following notation will be made on a student's permanent record when the course is dropped for any reason unless the drop is approved by the principal:

WF - Withdraw; failing at the time of withdrawal

WP - Withdraw; passing at the time of withdrawal

W inc. - Withdraw; incomplete at the time of withdrawal.

The incomplete must be resolved within the next semester of the student's attendance, or thirty days prior to graduation, whichever is sooner in order to record WP. Otherwise, the withdrawal becomes an automatic WF.

WP will be classed as a "D" grade and WF will be classed as an "F" grade when the student's rank in class is determined.

5.5. CLASSIFICATION OF STUDENTS

A student must have acquired 5.5 (6.5) credits to be classed as a sophomore; 11 (12.5) credits to be classed as a junior; and 16.5 (18) credits to be classed as a senior. For practical purposes, those students who start his/her fourth year with 16 (18) or more credits and who are carrying a load that will permit his/her to graduate with their class will be listed with the seniors.

5.6. UNITS OF CREDIT AND REQUIREMENTS FOR GRADUATION

A unit of credit is given for the completion of an academic course taken throughout the school year.

The minimum number of units required for graduation is 2025. Specific requirements for graduation are as follows:

1. Four units of English
2. Two units of Social Sciences (U.S. Government, U.S. History, plus 1/2 unit of Social Sciences)
3. Three units of Science
4. Three units of Math (Algebra 1, Geometry)
5. Personal Finance
6. 3.25 units of physical education are required. Students are required to take and PASS four years of physical education class unless excused by a physician or exempted by the principal. It shall be the policy of District No. 1, Fisher, that students in grades 11 and 12 may request exemption from physical education for the following reasons:
 - a. The student is determined to be participating in interscholastic athletics as certified by the appropriate District personnel and the student will be enrolled in P.E. if not participating in a fall sport, and will return to P.E. if dropped from a school sponsored sport.
 - b. The student provides written evidence from an institution of higher education that a specific course not included in existing state or local school minimum graduation standards is required for admission. School District staff must verify that the student's present and proposed schedule will not permit completion of the needed course, or
 - c. The student lacks sufficient course credit of one or more courses required by state statute or local school board policies for graduation. Students who have failed a required course, transferred into the district with deficient credits or who lack credits due to other causes will be eligible to apply for this exemption. Each request for exemption from Physical Education instruction is to be verified and eligibility determined on a case-by-case basis by the building principal. Every student excused from physical education course requirements will be provided with a schedule which meets minimum school day requirements. Approvals of exemptions will be for one semester only, but may be renewed for additional semesters if circumstances warrant.
7. One unit of elective in vocational, music or foreign language
8. 1/4 unit of Driver Education
9. 1/2 unit in Health Education
10. Complete Free Application for Federal Student Aid (FASFA) or complete a waiver

- Upon approval of the principal or guidance counselor, a maximum of two units earned from an accredited correspondence or night school may be applied toward the twenty-two units required for 2020 graduates from Fisher High School.
- Upon approval of the principal or guidance counselor, a maximum of two units earned from a distance learning opportunity (Parkland CC, IVS, Early College & Career Academy (ECCA), etc...) may be applied toward the twenty-two units required for the 2020 graduates from Fisher High School.
- No student enrolled in Fisher High School shall be graduated who has not attended a minimum of 7 full semesters in grades 9-12 of accredited high school, including the required 22/25 he/she may have earned. The school shall not graduate any student until all required units are met. Six classes shall be considered the normal amount of work carried for credit toward graduation. The desirability of a seventh subject will be determined on the basis of individual merit or graduation requirements by Counselor and Principal.

5.7. COMMUNITY SERVICE GRADUATION REQUIREMENTS

Students must complete 40 hours of community service during their high school career. It is recommended that students complete at least 10 hours per school year to be on track. Policy phase in requirements:

- Students should fill out and submit their completed community service logs to their learning lab teacher by the end of each school year
- Learning lab teachers will file and record student hours
- Students must complete community service hours before or after the regular school day hours of 8:15 a.m. to 3:00 p.m.
- Exception: students who sign up for and complete volunteer courses during the "Student Professional Development" on 11:30 dismissal days, will receive graduation requirement credit for those hours
 - o Hours may also be completed on weekends, school breaks, and summer vacations
 - o The required hours must be fully completed by any student pursuing early graduation

GUIDELINES FOR ACCEPTABLE COMMUNITY SERVICE HOURS

- Must be completed without any type of compensation for the student
- Must be supervised and signed off by a person other than a relative
- Hours can't be submitted to meet multiple program requirements
 - o Example: National Honor Society hours won't count toward the graduation requirement
- Hours mandated by the court or any other institution or organization will not be accepted

HONORS

- Students who complete 100 or more hours during their high school career will be recognized at the senior awards night
- The senior who completes the most hours will have his/her name added to the "Fisher High School Community Service Honor Roll" plaque
- Students who wish to be honored must have their final community service log submitted by April 15 of their senior year

5.8. GRADUATION AFTER 7 SEMESTERS

Requests to graduate after 7 semesters must be filed in the guidance office no later than November 1st.

Students considering early graduation must understand that:

1. All requirements for graduation must be met or arrangements made to complete them.
2. Illinois, U.S. Constitution and Flag Code tests must be passed before the end of the first semester.
3. All transcripts from other institutions must be in the high school office before the date of graduation.
4. Status as a student of Fisher High School ends first semester.

5.9. FINANCIAL AID GRADUATION REQUIREMENT

[State law](#) requires all Illinois public high school seniors to complete either the [Free Application for Federal Student Aid \(FAFSA\)](#) or the [Alternative Application for Illinois Financial Aid \(Alternative Application\)](#) as a prerequisite to receiving a high school diploma. Additionally, high schools are expected to provide students and their families with any support or guidance necessary to comply with the requirement. For students who choose not to file an application, a [FAFSA Nonparticipation Form](#) may be signed by a parent or guardian, and is available on the Illinois State Board of Education (ISBE) website (in English and [Spanish](#)). High school counselors are encouraged to contact ISBE for guidance on using this waiver.

5.10. HIGH SCHOOL GRADUATION & 8TH GRADE PROMOTION CEREMONIES

- A. All Beta Club members will be recognized at 8th grade promotion and high school graduation.
- B. Graduation Addresses:
Two graduation addresses are selected by a committee. All students who desire to give a speech will be able to submit a speech to this committee.
- C. Academic Recognition:
Fisher High School graduating seniors will be recognized at a spring ceremony based on their eight semester performance.
- Summa Cum Laude "With Highest Honor"
3.98-4.0 GPA or higher
 - Magna Cum Laude "With Great Honor"
3.92-3.97 GPA
 - Cum Laude "With Honor"
3.50-3.91 GPA
- The Board of Education and Administration recognize that some colleges and scholarship applications ask for class rank. When necessary, this information will be provided.
- D. Commencement Ceremony Participation:
High school graduation is a momentous occasion. This is a once in a lifetime moment that students and their families get to share. At FHS we strive to present a ceremony of dignity and respect. It is expected that all participants, both students and audience members conduct themselves with the utmost dignity and respect. Prior to the ceremony, the Principal will meet with the senior class to review the expectations.
The commencement ceremony is a privilege not a right. There are certain expectations that students must meet to earn this privilege. They include but are not limited to: acceptable attendance, proper school conduct, and meeting all curricular expectations to graduate from FHS.
Proper student conduct is expected and defined by the student handbook. It should also be noted that "senior pranks" or events that cause a substantial disruption to the school will not be tolerated. Students involved in such activities run the risk of not participating in the ceremony.

5.11. JUNIOR HIGH SOCIAL PROMOTION

Fisher Community Unit School District #1 will enforce this policy that requires students to meet local goals and objectives and be able to perform at the expected grade level prior to promotion. (Board Policy 7.3)

Criteria for Promotion at Fisher Jr. High:

1. There are five core subjects taught at Fisher Jr. High School. Every student receives two semesters of instruction in each of these five areas. – Reading, Math, Science, Literature, and Social Studies. A student must pass 8 of 10 semesters to meet the first criteria for promotion. Pass it in six or seven of 10 semesters will make a student eligible for summer school to meet promotion criteria. Passing in less than six semesters could result in retention.

5.12. DISTANCE LEARNING AND THE ILLINOIS VIRTUAL HIGH SCHOOL

Fisher H.S. offers a variety of alternative courses to the students. Our goal is to offer as broad a curriculum as possible to our students. Credit counts toward graduation at Fisher and the grade received shall be figured into the student's GPA. If one of these "alternative" courses matches a Fisher-required course then the student must take the Fisher course unless one of the following takes place: the course is A.P., or the student can prove that his/her schedule has conflicts requiring the alternative course to be taken. Students will have to pay their full tuition fees if he/she fails the course, is removed from the course, or drops the course.

- **Parkland Community College** offers numerous courses to students for high school credit or dual credit (high school and college credit). Some courses are off campus (i.e. nursing at Gibson City Hospital, automotive at Parkland Community College, etc...). Those off campus courses are usually taught at 7:45 a.m. to 9:45 a.m. and the students are responsible for their transportation. Parkland also offers courses that can be taken at Fisher high school through dual credit.
- **Illinois High School** is now offered to all Illinois High Schools. There are numerous H.S. credits and A.P. credit courses available to students. These courses are taken via the internet. The students who enroll will be provided a work station in the H.S. if one is available. It is strongly recommended that a student have internet access at home before taking one of these courses. The school discourages math or foreign language courses taken via I.V.H.S. Students who request to take these "alternative" courses need to be self-motivated and self-driven. Students may be denied or withdrawn from these courses by the principal for poor attendance, poor behavior, or poor work ethic.

- **Early College and Career Readiness Academy**

Any student interested in the Early College and Career Readiness Academy must meet all Education for Employment (EFE) and Parkland College established guidelines. Fisher will limit enrollment to six students. If more than six students apply for this program, the High School Principal, Assistant Principal, and Guidance Counselor will determine which students will attend based on attendance record, maintaining at least a 2.5 GPA, and discipline record. The District will pay half the tuition while the student is responsible for the remainder of the fees and transportation.

5.13. COLLEGE ENTRANCE REQUIREMENTS

The entrance requirements for most colleges and universities differ and it would be to your advantage to plan your high school program so that you meet the requirements of the school(s) in which you have an interest. Many schools require certain entrance examinations at either the junior or senior year of high school. See the counselor preferably your junior year for information on these tests.

