

Fremont High School  
 Student Handbook  
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**FREMONT HIGH SCHOOL**  
Student / Parent Handbook  
2010-2011



**DISTRICT MISSION STATEMENT**

The mission of Fremont Public Schools is to produce creative, adaptable, productive citizens committed to life-long learning.

**FREMONT HIGH SCHOOL MISSION STATEMENT**

Fremont High School will develop skilled graduates who believe in the value of self, understanding the complexities of culture and pursue lifelong learning in response to the demands of a technological, global society. Students will be provided an exemplary education by a professional and caring staff with high expectations through a diverse, comprehensive curriculum that serves all students in a safe, positive learning environment.

**DISCLAIMER**

This handbook is intended to be used by students, parents and staff as a guide to the rules, regulations, and general information about Fremont High School. Each student is responsible for becoming familiar with the handbook and knowing the information contained in it. This handbook is not a contract. Parents are encouraged to use this handbook as a resource and to assist their child in following the rules contained in this handbook. This handbook is not intended to be all encompassing so as to cover every situation and circumstance that may arise during any school day, or school year. If a situation arises that is not specifically covered by this handbook, the administration will act fairly and quickly to resolve the situation. In reaching a solution, the interest of the student, parents, school district and community will be taken into consideration.

This F.H.S. Handbook belongs to : \_\_\_\_\_

## PHONE INFORMATION

Fremont High School	727-3050
Attendance Clerk	727-3052
Activities Director	727-3969
Assistant Activities Director	727-3965
Activity Office	727-3063
Guidance Offices	727-3056
Nurse's Office	727-3073
Box Office	727-3065

**MESSAGE FROM THE PRINCIPAL:** Fremont High School is a great place for all of us to be! It is a place where you can learn and grow. It is a place that will prepare you for future opportunities and will provide memories that will last a lifetime. The key to high school being a positive experience for you, lies in your effort and involvement. In everything you do, do your best! By getting involved in some activities, you'll meet people, have fun, and feel good about being a part of a team or group. The faculty, administration, coaches, and sponsors are all here to help you, so seek them out when you have questions.

This handbook has been developed to help you and your parents / guardians understand the operation of our school. Included are the rules, regulations, procedures and general information that you need to know. Please read this handbook; the responsibility for knowing the information is yours.

It takes all of us working together to make this the best school possible. Be proud to be a Fremont Tiger and have a great year!

**Joe Sajevic**  
**Principal**

**MESSAGE FROM THE STUDENT BODY PRESIDENT:** Welcome to the 2010-2011 school year! I can tell you from personal experience that High School goes fast, so take advantage of all the opportunities and fun traditions we have here at Fremont High School. The more involved you are the more fun you will have! Let's all work together to make the year a great one! I wish you all the best of luck.

**Your Student Body President,**  
**Molly Anderson**

**The Student Is Responsible For:**

1. Behaving in a manner that does not interfere with the rights of others.
2. Abiding by expectations, guidelines, rules and regulations established by the school.
3. Attending school daily on time.

**The Parent Is Responsible For:**

1. Setting an example of respecting the worth of other persons.
2. Reading and reviewing school expectations, guidelines, rules and regulations with family members.
3. Cooperating with school officials when discipline is necessary.
4. Seeking from school and community agencies help in correcting a student's misbehavior.
5. Informing school officials of concerns relative to student behavior.
6. Making sure the student attends school daily on time.

**The Teacher Is Responsible For:**

1. Treating each child with dignity and respect.
2. Consistently teaching school expectations, guidelines, rules and regulations.
3. Reviewing with students school expectations, guidelines, rules and regulations.
4. Establishing an atmosphere of appropriate behavior in the classroom.
5. Communicating with students and parents if student behavior is not appropriate.
6. Reporting promptly to appropriate school personnel continuing student misbehavior and reporting immediately any misbehavior that will or may result in suspension or expulsion.
7. Reporting any suspected child abuse or neglect situation in accordance with Nebraska State Statute 28-711.

**Principals Are Responsible For:**

1. Establishing school expectations, guidelines, rules and regulations in concert with school district policy and procedures.
2. Communicating to parents, staff, and students school expectations, guidelines, rules and regulations.
3. Enforcing consistently school expectations, guidelines, rules and regulations.
4. Communicating to parents, in concert with the teacher, student behavior problems.
5. Assisting teachers and parents to resolve student behavior problems.

6. Reporting any suspected child abuse or neglect situation in accordance with Nebraska State Statute 28-711.

**The School Board Is Responsible For:**

1. Establishing school district policy relative to student behavior and discipline.

**The Community Is Responsible For:**

1. Maintaining a standard of conduct for adults, youth and children that will foster appropriate behavior.
2. Cooperating with the Board of Education and school personnel in the enforcement of school expectations, guidelines, rules and regulations.
3. Providing educational and recreational opportunities to allow for the development of appropriate student behavior.

**THE PERSONAL RESPONSIBILITY OF FREMONT HIGH STUDENTS**

**I. The Teaching – Learning Process**

You deserve the best instruction that Fremont High School is capable of providing. For the efforts of the teachers to be as successful as possible and for you to work and achieve to the best of your ability, you must cooperate with the teacher. Like farming and healing, teaching is a cooperative art because it involves cooperation with nature to help it produce results. Teachers help the activity of learning that goes on in the minds of the students. Learning is a natural process and unless students work at gaining knowledge and understanding, no genuine learning ever occurs, no matter what teachers try to do to make it occur.

**II. Respect for the Rights of Others**

Every right you have has attached to it an obligation. Your rights must be balanced against the rights of others, and their rights must be balanced against yours. Also, the purpose of the school and the requirements of the education process must be weighted in deciding who has a right to do what and what behavior needs to be punished. That is why our society has laws and why a school has rules. However, if you are one of those students who wants to take full advantage of your rights and opportunities at this school, while at the same time respecting the rights of others, we at Fremont High School will support and help you.

### **III. Responsibility for Your Own Actions**

You will be held responsible for the things you do or fail to do. What others do or do not do is of little importance in determining whether or not you have accepted your responsibility as a student-citizen of Fremont High School. If you choose to follow bad examples set by a few of the other students at Fremont High School, you will be held responsible for your actions and your actions only. The decision will be yours, and so will be the consequences. Your first responsibility then, is to decide how you should conduct yourself while you are at school. Your second responsibility is to be prepared to accept the consequences of your actions.

### **IV. Loitering in or in the Vicinity of the School after Dismissal of Classes**

When students have finished their school day or are not in school for special reasons, they are to leave the school or school vicinity immediately. Every student, unless directly sponsored by a teacher, is to be out of the building by 3:20 P.M. Loitering in or around the school or the surrounding school neighborhood is prohibited and may result in disciplinary consequences if students are in violation. This is covered in the area of school law, which gives school administration the authority to maintain control around the school and vicinity

## **GENERAL INFORMATION**

### **Academic Honors:**

The following academic honors are available to all graduates providing they meet the identified criteria.

Presidential Award for Outstanding Academic Excellence – Any senior who has earned a minimum cumulative grade point average of 3.7 through first term of grade 12 and scored at or above the 85<sup>th</sup> percentile in the math **and** verbal portions of an ACT or SAT test is eligible to receive this award.

Presidential Award for Outstanding Academic Achievement – Any senior who has earned a minimum cumulative grade point average of 3.7 through first term of grade 12 and scored at or above the 85<sup>th</sup> percentile in the math **or** verbal portions of an ACT or SAT test is eligible to receive this award.

Academic Achievement Award – Any student who has earned a grade point average of 3.7 for any two consecutive terms in grades 9 through 12 is eligible to receive this award. Recipients may qualify for level one, two, three or four.

National Honor Society – Junior and senior students who have earned a minimum cumulative grade point average of 3.5 are eligible for consideration each spring. Membership is based equally upon Scholarship, Character, Leadership and Service and is determined by a faculty committee.

Cum Laude – Recipients must have a cumulative grade point average of 3.75 in grades 9-12 and complete his/her 8<sup>th</sup> term at Fremont High School.

Cum Laude with High Distinction – Recipients must have a cumulative grade point average of 3.75 or higher in grades 9-12, complete his/her 8<sup>th</sup> term at Fremont High School and meet the following:

Math – 40 credits to include math analysis with a C+ or above.

English – 40 credits to include 10 credits of AP Literature & Composition, AP Language & Composition, British Literature, Analytical Composition or Creative Writing.

Science – 40 credits to include 20 credits of AP Biology, Anatomy & Physiology, Chemistry or Physics

Social Science – 30 credits

World Language – Completion of level four in one world language

**Academic Integrity:** Students are expected to abide by the standards of academic integrity established by their teachers and school administration. Standards of academic integrity are established in order for students to learn as much as possible from instruction, for students to be given grades which accurately reflect the student's level of learning and progress and to provide a level playing field for all students. Cheating and plagiarism violate the standards of academic integrity. Sanctions will be imposed against students who engage in such conduct. "Cheating" means to intentionally misrepresent the source, nature, or other conditions of academic work so as to accrue undeserved credit, or to cooperate with someone else in such misrepresentation. Such misrepresentation may, but need not necessarily, involve the work of others. "Plagiarism" is to take and present as one's own a material portion of the ideas or words of another or to present as one's own an idea or work derived from an existing source without full and proper credit to the source of the ideas, words, or works. "Contributing" to academic integrity violations means to participate or assist another in cheating or plagiarism. It includes but is not limited to allowing another student to look at your test answers, to copy your papers or lab projects, and to fail to report a known act of cheating or plagiarism to the instructor or administration.

