

Fremont LEARNING Center

AM	Handbook	PM
SESSION		SESSION
7:50–10:40	2011-2012	11:50–2:40

130 East 9th Street
Fremont, NE 68025

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This agenda belongs to:

NAME _____

ADDRESS _____

CITY/TOWN _____ ZIP CODE _____

PHONE _____

STUDENT NO. _____



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**FREMONT PUBLIC SCHOOLS
LEARNING CENTER CALENDAR
2011-2012**

August 2011

S	M	T	W	T	F	S
	1	2	3	4	5	6
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September 2011

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October 2011

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November 2011

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January 2012

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February 2012

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March 2012

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April 2012

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May 2012

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June 2012

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July 2012

S	M	T	W	T	F	S
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

- « New Teacher Mentoring Day
- New Teacher Cadre for Success
- ≡ New Teacher Inservice/Work Day
- Inservice Days - No Students
- Work Days - No Students
- Holiday/Vacation Days - Non-Contract Days
- ^ 2:00-3:00 & 6:00-7:00 p.m.
Orientation: Students/Parents
- : 8:00-10:40 - Registration - R.M. Students
12:00-2:40 - Registration - P.M. Students
- + Learning Center Parent-Teacher Conferences
11/10 & 2/9: 3:00-7:00 p.m.;
11/11 & 2/10: 7:40-11:05 a.m. (No AM Class)
- > Comp Time for Teachers for Parent-Teacher
Conferences on 11/10 & 2/9

- / No AM Class-Student Staffing
- \ No PM Class-Student Staffing
- Credit Checks
- # 1:30 p.m. Dismissal for Students/Staff
- * 10:40 a.m. Dismissal for Students; No PM Class

Graduation-May 10 (time TBA)

Calendar adopted by Board of Education on 2/14/11

End of 1st Quarter-10/19	=	42.0 days
End of 2nd Quarter-1/6	=	44.0 days
End of 3rd Quarter-3/15	=	44.0 days
End of 4th Quarter-5/17	=	41.5 days
Total Student Days	=	171.5 days
Total Teacher Days	=	185.0 days
Total New Teacher Days	=	189.0 days

LEARNING CENTER MISSION STATEMENT

The Fremont Learning Center will ensure educational achievement for non-traditional students, enabling them to become self-reliant, problem-solving citizens who are proponents of lifelong learning. This will be accomplished by providing a caring, competent staff; a relevant, individualized curriculum; and a structured, predictable environment.

INTRODUCTION

This handbook contains information needed to be successful at the Fremont Learning Center. Read this guide carefully and share it with parents or guardians. It can be very helpful, so keep it handy for quick reference during the school year.

WELCOME

Welcome to the Fremont Learning Center. Academic, Attendance, Citizenship, and Vocational Goals will be identified to help make this year rewarding and successful. There are many opportunities to be successful at the Learning Center, and we are here to help with the achievement of personal goals.

FREMONT LEARNING CENTER STAFF

Lea Adler
Head Teacher,
Math

Shannon Furstenau
Science

Marlene Bottger
Office Associate



Erich Barthel
Social Studies

Mike Raasch
English

Anne Hajek
Instructional Aide

Mary Granger
Vocational Coordinator
402-727-3091

Learning Center Phone Numbers

402-727-3180 Office Phone

402-727-3005 Second Line

402-727-3085 FAX

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PROGRAM OVERVIEW

TEAM LEADERS

Students are assigned to a team led by a staff member. Each week students meet as a team and check progress. This staff person will be the main contact person for any questions or concerns about school.

GOAL SETTING

Students will set goals with the team leader and parents.

Academic – Earn Your Personal Credit Goal or more each week!

Attendance – Limit absences and tardies!

Citizenship – Be a productive and contributing student!

Vocational – Keep your job and work the required hours!

BOARD OF EDUCATION ATTENDANCE POLICY

The Board of Education recognizes regular school attendance is necessary for academic achievement and required by the State of Nebraska. A student should be in attendance each day school is in session, unless otherwise excused by school authorities. According to Nebraska State Statute, a child is of mandatory attendance age if the child has not yet reached eighteen years of age. This does not apply in the case of a child who has reached the age of sixteen and the parent or guardian signs a notarized attendance affidavit, provided by the school, discontinuing the enrollment of the child. According to Nebraska State Statute, any student who misses more than **5 days** in a **quarter** shall be considered excessively absent.

LEARNING CENTER ATTENDANCE POLICY

Taking Attendance – The bell rings at 7:50 AM and 11:50 AM for students to enter the school building. When the bell rings students will proceed to the Hub and sit in the appropriate team section. Students entering after 8:00 AM or 12:00 PM must sign-in and will be considered tardy or absent based on the amount of time missed.

A student may accumulate up to 5 absences per quarter. Three tardies equal one absence. A tardy becomes an absence when more than 30 minutes of class time has been missed. The student needs parental permission to miss that day.

The terms “excused” and “not excused” are not used. Five absences per quarter are an adequate amount of time to cover most student and family needs. Trying to decide what are “excused” and “unexcused” is not the responsibility of the school. Like a job, a student is allowed so many days for sickness, personal needs, family problems, professional appointments, funerals and other unforeseen circumstances. All absences regardless of their reason will count as one of the five allotted. These are not approved days to sleep in, be tardy, or skip classes.

A major event (hospitalization, family death, etc.) which causes more than one absence, may be considered an event and counted as one absence if a parent makes the arrangements with the school and the student returns to school in a reasonable time. The only absences not counted are those administratively administered. These include out-of-school suspensions, and the student being asked to leave for the day.

A student exceeding 5 absences is eligible for Attendance Recovery:

A. One **documented** absence per quarter may be recovered.

B. To be **documented**, the following must previously be on file:

Illness-“official” note from the doctor

Court Appearances- court verification in writing

Death in a Family- verification from the funeral director.

C. All documentation must be unaltered.

D. Recovery must take place **within 5 school days** with no additional absences/tardies until then.

E. Student must attend both AM and PM session on that day.

F. Lunch is open from 10:40 to 12:00.

G. The student defaults and option cancels if student is absent, tardy or leaves early for either session that day.

This is recorded as an additional absence or tardy.

H. Once an absence is recovered, the student must have perfect attendance for the remainder of the quarter.

Educational Program for a student exceeding the attendance policy: Home based “Core Studies” Curriculum will be provided. All pay stubs and record of volunteering should be kept for future credit.

Any student may return to school at the beginning of any quarter.

The District cannot be responsible for the education of the student who fails to maintain regular attendance habits.

WORK EXPERIENCE

A student 16 years and older is required to work at a site that provides an hourly wage and a pay stub that shows federal/state withholding and FICA. An average of fifteen hours per week (.60) completes a class in one quarter and is the maximum credit that will be posted on weekly progress reports.

A student must have a valid Work Experience contract on file before credit will be awarded. A student is responsible for providing current pay stubs. A student unable to verify employment will attend classes as soon as s/he supplies verification.

A two-week grace period to find a job and meet Work Experience requirements will be given to a student who turns sixteen or enrolls at the Learning Center before becoming employed. A new student will receive credit for pay stubs dated after orientation.

A student unemployed after the grace period will be provided home-based "Core Studies" curriculum and will be expected to attend classes as soon as s/he has a work contract.

SUMMER WORK EXPERIENCE

Summer Work Experience is available to Learning Center students who qualify and are actively attending as required until the end of the year. Summer work pay stubs will be held by the student and must be turned in the first week school begins. A maximum of 10.00 credits (2 classes) can be earned during the summer.

CORE STUDIES

Students not following the employment policy will have the option to earn credits in the Core Studies curriculum. This will be arranged through your team leader. Students will be enrolled in one Core Studies class at a time. Upon completion of the class work elective credit will be awarded.

COURSE LOAD

Students are registered in three academic classes. In addition, LifeSkills credit is earned by completing self-enrichment weekly assignments and activities. Work Experience credit is earned by submitting pay stubs. Although not required to work, a student under sixteen may earn LifeSkills credit with a contract and pay stubs that meet Work Experience requirements.

PERSONAL CREDIT GOAL

Your Personal Credit Goal is the weekly credit needed to graduate with your class. Each student's goal will vary but cannot fall below 2.00 credits each week. This goal will be recorded on your progress report and updated quarterly.

HOMEWORK

Homework is necessary to maintain minimum progress and enable success at the Learning Center. The self-paced design of the Learning Center's curriculum means that, until graduation, there will ALWAYS be homework. The weekly progress report will indicate whether an adjustment in the amount of time for homework is needed.

OVERTIME

An Overtime Session is scheduled each day Monday through Thursday from 10:40 to 11:10 for AM students and 2:40 to 3:10 for PM students. It is designed for students who work below their personal credit goal.

IMPORTANT: Students who earn below their personal credit goal continue to delay the graduation date established upon enrollment. Making up for lost time is possible only when students work at or above their personal credit goal. The alternative learning environment is not designed as an alternative to being productive. Attend school daily, use time wisely, complete homework, and work toward the goal of a diploma.

BREAK TIME/FOOD

Students need to eat meals **before/after** coming to school. Students are allowed to purchase snacks and pop during the posted break times. Eating snacks and drinking pop during class while working on assignments is a privilege. Food and pop must be kept away from the computers. Snacks purchased at school are acceptable; sunflower seeds are considered an inappropriate snack food.

CLASSROOM POLICIES

Quality Work

- ✓ All work must be "C = 78%" quality or better.
- ✓ Instructors expect students to be on task in assigned subject area while in class.
- ✓ A credit check is conducted each week.
- ✓ More than two zeros in any class will result in loss of credit.
- ✓ Attendance credit can be earned by being in the classroom and on task.

Books

- ✓ Students are responsible for lost or misused books.
- ✓ No credit will be entered on transcripts until all textbooks/materials/fines are paid.

PROGRESS REPORTS

Progress reports are available for students and parents to view on a weekly basis. They include information on attendance, credits earned in each class, and progress toward student's goal. A report is mailed home at the end of each quarter.

END OF QUARTERS

The school year is divided into four quarters; each one is approximately 45 school days in length (9 weeks).

INCENTIVES

A variety of incentives designed to encourage and motivate students are offered throughout the year for individuals and teams.

STUDENT DRESS & APPEARANCE

All students are expected to dress neatly and be appropriately groomed.

1. Dress that is distracting, extreme in nature, and likely to cause disruption of the normal school operation is not acceptable.
2. Bras, bare shoulders, or cleavage are not to be exposed. Bare midriffs, bare backs, or underwear are not to be exposed.

3. Examples of clothing not to be worn to school include beachwear, muscle shirts, “spaghetti strap” tops, tank tops, shirts with low necklines, cutoffs, torn clothing, head wear of any type, sunglasses, non-prescription glasses, clothing exposing the midsection when standing or sitting, and shorts, dresses or skirts that are shorter than your fingertips when your arms are fully extended downward at your sides or, when seated, tend to ride up in a manner as to expose your underwear.
4. Clothing will not be worn to school that contains pictures or messages that are vulgar, violent, or sexually suggestive; contain racist graphics or statements; promote drugs, alcohol, or deviant behavior; are demeaning to other individuals or groups of individuals; or are related to gangs and/or gang behavior.
5. Sagging—the wearing of pants extremely low exposing the waistband of underclothing—is not allowed.
6. Students need to keep their shoes on at all times.
7. While school policy does not expressly prohibit unnatural coloring of hair and extreme hairstyles, the administration reserves the right to take appropriate action when a student’s hair color or style is obviously creating a disruption to the educational environment.
8. The Board of Education has determined that students, employees, and others associated with the school may wear body piercing jewelry at school, or at school functions, so long as it does not become a distraction to students, their learning, or become disruptive to the educational process or learning environment. If wearing this type of jewelry does become a distraction or disruption, the student will be required to remove the jewelry and refusal to do so could involve consequences. Please refer to Board Policy 53C.2a for further information regarding Body Piercing, Jewelry, and Tattoos.

If you are dressed inappropriately, you will be asked to correct the issue. If it requires that you leave school to do so a parent/guardian must be notified. Repeat violations may result in consequences.

GANGS

Possession, use, distribution, display or sale of anything that suggests, implies, or is associated with gangs or gang activity will not be tolerated. This includes soliciting others for membership in any gangs, symbols, gestures, tattoos, graffiti or clothing suggestive of gangs as identified by the Fremont Public Schools.

ELECTRONIC DEVICES

“Electronic devices” include, but are not limited to, cell phones, Mp3 players, iPods, personal digital assistants (PDAs), compact disc players, portable game consoles, cameras, digital scanners, lap top computers, and other electronic or battery powered instruments which transmit voice, text, or data from one person to another. If they are visible or powered-on during school hours, electronic devices will be held until the end of the day. Repeat violations may result in consequences. School will not be responsible for the loss, damage or theft of any electronic devices brought to school. See full Board Policy 52B.1d located in this handbook, Addendum C.

ENROLLMENT AT FHS

Enrollment at Fremont High School (at semester and quarter) will be initiated through the Learning Center team leader and involve a meeting with the student, parent, team leader, and senior high representatives to discuss what is in the best interests of the student.

VISITORS

A visitor must buzz the office and state their business before entering the school. If a visitor enters without announcement, he/she maybe asked to leave and may be considered trespassing should there be a refusal. Former students or those enrolled at the Middle School or High School may not loiter in the school building or on the school grounds. Students attending the Learning Center are not allowed on other school property without prior approval—this includes parking lots. Visitors are required to check into the office and receive a Visitor Identification Badge upon arrival.

PARKING (CARS & MOTORCYCLES)

Automobiles and motorcycles are to be parked properly in designated areas. Reckless driving cannot be tolerated. In order to achieve maximum protection for private cars, vehicles should be kept locked and should not be occupied unless the owner is present.

TOBACCO

The use and/or possession of tobacco (smoking or chewing) is not permitted on school property or in the City Park. This includes sidewalk areas and vehicles parked on school property (Refer to Board Policy 52B).

WITHDRAWAL FROM SCHOOL

A student who desires to withdraw from school, should have a parent/guardian telephone the office and/or present a written note stating the time and reason for withdrawal. Students between the ages of 16 and 18 must have a notarized attendance affidavit signed by a legal guardian. After talking to the team leader, the student will receive a withdrawal form, which they are to present to each staff member along with his/her books. Any fees owed the school, must be paid before transcripts are sent to any other agency or school.

DAILY SCHEDULE

The Fremont Learning Center has two sessions. The AM session begins at 8:00 and ends at 10:40. The PM session begins at 12:00 and ends at 2:40. Each session has three blocks of class time. Students attend one session and enrollment is based on space availability. Learning Center students are to enter and leave the building using the West doors. The doors are unlocked from 7:50 to 8:30 AM and again from 11:50 to 12:30 PM.

AM Session



Entry Bell	7:50
Announcements & Attendance in the Hub	8:00 – 8:09..... 9 min.
Block 1	8:09 – 8:56..... 47 min.
Break	8:56 – 9:01..... 5 min.
Block 2	9:01 – 9:48..... 47 min.
Break	9:48 – 9:53..... 5 min.
Block 3	9:53 – 10:40..... 47 min.
AM Overtime (M-Th)	10:40 – 11:10..... 30 min.