Minimum High School Course Requirements for Admission of Freshmen to Illinois Public Universities:

English	4	Emphasizing written and oral communication & literature
Social Studies	3	Emphasizing history & government
Mathematics	3	Introductory through advanced algebra, geometry, trigonometry or fundamentals of computer programming
Science	3	Laboratory Science
Electives	2	Foreign language, music, art, vocational education
Total	15	

5.14. OVERVIEW OF FINANCIAL AID APPLICATION

1. APPLY FOR ADMISSION TO THE SCHOOL/COLLEGE OF YOUR CHOICE.

Students may want to apply for admission to more than one institution in order to be reasonably certain of being accepted by at least one. While application procedures at most institutions will involve writing a college entrance examination (commonly either the ACT Assessment or the Scholastic Aptitude Test), eligibility for assistance through the major federal and state financial aid programs is not contingent upon these test scores. Students do not receive financial aid until they have been admitted. The sooner the student processes his application for admission, the sooner he becomes eligible for financial support from the college, which is especially important if the college has limited funds and must disburse them on a first-come first-serve basis.

2. APPLY FOR FINANCIAL AID AT EACH COLLEGE/SCHOOL TO WHICH YOU APPLY FOR ADMISSION.

The financial aid officer on each college or vocational school campus is just as important a contact as the campus admissions officer. His job is to provide financial assistance to needy students to the maximum extent possible. On most campuses in Illinois the student must make formal application for financial aid, usually by a special deadline which may or may not be the same as the admissions deadline for each campus. In addition to administering institutional funds, it is the financial aid officer who may be able to assist students through such federal financial aid programs as the Supplemental Educational Opportunity Grant, the Perkins and Stafford Loan and the Federal College Work/Study Program.

3. FILE THE APPROPRIATE NEED ANALYSIS FORM.

Eligibility for many financial aid dollars today is based on financial need. The student and his/her parents are expected to contribute what they can from the family income and assets toward college expenses, and the colleges and scholarship agencies will help provide the rest. In order to assess the family ability to contribute many financial aid officers require that their students file the Free Application for Federal Student Aid (FAFSA). The student can find out which form he should file from the financial aid office or by consulting any one of many college handbooks which provide this information.

4. APPLY FOR A MONETARY AWARD FROM THE ILLINOIS STATE SCHOLARSHIP COMMISSION.

Through the Monetary Award Program, students may receive up to \$3,150 per year toward their tuition and fees at any approved college, university or hospital school of nursing. Application to the Monetary Awards program can be made by filing the Free Application for Federal Student Aid (FAFSA)

5. APPLY FOR THE PELL GRANT PROGRAM.

This program will provide grant assistance to students who enroll as full-time freshmen at approved colleges and vocational schools. This assistance does not have to be repaid. Beyond these basic application

procedures, many students each year find it necessary to apply for additional resources in order to meet their college expense. They may apply for assistance through a variety of scholarship agencies, private donors, agencies of state government (such as the Department of Public Aid or the Division of Vocational Rehabilitation) or the Federal Government (such as the social security or Veterans Administration).

5.15. FINANCIAL AID APPLICATION COMPLETION REQUIREMENT

[State law](#) requires all Illinois public high school seniors to complete either the [Free Application for Federal Student Aid \(FAFSA\)](#) or the [Alternative Application for Illinois Financial Aid \(Alternative Application\)](#) as a prerequisite to receiving a high school diploma. Additionally, high schools are expected to provide students and their families with any support or guidance necessary to comply with the requirement. For students who choose not to file an application, a [FAFSA Nonparticipation Form](#) may be signed by a parent or guardian, and is available on the Illinois State Board of Education (ISBE) website (in English and [Spanish](#)). High school counselors are encouraged to contact ISBE for guidance on using this waiver.

6. STUDENT DISCIPLINE

6.1. RULES AND GUIDELINES

6.1.1. GENERAL PRINCIPLES

By maintaining high personal expectations for success, utilizing open communication with staff and fellow students, and following the guidelines listed below, students can increase opportunities for success and help make Fisher Jr./Sr. High an excellent school.

The following are some suggestions to achieve school success:

1. Accept responsibility for your education, decisions, words, and actions.
2. Act in a way that best represents your school, parents, community and self to promote a safe and healthy environment in which to learn.
3. Be active in the school and community.
4. Maintain a balance between academics, co-curricular activities, and community projects, continually giving your best effort to each.
5. Support your fellow students and their activities.
6. Respect diversity, individuality, as well as, the choice and rights of others.

These six general principles form the foundation of the code of conduct of Fisher Jr./Sr. High School. A student that acts in accordance with those principles will be within the rules of the school, and more importantly, will increase the likelihood of experiencing personal success in school.

6.1.2. EXPECTATIONS FOR CLASSROOM BEHAVIOR

The classroom is one of the most critical areas of an educational institution. Teachers will expect that student behavior and attitude in the classroom reflect individual responsibility for academics and the learning experience. More specifically, they will insist that students:

1. arrive to class on time.
2. are prepared for class with all materials necessary for class that day.
3. are attentive to the task at hand until dismissed by the teacher.
4. show respect and consideration for others.
5. demonstrate care and consideration for school property and the property of others.

*Each teacher is able to establish rules and procedures for his or her classroom. Students are expected to observe those rules and respond promptly to the direction of the teacher.

6.1.3. ROLE OF THE PRINCIPAL AND DEAN

The administration shall maintain discretionary powers to interpret the student handbook and issue corrective measures in each individual case. He/she shall be the final authority on discipline in the building.

6.1.4. PLAGIARISM

A. Plagiarism is defined as:

1. Copying from another student, or enabling someone else to do so.
2. Using someone else's (classmate, published author, or artificial intelligence or computer program of any sort) words without using quotation marks.
3. Using someone else's (classmate, published author, or artificial intelligence or computer program of any sort) ideas without giving that person credit.
 - a. Whenever you use a keyword or more than two words in a row from another source, you must put those borrowed words in quotation marks and cite your source.
4. Using an automated text

B. Acts of plagiarism will not be tolerated and will result in:

1. discipline measures by administration and the classroom teacher. Incidents will be dealt with on a case by case basis.

6.1.5. CLASSROOM DISRUPTION

Behavior that interferes with instruction is considered a serious violation of the Fisher Jr./Sr. High Code of Conduct. The teacher has the right and responsibility to retain order in the classroom. The severity of the consequence will depend on the extent of the disruption.

6.1.6. CAFETERIA CONDUCT

The cafeteria operates on a nonprofit basis providing lunch to students and faculty at cost. Each student will be assigned a lunch account number (corresponding to his/her student ID number). Students are responsible for maintaining a positive balance on their lunch account. Parents may deposit money into a student's lunch account weekly, monthly, or in large increments (semester, year, etc.) While at lunch, students are asked to **HELP IN KEEPING TABLES AND FLOORS CLEAN** by returning plates, lunch sacks, etc., to the scraping window before leaving the lunch area. Failure to follow school policy during lunch will be handled by the lunch supervisors, dean, or principal.

6.1.7. BUS CONDUCT

The buses are for the convenience of the students. Students who cannot abide by the rules of good conduct and safety may lose their privilege to ride the bus. Students causing problems on school buses will be:

- A. 1st Occurrence: Warning
- B. 2nd Occurrence: Parent Conference and/or 1-10 day bus suspension
- C. 3rd Occurrence: 1 day-remainder of year bus suspension

6.1.8. CARE OF SCHOOL PROPERTY

Students are expected to care for school property. Damages inflicted willfully upon school property by a student must be repaired or the damaged item replaced by the student at whatever cost it takes. Please refer to the discipline ladder for the appropriate discipline.

6.1.9. ROMANTIC INVOLVEMENT BETWEEN STUDENTS

Romantic involvement and all outward displays of affection during school will not be permitted. The first infraction of these rules will result in a warning. The second time students will be required to serve a detention and a letter may be sent to the parents. Repeated failure to cooperate with the rules may result in a suspension.

6.1.10. HAZING

Unauthorized initiation or hazing of students is strictly forbidden by an act of the State Legislature (Chapter 38, Section 356 and 357, Illinois Revised Statutes, 1975) and is punishable in the courts of the State to the sum of five hundred dollars, or imprisonment in the county jail not exceeding six months or both. **THE LAW WILL BE STRICTLY ENFORCED.** Freshmen initiation is not tolerated. "Hazing" is defined as that treatment which tends to set a student apart from his/her school mates, ninth grade students are to be treated no differently than other students.

6.1.11. "BULLYING" POLICY

The Illinois State Board of Education has mandated that every school in Illinois have a Bullying Policy in place by January 1, 2002.

A. Definition of Bullying

1. Student's Right to a Safe Learning Environment:

At Fisher Junior/Senior High School, we believe that every child has the right to a safe learning environment. Statistics show that one out of every six children is afraid to come to school for one reason or another. We believe that we are not immune to such statistics; therefore, we find it necessary to quickly identify, intervene and STOP any bullying that may be present in our school.

2. Is there a difference between bullying and teasing?

Parents of bullies have traditionally tried to minimize their child's behavior by saying such things as;

"My son was only teasing."

"The teasing just got out of control."

"It's normal boy behavior, isn't it?"

For both girls and boys in elementary and middle school, the most common form of bullying is, in fact, teasing. However, physical abuse (for boys) and social ostracism (for girls) are in second place. Most researchers believe that bullying involves an imbalance of physical or psychological power, with the bully being stronger (or perceived to be stronger) than the victim.

3. Bullying by definition:

Bullying is a student's repeated exposure to "negative actions on the part of one or more students" in which there is an "imbalance in strength between bullies and the victim."

4. Common Reasons for Bullying:

1. Their parents often punish them physically and teach them to handle problems physically.
2. Their parents are often not involved in their lives or show them little emotional warmth.
3. Bullies want to demonstrate power over others and be in control.
4. Bullies often teach their children to be bullies; the problem is self-perpetuating.