**Accidents:**

If a student is involved in an accident during school hours, please contact the nurse or a school administrator.

**Activities:**

The Constitution of the Heartland Athletic Conference sets definite guidelines pertaining to student conduct at school activities. Students should understand that attendance at school activities is a privilege and not a right. Consequently, privileges can be revoked, if in the judgment of school officials, the student's behavior is inappropriate. Fremont High students will respect others. The visiting team, their fans, and the officials are our guests. Please treat our guests with courtesy and respect as well as our opponents and officials. Safety for our students, athletes and officials is not to be jeopardized by inappropriate behavior. Obscenities at all school activities will not be allowed. This includes double meaning words and sound alike words. Students will dress appropriately at all activities by using the same guidelines used for dress during the school day.

The following rules, if broken, could cause a student to lose his/her privileges of attending school activities for the remainder of the school year:

1. Students are not to use tobacco at school activities
2. Students are not to consume alcoholic beverages before coming to a school activity or during a school activity.
3. Use of noisemakers (horns, bells, megaphone, etc.) are prohibited. Megaphones can be used by cheerleaders only.
4. Signs and banners are not to be displayed at the gym or stadium during the game.
5. Do not throw items at games.
6. Inappropriate gestures and cheers are not acceptable.
7. Rowdy behavior and excessive display of poor sportsmanship will be not accepted.
8. Students are to stay off the field or floor before and during the game.
9. A special student bulletin about procedures at athletic contests may be issued at the beginning of each activity / sport season.
10. Harassment and/or hazing will not be tolerated. Harassment with abusive or ridiculous treatment will not be tolerated.

The Heartland Athletic Conference desires to go on record as continuing to appreciate the contribution of competitive athletics to the total educational program of its students. In order to keep this part of the program in its proper perspective and continue the excellent public support we have received, the Principals and Activities Directors strongly urge positive action by team members, coaches, student bodies and fans before, during and after athletic events.

The Heartland Athletic Conference wishes to remind all interested parties that these are sporting events, and as such, require certain actions that we term “Good Sportsmanship” in order to carry out the basic purposes of the athletic program.

Our school personnel, bands, cheer squads, athletic teams and coaches are all on public display representing our communities and our schools. It should be a basic aim and objective that the day after an athletic event, we are proud of our team’s performance and the actions of our community and student bodies. We must assume that all athletic squads are trained to perform their best and prepared to accept decisions and outcomes as they occur. The member schools urge your enthusiastic support in a positive manner for your school and their representatives, feeling that this should in no way reflect disrespect for the opponent or the delegated officials assigned to work these events. Outcomes of athletic events appear on the scoreboard. May we all accept this result. May the better team win!

**A. Code of Conduct for School Activities:**

Fremont students participating in school activities are representing not only themselves, but also their school and community in all their actions. With this in mind, we hope that all of our students’ actions reflect a positive position toward each other, our opponents, and the training obligations, which are an accepted part of school activities. There shall be immediate suspension from school activities if it is determined by administration, the head coach, sponsor or Violation Board that a student has broken the laws of the State of Nebraska (except minor traffic violations providing 3 or less points against the driver’s license); maliciously destroyed property; had possession of or used tobacco, alcohol, or drugs, steroid or performance enhancing drugs; or has been guilty of other conduct unbecoming a student involved in activities. Conduct unbecoming a student participating in school activities can be identified as any of the Prohibited Conduct defined in the Student Handbook under “Student Code of Conduct.” All violations that constitute “conduct unbecoming a student participating in school activities” should be reported by any school official, by any student, or by any teacher to the Activities Director, sponsor or head coach when the severity of the violation is deemed to merit reporting. A student can be held out of competition or performance for inadequate academic performance. (i.e. failing to complete work for an instructor, failing 1 or more classes, etc.)

**B. Enforcement Period for Code of Conduct:** The enforcement of this policy will begin with the official starting date of the fall sports season established by the NSAA and will end on the last official day of school in a given year as established by the Fremont Board of Education.

**C. Suspension or Expulsion from School Activities:**

**First Violation:**

1. Student conduct constituting a violation of any of the rules set forth in Paragraph (A) may result in a suspension from interscholastic athletic or activities competition for a maximum of FOUR WEEKS. A student suspension can be reduced to TWO WEEKS if student self-reports the first violation the first day of school after the violation.
2. A student will be suspended for TWO WEEKS if the student attends a party where minors are using drugs/alcohol or involved in an unbecoming activity, but he/she was not involved. If a student self-reports this violation the first school day after the violation occurs, the suspension will be reduced to ONE WEEK.
3. During the suspension, the student will be placed on probation and allowed to practice and remain a part of the team as long as the student's conduct remains constructive and the student is an active contributor to the activity.

**Second Violation:**

- a. Student conduct constituting a SECOND violation of any of the rules set forth in Paragraph (A) may result in a suspension from interscholastic athletic or activities competition for a maximum of SIX WEEKS. A student suspension can be reduced to THREE WEEKS if student self-reports the first violation the first day of school after the violation.
- b. A student will be suspended for TWO WEEKS if the student attends a party where minors are using drugs/alcohol or involved in an unbecoming activity, but he/she was not involved. There is no reduction in suspension for self-reporting for a 2<sup>nd</sup> occurrence of this specific action.
- c. During the suspension, the student will be placed on probation and allowed to practice and remain a part of the team as long as the student's conduct remains constructive and the student is an active contributor to the activity.

**Third Violation:**

- a. A third violation in a given school year will result in the student's expulsion from participation in activities and attendance at activities for the remainder of the year. These activities include athletics, activities, public performances, dances, intramurals, prom, and graduation ceremonies.

**Suspension or Expulsion from School Activities: Enforcement:**

1. Any suspension or expulsion will begin when the Activities Director determines that a violation has occurred regardless of the amount of elapsed time between the violation and the actual discovery. Any

suspension may be immediately enforced by a head coach for any violation of which the coach has personal knowledge.

2. At no time will a suspension or expulsion carry over from one school year to the next.
3. The head coach shall have the sole discretion to determine who shall receive letters in the sport they supervise and may withhold a letter because of suspension or expulsion during that sport's season.
4. A student not participating in activities can be suspended from attending activities if they violate the Code of Conduct for school activities. The student is entitled to a hearing procedure outlined below.

**D. Hearing Procedure:**

If a coach or school official makes a decision to discipline a student by suspension or determines that there may be cause to discipline a student by suspension or expulsion from interscholastic activities, the following procedures shall be followed after reporting the matter as required by Paragraph (A).

1. The student shall be confronted by the Activities Director, head coach, or a designee of the director or coach. The student shall be advised of the facts upon which the complaint is based and given an opportunity to deny or explain the matter. The student shall be advised of their right to appear before a meeting of the violation board for purposes of presenting facts in support of a denial.
2. The Activities Director, Assistant Activities Director, head coach or sponsor of the student, and two other head coach chosen by the Activities Director, or a designee of any one or more, shall constitute the violation board which shall have the duty to decide if the report is valid and if a violation of the activity code described in Paragraph (A) has occurred and to determine the discipline for the violation.
3. The violation board shall meet within two school days after the student has been notified of the alleged infraction when the student and parent/guardian request a hearing. The student and a parent or guardian shall be advised by telephone, in person, or in writing of the time, place and purpose of the hearing. The hearing may be postponed for a reasonable time not to exceed two school days at the request of the student. The hearing shall be informal. The student may present witnesses on their behalf. The violation board shall have the right to limit the number and testimony of witnesses as necessary to preclude unreasonably repetitive or irrelevant testimony.

4. If the decision of the violation board is that no violation occurred, the head coach or sponsor of the student has the responsibility to tell the student of the determination.
5. If the decision of the violation board is that a violation occurred, the Activities Director, head coach or sponsor of the student will promptly visit with the student and a parent or guardian to state the decision and explain the discipline.
6. The student shall have the right to appeal the decision of the violation board to the Board of Education by presenting a written request for a hearing to the Secretary of the School Board. The appeal hearing will be conducted ten school days of receipt of the letter to the Office of the Superintendent of Schools. Such request for appeal shall not delay the effective time of the suspension or expulsion.

**E. Coaches / Sponsors Discipline:**

Notwithstanding the foregoing, any head coach or sponsor shall retain the right to discipline athletes or participants in any reasonable manner including suspension from practice for up to two days and for suspension from participation in one interscholastic event for any incident of "Conduct Unbecoming an Activities Participant". In the event such incident is not reported and acted upon by the violation board, it shall not constitute a first suspension under Paragraph (C 1).

**F. Permission to Participate in Activities:**

No student shall be allowed to participate in any activities until the following forms are fully completed, signed and returned to the coach and/or Activities Director.