Planning Time	10:40 – 11:30..... 50 min.
Staff Lunch	30 min.

PM Session



Entry Bell	11:50
Announcements & Attendance in the Hub	12:00 – 12:09..... 9 min.
Block 1	12:09 – 12:56..... 47 min.
Break	12:56 – 1:01..... 5 min.
Block 2	1:01 – 1:48..... 47 min.
Break	1:48 – 1:53..... 5 min.
Block 3	1:53 – 2:40..... 47 min.
PM Overtime (M-Th)	2:40 – 3:10..... 30 min.

Staff Meeting	2:45 – 3:15..... 30 min.
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BUILDING HOURS

Fremont Public Schools cannot and does not provide supervision by staff for morning students before 7:50A.M. or after 11:10A.M. Fremont Public Schools cannot and does not provide supervision by staff for afternoon students before 11:50A.M. or after 3:15P.M.

EMERGENCY SCHOOL CLOSING

The decision to close school due to severe weather is made prior to 6:00 a.m. Unless an announcement is made over local radio and television stations that schools are closed, school will be open. If parents feel that severe weather conditions threaten a student's safety and schools remain open, parents may keep students at home. The absence of a student in inclement weather is considered the same as any other absence. If a late start is announced, the Learning Center AM Session classes will be canceled. If an early dismissal is announced, PM Session classes will be canceled.

EVACUATION PROCEDURES

Evacuation will follow an established pattern. In the event of an evacuation, walk quietly & rapidly following the instructor's directions. Evacuation maps will be posted.

MEDICAL NEEDS

In case of injury or illness requiring a physician's care, notify a staff member. If necessary, the school nurse will be called to evaluate the situation. A parent or guardian will be called as needed. Health screenings will be given annually by the school nurse. Doctor or dental appointments should not be scheduled during school unless it is an emergency.

LEARNING CENTER BELIEFS, GUIDELINES AND PRINCIPLES

“Teaching and learning of the intended curriculum for all students” is the first priority of the Learning Center. To accomplish this priority, the Learning Center provides an environment that is safe, orderly, allows for productive classrooms, and reinforces personal productivity. To provide this environment, the Learning Center has chosen to adopt the Love and Logic core beliefs, guidelines, and principles.

LOVE AND LOGIC CORE BELIEFS

1. Every attempt will be made to maintain the dignity and self-respect of both the student and the teacher.
2. Students will be guided and expected to solve their problems, or the ones they create, without creating problems for anyone else.
3. Students will be given opportunities to make decisions and live with the consequences, be they good or bad.
4. Misbehavior will be handled with natural or logical consequences instead of punishment, whenever possible.
5. Misbehavior will be viewed as an opportunity for individual problem solving and preparation for the real world as opposed to a personal attack on school or staff.
6. Students will be encouraged to request a “due process” hearing whenever consequences appear to be unfair.
7. School problems will be handled by school personnel. Criminal activity will be referred to the proper authorities.

GUIDELINES FOR STUDENT BEHAVIOR

1. You may engage in any behavior which does not create a problem for you or anyone else.
2. If you find yourself with a problem, you may solve it by any means which does not cause a problem for anyone else.
3. You may engage in any behavior that does not jeopardize the safety or learning of yourself or others. Unkind words and actions will not be tolerated.

WE WILL OPERATE WITH THE FOLLOWING PRINCIPLES AS OUR GUIDE

1. We will react without anger or haste to problem situations.
2. We will provide consequences that are not punitive but that allow the student to experience the results of a poor choice, enabling him or her to make better choices in the future.
3. We will proceed in all situations with the best interest of the student foremost in our minds – academic, social and emotional well-being will be fostered.
4. We will guide students toward personal responsibility and the decision-making skills they will need to function in the real world.
5. We will arrange consequences for problem situations in such a way that the child will not be humiliated or demeaned.
6. Equal is not always fair. Consequences will be designed to fit the problems of individual students, and they may be different even when problems appear to be the same.
7. We will make every effort to ensure that, in each situation, the students involved understand why they are involved in consequences.
8. If we at any time act or react in a way that a child truly feels is unjust, that student need only say to me, “I’m not sure that’s fair.” We will arrange a private conference during which the student can express to us why he or she feels our actions were not fair. This may or may not change our course of action. We are always open to calm, rational discussion of any matter.

FREMONT LEARNING CENTER



COURSE REGISTRATION GUIDE

Revised 4-2010

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**Many of life's failures are people who did not realize
how close they were to success when they gave up.**

Thomas Edison


INTRODUCTION

This class offering guide provides information about each class offered at the Fremont Learning Center. Use the class summaries to develop an educational and vocational plan that is based on interests and future needs and also meets graduation requirements. The classes completed, the grades earned, and information about attendance, will become part of an official transcript. It is important to become familiar with the class selections, and graduation requirements.

We all need personally chosen worthwhile goals.

GRADUATION REQUIREMENTS

The total number of credit hours required for graduation is **250** (50 classes) in grades 9-12. 1 class = 5 credits.

<u>ENGLISH:</u>	10 credits English 9A & 9B 10 credits English 10A & 10B 5 credits Communications 10 10 credits American Literature 11A & 11B 5 credits elective English (starting with 2015 class)	
<u>SOCIAL STUDIES:</u>	5 credits American Government 10 credits U.S. History 15 credits elective Social Science (from 10 to 15 starting with 2015 class)	
<u>MATHEMATICS:</u>	30 credits (in sequence depending on math placement at grade 9) and: 1) Demonstrate proficiency in the Concepts in math course or on the Concepts in Math Standards Test OR 2) Demonstrate proficiency in two courses from Geometry or Algebra II and earn full credit in both courses. If the students in the Course Performance Option have not demonstrated proficiency, they will be given the Concepts I math Standards test by the end of their junior year.	
<u>SCIENCE:</u>	10 credits Biology 20 credits elective Science	
<u>HEALTH/PHYS.ED.:</u>	15 Health/Phys.Ed. (or combination)	
<u>WORLD LANGUAGE/ VOCATIONAL CREDIT:</u>	20 credits World Language and/or Business, Family and Consumer Sciences or Industrial Technology	
<u>WORK EXPERIENCE:</u>	10 credits through employment (Learning Center Requirement; can be substituted for Vocational Ed credit)	
<u>FINE ARTS:</u>	10 credits Music, Art and/or Drama (Elective may be substituted)	
<u>ELECTIVES:</u>	85 credits	
<u>FUTURE PLAN:</u>	Each Student will prepare a Future Plan	

DISTRICT TESTING

The following tests are administered:

- Writing Assessment (8th & 11th graders)
- Reading Assessment (8th & 11th graders)
- Mathematics Assessment (8th & 11th graders)
- Science Assessment (8th & 11th graders)
- PLAN Test (10th graders)
- ITBS (Iowa Test of Basic Skills) (8th graders)

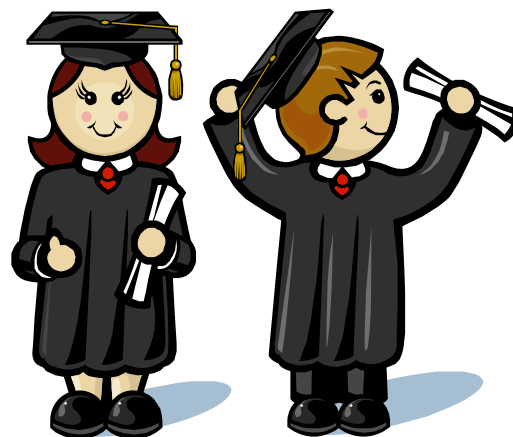
GRADE CLASSIFICATION

Sophomore	=	65 credits
Junior	=	130 credits
Senior	=	195 credits

GRADES

All work must be 78% (C-) or better. The following is the grading system:

A+	98-100%
A	95-97%
A-	93-94%
B+	91-92%
B	88-90%
B-	86-87%
C+	84-85%
C	80-83%
C-	78-79%



Note: Pass/Fail is used for LifeSkills, Work Experience, and Core Studies.

LIST OF CLASSES

<u>CLASS</u>	<u>GRADE</u>	<u>PAGE</u>
<u>VOCATIONAL</u>		
Work Experience	9-12	15
LifeSkills	8-12	15
Core Studies	9-12	15
<u>ENGLISH</u>		
American Literature (11A & 11B)	11	15-16
British Literature (A & B).....	11-12	16
Communications 10.....	10	15
Creative Writing	9-12	16
English 8 (A & B)	8	15
English 9 (A & B)	9	15
English 10 (A & B)	10	15
Mythology	10-12	16
Novels.....	9-12	16
Reading	8-12	16
Short Story.....	9-12	16
<u>MATH</u>		
Algebra I	9-12	16
Algebra I F	9-12	16
Algebra I S.....	9-12	16
Algebra II	9-12	16
Algebra III/Trig.....	10-12	17
Concepts in Math.....	10-12	17
General Math.....	8-12	17
Geometry	9-12	17
Pre-Algebra	8-9	17
<u>SCIENCE</u>		
Biology.....	9-12	17
Earth Science	9-12	17
Environmental Science.....	10-12	17-18
Science 8 (A & B)	8	17
Health	8-12	17
Physical Science	9-12	17
Zoology.....	9-12	17
<u>SOCIAL STUDIES</u>		
American Government	11-12	18
Child Development	10-12	18
Civics	9-12	18
Consumer Economics	10-12	18
Modern Problems	11-12	18
Sociology	10-12	18
U.S. History 8 (A & B).....	8	18
U.S. History 10 (A & B).....	9-12	18
World Geography	10-11	18

VOCATIONAL

WORK EXPERIENCE

Grade Level: 9-12

Required

Credit: 5

COURSE DESCRIPTION: Work Experience allows students to learn through on-the-job experiences the skills and competencies needed to retain employment.

LIFESKILLS

Grade Level: 8-12

Elective

Credit: 5

COURSE DESCRIPTION: LifeSkills offers students the opportunity to earn credit while utilizing resources outside the school day and displaying transferable skills (attendance, cooperation, team building, reading, writing, etc.). An instructor will verify all volunteer work and attendance at events. All seniors need to complete a Future Plan, autobiography, resume, and ten hours of community service prior to graduation.

CORE STUDIES A & B

Grade Level: 9-12

Elective

Credit: 5

COURSE DESCRIPTION: Core Studies curriculum consists of material from English, math, science, social studies and LifeSkills. It is arranged through team leaders and is offered when a student is not attending the regular school day. Upon completion of the course, elective credit will be awarded.

ENGLISH

ENGLISH 8A & 8B

Grade Level: 8

Required

Credit: 10

COURSE DESCRIPTION: The eighth grade curriculum incorporates literature selections from the corresponding McDougal Littell text book. Specific focus is given to the "Interactive Reader" approach where students respond to a variety of questions as they read through short stories, poems, essays, biographies, and excerpts from longer literary pieces. The curriculum is individualized and supplemented grade-specific vocabulary, language arts skills, and literary terminology.

ENGLISH 9A & 9B

Grade Level: 9

Required

Credit: 10

COURSE DESCRIPTION: The ninth grade curriculum incorporates literature selections from the corresponding McDougal Littell text book. Specific focus is given to the "Interactive Reader" approach where students respond to specific questions as they read through short stories, poems, essays, biographies, and excerpts from longer literary pieces. The curriculum is individualized and supplemented with vocabulary, language arts activities, and writing worksheets. As appropriate, students will complete study sheets for selected authors, work with grade-level specific literary terms, and complete quizzes and tests as needed.

ENGLISH 10A & 10B

Grade Level: 10

Required

Credit: 10

COURSE DESCRIPTION: The tenth grade curriculum incorporates literature selections from the corresponding McDougal Littell text book. Specific focus is given to the "Interactive Reader" approach where students respond to specific questions as they read through short stories, poems, essays, biographies, and excerpts from longer literary pieces. The curriculum is individualized and supplemented with vocabulary, language arts activities, and writing worksheets. As appropriate, students will complete study sheets for selected authors, work with grade-level specific literary terms, and complete quizzes and tests as needed.

ENGLISH – COMMUNICATIONS 10

Grade Level: 10

Required

Credit: 5

COURSE DESCRIPTION: This course is designed to introduce students to the world of human communication. Students will spend time learning the elements of communication and will apply these skills as they work through the text and complete the various assignments. There are 15 required chapters.

ENGLISH - 11A & 11B

Grade Level: 11

Required

Credit: 10

COURSE DESCRIPTION: The eleventh grade curriculum incorporates literature selections from the corresponding McDougal Littell text book. Specific focus is given to the "Interactive Reader" approach where students respond to specific questions as they read through short stories, poems, essays, biographies, and excerpts from longer literary pieces. The curriculum is individualized and supplemented with vocabulary, language arts activities, and writing worksheets. As appropriate,

ALGEBRA III

Grade Level: 10-12 Elective or Required Credit: 10

COURSE DESCRIPTION: This course covers the mathematics in algebra needed to go on to a four-year college.

CONCEPTS IN MATH

Grade Level: 11-12 Required or By Placement Credit: 5 or 10

This course will teach students the skills needed to demonstrate competencies for the Fremont Math Standards Requirement for graduation. The course combines required components of both Geometry and Algebra 2 mathematical concepts.

GENERAL MATH

Grade Level: 8-12 By Placement Credit: 5

COURSE DESCRIPTION: This course covers basic, general mathematical skills.

GEOMETRY

Grade Level: 9-12 Elective or Required Credit: 10

COURSE DESCRIPTION: This course covers the mathematics in geometry and includes two-column, paragraph, and flow chart methods of proof.

PRE-ALGEBRA

Grade Level: 8 Required Credit: 10

COURSE DESCRIPTION: This course covers the basic, general mathematical skills needed for a student to successfully prepare for Algebra.

SCIENCE

BIOLOGY

Grade Level: 9-12 Required Credit: 10

COURSE DESCRIPTION: This course gives students the opportunity to learn about general topics of biology, such as cellular biology, cell division, ethics, diseases, inheritance of traits, DNA, chromosomes, evolution, and gene therapy through hands-on activities, labs, and text materials.

EARTH SCIENCE

Grade Level: 9-12 Elective Credit: 5

COURSE DESCRIPTION: This course gives students the opportunity to learn about geologic time, radioactive dating, relative and absolute dating of rock layers, the Earth's atmosphere and climate, the solar system, stars and galaxies. Students cover the material with a mix of hands-on activities, labs, and text materials.

SCIENCE 8A & 8B

Grade Level: 8 Required Credit: 5

COURSE DESCRIPTION: This course is designed as a comprehensive program in General Science. The class provides a balance of textual and investigative material with flexibility to suit individual student needs. General topics include chemistry, physics, and earth science.

HEALTH

Grade Level: 8-12 Required Credit: 5

COURSE DESCRIPTION: Accurate and up-to-date information on all the topics students need to make sound decisions about health today and in the future. It teaches the skills necessary to weigh options, to make responsible decisions, and to develop behaviors that promote healthy life styles. Students are encouraged to assess their attitudes and behavior patterns and to understand the impact their life style choices have on their own well being.