B. Examples of Bullying or Bullying Behaviors:

- | | |
|--|-------------------------|
| * act mean | * attack people |
| * break people's things | * carry weapons |
| * cheat | * embarrass people |
| * force kids to hand over their lunch money | * swear at people |
| * gossip | * harass people |
| * hit | * hurt feelings |
| * ignore people | * insult people |
| * intimidate people | * kick |
| * make fun of people | * obscene gestures |
| * make racist comments | * make sexist comments |
| * leave people out | * name calling |
| * pick on because they are different (perceived) | * push |
| * put people down | * say nasty things |
| * spread rumors | * take people's things |
| * threaten | * use physical violence |
| * use verbal taunts | * write nasty things |

C. School Involvement

1. Administrators can:

- a) Help teachers understand the difference between normal conflict and bullying situations
- b) Plan an anti-bullying policy that works for that district
- c) Inform parents that no bullying activities (hazing rituals) will be permitted and report that the school will assign appropriate consequences to those inappropriate activities
- d) Establish a mentoring system for those identified as bullies and victims
- e) Help communicate effectively with parents when problems occur
- f) Schedule adult supervision for all those areas of the school where bullying is most likely to occur—the playground, halls, locker room, etc.

2. Teachers can:

- a) Establish an environment in which bullying is not tolerated must be a priority
- b) Post clear class rules stating that bullying activities will not be permitted
- c) Teach the students about bullying, emphasize that no student should be subjected to it, and elicit the help of all students to help confront it when necessary
- d) Teach that it is everyone's responsibility to see that all students are included in group work and play

- e) Meet bully's actions with strong disapproval immediately, and assign appropriate, consistent, non-physical consequences
- f) Be active listeners and make appropriate responses, making sure the victims get the help that is needed

3. Counselors can:

- a) Provide an anonymous way of reporting a bully's activity
- b) Assure victims that their concerns are valid
- c) Communicate with classroom teachers so that a team approach in helping eliminate the bullying can result
- d) Help students replace aggressive activities with more appropriate ones
- e) Help teach victims strategies to be more assertive
- f) Work collaboratively with counselors from family agencies to get additional help for bullies, victims and their families
- g) Work with parents of students involved
- h) Educate parents about effective strategies for helping their children

D. Discipline

1. Jurisdiction Defined:

The school has the right to investigate and punish any student involved in "bullying" activities whether on school property, at school bus stops, on school buses, at extra-curricular activities and while on route to or from school.

2. Types of Punishment: (depending on severity & frequency)

- i. Classroom detention
- ii. After-School detention
- iii. Saturday school
- iv. In-School Suspension
- v. Out-of-School Suspension
- vi. Counseling
- vii. School Board Action
- viii. Police Action

6.1.12. LOITERING

Students not participating in an extracurricular activity or not supervised by a staff member must be out of the building thirty minutes after the dismissal of school. Students may not enter the building at night or on weekends unless participating in a supervised activity or as a spectator to a regularly scheduled event.

6.1.13. DRESS CODE

Students enrolled at Fisher Schools will be expected and required to dress within the Fisher Junior/Senior High School handbook guidelines. Please note the following specifics:

- A. BOTTOMS:** Skirts, jumpers, skorts, capris, leggings, pants or shorts may be worn and must be at an appropriate length in the front and back. We will use the "Fingertip Rule" to determine appropriate length: students must be able to stand with his/her arms at his/her sides, without shoulder shrugging, and be able to have the tips of his/her fingers touching their shorts/skirt/etc. Also, pants and shorts must fit on the waist, so as to not expose undergarments.
- B. TOPS:** Shirts and blouses must be continuous from neck to waist. Clothing that exposes the midriff or cleavage including halter-tops, one-shoulder tops, crop tops and backless tops is prohibited. Tops must not reveal skin below your hand when placed at the collarbone. *No low-cut tops*. Tank top shirts are not allowed and all shirts must cover the shoulder area. Shirts or tops must cover the waistband of pants, shorts, or skirts with no midriff visible. See-through mesh or fabric garments are not permitted.
- C. SHOES:** Shoes must be worn in all classes and at all times.
- D. HEADGEAR:** No hats, bandanas, "do rags", goggles, or sunglasses are to be worn on the face or head in the classroom. In addition, hoods may not be worn on your head in the classroom..
- E. OTHER CRITERIA:**
 - No clothing should be of such length or design as to jeopardize the student's safety.
 - Undergarments are not to be worn as outer garments or be visible in plain sight. Undergarments must be covered at all times.
 - Spandex or spandex-like clothing may be worn with appropriate cover up.
 - No garment may be worn which advertises or displays alcoholic beverages, tobacco products, illegal narcotics, or other illegal, illicit, or inappropriate materials or acts.
 - No garment may be worn which promotes violent slogans, violent images, gang symbols, military attire, attire which resembles that of known offenders, or overcoats (jackets) during school hours.

- Blankets or similar objects used as blankets are not permitted during school hours.
- Patches and other decorations may not be suggestive or derogatory in their location on clothing.
- Teachers and the building principal retain the authority to ask students to change their clothes. If students do not want to go home to change and serve a detention for leaving school, students may change into a shirt or shorts of their own or maintained by the principal.
- The administration holds discretionary authority to make decisions regarding attire-related matters not specifically addressed above.

F. DANCE DRESS CODE:

The school administration reserves the right to determine whether the student's attire is within the limits of decency and modesty. The administration may allow exceptions in special circumstances or occasions such as holidays or special performances and may further prescribe dress in certain classes such as physical education, vocational classes, and science labs. See page 41 for additional information regarding the dance dress code.

6.1.14. CELL-PHONE & ELECTRONIC DEVICE POLICY

Part A – Directive

- **Public Act 098-0129 Right to Privacy in the School Setting Act** Law permits Illinois elementary and secondary schools to obtain social networking passwords of students if there is "reasonable cause to believe" the site contains evidence that a school rule was broken.
- Students must follow the school and individual classroom teacher cellular phone and electronic device policies. Failure to adhere to these policies will result in a referral to the school administration.
- In the junior high school, students are not permitted to be in possession of a cell phone in the classrooms or during instructional time.
- In the high school, students are not permitted to access their phones during instructional time unless special permission is granted by the teacher.
- If students must call home or have emergencies, they must go to the office to make a phone call. Students may use their cell phones to make such calls, but only in the main office after they have received permission from the office personnel. Parents CAN leave messages for students with school office staff.
- Fisher High School, Fisher C.U.S.D. #1, or any of their representatives are not responsible for any lost, stolen, or damaged cell phones or electronic devices. Any phones or devices confiscated or held by the school will be kept in the school vault until the device is returned to the proper owner (parent or student).
- **Parents: Parents are encouraged to contact the school office for any emergency situation or to relay a message.**

Part B – Enforcement

- Teachers and all other staff members may confiscate cellular phones or other electronic devices if they see or hear any students inappropriately using such devices. Staff members are to immediately turn the device into the office or to the Dean/Principal along with a Discipline Referral for documentation. Students and/or parents are to retrieve the device from the Dean/Principal, after discussing possible disciplinary action.
- Discipline for cellular phone or electronic device use will be issued as follows:

Level 1 Offense	Cell Phone/Electronic Device turned into the office the first time	Dean/Principal discretion	Dean/Principal discretion in consequence
Level 2 Offense	Cell Phone/Electronic Device turned into the office the second time	Dean/Principal discretion	Dean/Principal discretion in consequence
Level 3 Offense	Cell Phone/Electronic Device turned into the office the third time	Dean/Principal discretion	Dean/Principal discretion in consequence

6.1.15. AUTOMOBILES AND MOTOR DRIVEN VEHICLES

The Board of Education policy stipulates the rules and regulations governing students driving to school in Community Unit District No. 1. These rules and regulations shall apply to any motor driven vehicles (**motor scooters, motor bikes, automobiles, etc.**) during the school year.

- A. Students who wish to drive motor vehicles to school regularly shall present a written request form (available from the office) signed by their parent or guardian before approval will be granted. The student is to park the car in the school parking lot immediately on arrival at school, and IS NOT TO DRIVE IT AGAIN BEFORE THE CLOSE OF SCHOOL WITHOUT PERMISSION OF THE PRINCIPAL. If, for any reason, the vehicle is to be driven during the noon period, permission is to be granted only on the request of the parent or guardian, and only for doctor, dental or needed emergency. **PERMISSION WILL NOT BE GRANTED FOR DRIVING HOME FOR LUNCH. STUDENTS ARE NOT PERMITTED TO RIDE IN OR ON MOTORIZED VEHICLES DURING LUNCH HOURS.**
- B. **Students are not permitted to go to motorized vehicles for any reason during the school day without expressed permission from the administration.** Furthermore, no sitting or lounging in vehicles or on vehicles will be permitted during the school day.
- C. Students granted permission to drive will observe state laws and take all measures of caution around the school grounds relative to speed and safety.
- D. Parking on school grounds entitles a designee of the principal to search a vehicle if there is reasonable suspicion a school policy has been violated.
- E. Those students that fail to follow the driving policy of the school district will receive the following:
 - 1st Offense: Warning & Discipline Referral
 - 2nd Offense: 5 days of closed lunch
 - 3rd Offense: 2 Saturday Suspensions
 - 4th Offense: Closed lunch for the remainder of semester or Saturday Suspensions set by Principal

6.1.16. TOBACCO

Students are not permitted to possess or use tobacco and e-cigarettes in any form in the building, on school premises or at any school-sponsored event at home or away. Any students who fail to observe the regulation about “possession” may receive a suspension.

6.1.17. SUBSTANCE ABUSE

The Board of Education believes substance abuse to be a community health problem that is preventable through appropriate health, disciplinary, educational and counseling interaction. Any Fisher School District student suspected of violating this substance abuse policy will be referred to the appropriate administrator. Fisher students found to be under the influence, in possession, or control of, or selling or delivering any controlled substance (refer to the out-of-school section in the discipline policy 7.20) while in school, on school district property or at an approved school activity held on non-school property, shall be subject to disciplinary action.

1st Offense: May include a 10-day suspension or 5-day suspension plus receiving an evaluation and attending the education program offered at Prairie Center, Pavilion or another pre-approved center. This must be fully completed or the full 10-day suspension must be served.

2nd Offense: The student may be recommended for expulsion.