1. **THE MEDICAL HISTORY AND CONSENT FORM** with all questions answered and signed by either the parents or guardian of the student.
2. **THE PHYSICAL EXAMINATION REPORT** with all blanks filled in, all questions answered and signed by the physician. The Physical Examination is the responsibility of the parent or legal guardian. The examination must be given after May 1 of each year and will be evidence that the student is qualified to practice and compete in the activities designated for the entire school year (May 1 through the following closing day of school). The NSAA requires each athlete to have a physical examination each year.
3. **THE FREMONT PUBLIC SCHOOLS ACTIVITIES PARTICIPATION FORM**
  - a. Parent/Guardian Consent and Warnings with all blanks filled in.
  - b. Athletic Insurance with appropriate blank filled in.

- c. Code of Conduct for School Activities with proper date and signatures of the student and parent/guardian indicating that these rules and regulations have been read and fully understood.

**G. NSAA Eligibility Rules** – It is the responsibility of the student and the parent/guardian to have read and fully understand these rules.

**Activity Ticket & Participation/Activity Ticket**

**A. \$20.00 Activity Ticket – K-12 Grades (Waiver option does not apply)**

All student in grades K-12 will have the option to purchase a \$20.00 activity ticket that when presented at the gate will allow students admission to all home athletic events, excluding any conference, district or state hosted events.

**\$40.00 Participation/Activity Ticket – 6-12 Grades**

All students in grades 6-12 who participate in the following activities must purchase the \$20.00 Participation Ticket: Athletics, Cheerleading, Dance Team and Flag Team. In addition, students who participate in state sponsored district contests in the following: Speech and Debate, Instrumental Music, Vocal Music, Play Productions and Journalism must also purchase the \$20.00 Participation Ticket. Students that purchase the \$40.00 Participation/Activity Ticket will receive a ticket that will allow them to attend all home athletic events without paying admission. The ticket will not grant them admission into conference, district or state hosted events.

Admission to high school and middle school athletic events (waiver option does not apply)	\$20.00
Participation in extracurricular activities (waiver option applies)	\$20.00
Total fee for Participation/Activity Ticket combined	\$40.00

**B. Activity Participation Policies:**

Fremont High School is a member of the Nebraska School Activities Association and is obligated to follow the rules established for all high schools that engage in INTERSCHOLASTIC competition.

These policies cover participation in music, athletics, debate, speech, journalism, drama, dance team, cheerleading and any other competition between student representatives of member schools.

NSAA and Fremont High School Scholastic Requirements for participation are:

1. The student must be enrolled in at least twenty-quarter hours of credit in the school the student represents in interscholastic competition.
2. The student must have credit in twenty credit hours for the immediate preceding term. “Preceding term” means the eighteen weeks immediately prior to the term in which the student wishes to participate in activities. The preceding term rule is not to apply to student who are entering high school for the first time and have not competed or practiced with a high school team.

3. Students must be in class the last half of the day (Block 3 & 4) in order to participate in practice or an after school activity that day. Students scheduled to participate in activities with early dismissal times must be in class at least 1 block for a 9:30 A.M. to 1:30 P.M. dismissal, and at least 2 blocks for a 1:30 P.M. or later dismissal. Students scheduled to be dismissed during 1<sup>st</sup> block must be in attendance up until dismissal time.

### **C. Activity Tickets**

**PURCHASE TIME:** Beginning of the school year or at the time of registration for new students.

**LOST TICKET PROCEDURE:** Students who have lost or forgotten their ticket pay the regular student admission rate into athletic events.

**DUPLICATE TICKETS:** There is a \$20.00 fee to issue a duplicate ticket to a student who has lost his/her ticket.

**THOSE WHO REQUIRE TICKETS:** No one may enter an activity without an admission ticket. All students who represent the school in interscholastic competition or participate in intramurals may purchase a \$20.00 activity ticket. All students representing the school in an activity such as athletics, debate, marching band, music contest, dance team, cheerleaders and students competing at a convention must purchase a \$20.00 Participation Ticket. Activity tickets are good for one admission to each athletic contest. It will be punched when a student enters a contest and cannot be used as a pass-out ticket.

### **Attendance: [See Attendance Policy also]**

Types of Absences:

#### A. Waived—Does not count towards absence totals

- a. Absences from school for which a signed note is received from a doctor for medical or dental appointment/illnesses
- b. Out-of-school suspension
- c. Court appearance
- d. Pre-arranged absences waived by an administrator
- e. School-sponsored activities

#### B. Non-waived—Counts towards absence totals

- a. Excused by parent or guardian—parents have notified the school that the student will be/was absent
- b. Unexcused—student is absent with no approved excuse
- c. Truancy—absent from school without express permission of school officials, leaving school without permission, refusing to attend school, or failing to provide documentation for an absence

According to state statute and board policy, any student who misses school more than 5 days a quarter, 10 days a semester, or the hourly equivalent, shall be considered excessively absent. A maximum of five (5) non-waived absences for ANY reason is

allowed in each class per quarter. After the fifth absence, the student will be placed on a no-credit status. Credit may be denied for any of the following situations:

Any truancy during the quarter.

Any non-waived absence after the fifth non-waived absence.

### **1. Reporting Student Absences**

Parents/Guardians are required to contact the school in the event of their child's absences. Absences should only be for the following reasons:

- Physical illness or personal injury which prohibits or prevents a child from attending school.
- Professional appointments that cannot be scheduled outside of the regular school day.
- Personal or family circumstances or emergencies.
- Recognized religious holidays.

All notes must have a telephone number where the parent may be contacted. The child's absence will be considered unexcused until a parent or physician verifies the reason for the absence. Student absences are to be reported by the parent/guardian to the high school attendance clerk as soon as the parents/guardians are aware of their child's absence. Parents/guardians may call the 24 hour voice mail of the attendance clerk (727-3052) to leave a message.

### **2. Check Out Sheets**

If a student will be absent from school because of a personal appointment of any kind, a doctor's appointment; a college visit; or an out of town obligation, the student must bring a note from a parent/guardian to the attendance clerk at least two days in advance of the absence. The student will be given a check out sheet, which the student will take to his/her teachers. The student will be given assignments, which must be completed in advance. In the event of an immediate or emergency absence verified by a parent/guardian, a check out sheet will be issued to the student and signed by the teachers. Assignments may then be completed when the student returns. In all circumstances, the completed check out sheet must be returned to the attendance clerk before the student's absence. Students must check out in the office before leaving the building, or they will be considered truant.

### **3. Leaving School Grounds without checking out**

Students are not allowed to be outside the school building without permission anytime during the school day. Students will also not be allowed to leave the cafeteria during the lunch period. Students needing to leave school must receive clearance through the office prior to the student's leaving school. After an absence has occurred parents may not excuse students for leaving during the school day.

### **4. Doctor Notes**

Doctor notes are recommended whenever a student is absent due to a medical/dental appointment. (Verification of appointments may be faxed to the attendance clerk at

727-3033.) Notes from the doctor's office stating, "Parent reported the student was ill." will not be considered or accepted as medical documentation.

#### **5. Late Arrivals**

If a student arrives for school anytime after 8:10 A.M., the student must sign in at the office before going to class.

#### **6. Tardies**

If a student arrives for class less than ten (10) minutes late for 1<sup>st</sup> block, he/she will be considered tardy. For the remainder of the day, a student arriving less than five (5) minutes after the final bell, will be considered tardy. After (5) five minutes, the student will be counted unexcused.

#### **Automated External Defibrillators:**

Fremont Public Schools and the Fremont Public Schools' Foundation have partnered to provide each building with AEDs (Automated External Defibrillators). These AEDs provide medical intervention in the event of cardiac arrest. Designated staff, certified in CPR/AED, or others may utilize an AED should the need arise. The use of AEDs is to be in accordance with Health and Human Services AED Protocol.

#### **Book Bags:**

Students are to leave book bags in their lockers. Book bags are not to be carried unless the student is entering or leaving the building. P.E. bags are to be stored in assigned P.E. or student lockers.

#### **Books and Book Fines:**

Your books are loaned to you by the taxpayers of the school district without cost. Take care of them. You will be fined or charged for replacement of the books if you misuse or lose them.

#### **Bicycles:**

All bicycles should be placed on the west side of the school building where the rack is located. Secure your bike; the school is not responsible for any stolen or damaged property.

**Building Hours:** Fremont Public Schools cannot and does not provide supervision by staff before 7:30 A.M. and after 3:15 P.M.

#### **Care of School Property:**

Students will be required to pay for any unnecessary and/or deliberate or defacing damage to school equipment or property. Violators will be subject to disciplinary action and, if damage occurs, will pay for replacement or repair of equipment or property.

#### **Civil Defense or Disaster Warning System:**

An "Alert" signal to a possible disaster, atomic explosion or similar catastrophe is a 3 to 5 minute continuous blast of the power plant whistle. You may also hear a siren from a civil defense car or airplane. The "TAKE COVER" signal is a 3 minute

wailing tone or a series of short blasts of the power plant whistle. This may also be duplicated by the siren or mobile units.

If this warning is heard during the school day, the Board of Educations has ruled “that all students in the Fremont Public Schools are to be dismissed”. Although not specifically stated, the Board implied that:

- a. Dismissal shall be upon the order of the building principal or designated authority;
- b. Students shall be urged to go home or to some other place of safety to be previously arranged by parents;
- c. Students must leave the building and premises immediately and not wait for parents to pick them up;
- d. Students shall be urged to hurry, but not panic-to cross streets carefully and drive safely;

In brief, all responsibility for the student’s safety and possible survival is the responsibility of the parents.