PHYSICAL SCIENCE -

Grade Level: 9-12 Elective Credit: 10

COURSE DESCRIPTION: This course is designed as a comprehensive program in Physical Science. This program provides the students with the basic principles of physics and chemistry. The class provides a balance of textual and investigative material with flexibility to suit individual student needs.

ZOOLOGY

Grade Level: 10-12 Elective Credit: 5

COURSE DESCRIPTION: This course gives students the opportunity to learn about classification, the animal kingdom, and body systems through dissections, projects, and text materials.

ENVIRONMENTAL SCIENCE

Grade Level: 10-12 Elective Credit: 5

COURSE DESCRIPTION: This course is designed to cover environmental topics students need to make sound decisions about the world around them. Topics include geochemical cycles, water and air

LEVELS OF MISBEHAVIOR

The identified levels address the areas necessary to provide a positive and productive teaching and learning environment (safe, orderly, and academically productive environment). Lists below are not all inclusive.

Level 4: Safe Environment - Behaviors that intend to cause another physical or mental harm are illegal. Behaviors that contribute to an unsafe environment will not be tolerated and will be dealt with immediately. The following are examples of behaviors that cause a school environment to be unsafe:

- Use of violence, force, coercion, threats, intimidation, display of aggression that interferes with school purposes; or to obtain money or valuables
- Steal or attempt to steal private or school property
- Cause or attempt injury toward a school employee, volunteer or student
- Possess, handle, or transport objects considered to be weapons
- Possess, sell, dispense, or attend school after using alcohol or illegal drugs
- Harass others because of race, nationality, disability, religion, appearance, sex, age, marital status, etc.
- File false emergency reports; i.e. fire alarm, bomb threats
- Display gross disrespect toward a student or adult, to include use of profanity
- Display defiance when taught, approached or redirected by an adult
- Repeated violation of rules and standards if violations interfere with school purpose
- Gambling
- Public indecency as defined in Nebraska statutes
- Other

Level 3: Orderly Environment - Behaviors that occur that are not intended to cause physical or mental harm to another individual, are not illegal, but negatively affect an orderly environment. Behavior examples are:

- Be disruptive in commons, offices, hallways, restrooms, doorways, grounds, parking lot, or at school activities
- Be out of class or building without permission
- Be in or on school property without permission
- Be excessively absent, tardy or truant from class
- Use profanity when conversing with others
- Use or possess obscene or vulgar literature/technology
- Use or possess tobacco products
- Display illegal drug/gang association verbally, with paraphernalia, clothing, jewelry, written work, or pictures
- Display inappropriate affection
- Solicit unauthorized items at school
- Violate the dress code
- Possess any object which looks like a weapon
- Create or cause unsanitary conditions (ex: spitting, spitballs, throwing food)
- Other

Level 2: Productive Environment - Behaviors that interfere with the learning of others. Behavior examples are:

- Fail to follow reasonable request of the teacher
- Talk out
- Disturb another student in any way
- Fail to remain in assigned classroom
- Use equipment improperly or electronic device during school hours
- Put down another person
- Cheat, be dishonest or plagiarize
- Other

Level 1: Productive Personal Environment - Behaviors that occur and affect only the misbehaving student. Behavior examples are:

- Come to class without books, papers, and writing tools
- Sleep in class
- Not work on intended curriculum
- Refuse to work
- Fail to earn personal credit goal
- Other

(For more information please refer to Board Policy 52B in Addendum C)

STUDENT RESTRAINT

Any student who poses a threat of injury to themselves or others may be restrained by school staff until such time that the potential for injury has subsided.

INTERVENTIONS

<u>LEAST SEVERE</u>	LEVEL 1	LEVEL 2	LEVEL 3
<ul style="list-style-type: none"> * LOOKING IN THE VICINITY OF MISBEHAVIOR * WALKING TOWARD THE AREA OF MISBEHAVIOR * VERBAL REPRIMAND * INFORMAL TALK * ASSIGNED SEATING IN CLASSROOM 			
<ul style="list-style-type: none"> * ISOLATION IN CLASSROOM * REFER TO TEAM LEADER * ISOLATED LEARNING (DURING SCHOOL) * TEAM LEADER TELEPHONE CONTACT PARENT * ISOLATED LEARNING (AFTER SCHOOL) * TEACHER-PARENT-ADVOCATE-STUDENT MEETING * BEHAVIOR/ACADEMIC CONTRACT IN BUILDING 			
<ul style="list-style-type: none"> * CHANGE SCHEDULE * DROP CLASS/LOSE CREDIT 			
<ul style="list-style-type: none"> * OUT OF SCHOOL INDEPENDENT STUDY 			
<ul style="list-style-type: none"> * BEHAVIOR CONTRACT * OUT OF SCHOOL SUSPENSION (1-5 Days) * PRE-EXPULSION PLAN * OUT OF SCHOOL SUSPENSION (Up to 19 Days) 			LEVEL 4
<ul style="list-style-type: none"> * EXPULSION FOR REMAINDER OF THE SEMESTER * EXPULSION FOR 186 DAYS 			
<u>MOST SEVERE</u>			

SELF DEFENSE

A student has the right to protect him/herself in the event of a physical altercation. Self defense is using measures such as blocking, moving away and covering up. Offensive behavior such as punching will be considered mutual consent fighting, regardless of who may have started the fight/physical altercation.

DRUG-FREE RULES AND PROCEDURES

Possessing, dispensing, selling, or attending school or school events after using alcohol or illegal drugs is a **Level 4** behavior. The consequence is an automatic **nineteen-day (19) out of school long-term suspension with the possibility of expulsion and notification of police**. The suspension may be shortened to a six (6) day suspension if the student supplies proof of drug evaluation/treatment that will be at the student's expense. A zero tolerance stance has been adopted to ensure a drug-free and productive learning environment for all students, along with protecting the welfare of the suspected student.

1. Any student suspected of possessing alcohol or illegal drugs while on school property may be searched by a school administrator.
2. Any student exhibiting drug related behavior will be questioned by team leader and a school administrator and examined by the school nurse.
3. A telephone call to parents will request they come to school to discuss/observe behavior and escort student home. If unavailable, parents may give school officials permission to escort student to parents' place of work or home. Probation/parole officers can be responsible for transportation, if applicable.
4. In a case of suspected drug/alcohol use before school, parents are encouraged to initiate a drug/alcohol test with their physician, at their cost, on that same day. Test results proving negative will reverse any administrative action.

The administration will recommend suspension or expulsion, parents will be notified by phone, and a letter of documentation will be mailed the next day.

NOTICE CONCERNING DIRECTORY INFORMATION:

The Family Educational Rights and Privacy Act and the Nebraska Public Records Law authorize school districts to make “directory information” available for review at the request of non-school individuals. These laws also give parents and guardians a voice in the decision-making process regarding the disclosure of directory information regarding their children. Directory information is information contained in an education record of a student which would not generally be considered harmful or an invasion of privacy if it were disclosed. For example, an athletic program which lists the names of team members and their heights and/or weights and an academic program which lists the names of students receiving academic awards both contain directory information. So do other school district publications and the district’s web site. Directory information includes the following information about a student:

Name	Major field of study
Address	Participation in activities and sports
Telephone	Degrees and awards received
Date and place of birth	Weight and height of members of athletic teams
Dates of attendance	Most recent previous school attended
The image or likeness of the student in pictures, videotape, film or other medium	
Certain class work intended for publication on the Internet	

By federal and state law, schools may release directory information unless a student’s parents or guardians file a written objection. You have two options:

If you DO NOT OBJECT to the disclosure of directory information about your student, you do not need to do anything.

If you OBJECT to the disclosure of any directory information about your student, you should pick up a form from the guidance office, complete, sign and return the form no later than the last Monday of September of the current school year.

Internal Use of Information. Whatever you choice you make, the school district will be able to use this directory information for internal school purposes and to share it with other education institutions in accordance with law.

Transfer of Records Upon Student Enrollment. Upon request, the school discloses education records without consent to officials of another school district in which a student seeks or intends to enroll. The school is not obligated to inform you when it makes a disclosure under this provision.

Response Date. The school may provide directory information regarding your child(ren) to non-school individuals who request it unless you pick up a form from the guidance department, sign it, and return the form by the last Monday of September of the current school year.

NOTICE OF PARENTAL RIGHTS:

The Family Education Rights and Privacy Act affords parents and guardians certain rights with respect to their students’ education records. They are:

1. The right to inspect and review the student’s education records within 45 days of the day the school receives the request for access; Parents or eligible students should submit to the school principal (or appropriate school official) a written request that identifies the record(s) they wish to inspect. The principal will make arrangements for access and notify the parent or eligible student of the time and place where records may be inspected.
2. The right to request the amendment of the student’s education records that you believe to be inaccurate. If you believe one of your students’ records is inaccurate, you should write the school principal, clearly identify the part of the record you want changed and specify why it is inaccurate. If the school decides not to amend the record as requested, it will notify you of the decision and advise you of your right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.
3. The right to consent to disclosures of personally identifiable information contained in the student’s educational records, except to the extent that FERPA authorizes disclosure without consent. One exception which permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the district as an administrator, supervisor, instructor or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the school board; a person or company with whom the District has contracted to perform a special task (such as an attorney, auditor, medical consultant or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her

professional responsibility and effectively provide the function or service for which he or she is responsible. Contractors, consultants and volunteers are permitted to have access to education records where they are performing a function or service that would otherwise be done by a school employee. Their access is limited to education records in which they have a legitimate educational interest; which means records needed to effectively provide the function or service for which they are responsible. The District forwards education records (may include academic, health and discipline records) to educational institutions that have requested the records and in which the student seeks or intends to enroll, or where the student has already enrolled so long as the disclosure is for purposes related to the student's enrollment or transfer.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the district to comply with the requirements of FERPA. The name and address of the office that administers FERPA is: Family Policy Compliance Office. U.S. Department of Education 400. Maryland Avenue, S.W. Washington, D.C. 20202-4605.

NOTICE CONCERNING DESIGNATION OF LAW ENFORCEMENT UNIT:

The District designates the Fremont Police Department as the District's "law enforcement unit" for purposes of 1. enforcing any and federal, state or local law, 2. maintaining the physical security and safety of the schools in the District, and 3. maintaining safe and drug free schools.

STUDENT RECRUITING INFORMATION/NO CHILD LEFT BEHIND ACT:

The No Child Left Behind Act of 2001 requires Fremont Public Schools to provide military recruiters and institutions of higher education access to secondary school students' names, addresses and telephone listings. Parents and secondary students have the right to request that Fremont Public Schools not provide this information to military recruiters or institutions of higher education without prior written parental consent. Fremont Public Schools will comply with any such request.

NOTICE TO PARENT ABOUT STAFF QUALIFICATIONS:

The No Child Left Behind Act of 2001 gives parents the right to get information about the professional qualifications of their child's classroom teachers. Upon request, Fremont Public Schools will give parents the following information about their child's classroom teacher: (1) Whether the teacher has met State qualifications and licensing criteria for the grade levels and subject areas in which the teacher provides instruction. (2) Whether the teacher is teaching under an emergency or provisional teaching certification. (3) The baccalaureate degree major of the teacher. You may also get information about other graduate certification or degree. We will also, upon request, tell parents whether their child is being provided services by a paraprofessional, and if so, the qualifications of the paraprofessional. The request for information should be made to an administrator in your child's building. The information will be provided to you in a timely manner. Finally, Fremont Public Schools will give timely notice to you if your child has been assigned, or has been taught for four or more consecutive weeks by, a teacher who does not meet the requirements of the Act.

PARENT INVOLVEMENT

Fremont Board Policy 12A

The Fremont Public Schools believes that parent involvement is necessary in order to develop a total learning community for students of all ages. To facilitate this process, the Board of Education directs the administration to develop, with involvement of parents, a set of regulation that meet the legal requirements of the State, and the goals of the school district. Further, the Board of Education directs the administration to implement these regulations and annually review them with the Fremont Public Schools Parent Council.

Guidelines and Regulations:

Each school site will establish and regularly meet with a group of representative parents (PTA and/or parent advisory groups) to discuss school goals, school activities, and those areas of education designed for the improved learning of students.

Each school administration will establish with the representative group of parents, a method of communication to keep parents informed of school activities and practices affecting their children as well as those activities children are involved in.

Annually, each site will conduct an assessment of its parent/community involvement program. This assessment will be the basis for setting the parent involvement goals for the next twelve (12) months. PTA's will assist in this assessment with the Elementary Principal/Director, using the National Committee for Citizens in Education survey or a similar instrument.

Annually, the school site leaders will review with parents all policies regarding parent rights, access, exclusion, and involvement with 1) testing information, 2) textbook selection, 3) curriculum materials determination, 4) course monitoring, 5) attendance at assemblies, 6) counseling sessions, 7) instructional activities, and 8) access to records policy.

Each school site leader will include parent representatives in site decision making councils and training sessions associated with these councils.

Annually, site leaders review general site budgets and general site personnel selection results used by sites in the operation of the schools.

Each site will work with parents in assorted volunteer programs to assist with partnerships, field trips, classroom and other instructional activities, and instructional related activities.

During the development of the annual School Calendar, at least two parent representatives will be invited by the Superintendent or designee to serve on the Calendar Committee. These individuals will serve to provide parent input to the Committee.

Each site may have a volunteer parent serve as a Parent Involvement Coordinator for the site. Each site council would develop a duty list and schedule for the individual. This person would work with various activities and partnerships that pertain to site and parents working together.

Author: R. Nolin

Adopted: August, 1995

Legal Review: Spring, 1995

Reviewed: July 13, 1998

COMPLAINTS BY THE PUBLIC

Fremont Board Policy 15E

Constructive criticism of the school or its employees including federal programs is welcome when it is motivated by a sincere desire to improve the quality of the educational program to equip the schools more effectively for the tasks they are designed to perform. Owing to the public nature of the teaching profession, school personnel are not exempt from criticism. The Board of Education places trust in its employees and desires to support their actions as far as it is possible so that they are free from unnecessary or negative criticism and complaints.

Complaints and communications shall be initiated in the following manner:

1. If a parent has a complaint, the parent should first discuss the matter with the teacher, trying to eliminate the dissatisfaction at the first level in an effort to solve the problem informally.
2. If the problem is not resolved at this level, an appeal may be extended to the Principal. This should be a discussion of the dissatisfaction, and might well include the teacher in a three-way conference.
3. If the initiating party is not satisfied with the response of the conference at the Principal level, it can be carried on to the Superintendent. The Superintendent may require that the problem be detailed in a written statement.
4. The next level is appeal to the Board of Education. The appeal must be in writing and should be submitted to the President of the Board. No anonymous correspondence may be considered officially by the Board of Education.
5. The Superintendent or his designee is assigned the responsibility of developing procedures to insure that all complainants will receive procedural due process.
6. It shall be understood by all parties involved in the complaint procedure that no reprisals of any kind, implied or intended, shall be brought against the person or persons involved in the resolving of the complaint.