6.1.18. GANG ACTIVITY

A GANG is defined as any group of 2 or more persons whose purpose includes the commission of illegal acts. No student shall engage in any gang activity, including, but not limited to the following:

- A. Wearing, using, distributing, or selling any clothing, jewelry, emblem, badge, symbol, sign, or other thing that is evidence of membership or affiliation in any gang.
- B. Committing any act or omission, or using any speech, either verbal or nonverbal (such as gestures or handshakes) showing membership or affiliation in a gang.
- C. Using any speech or committing any act or omission in furtherance of the interests of any gang or gang activity, including, but not limited to:
 - 1) Soliciting others for membership in any gangs.
 - 2) Requesting any person to pay for protection or otherwise intimidating or threatening any person.
 - 3) Committing any other illegal act or other violation of school district policies.
 - 4) Inciting other students to act with physical violence upon any other person.
- D. Students engaging in any gang-related activity may be subject to one or more of the following disciplinary actions:
 - 1) Removal from extracurricular and athletic activities.

- 2) Conference with parent(s) or guardian(s).
- 3) Referral to appropriate law-enforcement agency.
- 4) Administrative discipline.

6.2. ENFORCEMENT

6.2.1. DISCIPLINE LEVELS

For a single disciplinary violation, consequences may increase based on the number of previous offenses and/or the severity of the offense. Assigned discipline may also include consequences from any lower level and will be considered on a case by case basis. In addition, violations of the Fisher Junior/Senior High School Discipline Plan may also result in athletic participation penalties as outlined in the Athletic Code of Conduct.

There are six disciplinary levels of consequence as outlined below.

- | | |
|--|---|
| Level 1: Warning, Parent contact, Confiscation of item | Level 4: Suspension for 1-3 school days |
| Level 2: Detention, Non-curricular exclusion, Loss of privilege | Level 5: Suspension for 4-10 school days |
| Level 3: In-school suspension, Parent conference, Restitution | Level 6: Continuing suspension and expulsion hearing |

6.2.2. DISCIPLINE LADDER

Offenses Disrupting the Learning Environment			
Violation	Definition	Severity	Level
Attendance	Unauthorized absence from class. May include, but is not limited to: Unauthorized absence Tardy Departure	Minor/First Serious/Repeat	Level 1-3 Level 4-6
Insubordination	Behaviors that disobey, undermine, or defy the lawful authority of a district employee or agent. Any behaviors that disrespect, demean, degrade, or malign district employee or agent. May include, but is not limited to: Cheating, forgery, and/or dishonesty Cell phone or electronic device misuse Safety violation District transportation violation Accomplice or conspirator Malicious statement, image, or website about staff Trespassing Persistent failure to comply	Minor/First Serious/Repeat	Level 1-4 Level 4-6
Disruptive Conduct	Any disruption of classroom, school, or District-sponsored activity. May include, but is not limited to any disruption from the following conduct: Violation of classroom rules Profane/Vulgar words or actions Dress code violation Blatantly loud, disruptive, or offensive behavior Inappropriate displays of affection toward another student Any behavior that disrupts the routine of school activities or work of District employee or agent	Minor/First Serious/Repeat	Level 1-3 Level 4-6

Offensive Material	To possess, view, display, or attempt to access any material that is blatantly offensive, discriminatory, and/or inappropriate. May include, but is not limited to material that is: Pornographic Racist Sexually explicit Drug, alcohol, or tobacco related	Minor/First Serious/Repeat	Level 1-4 Level 4-6
Tobacco	Possessing, distributing, or otherwise using tobacco products or look-alike products, e-cigarettes, vapes	All	Level 3-6
Alcohol/Drugs	Possessing, selling, buying, distributing, being under the influence of, or otherwise using alcohol, illegal or any unauthorized drugs as defined by, but not necessarily limited to the Uniform Controlled Substance Act, ORS 475.005; including look-alikes being represented as a controlled substance, and/or misuse of prescription or non-prescription drugs. Possessing any drug paraphernalia. May include, but is not limited to: Alcohol Illegal drugs Prescription or over-the-counter drugs Pipes/smoking devices/e-cigarettes/vapes	All	Level 3-6
Weapons	Possessing, transmitting, selling, or in any way displaying any weapon, device, instrument, material or substance, firearm, illegal explosive, or other implement which could reasonably be considered or used as a weapon, or attempted to be used as a weapon, or threatened to be used as a weapon, or is readily capable of causing death or serious physical injury, and/or which is of no reasonable or legitimate educational use to the student. May include but is not limited to: Knife, sharp or pointed object, Firearm, gun, or explosive, Bat, club, or stick, Look-alike objects	All	Level 5-6
Threats	Behavior, whether written (including text message, email, or internet posting), verbal or physical that is threatening against persons, groups, events, or property related to school or school activities. May include, but is not limited to: Bomb threat Threat of violence Threatening prank	Minor/First Serious/Repeat	Level 1-4 Level 4-6
False Reporting or Alarm	Any false reporting to District employee or agent. Setting off fire alarm or reporting a fire to officials without a reasonable belief that a fire exists.	Minor/First Serious/Repeat	Level 3-5 Level 5-6
Gang Related	Any student found using any manner or means in representing a gang, recruiting potential gang members, promoting gang membership or activities, or engaging in any criminal gang activity.	Minor/First Serious/Repeat	Level 1-4 Level 5-6

Offenses Against Persons			
Violation	Definition	Severity	Level
Aggressive Behavior/ Fighting	Aggressive physical behavior directed toward another person. May include, but is not limited to: Hitting, punching, or slapping Kicking, tripping Shoving Attempting to injure Mutual combat	Minor/First Serious/Repeat	Level 1-5 Level 5-6
Assault	Aggressive behavior that causes physical injury to another.	All	Level 5-6
Harassment & Bullying	Behavior, whether written (including text message, email, or internet posting), verbal or physical which serves to distress, threaten, demean, annoy, bully, cyber bully, intimidate, or torment another person.	Minor/First Serious/Repeat	Level 1-4 Level 5-6
Sexual Harassment	Behavior, whether written (including text message, email, or internet posting), verbal or physical against another person that creates an intimidating, hostile or offensive school-related environment, where the conduct is based upon the sex of the other person. This includes unwanted sexual behavior toward another.	Minor/First Serious/Repeat	Level 1-4 Level 5-6
Racial Harassment	Behavior, whether written (including text message, email, or internet posting), verbal or physical that creates an intimidating, hostile or offensive school-related environment, where the conduct is based upon the race of another.	Minor/First Serious/Repeat	Level 1-4 Level 5-6

Property Offenses			
<i>All Property Offenses Are Subject to Mandatory Restitution</i>			
Violation	Definition	Severity	Level
Computer Misuse	To intentionally, knowingly, or recklessly use District computer networks, internet, or technology without proper permission. To cause disruption to individual school computers, networks, or the educational environment	Minor/First Serious/Repeat	Level 1-4 Level 5-6
Fire/Chemicals	Any act, or attempted act, of fire setting. To intentionally, knowingly, or recklessly mishandle, or inappropriately use, dangerous chemicals	Minor/First Serious/Repeat	Level 3-4 Level 5-6
Non-Payment of Fees & Fines	Failure to pay fees and/or fines. May include, but is not limited to: Course fees Athletic fees Lost book fees Parking fees		Hold records; account submitted for collection
Property Damage	To damage property belonging to student, staff, agent, or Fisher School District	Minor/First Serious/Repeat	Level 2-4 Level 5-6
Theft	Theft of property belonging to student, staff, agent, or Fisher School District, or to be knowingly in possession or control of stolen property	Minor/First Serious/Repeat	Level 3-4 Level 5-6
Vandalism	To cause damage or deface property belonging to student, staff, agent, or Fisher School District	Minor/First Serious/Repeat	Level 2-4 Level 5-6

Vehicle Misuse	Using any vehicle on school grounds or at a District sponsored activity in a reckless or unsafe manner; to cause a disruption with any vehicle. parking in an unauthorized location	Minor/First	Level 2-4
		Serious/Repeat	Level 5-6 + Fine

6.2.3. BEHAVIORAL INTERVENTION POLICY

Fisher CUSD #1 has adopted a policy dealing with the Behavioral Intervention for Students with Disabilities. Copies of this policy and procedures are available in the principal's office. (Board Policy 7.23)

6.2.4. REFERRAL/DETENTION SYSTEM

Students who display unacceptable behavior, or behavior which is consistently inappropriate, may be subject to a discipline referral "DR". Referrals are reserved for student behavior which a certified staff member deems as intentional misconduct or behavior which will not subside with standard interventions.

Detentions are assigned in 30 minute increments. The principal will determine placement on the Discipline Ladder, depending on the severity of the offense and number of occurrences. Incidents requiring a more severe punishment are to be referred to the principal. Teacher Assigned Detentions will be served with the teacher. An Administrative Assigned Detention will be served in the office.

Detention rules:

1. Students are expected to work on assignments or bring suitable reading material during the entire detention.
2. No talking or working in groups
3. No sleeping or putting head on desk
4. No use of electronic devices

Students not following the detention rules may be notified at the conclusion of the detention period that their detention will not count. Students that ride the bus will need to understand that if they receive a detention that it will be his/her responsibility to arrange transportation home following the detention.

6.2.5. CLASSROOM DETENTIONS

Students failing to serve an assigned detention on the date assigned will have the length of detention doubled the first time for failure to serve. Administration will be notified if the student fails to serve the new detention time. Any referrals sent to the administration for the failure to serve a detention may result in lunch detentions, after school detentions, Thursday detention, Saturday detention or a one-day in-school suspension.

6.2.6. SATURDAY DETENTION PROCEDURES:

At the discretion of the principal, Saturday detentions may be assigned in lieu of any in-school suspension. There is one length of Saturday Detention, four hours.

Detention rules:

1. Arrive by 8:00 a.m.
2. No electronic devices, sleeping, eating, or drinking
3. Stay until 12:00 noon
4. Work entire time
5. Consequences for failing to attend will be left up to the discretion of the Principal/Assistant Principal

6.2.7. IN-SCHOOL SUSPENSION

When a student is sent to the office for disciplinary reasons, the student's behavior has warranted further discipline measures. When the student's actions are deemed serious enough to warrant an in-school suspension, the following rules apply:

1. The student's parents are notified. Teachers are to turn in required assignments the day when an in-school suspension is to be served.
2. The student must bring all books and supplies needed for the entire day to the assigned room before 8:15 a.m. as he/she will not be allowed to go to his/her locker after that time.
3. The student is not permitted to use a cell phone during an in school suspension.
4. The student will be allowed to go to the restroom once in the morning and once in the afternoon. This must be done when other students are in class and permission must be received from the principal/assistant principal or supervising teacher.
5. The student will eat his/her lunch at the regular scheduled lunch time and will remain in the assigned area for lunch. He/she should bring a sack lunch or purchase a lunch from the cafeteria.