**Closed Campus:**

FHS has a closed campus for all students. Students are not to leave the building without permission from the office and may not go out over the lunch hour. Students who leave the building without prior approval from the office may be considered truant.

**Complaints:**

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. Complaints and communications shall be initiated in the following manner: 1) The parent should first discuss the matter with the teacher. 2) If the problem is not resolved at this level, an appeal may be extended to the Principal. 3) If the problem is not resolved at this level, an appeal may be extended to the Superintendent [may be asked for in writing]. 4) The next level of appeal is the Board of Education, through the President in writing [no anonymous correspondence may be considered officially by the Board].

**Conduct in School Building and at School Activities:**

Conduct yourself with dignity in all places. Remember this is your school and that your conduct as individuals makes possible all the privileges and freedoms which are granted. Violation of school rules at school activities will result in discipline procedures as outlined in Code of Conduct policies for competition or performing groups.

**Convocation Programs:**

During programs in the auditorium or gymnasium, decency in conduct is expected from each student. Good manners demand attentiveness of students, not conversation

with friends or some other disturbance. Remember that you have an obligation to show respect to all who are present. Failure to conduct yourself in an acceptable manner will result in your removal from assembly programs.

**Copyright Protection:**

The fair use of a copyrighted work, including such use by reproduction in copies or by any other means specified by that section, for purposes such as criticism, comment, news reporting, teaching (including multiple copies for classroom use), scholarship, or research, is not an infringement of copyright. In determining whether the use made of a work in any particular case is a fair use, the factors to be considered shall include:

1. The purpose and character of the use, including whether the use made of a work is of a commercial nature or is for nonprofit educational purposes;
2. The nature of the copyrighted work;
3. The amount and substantiality of the portion used in relation to the copyrighted work as a whole; and
4. The effect of the use upon the potential market for or value of the copyrighted work;
5. The fact that a work is unpublished shall not itself bar a finding of fair use if such finding is made upon consideration of all the above factors.

**Course Load:**

Students are required to register for a minimum of forty (40) credit hours per term; eighty (80) credit hours per year.

**Credit Earned Formula:**

Classes that meet for one Block each quarter provide students an opportunity to earn five (5) credits. Students who have a physical handicap may present a written doctor's statement each year to postpone or waive the physical education requirement. Through joint action between administrators, counselors and classroom teacher, a required course may be waived or partial credit may be granted if the specific conditions justify this action.

**Credit Regulations:**

Credits that will apply toward graduation from Fremont High School may be earned in the following ways:

1. Credits may be earned by regular attendance at classes with passing marks. State law requires regular attendance.
2. Attendance at an approved summer or night school.
3. Transfer from another accredited high school.
4. Completion of correspondence courses from a reputable and accredited correspondence high school. This course work must be evaluated before approval may be granted. If credit is granted, 4.5 quarter hours will be converted to 5 high school credits. Three semester hours credit earned at a

college or university will be granted and converted to five credits, GPA and class rank will be affected in the same manner as regular high school course credit.

5. **SPECIAL CASES: Handicapped students:** Students living in Fremont who cannot attend high school because of physical or other handicaps may register for Fremont High School courses and receive credit by utilizing the special education program of the public schools. Students in the program will use the same texts as the students in the regular classes and will follow the same general course study. Credit will be granted upon recommendation of the Special Education instructor, provided the program has been approved by the Guidance Department and Principal.
6. **GIFTED STUDENTS:** If the educational offering of the high school does not meet the needs of a student, the student is encouraged to seek additional training through other programs. This may be a college, summer school, or a correspondence program. Students are also encouraged to seek advanced placement if they can qualify. It must be understood, however, that credit cannot be granted in a course upon the basis of satisfactorily passing a comprehensive test.
7. Under the School-to-Career program, college credit may be applied to make-up credits lost due to failure or attendance violations. College credit and grades are not computed for class rank or GPA. Prior approval is required. Maximum of 10 elective credits are allowed.
8. Students transferring to Fremont High from non-state accredited institutions may be awarded credits through individual review of standardized test scores, evaluation of curriculum, or demonstrating proficiency in individual courses through CRT or other evaluation as determined appropriate.

**A. Granting of Credit:**

The following policy shall be followed on those occasions when students enroll in courses at other educational institutions:

1. Credit will only be granted if approval by the student's counselor has been obtained prior to enrolling in the course(s).
2. In situations where credit is not granted, the course name and grade will be recorded on the student's transcript, if requested. The transcript will show "0" credit granted. This grade will not affect GPA or class rank.
3. If credit is granted, 4.5 quarter hours will be converted to 5 high school credits. Three (3) semester hours credit earned at a college or university will be granted, and converted to five credits, GPA and class rank will be affected in the same manner as regular high school course credit.

**Daily Schedule: [Appendix]**

Fremont High school has a four-block schedule. The regular school class schedule will begin at 8:00 A. M. and conclude at 3:07 P.M.

The building will be open and available for supervised student use from 7:45 A.M. to 3:20 P.M. The office will be open from 7:15 A.M. to 4:30 P.M.

**Dances:**

A school dance is considered a school function. Any regulations for student behavior may be applicable for the dance. Unacceptable behavior is cause for removal from the dance. Dances are scheduled between 7 P.M. and 12 A.M. midnight. Students must possess their student ID card to get into the dance. No middle school students are to attend. Special dances require pre-registration and prepayment. Doors will be locked approximately 1 hour after the dance begins. Homecoming and Prom will be the only dances that registered dates of FHS students, under the age of 21, may attend. Other dances may require pre-registration of student guests at administration discretion.

**Discipline, Student: [Student Code of Conduct in policies appendix]**

Fremont High School's first priority is the teaching and learning of the intended academic curriculum for all students. Discipline is a process designed to teach, model and use appropriate strategies to reinforce the behaviors necessary to ensure a safe and productive learning environment by changing unacceptable behavior to acceptable behavior. Fremont High School is dedicated to providing a safe, positive learning environment for all of our students. It is our hope that our students will help to maintain this positive atmosphere as they work toward graduation.

**Belief Statements:**

1. Teaching and learning of the intended curriculum for all students is of the highest priority. Therefore, the misbehavior of one student will not be allowed to interfere with the learning opportunities of other students; will not be allowed to interfere with the teacher's responsibility to teach all children; will not excuse the misbehaving student from successfully completing the learning objectives.
2. Changing behavior takes time.
3. Discipline is a part of the daily routine, not a disruption.
4. Self-discipline is the expected outcome.
5. Every discipline situation is an opportunity to teach expected behavior.
6. Teaching and modeling appropriate behavior, along with implementing consequences for inappropriate behavior, is the best way to help change unacceptable behaviors to acceptable behaviors.
7. Expected behaviors must be communicated, taught, and modeled on a daily basis throughout the school year.
8. Punishment by itself cannot change behavior.

9. In handling unacceptable behaviors, the focus will be on judging the behavior of the student, not on judging the student.
10. Staff members will not respond to misbehavior as if it were a personal attack on them.
11. Staff will show respect to students and parents at all times, regardless of the students' and parents' behavior.
12. Parents have a responsibility to ensure their children's behaviors do not take away from a safe and productive learning environment for others.
13. Staff will handle all discipline situations in a professional manner.

Expectations:

1. Students and staff will demonstrate self-respect, respect for others, and respect for all things in their environment.
2. A safe and productive learning environment will be maintained for all individuals at school and at all school-related activities.
3. Conflicts will be handled without the use of violence or threats of violence and with respect for the rights of all.
4. Staff and students will be expected to be on task at all times while in the classroom or at other learning activities.
5. Staff will provide learning opportunities for misbehaving students with support from parents and guardians.
6. Staff, students and parents will assist misbehaving students to change their unacceptable behavior to acceptable behavior.

Consequences:

It is important for students to recognize that all actions have consequences. Some consequences are positive and some are not. While the following consequences are negative in nature, they are intended to have a positive effect on overall student behavior.

1. 5<sup>th</sup> Block: As a consequence for receiving a behavioral referral, a student is assigned a 5<sup>th</sup> block from 3:15-4:15 P.M. The number of 5<sup>th</sup> blocks assigned will vary with the level or frequency of the behavior. Failure to attend when assigned may result in short-term suspension.
2. Demerits: Demerits may be assigned for school rule violations as deemed necessary by the administration. A minimum of five (5) demerits may be assigned for any violation of levels 2, 3, 4 on the behavioral referral and/or repeated violations of any level in addition to the following consequences:
  - a. 5<sup>th</sup> Block
  - b. Time after school, 1-3 hours.
  - c. Assigned work at school sponsored events
  - d. Assigned time at school during Saturday or in-service days

Note: Once a student reaches a total of twenty (20) demerits, the student may be recommended for suspension or expulsion for the remainder of the term or quarter. Demerits carry over from the first term (semester) to the second (semester), but not from one school year to the next.