Adopted: November, 1987

Revised: July 13, 1998

Revised: August 20, 2001

STUDENT INTERNET ACCESS

Fremont Board Policy 39J.3B

66F.2e

Students are expected to use computers and the Internet as an educational resource. The Fremont Public School Board has adopted the following procedures and guidelines to ensure appropriate use of the Internet at Fremont Public Schools.

I. Student Expectations in Use of the Internet

A. Acceptable Use

1. Students may use the Internet to conduct research assigned by teachers.
2. Students may use the Internet to conduct research for classroom projects.
3. Students may use the Internet to access information about current events.
4. Students may use the Internet to conduct research for school-related activities.
5. Students may use the Internet for any other appropriate educational purpose.

B. Unacceptable Use

1. Students shall not use school computers to access material that is obscene, pornographic, "harmful to minors," or otherwise inappropriate for educational uses.
2. Students shall not engage in any illegal activities on school computers, including the downloading and copying of copyrighted material.

3. Students shall not use electronic mail, chat rooms, instant messaging, and other forms of direct electronic communications such as, but not limited to Hotmail, AIM, MSN Instant Messaging and ICQ on school computers.
4. Students shall not use school computers to participate in on-line auctions, on-line gaming or mp3 sharing systems such as, but not limited to Napster, Aimster, Freenet and Ebay on school computers.
5. Students shall not disclose personal information, such as their names, school, addresses, and telephone numbers outside of the school network.
6. Students shall not use school computers for commercial advertising or political advocacy of any kind without the express written permission of the Superintendent or his/her designee.
7. Students shall not publish web pages that represent Fremont Public Schools or the work of students at Fremont Public Schools without the express written permission of the Superintendent or his/her designee.
8. Students shall not erase, rename or make unusable anyone else's computer files, programs or disks.
9. Students shall not use, or try to discover, another user's password and shall not share their passwords with fellow students, school volunteers or any other individuals.
10. Students shall not copy, change or transfer any software or documentation provided by the school district, teachers or another student without permission from the system administrator.
11. Students shall not write, produce, generate, copy, propagate or attempt to introduce any computer code designed to self-replicate, damage, or otherwise hinder the performance of any computer's memory, file system, or software. Such software is often called a bug, virus, worm, Trojan Horse, or similar name.
12. Students shall not configure or troubleshoot computers, networks, printers, or other associated equipment, except as directed by the system administrator or his/her designee.
13. Students shall not take home technology equipment (hardware or software) without permission of the system administrator or his/her designee.
14. Students shall not forge electronic mail messages or web pages.

II. ENFORCEMENT

A. Methods of Enforcement

Student users should be aware that the District monitors all Internet communications, as well as Internet usage and patterns of Internet usage. Students have no right of privacy to any Internet communications or other electronic files. The computer system is owned by the school district. As with any school property, any electronic files on the system are subject to search and inspection at any time.

1. Fremont Public Schools uses a technology protection measure that blocks access to some Internet sites that are not in accordance with the policy of Fremont Public Schools. Standard use of the Internet utilizes a proxy server-based filter that screens for non-curriculum related pages.
2. Due to the nature of filtering technology, the filter may at times filter pages that are appropriate for student research. The system administrator may override the technology protection measure for the student to access a site with legitimate educational value that is wrongly blocked.
3. Fremont Public Schools staff will monitor students' use of the Internet through direct supervision and by monitoring Internet use history to ensure enforcement of the policy.

B. Consequences for Violation of this Policy

1. Access to the school's computer system and to the Internet is a privilege and not a right. Any violation of school policy and rules may result in:
 - I. Loss of computer privileges;
 - II. Short-term suspension;
 - III. Long-term suspension or expulsion in accordance with the Nebraska Student Discipline Act; and
 - IV. Other discipline as school administration and the school board deem appropriate.
2. Students who use school computer systems without permission and for non-school purposes may be guilty of a criminal violation and will be prosecuted.

Approved: February 18, 2002

Readopted: October 16, 2006

DISCRIMINATION - COMPLIANCE WITH STATE AND FEDERAL LAW PROHIBITING DISCRIMINATION

Fremont Board Policy 41B.5

It is the policy of the Board of Education of District No. 1, Dodge County, hereinafter referred to as "District," to not discriminate on the basis of race, color, national origin, religion, sex, marital status, age, or disability in admission or access to, or treatment of employment in, its programs or activities.

It is the intent of the District to comply with both the letter and the spirit of the law in making certain discrimination does not exist in its policies, regulations, and operations. Complaint and/or grievance procedures have been established for anyone who feels discrimination has been shown by the District. Refer to policies 44E.3, 44E.3a, or 52B.8a for specific complaint and/or grievance procedures.

Inquiries regarding grievance procedures or the application of these policies of nondiscrimination can be obtained by contacting the individuals listed below as designated coordinator(s) for Title VI, Title VII, Title IX, and Section 504:

Title VI (Prohibits discrimination based on race, color, or national origin in programs receiving grants or other financial assistance from the federal government)

Contact: Executive Director of Human Resources and Administrative Operations

130 E. 9th St. (402-727-3008)
Fremont, NE 68025

Title VII (Prohibits discrimination based on race, color, national origin, religion, sex, marital status, age, or disability with regard to employment)

Contact: Executive Director of Human Resources and Administrative Operations

130 E. 9th St. (402-727-3008)
Fremont, NE 68025

Title IX (Prohibits discrimination based on sex)

Contact: Executive Director of Human Resources and Administrative Operations

130 E. 9th St. (402-727-3008)
Fremont, NE 68025

Section 504 (Prohibits discrimination based on disability)

Contact: Executive Director of Student Services

130 E. 9th St. (402-727-3024)
Fremont, NE 6802

Adopted: November 9, 1987

Revised: December 15, 1997

Revised: June 22, 1998

Reviewed: April 16, 2001

Revised: July 21, 2003

Revised: July 21, 2008

ATTENDANCE POLICY

Fremont Board Policy 51A.11

I. Mandatory Ages of Attendance

The mandatory ages of attendance for truancy purposes are as follows: For the 2004-2005 school year (that is, prior to July 1, 2005), the mandatory ages of attendance are age 7 to age 18. For the 2005-2006 school year (that is, after July 1, 2005), the mandatory ages of attendance are age 6 (as of January 1 of the then-current school year) to age 18.

Attendance is also not mandatory for a child who has reached the age of 6 years of age prior to January 1 of the then-current school year, but will not reach age 7 prior to January 1 of such school year, if the child's parent or guardian has signed and filed with the school district in which the child resides an affidavit stating either: (1) that the child is participating in an education program that the parent or guardian believes will prepare the child to enter grade one for the following school year; or (2) that the parent or guardian intends for the child to participate in a school which has elected or will elect pursuant to law not to meet accreditation or approval requirements and the parent or guardian intends to provide the Commissioner of Education with a statement pursuant to section 79-1601(3) on or before the child's seventh birthday.

Attendance is also not mandatory for a child who: (1) has obtained a high school diploma by meeting statutory graduation requirements; (2) has completed the program of instruction offered by a school which elects pursuant to law not to meet accreditation or approval requirements; (3) has reached the age of 16 years and such child's parent or guardian has signed a notarized release discontinuing the enrollment of the child on a form provided by the school; or (4) has reached the age of 16 as of July 16, 2004.

II. Assignment of an Attendance Officer

The Board of Education recognizes that regular school attendance is not only necessary for satisfactory academic achievement, but is also required by the State of Nebraska for those students who have not reached their sixteenth birthday. In order to insure that both student and parent comply with the mandatory school attendance laws, the Board of Education authorizes the Superintendent of Schools to appoint an attendance officer for the Fremont Public Schools. The Board authorizes the attendance officer to enforce, under the direction of the Superintendent, the provisions or applicable parts thereof, of Nebraska State Statutes.

III. Expectations for Student Attendance

According to Nebraska State Statute, children of mandatory attendance age should be in attendance each day that school is in session, unless otherwise excused by school authorities. **Each school in the district shall maintain a record of student absences, regardless of the reason.** Parents are required to contact the school in the event of their child's absences. If contact is not made, then the absence will be considered ***unexcused*** until such time that verification from a parent or physician is received.

According to Revised State Statute Sections, any student who misses school more than **5 days** in a **quarter**, or **10 days** in a **semester**, **excused** or **unexcused**, or the hourly equivalent, shall be considered excessively absent.

Absences should only be for the following reasons:

Personal illness or injury*

Professional appointments that cannot be scheduled outside of the regular school day.

Serious personal or family problems.

Recognized religious holidays.

***Note:** In the case of an actual or suspected chronic or serious illness, injury, or medical/health condition, a referral may be made to the school psychologist or Executive Director of Student Services to determine if the student may qualify for special services; e.g. home-bound and/or hospital-bound educational services.

IV. Action to be Taken by School Officials in the Case of Excessive Absences

When a student misses school more than **5 days** in a **quarter** or **10 days** in a **semester**, or the hourly equivalent, **the school officials** shall notify the parents/guardians of their concern for attendance by mail. Letters will vary based on the severity of the absences and the corresponding reasons given. For example:

Level I: When absences are unexcused, and/or there is reason to believe that the student is able to attend school, the correspondence should include:

- the number of days missed.
- concern for the student in regards to how attendance affects academic performance.
- encouragement for the parent to contact the building principal, or guidance counselor/department to review the reasons for the absences, and to determine what, if any, assistance can be provided by the school or other community agency in assisting their child to improve their attendance.
- in cases of excessive absences due to illness, the school may insist upon verification by a physician or school nurse prior to excusing the student from school.
- the need to report the attendance problem to the attendance officer in the event the situation does not improve.

Level II: When absences are excessive, but have been excused by a parent or physician correspondence should include:

- the number of days missed.
- concern for the student in regards to how attendance affects academic performance.
- encouragement for the parent to contact the school or guidance department to review the reasons for the absences, and to determine the likelihood of future absences.

Any and all contacts made with a parent regarding their child's attendance should be documented. Copies of letters sent shall be kept in a student's permanent record.

***Note:** A school may elect to send a letter prior to a student missing **10 days** if in their judgment an attendance problem, or truancy problem appears to be developing.

In cases where chronic attendance problems persist (excused and unexcused absences), following intervention by the student's home school, or whenever a student has become truant from school, the attendance officer (home-school liaison) should be contacted.

Truancy shall be defined as any child who is absent from school without the express permission of a parent or guardian, or any child who leaves school without permission.

The attendance officer, in cooperation with the student's home school, shall follow State Statute Section 79-209 and "shall render all services in his or her power to compel such child to attend school" on a regular basis. Such services may include, but need not be limited to:

(1) One or more meetings between a school representative, school social worker or other person designated by the school administration, the child's parent or guardian, and the child, if necessary, to report and attempt to solve the truancy problem. Communication with the parent or guardian may also include letters and phone contacts documented by school personnel. School representatives shall document situations in which the parent or guardian has refused to participate in such meetings;

(2) Educational counseling to determine whether curriculum changes, including, but not limited to, enrolling the child in an alternative education program that meets the specific educational and behavioral needs of the child, and would help to solve the truancy problem;

(3) Educational evaluation, which may include a psychological evaluation, to assist in determining the specific condition, if any, contributing to the truancy problem, supplemented by specific efforts by the school to help remedy any condition diagnosed; and

(4) Investigation of the truancy problem by the school social worker, in this case the home-school liaison, to identify conditions which may be contributing to the truancy problem. If services for the child and his or her family are determined to be needed, the home-school liaison shall meet with the parent and discuss referral to community services required to remedy the conditions that are contributing to the truancy problem.

V. Notification of Habitual Truancy to the County Attorney

If the child continues to be, or becomes habitually absent or truant from school, the Home-School Liaison shall serve a written notice to the person violating State Laws, warning him or her to comply with its provisions. If within

1 week after the time such notice is given such person is still violating the section, the Home-School Liaison shall file a report with the County Attorney.

Reports to the County Attorney will be completed when either or both of the following conditions exist:

- a student continues to be **truant** from school even after a warning letter regarding compulsory attendance law has been issued.
- a student has missed more than **20 days** in **one school year**, and all reasonable efforts to remedy the attendance problem have been unsuccessful.

Adopted: November 9, 1987

Revised: March 29, 1999

Revised: July 19, 2004

HOMELESS STUDENTS

Fremont Board Policy 51A.3

Homeless students in the Fremont Public Schools are entitled to all the programs and processes in place for every child. For assistance with issues of access to programs or processes, the Homeless Liaison should be contacted. She is Angie Halstead, at 727-3014.

STUDENT CODE OF CONDUCT

Fremont Board Policy 52B

The Board of Education believes that any unit of society must have rules and regulations designed to establish order and to protect all members of the community in the exercise of their rights and responsibilities.

The Board authorizes the Superintendent to delegate to other school officials the authority and responsibility to administer this policy.

I. Conduct on School Grounds, or at an Educational Function or Event, or in a Vehicle Being Used for School Purposes

Prohibited Conduct. The following shall constitute Prohibited Conduct if the conduct occurs on school grounds or, at an educational function or event, or in a vehicle being used for school purposes:

- (1) Use of violence, force, coercion, threat, intimidation, or similar conduct in a manner that constitutes a substantial interference with school purposes;
- (2) Willfully causing or attempting to cause substantial damage to property, stealing or attempting to steal property of substantial value, or repeated damage or theft involving property;
- (3) Causing or attempting to cause personal injury to a school employee, to a school volunteer, or to any student. Personal injury caused by accident, self-defense, or other action undertaken on the reasonable belief that it was necessary to protect some other person shall not constitute a violation of this subdivision.
- (4) Threatening or intimidating any student for the purpose of or with the intent of obtaining money or anything of value from such student;
- (5) Knowingly possessing, handling, or transmitting any object or material that is ordinarily or generally considered a weapon;
- (6) Engaging in selling, using, possessing, or dispensing alcohol, tobacco, drugs, a controlled substance, inhalants, or being under the influence of any of the above; possession of drug paraphernalia; or engaging in selling, using, possessing or dispensing of an imitation controlled substance as defined in section 28-401 of the Nebraska statutes, or material represented to be an alcoholic beverage, a narcotic, a drug, an imitation controlled substance, or an inhalant;
- (7) Public indecency as defined in section 28-806 of the Nebraska statutes, except that this paragraph shall apply only to students at least twelve years of age but less than nineteen years of age;
- (8) Engaging in bullying, which includes any ongoing pattern of physical, verbal, or electronic abuse on school grounds, in a vehicle owned, leased or contracted by a school being used for a school purpose by a school employee or a school employee's designee, or at school-sponsored activities or school-sponsored athletic events;
- (9) Sexually assaulting or attempting to sexually assault any person regardless of the time or location of the assault or attempted assault if a prosecutor has filed a complaint in a court of competent jurisdiction alleging such conduct;
- (10) Engaging in any other activity forbidden by the laws of the State of Nebraska which activity constitutes a danger to other students or interferes with school purposes;
- (11) A repeated violation of any rules and standards if such violations constitute a substantial interference with school purposes;
- (12) Gambling;
- (13) Use or possession of vulgar or obscene literature, technology, or use of obscene language
- (14) Gross disrespect to teachers, school officials, other school employees, or volunteers;
- (15) Behavior which seriously interferes with class work or other school activities;
- (16) Plagiarism or dishonesty;

- (17) Being out of the building without permission, loitering on school property before or after assigned classes, or any unauthorized presence at the building or in any part of the building;
- (18) Causing a false fire alarm;
- (19) Use or possession of any form of tobacco;
- (20) Violation of any student dress code;
- (21) Harassment of any student or school district employee on the basis of the individual's race, national origin, sex, disability, age, religious beliefs, personal appearance, real or perceived personal characteristics or identities, or marital status, as defined in the Definition Section of this policy;
- (22) Insubordination: Willfully disobeying any reasonable written or oral request of a school staff member, or the voicing of disrespect to those in authority.
- (23) Bus rules: Willfully violating the behavioral expectations for those students riding the schools buses or school vehicles.
- (24) Truancy or Tardiness: Failure to attend assigned classes or assigned activities.