6. The student is not to leave the assigned area for any purpose without permission from the principal/assistant principal.
7. Writing on or any other damage to the in-school suspension area, table, chair, desk, etc. is not allowed.
8. The student is to work on assignments or read. Sleeping, doodling, etc. are not allowed.
9. Violation of any of the above rules or improper behavior while serving the in-school suspension may result in the student forfeiting his/her opportunity for assignment to in-school suspension.
10. The principal/assistant principal has the option to impose other penalties which include all, some of, or none of the following:
 - a. The principal/assistant principal can require that the student provide up to 5 hours of public service for each day of in-school suspension. Such service must be certified by a person designated by the principal/assistant principal.
 - b. The principal/assistant principal can require that the student complete a project or paper relating to the offense that resulted in the in-school suspension.
 - c. The principal/assistant principal may request written letters of apology to individuals impacted by the disciplinary matter resulting in the in-school suspension.
 - d. Detention, after school program, or Saturday school
 - e. Personal counseling
11. Students serving an in-school suspension may not be permitted to attend or participate in extracurricular activities.
12. STUDENTS THAT FAIL TO ADHERE TO ALL THESE RULES MAY BE GIVEN ADDITIONAL DAYS OF SUSPENSION OR SATURDAY DETENTION.

6.2.8. OUT OF SCHOOL SUSPENSION

Out of school suspensions will be given for any situation where the safety and welfare of the students are involved, or for repeated or severe misconduct. An out of school suspension and expulsion notice shall contain a statement specifically excluding the student from school activities and school grounds during the period of suspension or expulsion. The notice shall also state the consequence for violation of this restriction such as an arrest for trespassing.

The Fisher Community Unit School District #1 may impose out-of-school suspension for up to ten days. Students serving out of school suspension will be allowed to make up work for full credit. Fisher CUSD #1 prefers in-school suspensions but violations of the following general principles provide justification for out-of-school suspension.

Types of student misconduct which may result in out-of-school suspension:

1. Distributing or selling tobacco materials to underage students
2. Using, possessing, distributing, or selling alcoholic beverages. Students who are under the influence are not permitted to attend school function and are treated as though they had alcohol in their possession.
3. Using, possessing, distributing, purchasing, or selling illegal drugs or controlled substances, inhalants used for non-medical reason, look-alike drugs and drug paraphernalia or prescription drugs used for purposes other than as prescribed by a doctor. Students who are under the influence are not permitted to attend school or school functions and are treated as though they had drugs in their possession.
4. Using, possessing, controlling, or transferring a weapon in violation of the "weapons" section of this policy
5. Disobeying directives from staff members or school officials and/or rules and regulations governing student conduct
6. Using violence, force, noise, coercion, threats, intimidation, fear, or other comparable conduct toward anyone or urging other students to engage in such conduct
7. Causing or attempting to cause damage to, or stealing or attempting to steal school property or another person's personal property
8. A student, who uses, possesses, controls, or transfers a weapon, or any object that can reasonably be considered, or looks like a weapon, may be expelled for a definite time period of at least one calendar year, but no more than two calendar years except that the Board may modify the expulsion period on a case-by-case basis. A "weapon" means possession, use, control, or transfer of any object, which may be used to cause bodily harm, including, but not limited to: firearms, knives, guns, rifles, shotguns, brass knuckles, and billy clubs or "look-alikes". Such items as baseball bats, pipes, bottles, locks, sticks, pencils, and pens may be considered weapons if used or attempted to be used to cause bodily harm. The building principal or designee shall notify the criminal justice or juvenile delinquency system of any student who brings a firearm or weapon to school.

6.2.9. DUE PROCESS, SUSPENSION, AND EXPULSION

The Constitution of the State of Illinois states that... "A fundamental goal of the People of the State is the educational development of all persons to the limits of their capacities." However, when citizens act irresponsibly, violate the rights of others, or present an actual or threatened danger to persons or property, they are subject to lose some of their rights.

Such is the case with the right of education. When a student commits acts of gross disobedience or misconduct, the right to an education may be temporarily forfeited. But no government agency such as a school may deprive a citizen (student) of rights without due process of law. Due process is afforded to guarantee that the accused person has a chance to present a defense, to explain the circumstances of the alleged improper actions or to attempt to prove innocence.

A recent Supreme Court opinion has held that prior to the imposition of a suspension, the following procedures shall be observed:

1. The suspending school official shall give the student oral or written notice of the charges and evidence to support the charges.
2. If the student denies the charges, an opportunity shall be given the student to present an explanation in a conference with the suspending school official. The school official shall then inform the student whether or not the suspension is to be imposed. The court also stated that students whose presence poses a continuing danger to persons or property or an ongoing threat of disrupting the academic process may be immediately removed from the school. In such cases, the requirements of notice and hearing shall follow as soon as practicable.

In addition to the procedures required by the United States Supreme Court, an Illinois statute and a Federal Court of Appeals decision outlines the following in suspension cases:

1. The student's parents must be notified immediately by the principal, assistant principal, or superintendent of the reason(s) for the suspension. This will include a copy of the rules and regulations allegedly violated, the number of days of the suspension (may not exceed 10 school days), and the right to appeal the suspension to the local school board.
2. At the hearing conducted by the school board or hearing officer appointed by the board, the student has the right to legal counsel at his/her own expense, the right to question the person who made the decision to suspend, the right to be present and question witnesses, and the right to make a statement on his/her own behalf.
3. If requested by the student, the parents or their representative, a transcript may be kept of the proceedings.
4. If the opinion of the school board upholds the suspension, the student and the parents shall be notified of the right of an appeal to the educational service region superintendent (ROE) and then to the State Superintendent of Education.
5. If the suspension decision is reversed, all references in the student's records shall be removed, and the school shall afford whatever assistance is necessary to the student to make up school work missed.

In expulsion cases the following is required:

1. The student and the student's parents shall be notified of the reasons for the expulsion, including a copy of the rules and regulations allegedly violated, the length of the expulsion, and the date, time and place of the school board hearing. The expulsion shall not take place until after the school board hearing.
2. At the hearing by the school board the student has a right to counsel at his/her own expense, the right to question the person who made the recommendation to expel, the right to be present and question witnesses, and the right to make a statement in his/her own behalf.
3. If requested by the student, the parent, or their representative, a transcript may be kept of the proceedings.
4. If the school board decision is to expel, the student and the student's parents shall be notified of the right of an appeal to the Educational Service Region Superintendent and then to the State Superintendent of Education.

The basic differences in suspension and expulsion are as follows:

1. A suspension is for a period not to exceed 10 school days; an expulsion is for a period up to one calendar year.
2. The Assistant Principal, the Principal or the District Superintendent may suspend a student; only the local Board of Education may expel a student.

3. A student may be suspended prior to a hearing; a student may not be expelled until after a hearing. In the interest of helping students, the Fisher School District may assist in providing or locating alternate educational opportunities for the suspended or expelled student. These alternative opportunities could include home bound or web-based instruction, reading lists, adult evening classes, or alternative school settings. The Illinois Office of Education provides assistance to school districts and students who want to know about alternatives within a school or off campus.

7. EXTRACURRICULAR ACTIVITIES

7.1. ATHLETIC POLICY

The complete policy handout will be distributed to all participants at the start of each season. The policy describes the responsibilities of students, parents, coaches and the District.

7.2. SOCIAL EVENTS AND ACTIVITIES

1. Every activity must have AT LEAST ONE FACULTY sponsor present.
2. The sponsors must be notified of guests previous to the time of the event.
3. No event may be scheduled for any Wednesday night or Sunday without special permission from the Superintendent and Principal.
4. All social club meetings, parties, special events, etc., must be entered upon the school calendar. The president of an organization may come to the office to check the school calendar for open dates. He/she may then procure a form to be filled out from the office secretary. When the proper signatures are obtained on the request it is to be presented to the high school principal for final approval. If the activity is approved, it will be placed on the school calendar.
5. Students may not schedule activities; scheduling is the responsibility of the sponsor.
6. There will be only one dance per month unless authorized by the Principal. Dances are only for student body and guests signed up prior to activity.

7.3. ATHLETIC AND NON-ATHLETIC EVENTS

During athletic and non-athletic events held in the Fisher Community Unit School District gymnasiums:

1. Students will not be allowed to return to the activity after leaving the building.
2. The concession stand will close after half-time and spectators will be directed to return to the gym.

7.4. SPORTSMANSHIP CODE OF CONDUCT

Fisher Community Unit School District #1 believes that their student athletes, coaches, and fans are among the best in our state. Acknowledging this belief, inappropriate behavior includes, but is not limited to yelling, cursing, and using alcohol or drugs. The School District, Board of Education, and Administration have established this high code of ethics for the fans, players, and coaches.

Spectators are expected to behave in a respectful manner at all contests. A respectful manner includes: respect for the players, coaches, referees, and fellow fans. Should a spectator not behave in this manner, he or she will face the possible disciplinary acts listed below. Each act of inappropriate behavior could result in any of the following sanctions.

Disciplinary Actions:

1. Minor conference with school official regarding proper behavior
2. Spectator asked to leave that game
3. Spectator banned for 1-5 games (board approval)
4. Spectator banned for entire season

These are not listed in the order of disciplinary sequence. Any act could result in the spectator being banned for the entire season.

Appeal process: The spectator has the right to appeal any decision. The appeal process follows the steps listed below:

1. Athletic Director (unless coach of sport involved)
2. Principal
3. Superintendent
4. Board of Education

Each situation will be handled separately from any previous situation and dealt with accordingly.

7.5. STUDENT ORGANIZATIONS & ACTIVITIES

HIGH SCHOOL

ACADEMIC CHALLENGE

Students compete as a team and individually to advance through Regionals, Sectionals and State. Their scores from tests in two of the following categories are combined for a team score: Biology, Chemistry, Computer Science, Engineering Graphics, English, Math, and Physics. Individual student scores can also advance them individually.