3. Restricted Lunch: As a consequence to a lunch disruption or behavioral referral, students are assigned to eat lunch in a designated area.
4. Extension of the School Day: Starting or dismissal time outside the regular hours of 8 A.M. – 3:07 P.M. Students will be given the option of serving the time on the day of the occurrence or on the following day.
5. Exclusion from Class: Removal of a student from a specific class on a temporary or permanent basis. It will usually require the student make up the class time through an extended day.
6. Restitution: Paying for loss, damage or injury.
7. Short-term Suspension: The exclusion of a student from attendance in all schools within the District for a period of up to five school days. Suspended students may not participate in any school activities and are not allowed to be on school property, except when assigned a 5<sup>th</sup> block.
8. Long-term Suspension: The exclusion of a student from attendance in all schools within the District for a period exceeding five school days and less than twenty days. Suspended students may not participate in any school activities and are not allowed to be on school property, except when assigned to 5<sup>th</sup> block.
9. Expulsion: 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.
10. Mandatory Reassignment: The involuntary transfer of a student to another school in connection with any disciplinary action.

Note: Police may be contacted whenever a student has allegedly been involved in any illegal activity, and charges may be filed by the High School Administration.

Students choosing to exhibit behavior, which results in some type of discipline action, will receive oral or written notice, which shall include:

- a. Type of offense
- b. Date of offense
- c. Name of faculty or staff member reporting the offense and explanation of the basis for the complaint.

The student shall have an immediate opportunity to present his/her version of the incident. An oral or written communication of the student's violation and the resulting penalty and reasons shall be made to the parents or guardian within twenty-four hours or within such extended time as is reasonably necessary. Students may be

assigned to extra time periods after school for excessive tardiness and/or makeup of missed class work.

**Display of Affection: [Inappropriate Public Display of Affection (PDA)]**

A school setting is not an appropriate place to display overtly affectionate behavior. That includes body contact such as walking arm-in-arm, embracing or kissing. Your cooperation is appreciated.

**District Crisis Team:**

The purpose of the Crisis Response Team is to provide direction and support to students, staff and community following the sudden death, suicide or other tragic events involving a student or staff member. Please contact your guidance counselor if you become aware of such events.

**Doctor, Need for a:**

In case of injury or disease requiring a physician's care, the first step is to contact the nurse or other responsible adult. The nurse will then call the parent or guardian; if the parent is unavailable, the family doctor. The financial responsibility for the doctor's care belongs to the individual student and his/her family. The school does not carry insurance covering the injury of students, although a pupil insurance program is made available to parents on a voluntary basis.

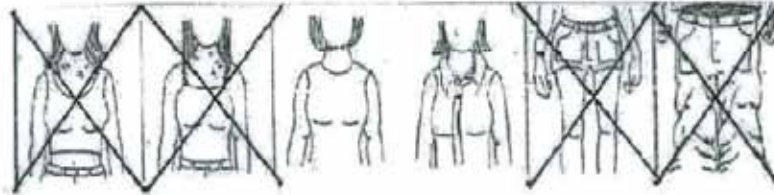
**Dress Code:**

The atmosphere of the school is dedicated to the business of learning. Student appearance contributes to a positive atmosphere. Any clothing that detracts from the educational process or that is offensive in nature is prohibited. The following guidelines have been established to assist students in determining what is proper attire. [Also see Student Attire and Grooming policy]

1. Student appearance should be of a high enough standard as to contribute to the general learning environment.
2. Interpretation of the rights of a minority of the student body should not be such that it negatively influences the general image of the student body or that of Fremont High School.
3. Students must accept the fact that appropriate dress for some activities and learning situations is not necessarily appropriate for others. The health and safety of the individual will not be jeopardized in favor of his personal preference as to appearance and attire.
4. Shoes, boots, sandals or moccasins will be worn at all times. No bedroom slippers will be allowed.
5. Printed wording or pictures on clothing that advertises or promotes drugs, alcohol, or tobacco, is racist or sexist, or is vulgar in interpretation, is not permitted to be worn.
6. Head coverings/Headgear (caps, hats, sweatbands, bandanas) are not to worn in the school building during the students' school day.

7. Skirts and shorts should be finger tip length.
8. Backless halter-tops, spaghetti straps, revealing or see-through clothing; tops which expose the midriff, low-cut or loose necklines; over-sized, sleeveless tank tops will not be permitted. [Same policy applies to males]
9. No undergarments should be showing at any time.
10. The wearing of pants, jeans or shorts in a sagging fashion below the waistline is prohibited. Overalls and suspenders are to be worn in the manner intended, over the shoulders and fastened.
11. Dress as identified by the Fremont Public Schools as gang related apparel is not allowed. Examples may be, but not limited to, certain hats, coats, bandannas, handkerchiefs and shirts. Writing gang graffiti, possessing items containing gang graffiti, or the display of gang hand signs are an indication of gang involvement and are not allowed.
12. Any apparel, jewelry, notebook, accessory, etc. which advocates drugs or gangs is prohibited.

The existence of some basic limitations and standards is a necessity. If, after a conference with the student, the problem still exists, a conference with the parents and administration may be necessary to resolve the matter.



Any students needing to change clothing will be asked to report to the attendance desk in the main office. They will be sent home upon the discretion of an administrator. Students sent home will not receive credit for work missed and must make up time missed from class.

**Drivers License:**

Students should obtain their driver's license after school hours. This is a personal issue. Absence from class to obtain a license is a personal absence.

**Electronic / Technological Devices:**

"Electronic devices" include, but are not limited to, cellular phones, beepers, iPods, Mp3 players, personal digital assistants, radios, headsets, tape players, walkie-talkies, CD players, digital scanners, cameras and other electronic or battery powered instruments which transmit voice, text or data from one person to another. These devices must be off and out of sight during the school day, in all locations and in all operating modes. If these devices are seen or heard, they may be confiscated. These devices have become a major distraction in schools across the country. Unwanted picture taking,

distractions, disruptions during class time, cheating, cyber bullying and theft are among the reasons for their being confiscated. Failure to give the cell phone/device to any staff upon request will be considered insubordination, resulting in disciplinary action.

**Evacuations for Tornado:**

Faculty members will explain the evacuation procedure for each classroom at the beginning of the year. These instructions will be posted.

**Expenses:** (Also see Fee Policy)

To help you plan to meet the expenses that can be part of your participation in school classes and activities you choose, you will find listed below the items you need to consider:

1. **Black & Gold:** This book is published annually and is purchased by most members of the student body.
2. **Organizational Dues:** Many of the school organizations have membership dues. The money derived from the dues is used to promote the activity program of the organization and serves the students who make the contribution.
3. **Contributions to Charity Programs:** The student body as a whole participates in several service programs such as the Salvation Army canned goods drive. We believe that it is desirable for each student to give a part (according to their ability) of their own personal funds for the support of these worthy causes.
4. **Activity/Participation Ticket:** (See Activities G.)
5. **Insurance:** All students may voluntarily purchase the following group insurance policies. Insurance policy information and rates will be furnished by the coaches and conference/advisement teachers. All athletes are strongly urged to purchase school athletic insurance. If the decision is made not to buy this coverage, the parents will be required to sign a statement indicating that the athlete has adequate personal coverage to meet personal needs.
  - a. School time-accident plan – (includes all sports except football).
  - b. Twenty-four hour accident plan – (includes all sports except football).
  - c. Football – separate policy.

If a student chooses a project other than the project assigned by the teacher, i.e. building a cabinet in place of the smaller object assigned in Woods Class, those charges will be the responsibility of the student. This is true with any course or subject.

### **Extracurricular Activities:**

School activities increase your interest in school. Check the bulletin board in the main corridor for scheduling and meeting dates of activities. The guidance office has brochures listing the sponsor to contact in order to join an activity. A large number of extracurricular activities are available for each student. You are urged to participate in at least one. This experience will be of great benefit to you personally.

- A. Clubs, Regulations Concerning Special Activities: All club activities must be approved by sponsors and be scheduled with the Activities Director. Activities which interfere with the regular school day must be cleared through the Activities Director's office. They will not be approved if they interfere with classroom work. Activities such as initiations, publicity stunts, wearing of unusual costumes and paraphernalia must be evaluated by the club sponsor before being submitted to the Activities Director for approval.
- B. Clubs, Organization of a New Club: A new club within the school must be approved by the Activities Director and the Principal. To obtain approval, the club must meet the following qualifications:
  - 1. A Constitution submitted to the Activities Director for approval. It must include a definite purpose of the club;
  - 2. Sponsorship provided by teachers from the school;
  - 3. Enough interest shown so that it can be successfully organized;
  - 4. Membership open to all students meeting general qualification;
  - 5. Clubs and organizations shall not be sponsored by a political or religious organization, or by an organization which denies membership on the basis of race, color, creed, sex or political belief;

Note: Students participating in out-of-school clubs or organizations may not identify the clubs as school affiliated organizations without prior administrative approval.

- C. Clubs and Organization Schedules: The Activity Director will work out meeting schedules and attempt to eliminate as many conflicts as possible. Groups are expected to honor this schedule. In case of conflict, the regularly scheduled meeting takes precedence over other meetings. Since all activities are coordinated by the Activity Director, see him to arrange special activities or meetings.