Disciplinary Action. If a student engages in Prohibited Conduct, the Student will be disciplined by expulsion, long-term suspension, mandatory reassignment, short-term suspension, or other disciplinary action. After taking into account the nature and circumstances of the Prohibited Conduct, it is the intent of the District to discipline students to the fullest extent allowed by law.

Procedural Requirements. Short-term suspension or other disciplinary action for Prohibited Conduct may be imposed only after the principal or designee has made an investigation of the alleged Prohibited Conduct. Before such disciplinary action shall take effect, the student shall be given oral or written notice of the alleged Prohibited Conduct and an explanation of the evidence the principal or designee has to support the allegations and the student shall be given an opportunity to present his or her version. The principal or designee shall send a written statement to the student and to the student's parents or guardian describing the Prohibited Conduct and the reasons for such disciplinary action. The student may appeal the disciplinary decision to the Superintendent. The principal or designee shall make a reasonable effort to hold a conference with the parents or guardian before or at the time a student returns to school after a short-term suspension.

Any long-term suspension, expulsion, and mandatory reassignment for Prohibited Conduct shall be subject to the procedural requirements set forth in the Student Discipline Act of the Nebraska statutes, as such sections now provide and as may be subsequently amended from time to time.

II. Conduct Off School Grounds and Not at an Educational Function or Event

Prohibited Conduct. The following shall constitute Prohibited Conduct if the conduct occurs off school grounds and not at an educational function or event:

- (1) Engaging in the unlawful possession, selling, dispensing, or use of a controlled substance or an imitation controlled substance, as defined in section 28-401 of the Nebraska statutes, a substance represented to be a controlled substance, or alcoholic liquor as defined in section 53-103 of the Nebraska statutes, or being under the influence of a controlled substance or alcoholic liquor;
- (2) Causing or attempting to cause physical injury to a school employee, student, or other person;
- (3) Illegal possession of a weapon or intending to use, attempting to use, or using a weapon;
- (4) Willfully damaging property, stealing, or attempting either;
- (5) Using violence or threats against a student, a staff member, or any other person.

Intervention Procedures. If the administration believes a student has been involved in Prohibited Conduct, a conference may be initiated with the student and his or her parents or guardians to discuss the matter and decide upon appropriate intervention, if any.

If the administration obtains direct evidence that a student has engaged in Prohibited Conduct, although not cited or charged, the administration may initiate an intervention procedure. This procedure may involve a conference with the student, parents or guardians, and the appropriate school officials to discuss the conduct and an appropriate intervention. Intervention may include in school suspension, an approved school counseling program or screening procedure (with written consent of parent or guardian), school attendance at times other than regular school hours, and short or long-term restrictions regarding the student's participation in school-sponsored activities and/or clubs.

Disciplinary Action. Any student receiving a citation and/or charged criminally for Prohibited Conduct or on whom a petition has been filed in juvenile court for Prohibited Conduct, wherever or whenever such conduct occurs, may be subject to disciplinary action. The disciplinary action may include in-school suspension, short-term suspension, an approved counseling program or screening procedure (with written consent of parent or guardian), and short or long-term restrictions regarding the student's participation in school-sponsored activity and/or club for up to one school year.

If a student is found guilty of Prohibited Conduct, he or she shall be disciplined. The discipline may include short-term suspension from school or other disciplinary action. In the event of short-term suspension, the student shall be given oral or written notice of the alleged Prohibited Conduct and an explanation of the evidence the principal or designee has to support the allegations, and the student shall have an opportunity to present his or her version. The principal or designee shall send a written statement to the student and to the

student's parents or guardian describing the Prohibited Conduct and the reasons for the short-term suspension. The principal or designee shall make a reasonable effort to hold a conference with the parents or guardian before or at the time a student returns to school after a short-term suspension. Any student disciplined under this Code of Conduct for Prohibited Conduct off school grounds and not at an educational function or event may appeal the disciplinary decision to the Superintendent.

No student shall be subjected to disciplinary action under part II of this policy unless the principal or his or her designee determines that the Prohibited Conduct engaged in by the student has adversely affected the legitimate interests of the school district. For example, the school district has a legitimate interest in encouraging students to attend school. If a student is physically assaulted by other students while on his or her way to or from school, the legitimate interests of the school could be adversely affected because the victim may be discouraged from attending school, or may come to school late in order to avoid future assaults.

III. OTHER DISCIPLINARY PROVISIONS

Sexual Assault. It shall be grounds for long-term suspension, expulsion, and mandatory reassignment if a student sexually assaults or attempts to sexually assault any person, regardless of whether the assault or attempted assault occurs on school grounds or at an educational function or event or occurs off school grounds, not at an educational function or event, if a prosecutor files a complaint in a court of competent jurisdiction. For purposes of this paragraph, sexual assault shall mean sexual assault in the first degree and sexual assault in the second degree, as defined in sections 28-319 and 28-320 of the Nebraska statutes.

Possession of a Firearm. A student found to have knowingly and intentionally possessed, used, or transmitted a firearm (as defined in 18 U.S.C. 921) on school grounds, at a school sponsored event/activity, or in a vehicle being used for a school purpose shall be expelled from school for a period not less than one calendar year. The period of expulsion may be extended beyond one year to the beginning of the semester following the one-year period. This action shall not apply to (a) issuance of firearms to or possession of firearms by members of the Reserve Officers Training Corps when training or (b) firearms which may lawfully be possessed by the person receiving instruction under the immediate supervision of an adult instructor who may lawfully possess firearms. The building administrator may at his/her discretion and prior to instituting the expulsion, place the student on an initial short-term suspension of five (5) days or less during which time a review panel may be convened to review the incident and determine the possible continuance of the expulsion. The review panel, if used, will consist of 1) the administrator of the school of attendance, 2) an administrator from another district facility, and 3) an administrator with district-wide responsibility. The panel will review the facts of the case including the article in question, circumstances of discover, use of the article, intent, and other factors related to the event. Upon completion of the review, the administrator shall make a decision concerning instituting the original expulsion as provided by law.

Anabolic Steroids. In addition to any other penalties under this Policy, any student who possesses, dispenses, delivers, or administers anabolic steroids as defined in Nebraska statute section 28-401 may be prohibited from participating in any extracurricular activities for not more than thirty (30) days for the first offense and for such longer period of time or permanently for the second or any subsequent offense.

Searches by Administrators. Administrators, for the purpose of determining the presence of a firearm, weapons, drugs, drug paraphernalia, alcohol, tobacco, etc., may search lockers and desks and with reasonable suspicion, may reasonably search clothing pockets, book bags, etc. as well as a motor vehicle parked upon school property.

IV. ALTERNATIVE PROGRAMS FOR EXPELLED STUDENTS

Except when the student conduct involves possession of a firearm under the preceding paragraph, the District may suspend the enforcement of an expulsion for a period of time not to exceed the length of the expulsion. The suspension of an expulsion shall be conditioned upon:

- (1) assignment of the student to alternative schooling or class under such terms and conditions as the District deems appropriate, but which will include an individualized learning program to enable the student to continue academic work for credit toward graduation;
- (2) assignment of the student to an educational program which the District deems appropriate, which may include, but shall not be limited to, individually prescribed educational and/or counseling programs or a community-centered classroom with experiences for the student as an observer or aide in governmental functions, as an on-the-job trainee, or as a participant in specialized tutorial experiences, and which shall include an individualized learning program to enable the student to continue academic work for credit toward graduation.

In the alternative to the foregoing, an administrator of the District may call a conference with the student, a parent or legal guardian of the student, a representative of the school, and a representative of either a community organization with a mission of assisting young people or a representative of an agency involved with juvenile justice, to develop a written plan to assist the student. The plan shall be adopted by the administrator and presented to the student and the parent or legal guardian of the student. The plan shall:

- (1) specify guidelines and consequences for behaviors which have been identified as preventing the student from achieving the desired benefits from the educational opportunities provided by the District;
- (2) specify educational objectives that must be achieved in order to receive credits toward graduation;
- (3) specify the financial resources and community programs available to meet both the educational and behavioral objectives identified; and
- (4) require the student to attend monthly reviews in order to assess the student's progress toward meeting the specified goals and objectives.

In the event the student fails to satisfy any of the terms and conditions of any suspension of his or her expulsion, the District may at any time enforce the remainder of the expulsion action. If the student satisfies all of the terms and conditions of any suspension of his or her expulsion, the District shall reinstate the student and permit the student to return to the school of former attendance or to attend other programs offered by the District. If the student is reinstated, the District may in its discretion expunge the expulsion action from the student's record.

V. MISCELLANEOUS PROVISIONS

Review of Long Term Expulsion. Any expulsion remaining in effect during the first semester of the following school year shall be reviewed prior to the start of the school year as follows:

- 1) A hearing examiner shall give notice to the student's parent/guardian and shall conduct the hearing.
- 2) The review shall be limited to new evidence or changes in the student's circumstances since the original hearing.
- 3) The hearing officer may recommend, based upon the new information, that the student be readmitted.
- 4) The student may be readmitted by the superintendent unless the Board of Education or a committee of the Board took the original action to expel, in which case the student can be readmitted only through board action.

Rules Regarding Other Conduct. In the event that individual coaches or sponsors of activities and/or clubs impose eligibility restrictions for student participation in school sponsored activities for behavior other than those listed above, those restrictions or rules shall be written and communicated to the participating students. Violation of the restrictions or rules shall result in discipline ranging from a reprimand to permanent removal from the school sponsored activities and/or clubs.

Students with Disabilities. When a student with an identified disability violates this Code of Conduct all disciplinary action and procedures shall conform with applicable state and federal rules and regulations. The district may exercise emergency exclusion procedures if warranted under applicable law.

Emergency Exclusion. The principal or designee may exclude a student from school for not more than five school days if:

- (1) the student has a dangerous communicable disease transmissible through normal school contacts and the student poses an imminent threat to the health and safety of the school community, or
- (2) the student's conduct presents a clear threat to the physical safety of the student or to others, or is so extremely disruptive as to make temporary removal necessary to preserve the rights of other students to pursue an education.

Before such emergency exclusion shall take effect, the student shall be given oral or written notice of the reason for the exclusion, an explanation of the evidence supporting such exclusion, and be provided an opportunity to present his or her version. The principal or designee shall send a written statement to the student and the student's parents or guardians describing the reasons for the action taken. The principal or designee shall make a reasonable effort to hold a conference with the parents before or at the time the student returns to school.

HEARING PROCEDURE FOR CONSIDERING THE EXTENSION OF AN EMERGENCY EXCLUSION

This procedure shall govern the process of considering the extension of an emergency exclusion of a student for more than five school days. Pursuant to the Student Discipline Act, the principal has the authority to exclude a student from school for five school days on an emergency basis. If the superintendent or superintendent's designee determines that it is appropriate to consider the extension of an exclusion beyond five days, such consideration shall be considered according to the procedure set forth below.

Notification of Student's Parent(s) or Guardian(s). The superintendent or the superintendent's designee shall notify the student's parent(s) or guardian(s) that the principal has proposed the extension of the exclusion. If the initial notice is oral, the superintendent shall confirm it in writing.

Opportunity to Request a Hearing. The student's parent(s) or guardian(s) may submit an oral request for a hearing on the proposed extension of the exclusion within two school days of receiving the initial notice. If the initial request for a hearing is oral, they shall confirm the request in writing.

Failure to Request a Hearing. If the parent(s) or guardian(s) do not request a hearing within two school days of receiving oral or written notice, the proposed extension of the exclusion shall automatically go into effect.

Appointment and Qualifications of a Hearing Examiner. If the parent(s) or guardian(s) request a hearing, the superintendent shall appoint a hearing examiner upon receiving a request for a hearing. The hearing examiner may be any person who did not bring charges against the student, is not to be a witness at the hearing, and has not involvement in the charge.

Hearing Examiner's Notice to Parent(s) or Guardian(s). The hearing examiner shall promptly give written notice of the time, date, and place of the hearing. The hearing will be held within five school days after the school district receives the initial oral or written request; provided, the hearing may be held more than five school days after receipt of the request upon a showing of good cause. No hearing will be held on less than two (2) school days notice unless otherwise agreed to by the student's parent(s) or guardian and school officials.

Continued Exclusion. If a hearing is requested, the principal may determine in his or her sole discretion that the student shall remain excluded from school until the hearing officer makes a recommendation to the superintendent.

Examination of Student's Records and Affidavits. Prior to the hearing, the student and his/her parent(s) or guardian(s) shall have the right to examine and have school officials explain the student's records and any affidavits which will be used by school officials in the hearing.

Attendance at Hearing. The hearing may be attended by the hearing examiner, the principal (or designee), the student, and the student's parents or guardian(s). The student may be represented at this hearing by a representative of the family's choice.

Student's Witness(es). The student and his/her parent(s) or guardian(s) may ask any person with knowledge of the events leading up to a sanction or with general knowledge of the student's character to testify on behalf of the student. If school personnel or other students are requested to testify by the student's parent(s) or guardian(s), the hearing officer shall endeavor to help obtain the presence of such witnesses at the hearing.

Right to Know Issues and Nature of Testimony. The student and his/her parent(s) or guardian(s) have the right to request in advance of the hearing the issues which the administration will propose in support of the extension, and the general nature of the testimony of any of administrative or expert witnesses.

Presence of Student and Witnesses at the Hearing. The student and witnesses may be excluded at the discretion of the hearing examiner in accordance with state statutes. The student may speak in his/her own defense and may be questioned on such testimony, but may choose not to testify.

Sworn or Affirmed Testimony. The principal or his/her designee shall present evidence supporting the recommended extension. Witnesses will give testimony under oath of affirmation, and may be questioned.

Hearing Examiner's Report and Recommendations. The hearing examiner shall prepare a report of his/her findings and recommendations, and forward the report to the superintendent.

Superintendent's Decision. The superintendent will review the hearing examiner's report and determine whether to extend the exclusion. He/she shall have the decision delivered or sent by registered or certified mail to the student, student's parent(s), or guardian(s). If the superintendent decides to extend the exclusion, the extension will take effect immediately.