CARROT CREW

This is a spirit group open to all Fisher High School students. The goal of the Carrot Crew is to encourage positive sportsmanship and cheer on all Fisher athletic teams. Membership into the Carrot Crew simply begins with a purchase of a Carrot Crew t-shirt.

DRAMA CLUB

The Fisher High School Drama Club brings together students who share a passion for theater and performing arts. The club promotes learning about theater through activities, trips, and productions that enhance the educational goals of the Fisher School District. It also strives to foster an appreciation of all forms of the performing arts and provides opportunities for artistic growth within the organization itself as well as the greater school community. Membership is open to all ninth through twelfth grade students who share the club's goal of promoting awareness of theater and performing arts in school and in the community.

FELLOWSHIP OF CHRISTIAN ATHLETES

Fellowship of Christian Athletes is a student led, faith-based organization. Student leaders plan and lead other students through Bible studies that are relevant to teenagers. FCA's vision and mission statements are, "To see the world transformed by Jesus Christ through the influence of coaches and athletes." and "To lead every coach and athlete to a growing relationship with Jesus Christ and His church."

FUTURE FARMERS OF AMERICA

The Fisher FFA inspires members to strive for growth in leadership, responsibility, and service through agricultural endeavors. Regular school and community involvement are key activities in the Fisher FFA.

GAY STRAIGHT ALLIANCE CLUB

The Gay Straight Alliance Club of Fisher Jr./Sr. High School is a student-led club with the mission to build alliances in order to increase awareness, decrease prejudices and create a safe school environment for everyone through education, support, social action, and advocacy. This club is inclusive and open to ALL students, regardless of their identified sexual orientation.

NATIONAL HONOR SOCIETY

National Honor Society (NHS) is a student organization that recognizes individuals based on four criteria: scholarship (academic achievement), leadership, service, and character. Qualifying juniors and seniors that meet these standards will be invited to apply for membership.

SCHOLASTIC BOWL

A club in which members compete against different schools to answer questions from all areas of knowledge, including: history, literature, science, fine arts, current events, popular culture, sports, and more.

SCHOOL PLAY

The High School Play is open to any student in grades 9-12. Students will attend practices for approximately 6-8 weeks in preparation for the play. Try-outs are mandatory for specific roles. Three performances are held on one Spring weekend.

SCIENCE CLUB

A club in which members come together to explore the wonders of science in ways that cannot always be observed in the classroom.

STUDENT COUNCIL

High School Student Council is a student-led organization where students become the voice for the school. Student council members are expected to be involved in service events, being positive role models, and have a voice in subjects that affect students. Student council members are expected to maintain passing grades and become involved in other student organizations.

YEARBOOK CLUB

FHS Yearbook Club is a student organization. Members work as photographers, reporters, editors, and designers to gather content and create, publish, and sell the annual FHS Yearbook. All high school students are eligible.

JUNIOR HIGH SCHOLASTIC BOWL

A club in which members compete against different schools to answer questions from all areas of knowledge, including: history, literature, science, fine arts, current events, popular culture, sports, and more.

SPEECH

Jr. High Speech is open to students in Grades 5-8 who are interested in Speech. This was formerly known as Literary. There is a fall contest that students prepare for and participate in. Students prepare for about 6-8 weeks for a fall contest that includes the following categories: Solo, Duet Acting, Small Group Acting, Poetry, Duet Improv, Impromptu, Original Script and Group Improv.

STUDENT COUNCIL

This is an organization representing all students of Junior High School. Its purpose is to help coordinate student activities, represent the student body in matters of student interests, and encourage school spirit. The elections take place in the fall.

8. PARENT INFORMATION

8.1. ORGANIZATION

The Board of Education is the governing body elected by the people of Unit District No. 1. It determines the specific policies and procedures of management of the unit schools. The Superintendent is the administrative head of the unit schools under the authority of the Board of Education. The Principal is the supervisory head of the Junior/Senior High School subordinate to the Superintendent and the Board of Education.

8.2. EDUCATIONAL OBJECTIVES

The Fisher Jr. and Sr. High School faculty and staff in cooperation with our local community and other educational agencies is constantly striving to develop young citizens for our community and our nation. If we are to meet this challenge, we must always be ready and willing to change. Our curriculum must improve to the point that it stimulates all our students. We hope that, through the specific objectives spelled out by our Board of Education, this can be accomplished.

8.3. PHYSICAL EXAMINATIONS

In accordance with state law, all freshmen and students new to the school system must have physical examinations before entering high school. Examination forms will be provided to eighth grade students. If these have been misplaced, a new form may be obtained at the school office or from the office of Regional Superintendent of Schools.

All students who go out for athletics must pass a physical examination each year before they are eligible to compete in athletics. Physical forms for this purpose may be secured from the office. Freshmen who PLAN TO GO OUT for athletics and have had their regular physical and dental examinations during the summer, need not take another physical examination to participate in athletics. The physical examination records must be on file in the high school office.

8.4. IMMUNIZATIONS

The school code of Illinois requires that all students in all public, private and parochial schools be immunized against polio, diphtheria, tetanus, whooping cough, measles and rubella. Students will be denied admission to classes if they do not have their immunization shots, unless there is a valid exception. Forms and further information on this are available in the office.

8.5. MEDICATION AT SCHOOL

Prescribed medication can be self-administered only with the written direction of a physician. Over the counter medications, such as aspirin and aspirin substitutes can be self-administered with written consent and specific instructions from the parent.

All student medication must be left in the school office during the school day. If there is no school nurse in the building, then the medication shall be left with the person who has agreed in writing to supervise the self-administrator and be designated by the building principal. (Board Policy 7.27)

8.6. VISION/HEARING SCREENINGS

Vision screening will be done in the fall for all eighth graders, as mandated by state law. A vision screening is not a substitute for a complete eye and vision evaluation by a certified eye doctor. A student is not required to undergo this vision screening if an optometrist or ophthalmologist has completed and signed a report form indicating that an examination has been administered within the past twelve months and an evaluation is on file at the school. Vision screening is not an option. If a vision examination report is not on file at the school for your child, he/she will be screened.

8.7. INSURANCE

Student accident insurance is available to all students in high school. Boys and girls who are members of athletic teams must take the insurance (or parents must sign a waiver that they have other insurance coverage), but it is optional for all other students. Football team members will be required to pay the full football premium unless parents have signed a waiver that they have other adequate insurance coverage.

8.8. CITIZENS ADVISORY COUNCIL

The Board of Education and the Superintendent have established a Citizens Advisory Council as an additional avenue for the public input concerning the schools. The organization has regular members in addition to being open to the public. Everyone interested in serving as a member or desire more information concerning the Citizens Advisory Council should contact the unit office at 897-6125.

8.9. NONDISCRIMINATION STATEMENT AND COMPLAINT MANAGER

Fisher Community School District #1 does not discriminate on the basis of sex, color, race, national origin, handicap or disability. Fisher Community School District #1 does not permit sexual harassment in its educational programs, activities, or employment policies as required by Title IX of the Federal Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and Title IIA of the Americans with Disabilities Act. (Board Policy 7.1) Grievance procedures have been established to provide for prompt and equitable resolution of student and employee complaints alleging any prohibited action under these regulations. (Board Policy 2.27) The Complaint Manager coordinates the district's effort to comply with these laws. The manager may be contacted at the District Office (217) 897-6125.

8.10. SEXUAL HARASSMENT

In keeping with the increased awareness of and concern with the issue of sexual harassment, it is important for students to know that this type of activity is not tolerated in District #1. (Board Policy 7.2)

8.11. SEX OFFENDER REGISTRATION ACT

Public Act 94-0994, which was passed by the State of Illinois General Assembly, amends the **Sex Offender Registration Act** and requires school districts to notify parents that information about sex offenders is available to the public as provided for in the Act. The web site for the **Illinois Sex Offender Registry** is: <http://www.isp.state.il.us/sor/>. Click on "I Agree" at the bottom of the page to access the search page.

To view a map of registered sex offenders, please go to: <http://www.familywatchdog.us/>

8.12. ASBESTOS MANAGEMENT PLAN

The Fisher CUSD #1 has its Asbestos Management Plan and its records of abatement work available for inspection or review as required by the state. You may review the plan and records of abatement at the Superintendent's Office or the Fisher Jr/Sr High Office.

8.13. NOTICE OF PROCEDURAL SAFEGUARDS FOR PARENTS/GUARDIANS OF STUDENTS WITH DISABILITIES

http://www.isbe.state.il.us/spec-ed/pdfs/nc_proc_sfgrds_34-57j.pdf

8.14. SEXUAL HARASSMENT PROHIBITED (Title IX)

Sexual harassment of students is prohibited. A person engages in sexual harassment whenever he or she makes sexual advances, requests sexual favors, and/or engages in other verbal or physical conduct, including sexual violence, of a sexual or sex-based nature, imposed on the basis of sex, that:

1. Denies or limits the provision of educational aid, benefits, services, or treatment; or that makes such conduct a condition of a student's academic status; or
2. Has the purpose or effect of:
 1. Substantially interfering with a student's educational environment
 2. Creating and intimidating, hostile, or offensive educational environment;
 3. Depriving a student of educational aid, benefits, services, or treatment; or
 4. Making submission to or rejection of such conduct the basis for academic decisions affecting a student.

The terms *intimidating*, *hostile*, and *offensive* include conduct that has the effect of humiliation, embarrassment, or discomfort. Examples of sexual harassment include touching, crude jokes or pictures, discussions of sexual experiences, teasing related to sexual characteristics, and spreading rumors related to a person's alleged sexual activities. The term *sexual violence* includes a number of different acts. Examples of sexual violence include, but are not limited to, rape, sexual assault, sexual battery, sexual abuse, and sexual coercion.

TEEN DATING VIOLENCE PROHIBITED

Engaging in teen dating violence that takes place at school, on school property, at school-sponsored activities, or in vehicles used for school-provided transportation is prohibited. For purposes of this policy, the term *teen dating violence* occurs whenever a student who is 13 to 19 years of age uses or threatens to use physical, mental, or emotional abuse to control an individual in the dating relationship; or uses or threatens to use sexual violence in the dating relationship.

Making a Complaint; Enforcement

Students are encouraged to report claims or incidents of sexual harassment, teen dating violence or any other prohibited conduct to the Nondiscrimination coordinator, Complaint manager, or Building Principal. A student may choose to report to a person of the student's same sex. Complaints will be kept confidential to the extent possible given the need to investigate.