<u>DEPARTMENT</u>	<u>ATHLETICS</u>	<u>OTHERS</u>
Art Club	Basketball G/B	Cheerleader
Band	Baseball	Key Club
Chorale	Boys' Letter Club	Creative Writing Club
Debate/Speech	Cross Country G/B	Dance Team
FBLA	Football	FCA
Math Club	Girls' Letter Club	Flag Team
NFL	Golf G/B	GSA
Quill & Scroll	Soccer G/B	German Honor Society
Thespians	Softball	Multicultural Club
Ecology Club	Swimming G/B	NHS
Skills USA	Tennis G/B	Power Lifting
	Track G/B	Renaissance
	Volleyball	Spanish Honor Society
	Wrestling	Student Activities Council
		Student Council
		Student Government
		Student Orientation
		Tiger Pals

**Failed Required Courses:**

Students in grade 12 who fail required courses the second term may make up these courses by attending summer school or taking correspondence courses or return in the fall as a 5<sup>th</sup> year student. Students may make up some failed courses through summer school.

**Fines:**

All student fines shall be paid at the end of the quarter or the student may not be allowed to take quarter finals until fines are paid or arrangements to pay the fines owed are approved by administration.

**Fire Drill:**

In order to comply with the state laws, fire drills will be held periodically. The fire signal is a continuous siren so different from the regular class bells that its purpose is quite obvious. Follow the exit information posted in each classroom. Instructions for students:

1. Students should walk (not run) rapidly.
2. Students should keep in line at all times and walk two abreast when leaving rooms. You may join another double file and could be walking down stairs four abreast. Do not visit and talk with each other. This hinders efficient evacuation.

3. The first two people coming to the exit doors are responsible for holding the doors open.
4. Any student on crutches or who is handicapped in any way should be assisted by more able students.
5. Classes and instructors should leave in a group. Follow the group ahead. Do not mix with them. In general, the order will be determined by relative distance to the exit.
6. Move down the walks outside the doors at least 100 feet from the building.

Faculty members will explain the evacuation procedure for each classroom at the beginning of the year; these instructions will be posted.

**Flower Deliveries:**

The florist must call 1 day prior to the delivery of flowers. The florist then advises the office and this information will be added to the daily bulletin. All flowers may be picked up after school in the main office.

**Food:**

Students are not permitted to bring food or beverages onto school grounds or into the school building except those items included as part of a student's breakfast or sack lunch.

**Forgery:** No student may forge or alter a note, medical form or pass.

**Fund Raising:**

Only approved fund raising projects by school organizations may sell or take orders in the school. Candy can be sold only after school.

**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; any symbols, gestures, tattoos, graffiti or clothing suggestive of gangs as identified by the Fremont Public Schools.

**Graduation Activities:**

Mid-year graduates will be welcome to go through the graduation ceremony with those graduating the following spring. Mid-year graduates must assume personal responsibility for completing all senior business including the following:

1. Ordering announcements and cap and gown. All graduates must wear the appropriate cap and gown to participate in commencement.
2. Attending commencement practice, if they choose to participate in the ceremony.
3. Checking periodically to see when official senior business is being completed. It is advisable to have a senior friend (in school) help with these concerns.
4. All graduation requirements must be met in order to participate in the commencement ceremony.

Note: Students may apply for, and be granted, early graduation after completing all graduation requirements and with written parental permission, subject to the guidelines set by the guidance department. You must see your guidance counselor to initiate this process early in the quarter prior to the anticipated conclusion of the quarter you plan to graduate.

**Graduation Requirements:**

Graduation requirements will include grades 9-12. The total number of credit hours required for graduation is 250.

**English:** A student must earn thirty-five (35) credits to include ten (10) credits of English 9, ten (10) credits of English 10, five (5) credits of Communications 10, and ten (10) credits of American Literature.

**Social Studies:** A student must earn twenty-five (25) credits to include five (5) credits of American Government and ten (10) credits of U.S. History, and ten (10) credits elective Social Science.

**Mathematics:** A student must earn thirty (30) credits of mathematics in grades 9-12. The classes must be in sequence depending upon mathematics placement at grade 9. Student must demonstrate a minimum competency in math by successfully completing one of the two following options:

-Competency Test Option: Students must demonstrate proficiency in the Concepts in Math course or on the Concepts in Math Standards Test.

-Demonstrate proficiency in either 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 in Math Standards Test by the end of their junior year.

**Science:** A student must earn thirty (30) credits to include ten (10) credits of Biology A and Biology B, and twenty (20) credits of elective science.

**Physical Education:** A student must earn fifteen (15) credits to include ten (10) credits Physical Education 9 and five (5) credits Personal Fitness. (The physical education requirement may be waived for students with handicapping conditions verified by a physician's annual written statement.)

**World Language/Vocational Education:** A student must earn either twenty (20) credits of World Language or twenty (20) credits of Vocational Educations (Business, Family and Consumer Science, or Industrial Technology courses), or a combination of twenty (20) credits in World Language and Vocational Education.

**Fine Arts:** A student must earn ten (10) credits of Fine Arts to include the visual and performing arts (Music, Art and/or Drama).

**Future Plan:** A student must complete a structured career planning process. Each student's assigned guidance counselor will prescribe and monitor career-

planning activities. The final activity, which must be completed by every student, is a five-year post high school plan. Prior to graduation, each student's guidance counselor will verify that the future plan minimum competency has been met.

**Writing Proficiency:** A student must demonstrate writing proficiency by successfully completing one of the three following options:

1. Receiving a passing/proficient score on the District Writing assessment, given during/ after the junior year of study.
2. Showing writing proficiency in a Writer's Portfolio subsequent to taking/having the opportunity to take the District Writing assessment.
3. Demonstrating writing proficiency based on the essays submitted in the junior/senior Writer's Workshop course.

**Electives:** A student must earn a total of eighty-five (85) credits.

**Department Honors:** This award will be given to those students in each department who have excelled in time and effort beyond the expected level of participation. Each department will consider students who exemplify excellence in the areas of leadership, creativity, participation and effort.

**Honors Awarded by the Faculty:**

**Honor Key Award:** The highest award with emphasis on scholarship, loyalty, leadership and achievement.

**Best All Around Girl:** Scholarship and an emphasis on participation in a variety of activities.

**Best Around Boy:** Scholarship and an emphasis on participation in a variety of activities.

**Best Girl Citizen:** Scholarship and an emphasis on exemplary conduct and assumption of citizenship responsibility.

**Best Boy Citizen:** Scholarship and an emphasis on exemplary conduct and assumption of citizenship responsibility.

**Grading Scale:**

A+	(98-100)	4.0
A	(95-97)	4.0
A-	(93-94)	4.0
B+	(91-92)	3.5
B	(88-90)	3.0
B-	(86-87)	3.0
C+	(84-85)	2.5
C	(80-83)	2.0
C-	(78-79)	2.0
D+	(76-77)	1.5

D	(72-75)	1.0
D-	(70-71)	1.0
F	(69-below)	0.0

**Guidance and Counseling:**

The Fremont Public Schools guidance program is designed to reach all students in three basic areas: academic/educational; career/occupational; and personal/social. A curriculum approach to the delivery of guidance services enables counselors to be proactive rather than just reactive. Support personnel, community members, and representatives from post secondary institutions are also called upon to assist with presenting the guidance curriculum. The outcome-based model is developmental and sequential. The major purpose of the guidance program is to provide a system designed to anticipate and facilitate the educational, career, and personal/social needs of the students. A curriculum approach to providing services focuses on the prevention of problems by providing all students with appropriate age level skills and guidance information. Counselors strive to meet the developmental needs of all students as well as to respond to the special needs and interests of individuals students. Among the many responsibilities of school counselors, the following are primary: counseling students, consulting with staff members, and integrating guidance services into the school’s instructional program. The goals of the guidance program in the Fremont Public Schools are intended to meet educational planning, career exploration and planning, and personal and social development. Guidance program goals are also directly related to broader district level goals, which focus on improving the knowledge, attitudes and skills demonstrated by students. The outcome-based guidance program ensures access and equity for all students in their pursuit of educational opportunities.

**Hall Passes:**

No student shall be in the hall during regular class time without a pass issued by the staff member in charge of the student during that time. This will include trips to the restroom, media center, and/or offices, as well as any place other than the room to which the student is assigned. Passage shall be by the shortest and quickest route practical without stopovers and without bothering other classes in session. Passes will be signed by a teacher on the student planner.

**Harassment:** Harassment of any kind is unacceptable in Fremont Public Schools. (See Student Harassment also)

**Homeless Children and Youth:**

Homeless children 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.

**Homework Assignment Requests:**

Upon parental request, the office will collect assignments only when students are out of school for two or more days. We need one full day to get all assignments from teachers and have them ready for pickup. Assignment requests to be picked up the day of the request cannot be honored. Please follow our 48-hour guideline.

**Insubordination:** If a student is insubordinate, argumentative, confrontational, challenges authority, leaves the classroom without permission, or displays an attitude which disturbs/disrupts the teaching/learning process, the student will be subject to disciplinary action.