VI. DEFINITIONS OF TERMS

As used in this Code of Conduct:

- (1) "short-term suspension" shall mean the exclusion of a student from attendance in all schools within the District for a period not to exceed five school days;
- (2) "long-term suspension" shall mean the exclusion of a student from attendance in all schools within the District for a period exceeding five school days but less than twenty school days;
- (3) "expulsion" shall mean exclusion from attendance in all schools within the District for a period not exceeding the remainder of the semester in which the expulsion took effect and, in addition, the next full semester to the extent permitted by the Student Discipline Act;
- (4) "mandatory reassignment" shall mean the involuntary transfer of a student to another school in connection with any other disciplinary action.
- (5) "other disciplinary action" shall include, but not be limited to, in-school suspension, short and long-term restrictions on a student's participation in school sponsored activities, clubs, and athletic programs, student counseling, parent conferences, rearrangement of schedules, requiring a student to be in school other than regular school hours to do additional work, and requiring a student to receive counseling, psychological evaluation, or psychiatric evaluation upon the written consent of a parent or guardian to such counseling or evaluation.
- (6) "sexual harassment" on the basis of sex includes, but is not limited to, unwelcome physical contact of a sexual nature and unwelcome verbal, written, or physical advance or suggestion of a sexual nature.
- (7) "harassment or bullying" includes but is not limited to, any written or verbal expression, physical act, or gesture or pattern of such behavior intended to cause distress upon one or more students and involves the victim's actual or perceived physical or mental characteristics or identities. Harassment on the basis of race, national origin, disability, age, religious beliefs, personal appearance, or marital status includes,

but is not limited to, any verbal or written statements to or about an individual which ridicules, slurs, mocks, derides, disparages, or makes fun of the individual because of his or her race, national origin, disability, age, religious beliefs, personal appearance or marital status.

- (8) "firearm" as defined in 18 U.S.C. 921, shall mean (a) any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive; (b) the frame or receiver of any such weapon; (c) any firearm muffler or firearm silencer; or (d) any destructive device. A "destructive device" includes any explosive, incendiary, or poison gas, bomb, grenade, rocket having propellant charge of more than four ounces, missile having an explosive or incendiary charge or more than one-quarter ounce, a mine, or device similar to any of these devices.

Revised: November, 1997

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Revised: July 21, 2003

Revised: July 18, 2005

Revised: July 17, 2006

Revised: Noveber 20, 2006

Revised: June 16, 2008

ADMINISTRATIVE REGULATION

Fremont Board Policy 52B

ADMINISTRATIVE ACTION

K-12 – Any student who possesses, handles, or transmits any dangerous weapon, exclusive of a firearm, potentially dangerous or look alike weapons, will immediately receive a short-term exclusion of five (5) days or less during which time a review panel will be convened to review the incident and determine possible continuance of exclusion. The review panel will consist of 1) the administrator of the school of attendance, 2) an administrator from another District facility, and 3) a Central Office administrator. The panel shall review the facts of the case including the article in question, circumstances of discovery, use of the article, and intent. Upon completion of the review, the panel may choose to issue a short-term suspension, long-term suspension of more than five (5) days, but less than twenty (20) days; mandatory reassignment, or to continue the exclusion to the end of the school year. If the suspension occurs during the last ten (10) days of the school year, it may be continued through the first semester of the following school year, as prescribed by Nebraska law.

Items may include, but are not limited to:

Knives – dagger, dirk, or stiletto with any length blade

Knuckles – any instrument that consists of finger rings or guards made of hard substances, that is designed, made, or adapted for the purpose of inflicting serious bodily injury by striking a person with a fist enclosed in the knuckles

Lead pipes

Chuck-sticks

Throwing stars

Darts

Blackjacks

Chains

Fireworks

Chemicals

Unauthorized tools

Any articles that can be realistically mistaken for weapons

Confiscation:

Administrators, or other delegated school officials, shall confiscate any article previously described above. Articles may be submitted to the appropriate law enforcement agency.

Additional Action – Alternatives/Considerations:

Exceptions to unlawful possession of firearms:

1. Armed Forces and Law Enforcement Officers
2. Adult Supervision – Firearms which may be lawfully possessed by the person receiving instruction under the immediate supervision of an adult.

**QUESTIONING OF STUDENTS ON SCHOOL PROPERTY
BY LAW ENFORCEMENT**

Fremont Public Schools 52B.1

It is the policy of the Board of Education that the school district shall not ordinarily permit the questioning of students by law enforcement officials on school property. There shall be three exceptions to this general rule.

1. Law enforcement officials may question a student on school property when they have arrested the student and the questioning is incident to the arrest.
2. Law enforcement officials, if they have not arrested the student, may not question the student on school grounds unless a parent or guardian of the student has been contacted and has consented to the questioning. In that case, the parent or guardian shall have the right to be present during the questioning. When the matter being investigated involves the school district, the principal or the principal's designee may also be present. If a parent or guardian of the student cannot be reached or refuses to consent to the questioning, the questioning shall not take place on school grounds.
3. Law enforcement officials and representatives of the Nebraska Department of Health and Human Services shall be permitted to question a student on school grounds without the consent of a parent or guardian when they are investigating possible child abuse or neglect, and when the abuse or neglect is being perpetrated by a member of the student's immediate family. For purposes of this paragraph, the term "immediate family" includes the student's mother, father, foster parent, stepmother, stepfather, brother, sister, stepbrother, stepsister, aunt, uncle, or cousin. The term "immediate family" also includes any other adult person who resides in the same household as the student whether or not the student and the adult are related by blood or marriage. Under such circumstances, school officials shall allow the student to be questioned on school grounds without first informing the student's parent or guardian that the questioning will take place.

Whenever a child is questioned under paragraph number 3 of this policy, school officials shall request that the questioning be conducted by a trained individual from the Nebraska Department of Health and Human Services or by a person with training and experience in the investigation of cases involving alleged child abuse or neglect.

For purposes of this policy, the term "law enforcement officials" includes sheriffs, coroners, jailers, marshals, police officers, state highway patrol officers, U.S. marshals, officers of the FBI, and all other persons with similar authority to make arrests. The term also includes all employees of the Department of Health and Human Services with the authority to investigate cases of alleged child abuse or neglect and all other public officials with similar authority.

Adopted: November 9, 1987

Revised: June 22, 1998

Revised: July 15, 2002

STUDENT GRIEVANCE/DUE PROCESS PROCEDURE

Fremont Board Policy 52B.8a

Students have both the right and responsibility to express school related concerns and grievances to the administration. It is the policy of the Board of Education of District No. 1, Dodge County, hereinafter referred to as "District", to not discriminate on the basis of race, color, national origin, religion, sex, marital status, age, or disability in its educational programs, policies, activities, or employment as required by Title IX (discrimination based on sex), Title VI (discrimination based on race, color, or national origin in programs receiving grants or other financial assistance from the federal government), and Section 504 (discrimination based on disability). Students are protected from discrimination by these federal laws. It is the policy of the District that all grievances be resolved quickly and at the lowest step possible.

Explanations:

1. A grievance is an issue or question of discrimination raised by a student or group of students involving: a) the meaning, interpretation, or application of established policies; or b) difference of treatment on the basis of race, color, national origin, religion, sex, marital status, age, or disability.
2. A grievant is any student or group of students submitting a grievance on their own behalf.
3. Days mean days when the District is officially in session.

Due Process:

1. Right of Representation: Grievant(s) may choose to be represented by an attorney or other persons of choosing, such as a relative or advocate. However, grievances should be resolved as informally as possible.
2. Right to Present Witnesses and Evidence: Grievant(s) shall be allowed to present the grievance with relevant evidence and pertinent witnesses. Both parties shall have the opportunity for hearing and questioning witnesses at Step IV of the grievance procedure.
3. Time of Limits: All participants shall adhere to the time limits prescribed for each step. Failure by the administration at any step of the procedure to communicate the decision of the grievance within the specified time limit shall permit the grievant(s) to proceed to the next step. Failure on the part of the grievant(s) to appeal the decision within the specified time limits shall be deemed to be an acceptance of the decision rendered at that step.

4. Right to Information: Unless state laws and right-to-privacy laws are violated, all relevant records with names and identifying information must be made available to the grievant(s) for use as evidence at Step IV of the grievance procedure.
5. Privacy: During the grievance process except at Step IV, the grievant(s) shall have the right to designate whether the procedure and meetings will be confidential, including the names and related information.
6. Reprisals/Retaliation: Participants in a grievance submitted in the District shall not be subjected to reprisals, retaliation or different treatment because of such participation. Participation shall not be recorded in the student's cumulative file or used to affect equal opportunity for access and equity in educational programs and services.

Directions:

Each step of authority shall acknowledge in writing the day of receipt of the written grievance with the statement that the issue will be considered promptly. By Step III the grievance must be submitted in writing, dated, and signed. The issue should be described as specifically and completely as possible. Include the name of anyone who will represent the grievant(s). A statement of possible relief necessary to resolve the issue should be offered.

If the issue is of the type that would require a decision from higher authority, the facts surrounding the grievance should be compiled in writing and submitted to the proper level of authority, operating through appropriate channels. All levels of authority shall give immediate attention to the grievance issue, being aware of the specified timelines. Copies of the written answers to the grievant(s) shall be submitted to (title of appropriate administrators). This response shall contain a summary of the evidence determined; the conclusion(s) reached with reasons and shall be delivered to each grievant. If hand delivery with receipt cannot be made, registered mail will be used.

Step I

The student(s) and/or parents shall discuss the matter with the person(s) directly involved with the grievance issue within fourteen (14) days of the time when a reasonable alert person should have been aware of the event giving rise to a grievance. An oral response must be made by such person(s) within five (5) days.

Step II

If the problem is not resolved, the grievance should be referred informally to the building principal. A meeting must be held within five (5) days from notification of referral and an oral response made by the building principal within five (5) days.

Step III

If the grievance is still not resolved, it should be submitted in writing within ten (10) days to the person assigned to handle the particular type of grievance (Title VI, Title VII, Title IX, or Section 504 - specific contact persons are listed at end of this policy). The Superintendent may also be involved at this step in his/her discretion. The grievance should be described as specifically and completely as possible. The investigation of the issue shall be documented. Extra time, if needed, can be mutually agreed upon. A meeting must be held between the grievant and District representative within ten (10) days and a written response made within ten (10) days.

Step IV

If the issue is not satisfactorily resolved in Step III, the grievant(s) may appeal the grievance in writing to the Board of Education within five (5) days from the receipt of the written response in Step III. The Board shall consider the appeal within sixty (60) days and a written response shall be given within ten (10) days.

The grievant may bypass Step I or Step II if the grievance involves sexual harassment by the District employee responsible for handling the grievance at either Step.

Dissemination of Non-discrimination Information:

Each school shall publish, post, or otherwise disseminate this policy.

Inquiries Regarding Grievances:

Please address any student grievances or inquiries about grievances to the following contact people:

- Title VI Executive Director of Human Resources and
Administrative Operations
130 E. 9th Street (402-727-3008)
Fremont, NE 68025
- Title VII Executive Director of Human Resources and
Administrative Operations
130 E. 9th Street (402-727-3008)
Fremont, NE 68025
- Title IX Executive Director of Human Resources and
Administrative Operations
130 E. 9th Street (402-727-3008)
Fremont, NE 68025

Revised: November 9, 1987
Revised: July 27, 1998
Revised: July 21, 2003
Revised: July 16, 2008

STUDENT HARASSMENT(BULLYING)

Fremont Board Policy 53C.1a

The Fremont Public School District is committed to providing a safe and supportive environment for all students. Discrimination and harassment on the basis of race, ethnicity, religion, sex, age, actual or perceived differences or identities of any kind, or ability is unacceptable here. Positive behaviors (non-violence, cooperation, teamwork, understanding, and acceptance of others) are encouraged in the education program and required of all students. Inappropriate behaviors including bullying, intimidation and harassment are to be identified and corrected. Behaviors that discriminate and attitudes that are prejudicial threaten to destroy the environment of understanding and mutual respect that must prevail if the schools are to fulfill their purposes.

Bullying – Bullying is behavior where one person or group engages in harmful action towards another person or group acting on a real or perceived imbalance of power or view of superiority. The behavior may include verbal (e.g. teasing or name-calling) and physical aggression (e.g. hitting, pushing), threatening, excluding or ignoring, spreading rumors, or taking, defacing or destroying the property of others.

Harassment – Harassment of any kind is unacceptable in Fremont Public Schools and will be treated with the utmost seriousness and dispatch.

Racial Harassment

A person or group of one racial or ethnic origin against a person or group of a different racial or ethnic origin, or incitement to commit such an act may define racial harassment as any hostile or offensive act or expression. Such behaviors may include but are not necessarily limited to:

- derogatory name calling
- insults and/or racial jokes
- practical jokes which may result in awkwardness or embarrassment
- unwelcome remarks or innuendoes
- taunting or ridicule of any individual because of race
- being excluded because of one's race
- exclusion from normal conversation because of race
- unfair allocation of work and responsibilities because of race
- racist graffiti or vandalism
- derogatory or offensive pictures and materials based on racial issues
- the production or distribution of hate literature
- verbal abuse and threats and intimidation based on race
- physical attack because of race
- intimidation (bullying because of racial issues)

When an incident is reported which violates the intent of this policy, the alleged behavior will be evaluated by considering the context of the particular circumstances, including the nature, frequency, intensity, location, and duration of the questioned behavior. Although repeated incidents generally create a stronger claim of harassment, a serious incident as determined by the building administrator, even if isolated, can be sufficient to merit action.

The person(s) investigating the act shall: (1) make a record of the incident including the names of the parties involved and the efforts at resolution. All parties will be notified of the entire contents of the report, (2) take steps to focus on correction and education of the parties involved.

Sexual Harassment

The matter of sexual harassment is covered under separate policy.

Bullying and harassment are violation of student conduct rules and appropriate disciplinary measures, up to and including expulsion, will be enforced. Students who are the victim of bullying or harassment or who observe such occurring are to promptly report the problem to their teacher or to the Principal so the problem can be addressed. Students who make reports of bullying activity will not be retaliated against for making the report.

Author: Administration
Adopted: December 15, 1997
Revised: July 18, 2005
Revised: June 19, 2008

Statement of Commitment. Fremont Public Schools is committed to providing its employees and students with a positive learning and working environment that is free from sexual harassment and sexual violence. It shall be a violation of this policy for any student or employee of Fremont Public Schools to harass a student or employee through conduct or communication of a sexual nature as defined by this policy. The School District will investigate all complaints, either formal or informal, oral or written, of sexual harassment or sexual violence, and will discipline any person who sexually harasses an individual or is sexually violent to an individual.

Illegality. Sexual harassment violates federal and state laws. Under certain circumstances, sexual harassment may subject the harasser to criminal prosecution and make the harasser liable to criminal suit.