Nondiscrimination Coordinators / Complaint Managers

Jon Kelly (Principal)	TBD	Jamie Hamby (GuidanceCounselor)
211 W Division	211 W Division	211 W Division
Fisher, IL 61843	Fisher, IL 61843	Fisher, IL 61843
(217)897-1225	(217)897-1225	(217)897-1225
jon.kelly@fisherk12.org	TBD	jamie.hamby@fisherk12.org

Any person making a knowingly false accusation regarding prohibited conduct will likewise be subject to discipline.

8.15. Prevention of and Response to Bullying, Intimidation, and Harassment

Students

Prevention of and Response to Bullying, Intimidation, and Harassment

Bullying, intimidation, and harassment diminish a student's ability to learn and a school's ability to educate. Preventing students from engaging in these disruptive behaviors and providing all students equal access to a safe, non-hostile learning environment are important District goals. Bullying on the basis of actual or perceived race, color, national origin, military status, unfavorable discharge status from the military service, sex, sexual orientation, gender identity, gender-related identity or expression, ancestry, age, religion, physical or mental disability, order of protection status, status of being homeless, or actual or potential marital or parental status, including pregnancy, association with a person or group with one or more of the aforementioned actual or perceived characteristics, or any other distinguishing characteristic **is prohibited** in each of the following situations:

1. During any school-sponsored education program or activity.
2. While in school, on school property, on school buses or other school vehicles, at designated school bus stops waiting for the school bus, or at school-sponsored or school-sanctioned events or activities.
3. Through the transmission of information from a school computer, a school computer network, or other similar electronic school equipment.
4. Through the transmission of information from a computer that is accessed at a nonschool-related location, activity, function, or program or from the use of technology or an electronic device that is not owned, leased, or used by the School District or school if the bullying causes a substantial disruption to the educational process or orderly operation of a school. This paragraph (item #4) applies only when a school administrator or teacher receives a report that bullying through this means has occurred; it does not require staff members to monitor any nonschool-related activity, function, or program.

Definitions from 105 ILCS 5/27-23.7

Bullying includes *cyberbullying* and means any severe or pervasive physical or verbal act or conduct, including communications made in writing or electronically, directed toward a student or students that has or can be reasonably predicted to have the effect of one or more of the following:

1. Placing the student or students in reasonable fear of harm to the student's or students' person or property;
2. Causing a substantially detrimental effect on the student's or students' physical or mental health;
3. Substantially interfering with the student's or students' academic performance; or
4. Substantially interfering with the student's or students' ability to participate in or benefit from the services, activities, or privileges provided by a school,

Bullying may take various forms, including without limitation one or more of the following: harassment, threats, intimidation, stalking, physical violence, sexual harassment, sexual violence, theft, public humiliation, destruction of property, or retaliation for asserting or alleging an act of bullying. This list is meant to be illustrative and non-exhaustive.

Cyberbullying means bullying through the use of technology or any electronic communication, including without limitation any transfer of signs, signals, writing, images, sounds, data, or intelligence of any nature transmitted in whole or in part by a wire, radio, electromagnetic system, photo-electronic system, or photo-optical system, including without limitation electronic mail, Internet communications, instant messages, or facsimile communications. *Cyberbullying* includes the creation of a webpage or weblog in which the creator assumes the identity of another person or the knowing impersonation of another person as the author of posted content or messages if the creation or impersonation creates any of the effects enumerated in the definition of *bullying*. *Cyberbullying* also includes the distribution by electronic means of a communication to more than one person or the posting of material on an electronic medium that may be accessed by one or more persons if the distribution or posting creates any of the effects enumerated in the definition of *bullying*. *Restorative measures* means a continuum of school-based alternatives to exclusionary discipline, such as suspensions and expulsions, that: (i) are adapted to the particular needs of the school and community, (ii) contribute to maintaining school safety, (iii) protect the integrity of a positive and productive learning climate, (iv) teach students the personal and interpersonal skills they will need to be successful in school and society, (v) serve to build and restore relationships among students, families, schools, and communities, (vi) reduce the likelihood of future disruption by balancing accountability with an understanding of students' behavioral health needs in order to keep students in school, and (vii) increase student accountability if the incident of bullying is based on religion, race, ethnicity, or any other category that is identified in the III, Human Rights Act.

School personnel means persons employed by, on contract with, or who volunteer in a school district, including without limitation school and school district administrators, teachers, school social workers, school counselors, school psychologists, school nurses, cafeteria workers, custodians, bus drivers, school resource officers, and security guards.

Bullying Prevention and Response Plan

The Superintendent or designee shall develop and maintain a bullying prevention and response plan that advances the District's goal of providing all students with a safe learning environment free of bullying and harassment. This plan must be consistent with the requirements listed below; each numbered requirement, 1-12, corresponds with the same number in the list of required policy components in 105 ILCS 5/27-23,7(b) 1-12.

1. The District uses the definition of *bullying* as provided in this policy.
2. Bullying is contrary to State law and the policy of this District. However, nothing in the District's bullying prevention and response plan is intended to infringe upon any right to exercise free expression or the free exercise of religion or religiously based views protected under the First Amendment to the U.S. Constitution **or** under Section 3 of Article I of the Illinois Constitution.
3. Students are encouraged to immediately report bullying. A report may be made orally or in writing to the Nondiscrimination Coordinator, Building Principal, Assistant Building Principal, Dean of Students, a Complaint Manager, or any staff member with whom the student is comfortable speaking. Anyone, including staff members and parents/guardians, who has information about actual or threatened bullying is encouraged to report it to the District named officials or any staff member. The District named officials and all staff members are available for help with a bully or to make a report about bullying. Anonymous reports are also accepted; however, this shall not be construed to permit formal disciplinary action solely on the basis of an anonymous report.

Nondiscrimination Coordinator:

Jon Kelly
211 W Division, Fisher IL 61843
jon.kelly@fisherk12.org
217-897-1225

Complaint Managers:

Jake Palmer
801 S Fifth Street, Fisher 61843
jake.palmer@fisherk12.org
(217) 897-1133

Dean of Students
211 W Division, Fisher IL 61843
217-897-1225

4. Consistent with federal and State laws and rules governing student privacy rights, the Superintendent or designee shall promptly inform the parent(s)/guardian(s) of every student involved in an alleged incident of bullying and discuss, as appropriate, the availability of social work services, counseling, school psychological services, other interventions, and restorative measures.

5. The Superintendent or designee shall promptly investigate and address reports of bullying, by, among other things:

a. Making all reasonable efforts to complete the investigation within 10 school days after the date the report of a bullying incident was received and taking into consideration additional relevant information received during the course of the investigation about the reported bullying incident.

b. Involving appropriate school support personnel and other staff persons with knowledge, experience, and training on bullying prevention, as deemed appropriate, in the investigation process.

c. Notifying the Building Principal **or** school administrator or designee of the reported incident of bullying as soon as possible after the report is received.

d. Consistent with federal and State laws and rules governing student privacy rights, providing parents/guardians of the students who are parties to the investigation information about the investigation and an opportunity to meet with the Building Principal **or** school administrator or his or her designee to discuss **the** investigation, the findings of the investigation, and the actions taken to address the reported incident of bullying.

The Superintendent or designee shall investigate whether a reported incident of bullying is within the permissible scope of the District's jurisdiction and shall require that the District provide the victim with information regarding services that are available within the District and community, such as counseling, support services, and other programs.

6. The Superintendent or designee shall **use** interventions to address bullying, that may include, but are not limited to, school social work services, restorative measures, social-emotional skill building, counseling, school psychological services, and community-based services.

7. A reprisal or retaliation against any person who reports an act of bullying **is prohibited**. Any person's act of reprisal or retaliation will be subject to disciplinary action, up to and including discharge with regard to employees, or suspension and/or expulsion with regard to students.

8. A student will not be punished for reporting bullying or supplying information, even if the District's investigation concludes that no bullying occurred. However, a person who is found to have falsely accused

another of bullying, as a means of retaliation, as a means of bullying, or provided false information will be treated as either: (a) *bullying*, (b) student discipline up to and including suspension and/or expulsion, and/or (c) both (a) and (b) for purposes of determining any consequences or other appropriate remedial actions.

9. The District's bullying prevention and response plan is based on the engagement of a range of school stakeholders, including students and parents/guardians.

10. The Superintendent or designee shall post this policy on the District's website, if any, and include it in the student handbook, and, where applicable, post it where other policies, rules, and standards of conduct are currently posted. The policy must be distributed annually to parents/guardians, students, and school personnel (including new employees when hired), and must also be provided periodically throughout the school year to students and faculty,

11. Pursuant to State law and policy 2:240, Board *Policy Development*, the Board monitors this policy every two years by conducting a review and re-evaluation of this policy to make any necessary and appropriate revisions. The Superintendent or designee shall assist the Board with its re-evaluation and assessment of this policy's outcomes and effectiveness. Updates to this policy will reflect any necessary and appropriate revisions. This process shall include, without limitation:

- a. The frequency of victimization;
- b. Student, staff, and family observations of safety **at** a school;
- c. Identification of areas of a school where bullying occurs;
- d. The types of bullying utilized; and
- e. Bystander intervention or participation.

The evaluation process may use relevant data and information that the District already collects for other purposes. Acceptable documentation to satisfy the re-evaluated policy submission include one of the following:

- 1) An updated version of the policy with the amendment/modification date included in the reference portion of the policy;
- 2) If no revisions are deemed necessary, a copy of board minutes indicating that the policy was re-evaluated and no changes were deemed to be necessary; or
- 3) A signed statement from the Board President indicating that the Board re-evaluated the policy and no changes to it were necessary,

The Superintendent or designee must post the information developed as a result of the policy re-evaluation on the District's website, or if a website is not available, the information must be provided to school administrators, Board members, school personnel, parents/guardians, and students. Reviews and re-evaluations in years they are due must be submitted to ISBE by September 30.