**Lockers: [See Search and Seizure Policy also]**

Use only the locker assigned to you. Do not give your combination to anyone. Close the locker door and turn the dial upon leaving the locker. The school assumes no responsibility for any loss of property belonging to students. If you have locker problems, report it to the main office. Keep your locker clean and orderly. Posters, pictures, and other materials displayed in the lockers must be appropriate. Graffiti must not be written in or on lockers. Lockers are the property of the school and subject to search and inspections by school personnel at anytime. Damage to lockers should be reported to the office. Student may be assigned to another locker and may lose the right to use a locker. Students will be fined for damage to their locker as the situation warrants.

**Lost and Found:**

Any article found on school grounds should be turned in to the lost and found in the office. Be sure to check the lost and found in the office if you have lost something. Items unclaimed at the end of each quarter may be donated to a local charity or discarded.

**Lunchroom/Cafeteria:**

The class schedule includes four lunch periods. Students assigned to “A” will eat and then attend their Block 3 class. The second lunch group “B” will attend Block 3 class and then go to lunch and return to class. The third lunch group “C” will attend Block 3 and then go to lunch and return to class. The fourth group “D” will attend Block 3 class, and then eat lunch.

**Lunch Schedule: [Appendix]**

**Lunch Ticket Sales:**

Our district operates a computerized meal account system. Each student has an account set up with us. Students access their accounts through a Personal Identification Number (PIN) provided to them. Students may deposit any amount of money in their account. Deposits are taken in the morning before school starts and during lunch. Each time a food item is purchased, the appropriate amount is deducted from their account. Students will be reminded when their balance is low and that they

need to deposit money. Parents can obtain account information and a balance at any time by calling the school the Food Service Accounting Office at 402-727-3111. Undesirable table manners may result in the loss of the privilege of eating in the cafeteria.

**Lunch Regulations:**

1. Students are to return trays and clean off their tables before leaving.
2. Students are to remain in the lunch area.
3. Students with passes out of class are not to be in the lunch area.
4. Students may go to the Media Center during their assigned lunch if they have a pass from their classroom teacher.
5. FHS has a closed campus.

**Make up Work:**

Students will have two (2) days to make up work for each day of excused absence. In the case of a known absence, family vacation, athletic event, etc., work shall be completed prior to the student leaving. Individual arrangements shall be made with each teacher.

**Make up Work During Suspension:**

The guidelines for make-up work and tests during the time when a student is on suspension are as follows: Students will be given an opportunity and must assume responsibility for making up work, including tests, missed during suspension. A grade will be recorded for all work completed. Classes missed while a student is suspended will be waived in regard to the attendance requirement. Students on suspension may not be on district property during the suspension and may not participate in school activities.

**Media Center:**

The center is open to all students for reading, studying and research. Printed materials as well as a variety of videotapes and computer technology are available for student use. All materials are purchased to directly support the curriculum and study required by faculty. Proper care and timely return are essential to make maximum use and availability to all FHS students.

1. Books, magazines and vertical files may be checked out for a three week period and renewed if desired. The due date for these materials is three weeks from the date the material is checked out.
2. Teachers often place books on reserve. These may be checked out for overnight use and must be returned by 8 A.M.
3. Reference books may not be checked out unless with special permission.
4. Three (3) overdue notices will be sent to the student. Any student on the overdue list may lose privileges of using the media center until all obligations are met.

5. A copy machine is available for student use. The cost is 10 cents per copy.
6. Several various forms of computer research are available. Fees may be assessed for computer research depending on length of search and telecommunication charges.
7. Discipline action will be taken by the office for destruction, defacing, or stealing from the Media Center.
8. Hours of the Media Center are 7:15 A.M. through 3:45 P.M., Monday through Friday.
9. If materials are lost or destroyed, the student will be charged the replacement costs.
10. Internet access is available to all students, unless access has been lost due to parental request.

Students are to come to the Media Center to read, study and research but not to meet friends, loiter in the bookshelves, cause general disturbances that keep other students from studying.

**Medical Catastrophic Insurance:**

Students participating in any extracurricular activity or practice that is supervised by a coach/sponsor/director is covered by a lifetime/liability medical catastrophic insurance policy. The activity must be approved by the Nebraska School Activities Association. This policy does not take the place of an individual's hospital/medical policy but covers the expenses of long term medical expenses.

**Multicultural Education:**

The education provided for all of FHS students shall include knowledge of and respect for the culture, history, and contributions of African Americans, Hispanic Americans, Native Americans, and Asian Americans, and a special emphasis shall be placed on human relations and sensitivity toward all races.

**Mutual Respect:**

Individuals associated with Fremont High School will treat students, parents and other members of the public with respect and will expect the same in return. We encourage mutual respect in all forms of communication, telephone, conversations, voice-mail messages, face to face conversations, written letters and /or e-mail messages.

**National Honor Society:**

The National Honor Society chapter of Fremont High School is a duly chartered and affiliated chapter of this prestigious national organization. Standards for selection are established by national office of NHS and have been revised to meet our local chapter needs. Students are selected to be members by a five-member Faculty Council, appointed by the principal, which bestows this honor upon qualified students on behalf of the faculty of our school. Students in the 11<sup>th</sup> or 12<sup>th</sup> grades with a

cumulative GPA of 3.5 or higher meet the scholarship requirement for membership. These students are then eligible for considerations on the basis of service, leadership and character. Students do not apply for membership. After the completion of the first term, a list of 11<sup>th</sup> and 12<sup>th</sup> grade students who meet the academic requirement will be generated. Each of these students will receive a letter and be encouraged to fill out an information sheet. This sheet will provide the Faculty Council with information regarding the three areas listed above. A majority vote of the council is necessary for selection. Candidates are notified regarding selection or non-selection according to a predetermined schedule. Following notification, a formal induction ceremony is held at the school to recognize all the newly selected members. Once inducted, new members are required to maintain the same level of performance in all four criteria (or better) that led to their selection. Students or parents who have questions regarding the selection process or membership obligations can contact the chapter advisor at Fremont High School. The official web site of National Honor Society defines the four components in which students are selected.

(<http://www.nhs.us/membership/>)

Dismissal from NHS: Members who fall below the standards that were the basis for their selection shall be promptly warned in writing by the chapter advisor and given a reasonable amount of time to correct the deficiency. A member would not necessarily have to be warned in the case of a flagrant violation of school rules or the law. The faculty council shall determine when an individual has exceeded a reasonable number of warnings. In all cases of impending dismissal, a member shall have a right to a hearing before the Faculty Council. For purposes of dismissal, a majority vote is required. A member who has been dismissed may appeal the decision of the Faculty Council under the same rules for disciplinary appeals in the school district.

**Parent/Teacher Conference:**

Parent/teacher conferences offer opportunities for exchange of information that can benefit the student. They are important because of their direct and personal nature. Teachers, counselors, and administrators at all levels are urged to have informal parent conferences whenever noticeable changes occur. Fremont High School will have two Parent/Teacher Conferences annually.

**Parking:** (see Search and Seizure also)

Parking on school property is a privilege afforded to students. Certain conditions are attached to that privilege. Students who fail to uphold those conditions will be subject to disciplinary action and/or loss of parking privileges. Circumstances may arise where no warning is necessary for the vehicle to be towed.

Student Parking Lot Regulations: The following policies, procedures and regulations are to be observed in the parking lots of the High School. Failure

to comply with these regulations will result in fines, discipline action, as well as loss of parking privileges.

1. Students are required to register their vehicles with the office the first week of school, or when they begin driving a vehicle to school or upon the purchase of a vehicle or change in license plates. The Parking Permit must be placed on the back side of the rearview mirror. The number must be facing to the front of the vehicle and the number visible and not covered.
2. Lost tags will be replaced for a \$5.00 fee.
3. No car is to be parked improperly, taking more than one spot, parked on a curb, island, next to a red line, on the grass or area marked "NO PARKING". Students are to obey all traffic signals, signs and markings. Prohibited behaviors are speeding (over 5 mph), reckless driving, littering or loitering in the parking lot.
4. Students found to be parked illegally will be issued a parking ticket and assessed a \$10.00 fine payable in the high school office.
5. Non-registered vehicles may be towed at the student's expense. Students will not be assigned parking spaces. Spaces will be taken on a first come/first served basis each day. Student parking is identified by a yellow line on both sides of the vehicle.
6. The stalls identified by white lines are for staff members only

The school is not responsible for any vandalism to or theft of/from vehicles while in the parking lot.

**Permanent Records:**

Fremont Public Schools use an individual cumulative record, which follows each student from kindergarten through the twelfth grade. This record contains the following:

- |                      |                             |
|----------------------|-----------------------------|
| A. Personal data     | E. Standardized test scores |
| B. Family data       | F. Attendance records       |
| C. Health record     | G. Graduation data          |
| D. Scholastic record |                             |

Legislation makes it necessary for you to furnish written authorization for the release of your school records. A form will be offered to students and parents to permit records to be sent to educational institutions or prospective employers. No records will be sent without authorization. Students' permanent records are not stamped "graduated" until after commencement and when all obligations have been met.

**Phone Calls:**

Phone calls to the high school should be limited to business or emergencies only. Parents please make all arrangements with your students in the morning concerning appointment times, pick-up times and locations.

**Physical Screenings:**

Physical screenings will be given annually by the school nurse. The nurse's office does not prescribe hearing aids, glasses, or dental care; nor does it offer complete diagnosis or treatment of disease. In all such matters, the student is advised to consult his/her own family physician.