Definition. Sexual harassment consists of unwelcome sexual advances, requests for sexual favors, and other verbal or physical misconduct of a sexual nature when the conduct has the purpose or effect of interfering with work, career opportunities, services or benefits, and in the case of students, educational opportunities, academic performance, productivity, extracurricular activities, academic or career opportunities, or the services or benefits of school district programs. The following are examples of behavior that is generally considered to be sexual harassment when it is unwanted:

- direct or indirect threats or bribes for unwanted sexual activity;
- sexual innuendoes and comments;
- asking or commenting about a person's sexual activities;
- humor or jokes about sex of females/males in general;
- sexually suggestive sounds or gestures, including sucking noises, winking, and throwing kisses;
- pestering a person for dates or sexual behavior;
- touching, patting, pinching, stroking, squeezing, tickling or brushing against a person;
- giving a neck or shoulder massage;
- rating a person's sexuality or attractiveness, as on a scale of 1 to 10;
- ogling or leering;
- spreading rumors about a person's sexuality;
- graffiti about a person's sexuality;
- name calling such as but not limited to, "bitch," "whore," "fag," "fairy," "dyke," and "slut";
- insulting and belittling a person - sexual ridicule;
- letters, notes, telephone calls or materials of a sexual nature;
- pejorative (sexist or stereotyped) comments about females or males;
- displaying pictures, calendars, cartoons or other materials with sexual content;
- stalking a person either inside or outside the school; and
- attempted or actual sexual assault.

Consequences for Sexual Harassment. Consequences for sexual harassment include, but are not limited to, advice and counseling, an apology to the victim, a written warning, and in the case of students, in-school suspension, out-of-school suspension, mandatory reassignment, expulsion, required attendance at a sexual harassment training program, police involvement, and in the case of students, suspension from holding office and from participating in activities, including sports.

Procedures. The School District encourages those who feel they have been sexually harassed to inform the offending person that such conduct or communication is offensive and must stop. However, this may not be workable, may not have been successful, or may be too uncomfortable. To encourage individuals experiencing alleged sexual harassment to come forward, the School District provides both informal and formal complaint resolution processes.

Informal Complaint Process. Any individual may seek advice, information or counseling regarding sexual harassment without having to file a formal complaint. Those who feel they are being harassed, or are uncertain as to whether what they are experiencing is sexual harassment, are encouraged to talk with counselors, or any building or Central Office Administrator.

At any stage of the informal resolution process, the individual seeking information and advice will be counseled as to the options for action available under this policy. To the extent possible, information disclosed through this informal process, will be kept in confidence. Informal complaint resolution is intended to resolve the concern promptly at the lowest possible level and to insure that the offending behavior ceases, but is not intended to determine whether the offending person intended to harass anyone.

Formal Complaint Process. If the concern cannot be resolved satisfactorily through the informal procedure, the complainant (student or employee) or School District may pursue the issue through the formal complaint process. Students and employees are encouraged to initiate the formal complaint process within 15 days of the conclusion of the informal process, or 15 days of the behavior on which the complaint is based. This will help the School District in investigating the complaint. However, complainants are not prohibited from filing a formal complaint more than 15 days after the informal complaint procedure or behavior in question. The individual should file a

written complaint which should include information regarding the alleged harassment including the name(s) of the person(s) involved, date(s), time(s), location(s), details of the incident(s), witness(es), and any resolution which the complainant is requesting. The person responsible for investigating the formal complaint shall conclude the investigation and file a written report within 15 days of the filing of the complaint. The investigator shall investigate complaints on a case-by-case basis, taking into account such factors as the record as a whole, the totality of the circumstances, the nature of allegedly inappropriate conduct, and the context in which it occurred.

Either the complainant or the person accused of sexual harassment may appeal the decision of the investigator regarding a formal complaint through the established complaint procedure of the School District. Refer to Complaint Policies # 44E.3, 44E.3a, and 52B.8a.

Even if a formal complaint is not filed, the School District may determine that an investigation is warranted either because of the severity of the factual allegations by the complainant or because of the frequency of allegations against the alleged offender.

Intent. The fact that an individual did not intend to harass another person sexually is generally not considered a defense to a complaint of sexual harassment. In most cases, it is the effect and characteristics of the behavior that will determine whether the behavior constitutes sexual harassment.

Confidentiality. The School District will endeavor to maintain the confidentiality of any individual reporting sexual harassment, provided it does not interfere with the school's ability and responsibility to investigate or take corrective action.

Retaliation. Retaliation against anyone reporting or thought to have reported sexual harassment is prohibited. Retaliation will be considered a serious violation of the policy independent of whether a charge or informal complaint of sexual harassment is substantiated. Encouraging others to retaliate also violates the policy.

False Charges. False charges of sexual harassment will be treated as a serious offense.

Right To Use Alternative Procedures. The procedures set out in this policy do not deny any individual the right to pursue other avenues of recourse, which may include filing charges with state or federal agencies, initiating civil action, or seeking redress under state criminal statutes.

Adopted: November 9, 1987

Revised: December 15, 1997

Revised: July 19, 1999

Reviewed: April 16, 2001

Revised: July 18, 2005

STUDENT FEES

Fremont Board Policy 53C.4

The Board of Education of the Fremont Public Schools adopts the following student fees policy in accordance with the Public Elementary and Secondary Student Fee Authorization Act.

The District's general policy is to provide for the free instruction in school in accordance with the Nebraska State Constitution and Nebraska statutes. The District also provides activities, programs, and services that extend beyond the minimum level of constitutionally required free instruction. Under the Public Elementary and Secondary Student Fee Authorization Act, the District is permitted to charge students fees for these activities or to require students to provide specialized equipment and attire for certain purposes. This policy is subject to further interpretation or guidance by administrative or board regulations. Students are encouraged to contact their building administration, their teachers or their coaches, and sponsors for further specifics. Extracurricular activities mean those student activities or organizations that: (1) are supervised or administered by the District; (2) do not count toward graduation or advancement between grades; and (3) are not otherwise required by the District.

Post-secondary education costs refers to tuition and other fees associated with obtaining credit from a post-secondary educational institution.

Students and their parents have historically contributed to the District's efforts to provide such activities, programs, and services. Such student and parent contributions have included: students coming to school with the basic clothing and personal supplies to be successful in the classroom (clothing, shoes, pencils, pens, paper, notebooks, calculators, and the like), students bringing their own or paying the reasonable cost of specialized equipment or supplies for the personal preference or personal retained benefit of students (for example, band and orchestra equipment, locker deposit or rental fees, shop class materials where the student keeps the product, and college tuition or fees for college credit for advanced placement courses or correspondence courses), students providing their own specialized clothing and equipment to be prepared for the extracurricular activities in which they choose to participate (sporting apparel, including shoes, undergarments, and the like), and assisting with special programs, such as field trips, summer school, school dances and plays. The District's general policy is to continue to encourage and to require, to the extent permitted by law, such student and parent contributions to enhance the educational program provided by the District.

(1) Guidelines for Clothing Required for Specified Courses and Activities

Students are responsible for complying with the District's grooming and attire guidelines and for furnishing all clothing required for any special programs, courses or activities in which they participate. The teacher, coach,

or sponsor of the activity will provide students with written guidelines that detail any special clothing requirements and explain why the special clothing is required for the specific program, course or activity.

(2) Safety Equipment and Attire

The District will provide students such safety equipment and attire as may be required by law, specifically including appropriate industrial-quality eye protective devices for courses of instruction in vocational, technical, industrial arts, chemical or chemical-physical classes which involve exposure to hot molten metals or other molten materials, milling, sawing, turning, shaping, cutting, grinding, or stamping of any solid materials, heat treatment, tempering, or kiln firing of any metal or other materials, gas or electric arc welding or other forms of welding processes, repair or servicing of any vehicle, or caustic or explosive materials, or for laboratory classes involving caustic or explosive materials, hot liquids or solids, injurious radiations, or other similar hazards. Building administrators are directed to assure that such equipment is available in the appropriate classes and areas of the school buildings, teachers are directed to instruct students in the usage of such devices and to assure that students use the devices as required, and students have the responsibility to follow such instructions and use the devices as instructed.

(3) Personal or Consumable Items

The District will provide students with facilities, equipment, materials and supplies, including books. Students are encouraged to supply their own personal or consumable items for participation in courses and activities including, but not limited to, pencils, paper, pens, erasers and notebooks so long as those items comply with the requirements of the District. Students are responsible for the careful and appropriate use of school property. Students will be charged for damage to school property caused by the student and will be held responsible for the reasonable replacement cost of any school property that they lose or damage.

(4) Materials Required for Course Projects

The District will provide students with the materials necessary to meet course requirements, and enable all students, depending upon their performance, the opportunity to achieve the highest grade possible for the course. In courses where students produce a project that requires more than minimal cost for materials, the finished product will remain the property of the District unless the students either furnish or pay for the reasonable cost of materials required for the course project. Students must furnish musical instruments for participation in optional music courses that are not extracurricular activities. Use of a musical instrument without charge is available under the District's fee waiver policy (Section 12); however, the District is not required to provide for the use of a particular type of musical instrument for any student.

(5) Extracurricular Activities – Specialized Equipment or Attire

The District may charge students a fee to participate in extracurricular activities to cover the District's reasonable costs in offering such activities. The District may require students to furnish specialized equipment and clothing that is required for participation in extracurricular activities, or may charge a reasonable fee for the use of District-owned equipment or attire. Attached to this policy is a list of the fees charged for particular activities. The coach or sponsor may provide students with additional written guidelines detailing the fees charged, the equipment and/or clothing required, or the usage fee charged. The guidelines will explain the reasons that fees, equipment and/or clothing are required for the activity.

Equipment or attire fitted for the student and which the student generally wears exclusively, such as dance squad, cheerleading, and music/dance activity (e.g. choir or show choir) uniforms and outfits, along with t-shirts for teams and school sponsored student organizations will be required to be provided by the participating student. The cost of maintaining any equipment or attire, including uniforms, which the student purchases or uses exclusively, shall be the responsibility of the participating student. Equipment which is ordinarily exclusively used by an individual student participant throughout the year, such as golf clubs, softball gloves, and the like, are required to be provided by the student participant. Items for the personal medical use or enhancement of the student (braces, mouthpieces, and the like) are the responsibility of the student participant. Students have the responsibility to furnish personal or consumable equipment or attire for participation in extra curricular activities or for paying a reasonable usage cost for such equipment or attire. For music courses that are extracurricular activities, students may be required to provide specialized equipment, such as musical instruments, or specialized attire, or for paying a reasonable usage cost for such equipment or attire.

(6) Extracurricular Activities – Fees for Participation

The District generally charges fees for participation in extracurricular activities and these are enumerated herein.

(7) Post-secondary Education Costs

Students are responsible for post-secondary education costs. For a course in which students receive high school credit and for which the student may also receive post-secondary education credit, the course shall be offered without charge except for tuition and other fees associated with obtaining credits from a post-secondary education institution.

(8) Transportation Costs

Students are responsible for fees established for transportation services provided by the District as and to the extent permitted by federal and state laws and regulations.

(9) Copies of Student Files or Records

The Superintendent or the Superintendent's designee shall establish a schedule of fees representing a reasonable cost of reproduction for copies of a student's files or records for the parents or guardians of such student. A parent, guardian or students who requests copies of files or records shall be responsible for the cost of copies reproduced in accordance with such fee schedule. The imposition of a fee shall not be used to prevent parents of students from exercising their right to inspect and review the students' files or records and no fee shall be charged to search for or retrieve any student's files or records. The fee schedule shall permit one copy of the requested records be provided for or on behalf of the student without charge and shall allow duplicate copies to be provided without charge to the extent required by federal or state laws or regulations.

(10) Participation in Before-and-After-School or Pre-kindergarten Services

Students are responsible for fees required for participation in before-and-after-school or pre-kindergarten services offered by the District, except to the extent such services are required to be provided without cost.

(11) Participation in Summer School or Night School

Students are responsible for fees required for participation in summer school, including driver education, or night school. Students are also responsible for correspondence courses.

(12) Breakfast and Lunch Programs

Students shall be responsible for items which students purchase from the District's breakfast and lunch programs. The cost of items to be sold to students shall be consistent with applicable federal and state laws and regulations. Students are also responsible for the cost of food, beverages, and personal or consumable items which the students purchase from the District or at school, whether from a "school store," a vending machine, a booster club or parent group sale, a book order club, or the like.

(13) Waiver Policy

Students who qualify for free or reduced-price lunches under the United States Department of Agriculture child nutrition programs shall be provided a fee waiver or be provided the necessary materials or equipment without charge for (1) participation in extracurricular activities, (2) post-secondary education costs, and (3) use of a musical instrument in optional music courses that are not extracurricular activities. Participation in a free-lunch program or reduced-price lunch program is not required to qualify for free or reduced-price lunches for purposes of this section.

(14) Distribution of Policy

The Superintendent or the Superintendent's designee shall publish the District's student fee policy in the Student Handbook or the equivalent (for example, publication may be in an addendum or a supplement to the student handbook). The Student Handbook or the equivalent shall be provided to every student of the District or to every household in which at least one student resides, at no cost.

(15) Student Fee Fund

The School Board hereby establishes a Student Fee Fund. The Student Fee Fund shall be a separate school district fund not funded by tax revenue, and will serve as a depository for all monies collected from students subject to the Student Fee Fund. Funds subject to the Student Fee Fund consist of money collected from students for (1) participation in extracurricular activities, (2) post-secondary education costs, and (3) summer school or night school. Monies in the Student Fee Fund shall be expended only for the purposes for which they were collected from students.

CERTIFICATION

On the 12th day of July 2010 the School Board held a public hearing at a meeting of the School Board on a proposed student fee policy. Such public hearing followed a review of the amount of money collected from students pursuant to, and the use of waivers provided in, the student fee policy for the 2010-2011 school year. The foregoing student fee policy was adopted after such public hearing by a majority vote of the school board at an open public meeting in compliance with the public meetings laws.



Superintendent or Other Authorized School Official

Legal References:

- Laws 2002, LB 1172 (The Public Elementary and Secondary Student Fee Authorization Act)
- Neb. Constitution, Article VII, section 1.
- Neb. Rev. Stat. §§79-241, 79-605, and 79-611 (transportation)
- Neb. Rev. Stat. §79-2,104 (student files or records)
- Neb. Rev. Stat. §79-715 (eye-protective devices)
- Neb. Rev. Stat. §79-737 (liability of students for damages to school books)
- Neb. Rev. Stat. §79-1104 (before-and-after-school or pre-kindergarten services)
- Neb. Rev. Stat. §§79-1106 to 79-1108.03 (accelerated or differentiated curriculum program)

Adopted: November 9, 1987

Revised: June 17, 2002

Revised: July 21, 2003

Revised: July 18, 2005
Reviewed: July 17, 2006
Reviewed: July 16, 2007
Reviewed: July 21, 2008
Revised: August 17, 2009
Revised: August 9, 2010

Administrative Regulation

The administrative procedure was developed to provide guidelines, clarification, and assistance for those individuals responsible for implementation of Board Policy 53C.4. The following list represents the fees charged of students and the kinds of supplies and materials students are expected to provide for participation in various programs and activities. The student fee policy and guidelines will be published annually in the Student Handbook.