12. The Superintendent or designee shall fully implement the Board policies, including without limitation, the following:

a. 2:260, *Uniform Grievance Procedure*. A student may use this policy to complain about bullying.

b. 2:265, *Title IX Sexual Harassment Grievance Procedure*. Any person may use this policy to complain about sexual harassment in violation of Title IX of the Education Amendments of 1972.

c. 6:60, *Curriculum Content*. Bullying prevention and character instruction is provided in all grades in accordance with State law.

d. 6:65, *Student Social and Emotional Development*. Student social and emotional development is incorporated into the District's educational program as required by State law.

e.

6:235, *Access to Electronic Networks*. This policy states that the use of the District's electronic networks is limited to: (1) support of education and/or research, or (2) a legitimate business use.

f. 7:20, *Harassment of Students Prohibited*. This policy prohibits any person from harassing, intimidating, or bullying a student based on an identified actual or perceived characteristic (the list of characteristics in 7:20 is the same as the list in this policy).

g. 7:185, *Teen Dating Violence Prohibited*. This policy prohibits teen dating violence on school property, at school sponsored activities, and in vehicles used for school-provided transportation.

h. 7:190, *Student Behavior*. This policy prohibits, and provides consequences for, hazing, bullying, or other aggressive behaviors, or urging other students to engage in such conduct.

i. 7:310, *Restrictions on Publications; Elementary Schools*, and 7:315, *Restrictions on Publications; High Schools*. These policies prohibit students from and provide consequences for: (1) accessing and/or distributing at school any written, printed, or electronic material, including material from the Internet, that will cause substantial disruption of the proper and orderly operation and discipline of the school or school activities, and (2) creating and/or distributing written, printed, or electronic material, including photographic material and blogs, that causes substantial disruption to school operations or interferes with the rights of other students or staff members.

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LEGAL REF.: CROSS REF.: 105 ILCS 5/10-20.14, 5/10-22.6(b-20), 5/24-24, and 5/27-23.7. 405 ILCS 49/, Children's Mental Health Act.

775 ILCS 5/1-103, Ill. Human Rights Act. 23 Ill.Admin.Code §§1.240, 1.280, and 1.295.

2:240 (Board Policy Development), 2:260 (Uniform Grievance Procedure), 2:265 (Title IX Sexual Harassment Grievance Procedure), 4:170 (Safety), 5:230 (Maintaining Student Discipline), 6:60 (Curriculum Content), 6:65 (Student Social and Emotional Development), 6:235 (Access to Electronic Networks), 7:20 (Harassment of Students Prohibited), 7:185 (Teen Dating Violence Prohibited), 7:190 (Student Behavior), 7:220 (Bus Conduct), 7:230 (Misconduct by Students with Disabilities), 7:240 (Conduct Code for Participants in Extracurricular Activities), 7:285 (Anaphylaxis Prevention, Response, and Management Program), 7:310 (Restrictions on Publications; Elementary Schools), 7:315 (Restrictions on Publications; High Schools)

ADOPTED:
March 12, 2009

AMENDED:
October 17, 2011
April 21, 2014
November 17, 2014
February 18, 2020
September 21, 2020
February 20, 2023

Fisher Community Unit School District No.#1

Calendar of Events 2023 – 2024

Aug 16	Wednesday	Teachers' Institute
Aug 17	Thursday	Student's First Day - 2:05 Dismissal
Aug 23	Wednesday	2:05 Dismissal, Curriculum Development
Sept 1	Friday	11:30 School Improvement
Sept 4	Monday	No School, Labor Day
Sept 6	Wednesday	2:05 Dismissal, Curriculum Development
Sept 20	Wednesday	2:05 Dismissal Curriculum Development
Oct 4	Wednesday	2:05 Dismissal, Curriculum Development
Oct 6	Friday	11:30 School Improvement
Oct 9	Monday	No School, Columbus Day
Oct 18	Wednesday	2:05 Dismissal, Curriculum Development
Oct 18-19	Wed-Thursday	P/T Conferences 3:45-5:00, 6:00 – 7:30
Oct. 20	Friday	No School
Nov 8	Wednesday	2:05 Dismissal, Curriculum Development
Nov. 21	Tuesday	2:05 Dismissal
Nov 22-24	Wed-Fri	No School, Thanksgiving Break
Dec 6	Wednesday	2:05 Dismissal, Curriculum Development
Dec 20	Wednesday	2:05 Dismissal, End of 1 st Semester
Dec 21-Jan 2		No School, Christmas Break
Jan 3	Wednesday	No School, Teachers Institute
Jan 4	Thursday	School Resumes
Jan 15	Monday	No School, Martin Luther King Day
Jan 17	Wednesday	2:05 Dismissal, Curriculum Development
Feb 7	Wednesday	2:05 Dismissal, Curriculum Development
Feb 12	Monday	No School, Lincoln Birthday
Feb 16	Friday	No School, Teachers Institute
Feb 21	Wednesday	2:05 Dismissal, Curriculum Development
Feb 21-22	Wed –Thursday	P/T Conferences 3:45-5:00; 6:00 – 7:30
Feb 23	Friday	No School
Mar 6	Wednesday	2:05 Dismissal, Curriculum Development
Mar 11-15		No School, Spring Break
Mar 18	Monday	School Resumes
Mar 20	Wednesday	2:05 Dismissal, Curriculum Development
Mar 29	Friday	No School, Good Friday
Apr 3	Wednesday	2:05 Dismissal, Curriculum Development
Apr 12	Friday	11:30 Dismissal, School Improvement
Apr 17	Wednesday	2:05 Dismissal, Curriculum Development
May 1	Wednesday	2:05 Dismissal, Curriculum Development
May 15	Wednesday	2:05 Dismissal, Curriculum Development
May 27	Monday	No School, Memorial Day
May 31	Friday	Last Day of School for Students *
June 4	Monday	Teachers' Institute*

- If all emergency days are used.

Disclaimer: This handbook is not intended to create a contractual relationship with the student; rather, it is intended to describe the school, its current practices, procedures, rules, and regulations (or code of conduct) which may be subject to change based upon Administrative or Board of Education action.

FISHER HIGH SCHOOL DANCE POLICIES

GENERAL/ADMITTANCE

1. All school rules will be enforced at dances (ex. no tobacco). Any student who engages in fighting, harassment, or other disruptive behavior shall be dealt with accordingly by the Administrator on duty. Ticket price will not be refunded if a student is asked to leave the dance for any reason.
2. Fisher High School students who are eligible to attend dances may only bring one guest to each dance. All Fisher High School students may attend Homecoming and bring one guest. Only Juniors and Seniors and one guest are allowed to attend Prom.
3. Dance guests that are not a student of Fisher High School must have a guest student form filled out and signed by their own school administrator. If home schooled, their parent must sign. If out of high school, they must still fill out a form ahead of the dance. All guests must present a picture I.D. card. *Guest forms must be turned in to the dance sponsor one week ahead of the dance, or they will not be permitted to enter.* Qualified Fisher High School students may only bring one guest to the dance (only Juniors and Seniors may attend Prom, unless they are a guest of a Junior or Senior).
4. Students must remain in the building at all times. If a student leaves, unless with permission from the Administrator on duty, that student will not be allowed back into the dance.
5. All students and guests must leave the location of the dance within 20 minutes of it concluding. No loitering in the parking lots or grounds.
6. Junior high students are not allowed at high school dances.
7. Persons over the age of 20 are not allowed at high school dances.
8. All high school dances must have 1 chaperone for every 10 students expected to attend. Faculty members and parents of current students shall serve as chaperones. Dance supervisors should meet with all chaperones at the beginning of the dance to review dance policies.

DRESS CODE

9. Dress code for HIGH SCHOOL Dances shall be as follows;
Females
 - Strapless/spaghetti straps are allowed
 - Dress/skirt must be at least mid-thigh in length
 - Slits no higher than mid-thigh
 - Backless to waist is permitted-not below the waist
 - o No sheer/see-through clothing or no see-through sides or bare sides
 - o No excessively low cut dresses or tops
 - No bare midriffsMales
 - Shirts must have sleeves
 - Shirts must remain on at all times

DANCING

10. Sexually suggestive dancing or touching will not be tolerated. Student(s) in violation of this rule will be warned the first time, if it happens again, the student(s) will be asked to leave.
 - No straddling legs
 - No bending over
 - No grinding (two or more dancers rub or bump their bodies against each other)
 - No inappropriate touching
11. Parents will be contacted if a student is asked to leave. The student may not be allowed to attend the next dance if the student is defiant when asked to leave.
12. If inappropriate dancing continues to be a problem, the lights will be turned on and/or the music changed as a collective warning to everyone.

Daily Schedules

Regular Schedule			
Hour			Time in class
1	8:15	8:59	:44
2	9:02	9:47	:45
3	9:50	10:34	:44
4	10:37	11:21	:44
5A	11:24	12:08	:44
JH Lunch	11:21	11:51	:30
5B	11:54	12:38	:44
HS lunch	12:08	12:38	:30
6	12:41	1:25	:44
7	1:28	2:12	:44
8 (LAB)	2:15	3:00	:45

2:00 Dismissal Schedule			
Hour			Time in class
1	8:15	8:57	:42
2	9:00	9:43	:43
3	9:46	10:29	:43
4	10:32	11:15	:43
5A	11:18	12:01	:43
JH Lunch	11:15	11:45	:30
5B	11:48	12:31	:43
HS Lunch	12:01	12:31	:30
6	12:34	1:14	:40
7	1:17	2:00	:43
No Learning Lab			

11:30 Dismissal Schedule			
Hour			Time in class
1	8:15	8:40	:25
2	8:43	9:08	:25
3	9:11	9:36	:25
4	9:39	10:04	:25
5	10:07	10:32	:25
6	10:35	11:00	:25
7	11:03	11:30	:27

Late-Start Schedule			
Hour			Time in class
1	10:15	10:48	:33
2	10:51	11:24	:33
JH lunch/HS 3	11:27	12:00	:33
JH 3/HS 4	12:03	12:36	:33
JH 4/HS lunch	12:39	1:12	:33
5	1:15	1:48	:33
6	1:51	2:24	:33
7	2:27	3:00	:33

Late-Start/Early Dismissal Schedule			
Hour			Time in class
1	10:15	10:40	:25
2	10:43	11:08	:25
JH lunch/HS 3	11:11	11:38	:27
JH 3/HS 4	11:41	12:06	:25
JH 4/HS lunch	12:09	12:36	:27
5	12:39	1:04	:25
6	1:07	1:32	:25
7	1:35	2:00	:25