Minor personal and/or consumable items are requested of all students. Teachers may ask parents to voluntarily supply various personal or consumable items for use in school. The following list provides an example of the types of items that may be considered personal or consumable.

Pencils, colored pencils, pens, paper, graph paper, facial tissues, athletic shoes, tablets, notebooks, activity calendars, organizers, planners, crayons, markers, erasers, blunt end scissors, Elmer's Glue (other types may create usage difficulties), glue, white out, highlighters, school box to hold supplies, compass, protractor, calculator, blank computer disks, blank audio or video tapes, reeds for musical instruments, make-up kits for drama.

Fines will be charged for books damaged in excess of what would be considered normal wear-and-tear. Fees will be charged for lost or retained books, uniforms normally provided by the District, and lost or retained equipment. The waiver option does not apply to these charges.

NOTICE OF PROPERTY, EQUIPMENT, AND FACILITY SURVEILLANCE Fremont Board Policy 53D

The Fremont Public Schools Board of Education authorizes the use of video cameras on district property and within district facilities to assist in the protection of the health, welfare and safety of all staff, students and visitors to district property, and to safeguard district facilities and equipment. The Superintendent of Schools or his/her designee may use video cameras in locations as deemed appropriate. The district shall notify staff and students through student/parent and staff handbooks that video surveillance may occur on district property, within its facilities, and within transportation equipment. Students or staff in violation of Board policies, administrative regulations, building rules or law shall be subject to appropriate disciplinary action. Individuals may be referred to law enforcement agencies if the administration deems it appropriate to do so. Video recordings may become a part of a student's educational record or a staff member's personnel record. The district shall comply with all applicable state and federal laws related to record maintenance and retention.

Adopted: July 21, 2003

SEARCH AND SEIZURE Fremont Board Policy 54D.5b

Administrators, teachers, and other supervisory personnel may hold students responsible regarding the student's own conduct and/or the contents school lockers, desks assigned to the student and/or vehicles driven to school by the student.

In order to maintain orderly and reasonable school operations and student discipline, students have no claim to the right not to allow a search of school lockers, desks, or student owned vehicles; if the search is based on a reasonable suspicion that the desk, locker, vehicle or similar object or container holds material or substances prohibited by the school or local, state or federal law.

For provisions pertaining to student questioning by law enforcement officials or other lawful authorities. See 52B.1.

Students have full responsibility for the security of their lockers and their vehicles parked on school property and shall make certain they are locked and that the keys and combination are not given to others. Students shall not place, keep, or maintain any article or material in lockers or vehicles parked on school property that is forbidden by law and/or District Policy.

Lockers and vehicles parked on school property may be searched by school officials if there is reasonable cause to believe they contain articles or materials prohibited by law and/or District Policy. Students shall be responsible for any prohibited items found in their lockers or vehicles parked on school property.

If a vehicle subject to search is locked, the student shall be asked to unlock the vehicle. If the student refuses, the District shall contact the student's parents. If the parents also refuse to permit the vehicle to be searched, the District may contact local law enforcement officials and turn the matter over to them.

The District may in conjunction with law enforcement agencies use specially trained dogs to sniff out and alert to the current presence of concealed prohibited items, illicit substances and alcohol. This program is implemented

in response to drug and alcohol use concerns by the District and to maintain a safe school environment conducive to education.

Visits to schools shall be unannounced. The dogs shall be used to sniff the air in vacant classrooms, in vacant common areas, around student lockers, and around vehicles parked on school property. The dogs shall not be used with students. If a dog alerts to a locker, a vehicle, or an item in a classroom, it may be searched by school officials. Searches of vehicles shall be conducted as described above.

Students shall be informed of the District's policy on searches as outlined above at the beginning of the school year and shall be specifically notified that:

1. Lockers may be sniffed by trained dogs at any time.
2. Vehicles parked on school property may be sniffed by trained dogs at any time.
3. Classrooms and other common areas may be sniffed by trained dogs at any time students are not present.
4. If contraband of any kind is found, the student shall be subject to appropriate disciplinary action.

The student's parent or guardian shall be notified if any prohibited articles or materials are found in a student's locker or vehicle parked on school property, or on the student's person as a result of a search conducted in accordance with this policy.

LEGAL

Students shall be free from unreasonable searches and seizures by school officials. School officials may search a student's outer clothing, pockets, or property by establishing reasonable cause or securing the student's voluntary consent. Coercion, either express or implied, such as threatening to contact parents or police, invalidates apparent consent. *U. S. Const., Amend 4;* *New Jersey v. T.L.O., 105 S. Ct. 733 (1085); Jones v. Latexo ISD, 499 F. Supp 223 (1980)*

A search is reasonable if it meets both of the following criteria:

1. The action is justified at the inception, i.e., the school official has reasonable grounds for suspecting that the search will uncover evidence of a rule violation or criminal violation.
2. The scope of the search is reasonably related to the circumstances that justified the search in the first place, i.e., the measures adopted are reasonably related to the objectives of the search and are not excessively intrusive in light of the age and sex of the student and the nature of the infraction.

New Jersey v. T.L.O., 105 S. Ct. 733 (1985)

Areas such as lockers, which are owned by the District and jointly controlled by the District and student, may be searched if reasonable cause exists to believe that contraband is inside the locker.

Zamora v. Pomeroy, 639 F.2d 662 (10th Cir. 1981)

Trained dogs' sniffing of cars and lockers does not constitute a search under the Fourth Amendment. The alert of a trained dog to a locker or car provides reasonable cause for a search of the locker or car only if the dog is reasonably reliable in indicating that contraband is currently present.

Trained dogs' sniffing of students does not constitute a search and requires individualized reasonable suspicion.

Horton v. Goose Creek ISD, 690 F.sd470 (5th Cir. 1982)

Adopted: November 9, 1987

Revised/Adopted: October 24, 1988

Revised: June 22, 1998

Revised: March 15, 1999

USE/POSSESSION OF HEALTH ENDANGERING SUBSTANCES

Fremont Board Policy 54D.7

Pursuant to its statutory authority to adopt rules, regulations, and policies necessary to protect the government and health of pupils in the School District, the Board of Education of the Fremont Public School District has determined that the possession or use by pupils of tobacco, alcohol, narcotics, or other dangerous drugs (including marijuana), shall be prohibited:

1. During the school day,
2. On the school grounds,
3. By a participant in school activities, and
4. As a spectator at school activities involving Fremont participants.

Pupils who possess or use tobacco or tobacco products, alcohol, or narcotics, or other dangerous drugs (including marijuana) during the school day, on the school grounds, or while participating in or attending school activities, shall be subject to disciplinary sanctions, including, but not limited to, suspension or expulsion.

Adopted: November 9, 1987

Revised: November 15, 1999

**ADMINISTRATIVE REGULATION
USE/POSSESSION OF HEALTH ENDANGERING SUBSTANCES**

Fremont Board Policy 54D.7

***Drug: Any illegal substance, including alcohol, which, when taken internally or smoked, may cause a change in a person's behavior.**

The Board of Education views its responsibility for providing a safe and secure educational environment a serious commitment to the community. It affirms its belief that the possession and/or use of drugs constitutes a serious danger to students. Illegal drugs, including alcohol, have no place on school property. The decision to use and abuse drugs is a personal one which the Board of Education cannot make. However, let it be known that the Board of Education will do everything within its legal rights to make the possession, use, and abuse of drugs high risk on school property and at school activities.

In addition, the Board of Education reaffirms its commitment to support a curriculum which emphasizes the proper use of medications as well as the deleterious effects of drugs upon our citizenry.

- a. When there is reasonable cause to believe that the student has used, or has in his possession, drugs or alcohol, referral may be made to the proper legal authorities.
- b. Possession or use of drugs or alcohol may be grounds for suspension/expulsion from Fremont Public Schools.
- c. School personnel, with reasonable suspicion, reserve the right to search personal property, lockers, or locker contents.
- d. Any student, in school or at school functions, exhibiting non-acceptable behavior, may be referred to proper agencies for evaluation. Refusal to avail him/herself of this help may be held as grounds for expulsion from school.

AUTOMATED EXTERNAL DEFIBRILLATOR (AEDs)

Fremont Board Policy 66F.5e

The Fremont Public Schools Board of Education as a policy matter has authorized placement of Automated External Defibrillators in the schools, with one or more additional portable AEDs available for use at athletic events.

The administration shall develop administrative guidelines for distribution and use of AEDs. The guidelines shall provide that AEDs be acquired and used consistent with applicable law, for the notification to emergency medical providers of the location of the device or any change in location; for properly maintaining and testing the devices; for the training of designated employees in their use; and for other appropriate plans and protocols for the AEDs.

Adopted: October 15, 2007

Reviewed: October 20, 2008

Revised: October 12, 2009

Electronic Devices

Fremont Board Policy 52B.1d

Philosophy and Purpose. The District strongly discourages students from bringing and/or using unauthorized electronic devices at school. The use of electronic devices can be disruptive to the educational process and are items that are frequently lost or stolen.

Students are prohibited from engaging in any form of bullying behavior whether or not it is actual physical behavior, intimidation, or carried out through the use of electronic means. Without limiting any definition of bullying under any state or federal law or regulation, bullying behavior, as used herein, refers to the use of physical force or verbal, nonverbal, written, and electronic communication (including but not limited to instant messaging, text messaging, e-mailing, and using websites) to threaten, intimidate, ridicule, humiliate, or harass any person.

In order to maintain a secure and orderly learning environment, and to promote respect and courtesy regarding the use of electronic devices, the District hereby establishes the following rules and regulations governing student use of electronic devices, and procedures to address student misuse of electronic devices.

a. Definitions.

(1) "Electronic devices" include, but are not limited to, cell phones, Mp3 players, iPods, personal digital assistants (PDAs), compact disc players, portable game consoles, cameras, digital scanners, lap top computers, and other electronic or battery powered instruments which transmit voice, text, or data from one person to another.

(2) "Sexting" means generating, sending or receiving, encouraging others to send or receive, or showing others, through an electronic device, a text message, photograph, video or other medium that:

(i) Displays sexual content or any sexually explicit conduct as defined at Neb. Rev. Stat. § 28-1463.02; or

(ii) Sexually exploits a person through sexually explicit, obscene or pornographic photography, films, or depictions; or,

(iii) Displays a sexually explicit message.

b. Possession and Use of Electronic Devices.

(1) Students are not permitted to use any electronic devices during class time or during passing time except as otherwise provided by this policy. Cell phone usage is strictly prohibited during any class period; including voice usage, digital imaging, or text messaging.

(2) Students are permitted to use electronic devices before and after school hours provided the student does not commit any abusive use of the device (see paragraph (c)(1). Administrators have the discretion to prohibit student possession or use of electronic devices on school grounds during these times in the event the administration determines such further restrictions are appropriate; an announcement will be given in the event of such a change in permitted use.

(3) Electronic devices may be used during class time when specifically approved by the teacher or a school administrator in conjunction with appropriate and authorized class or school activities or events (i.e., student use of a camera during a photography class; student use of a lap top computer for a class presentation).

(4) Students may use electronic devices during class time when authorized pursuant to an Individual Education Plan (IEP), a Section 504 Accommodation Plan, or a Health Care Plan, or pursuant to a plan developed with the student's parent when the student has a compelling need to have the device (e.g., a student whose parent is in the hospital could be allowed limited use of the cell phone for family contacts, so the family can give the student updates on the parent's condition).

c. Violations

(1) Prohibited Use of Electronic Devices: Students shall not use electronic devices for: (a) activities which disrupt the educational environment; (b) illegal activities in violation of state or federal laws or regulations; (c) unethical activities, such as cheating on assignments or tests; (d) immoral or pornographic activities; (e) activities in violation of Board or school policies and procedures relating to student conduct and harassment; (f) recording others (photographs, videotaping, sound recording, etc.) without direct administrative approval and consent of the person(s) being recorded, other than recording of persons participating in school activities that are open to the public; (g) "sexting;" or (h) activities which invade the privacy of others. Such student misuses will be dealt with as serious school violations, and immediate and appropriate disciplinary action will be imposed, which may include but not be limited, suspension and expulsion from school.

(2) Disposition of Confiscated Electronic Devices: Electronic devices possessed or used in violation of this policy may be confiscated by school personnel and returned to the student or parent/guardian at an appropriate time. If an electronic device is confiscated, the electronic device shall be taken to the school's main office to be identified, placed in a secure area, and returned to the student and/or the student's parent/guardian in a consistent and orderly way.

(i) First Violation: Depending upon the nature of the violation and the imposition of other appropriate disciplinary action, consequences at a minimum may include a relinquishment of the electronic device to the school administration and a conference between the student and school principal or assistant principal. The electronic device shall remain in the possession of the school administration until such time as the student personally comes to the school's main office and retrieves the electronic device.

(ii) Second Violation: Depending upon the nature of the violation and the imposition of other appropriate disciplinary action, consequences at a minimum may include a relinquishment of the electronic device to the school administration and a conference between the student and his/her parent/guardian and the school principal or assistant principal. The electronic device shall remain in the possession of the school administration until such time as the student's parent/guardian personally comes to the school's main office and retrieves the electronic device.

(iii) Third Violation: Depending upon the nature of the violation and the imposition of other appropriate disciplinary action, consequences at a minimum may include a relinquishment of the electronic device to the school administration, a conference between the student and his/her parent/guardian and the school principal or assistant principal, and suspension of the student from school. The electronic device shall remain in the possession of the school administration until such time as the student's parent/guardian personally comes to the school's main office and retrieves the electronic device.

(3) Penalties for Prohibited Use of Electronic Devices: Students who receive a "sexting" message are to report the matter to a school administrator and then delete such message from their electronic device. Students shall not participate in sexting or have any "sexting" message on their electronic devices regardless of when the message was received while on school grounds or at a school activity. Students who violate the prohibitions of this policy shall be subject to the imposition of appropriate disciplinary action, up to and including expulsion, provided that at a minimum the following penalties shall be imposed:

(i) Students found in possession of a "sexting" message shall be subject to a one (1) day suspension from school.

(ii) Students who send or encourage another to send a "sexting" message shall be subject to a five (5) day suspension from school.

(4) Reporting to Law Enforcement: Violations of this policy regarding the prohibited use of electronic devices that may constitute a violation of federal or state laws and regulations, including, but not limited to, the Nebraska Child Protection Act or the Nebraska Child Pornography Prevention Act shall be reported to appropriate legal authorities and law enforcement.

d. Responsibility for Electronic Devices. Students or their parents/guardians are expected to claim a confiscated electronic device within ten (10) days of the date it was relinquished. The school shall not be responsible, financially or otherwise, for any unclaimed electronic devices. By bringing such devices to school, students and parents authorize the school to dispose of unclaimed devices at the end of each semester. The District is not responsible for the security and safekeeping of students' electronic devices and is not financially responsible for any damage, destruction, or loss of electronic devices.

Adopted: April 11, 2011