**Posters and Advertising:**

Only posters and advertising promoting our school activities may be displayed on our campus. Posters/signs must be placed only in designated places, not be placed on painted or varnished surfaces. The tape removes the surface. Poster/signs promoting activities of worthwhile non-profit organizations such as churches, YMCA, charity drives, etc. can be displayed on a limited basis. These posters/signs must be approved by the Activity Director before display. A maximum of 20 posters will be allowed. All signs/posters are to be taken down as soon as possible after the activity is complete. Notices of items for sale may be posted on the bulletin board under the following restrictions: They must be for sale by a FHS student and the student's name must appear on the notice. The maximum size of the notice is 8 ½" by 11". They must be approved by an administrator. Notices can be posted for two weeks only.

**Publications:**

The journalism department publishes a student newspaper every two weeks. This paper is available to each student free of charge and is mailed to other high schools on an exchange basis. You are asked to take it home and share it with your family so that community citizens can become more aware of school activities. The journalism department also publishes a yearbook, the Black and Gold. This book is sold to students and is distributed at the beginning of the following school year in order that all activities for the year can be included. It is an excellent annual record of school life and you are encouraged to buy one. The school retains authority to refuse to sponsor student speeches or written materials that might reasonably be perceived to advocate drug or alcohol use, irresponsible sex, or inappropriate conduct, or to associate the school with any position other than neutrality on matters of religion or politics.

**Schedule Changes:**

*Spring registration is considered final.* The Fremont High School master schedule of classes is constructed, faculty and staff are hired and assigned, room assignments are made, facilities are adjusted, and all textbooks, materials, and other supplies are purchased based upon the number of students registered for specific classes. If emergency schedule adjustments are to be made based on changes in career goals, failures, or any other legitimate reasons, those adjustments *must occur before the beginning of the quarter in which the change(s) take place.* *If you have any questions about this procedure, please consult your counselor.* Students are required to carry a

minimum of forty (40) credits per term. Students who drop a term class will have an “F” entered unless waived by the teacher whose class is dropped.

**Scholarships:**

Scholarships are posted in the guidance office. Seniors should check the listing each week. The Education Quest Foundation Rockbrook Village (108<sup>th</sup> & Center) provides free scholarship and financial planning to parents and students. The telephone number is 391-4033.

**School Resource Officer:** The purpose of School Resource Officer (SRO) is to enhance the relationship between local law enforcement, students, parents, and staff. The officer will perform a variety of professional and technical police work and necessary investigation for the protection of life, safety, health, welfare and property. All local, state, and federal ordinance, statutes and laws will be enforced. There may be occasions when circumstances arise that the SRO will need to provide direct assistance to school personnel. When assistance is requested and/or becomes necessary for law enforcement to become involved, law enforcement procedures and practices will be followed. The officer determines whether the student or students will be questioned, arrested, handcuffed, and/or taken to the police department. Parents will be contacted after the determination is made. The SRO is authorized to access school records on any student, without parental approval, in the course of his/her duties at school.

**School to Career:**

The purpose of the School to Career program is to provide juniors and seniors with “real life” opportunities that will prepare them for post high school experiences. This program will allow students to expand their educational experiences and connect what they have learned in the classroom with the outside world. Hopefully the students can develop new skills and demonstrate dependability and punctuality. School to Career is an educational experience with no pay. It is not designed as a work release program. Five credit hours (pass/fail) will be awarded each quarter.

Senior Guidelines:

1. Will be allowed one opportunity per quarter with a maximum of two per year. The only exception is verified enrollment in Midland College or Metro Community College and the Certified Nursing Assistant program.
2. Must meet the GPA standards set for specific opportunities.

Junior Guidelines:

1. Must have a 2.5 GPA with no credit deficiencies in required core classes.
2. May only have one opportunity their junior year.

Opportunities:

1. A Midland College or Metro Community College class (Prerequisite: 12<sup>th</sup> grade and counselor recommendations)
2. Office or Teacher Aid at FHS

3. Office or Teacher Aid at the Middle School or Elementary Schools
4. Mentor at the Learning Center
5. Job Shadow a career of interest
6. Individual Proposal

The School to Career Site Coordinator must approve all opportunities for students. Factors considered, will be attendance, GPA, transportation, and discipline.

**Student Responsibilities:**

1. Register for School to Career with counselors. Any changes involving addition of School to Career must have administrative approval.
2. It is each student's responsibility to seek job opportunities for themselves. If a student needs assistance, contact the School to Career Site Coordinator ASAP.
3. Attend the week-long orientation and career preparation classes held the first week of each quarter during your assigned School To Career Block.
4. Obtain necessary forms from the School to Career Coordinator.
5. Understand and meet deadlines. If a student fails to meet program requirements, one warning will be given to the student. Any additional problems will result in loss of credit and removal from the program. If guidelines are not met, the student may be required to attend 5<sup>th</sup> block.
6. Be at School to Career site 60 minutes of the block, with the remaining time used for travel; students with opportunities at FHS are required to be at their site for the entire block.
7. Bi-weekly journals must be submitted every two weeks to the School to Career Coordinator. In his/her journal, the student shall write 2 to 3 complete sentences on what skills or tasks they completed during that day. The site supervisor must place their initials next to the day the student was in attendance. At the end of the two-week period, the supervisor must sign the journal and is encouraged to write comments.
8. At the end of the quarter, each student will be required to submit a Student Evaluation on his or her School To Career experience. The student is also required to turn in evaluations completed by his/her employer and by his/her parents along with a copy of the thank you note to their employer.
9. Students removed from a site for disciplinary or attendance reasons or failure to meet guidelines will not be allowed to participate in additional opportunities.

**School Nurse:**

The nurse's office is located in B-12 and is open from 7:45 A.M. to 3:15 P.M.. Students feeling ill should report to the nurse promptly to avoid the possibility of spreading communicable disease. The nurse's office does not diagnose or prescribe. Students are advised to consult their physicians. When medications (such as

antibiotics) are prescribed by a doctor, every effort should be made to take the necessary doses during out-of-school hours. If it is necessary to take medications during school, they should be brought to the nurse's office in a pharmacy labeled container, accompanied by a note signed by a parent or guardian. Students who require occasional medicating with over-the-counter drugs such as Tylenol, Ibuprofen, etc. are encouraged to keep a supply in the nurse's office for the personal use. Parental permission is required before any medication can be dispensed. Students returning to school after being ill with communicable diseases such as strep throat, chicken pox, ringworm, scabies, impetigo or head lice are to check with the school nurse. In the case of sudden illness or injury, every attempt will be made to notify a parent or guardian. If it is deemed necessary, the ill or injured student will be transported to the hospital by the safest means possible. Students who are sent home because of illness will be assumed to be unable to participate in any sport or extra-curricular activity after school. (see Activity Participation Policies).

**Secret Organizations:**

State law prohibits secret organizations as part of the school program. Secret organizations outside of school are prohibited from bringing any part of their activities on the school grounds or into the building. This includes the wearing of any clothing that identifies a student as a part of a non-school secret organization.

**Senior Announcements, Jewelry, Memory Books:** These will be offered during the school year by a selected company for purchase. The dates of these visits will appear in the announcements.

**Senior Pictures:** Seniors may have senior portraits taken at the studio of their choice. It is the senior's responsibility to get the picture to the yearbook sponsor by the deadline established.

**Severe Weather Closing:**

When school must be closed because of bad weather or emergencies, announcements will be made by the superintendent, or a designee, on radio and television as promptly as possible. Please do not call the schools. School telephones must be available for emergencies. Students who ride the bus can expect the bus schedule to be delayed during bad weather.

**Smoke-free Environment:**

All facilities and/or vehicles owned and operated by the Fremont Public Schools are to be smoke-free and smoking and/or use of all tobacco products is prohibited within those facilities and vehicles.

**Soda/Pop:**

In all areas except computer labs, the Media Center and rooms designated by individual teachers, students will be allowed to bring these products with them.

**Student Announcements for the Daily Bulletin:**

The bulletin will be read in each classroom every morning. Announcements may be made over the intercom as new information arises. The bulletin is also posted on the school web site. Any student announcement must be in the office by 1:30 P.M. in order to be included in the next day's bulletin. If it is an organization announcement, it must be countersigned by the faculty sponsor. Announcements are restricted to school business. Only under unusual circumstances and emergencies should the public address system be used to make routine announcements.

**Student Assistance Team (SAT):**

The SAT process is available for any student at any time he or she may be experiencing difficulty in academic, social/emotional or behavioral areas. It is designed to further identify and accommodate the individual needs of students. A referral for assistance may be made by a parent, teacher, student or other staff member. A SAT meeting is then scheduled to discuss relevant issues and an intervention plan is developed, if needed. The intervention plan and progress of the student are monitored and the plan is revised, if necessary. The SAT team determines what, if any, additional interventions or evaluations may be needed. The SAT process is a prerequisite for any special education assessment.

**Student Council:**

In April of each year, students are elected to serve on the Student Council. Student Body Officers elected from the Senior Class are President, Vice-President and Secretary-Treasurer. In addition, the three classes returning for the next year elect one student who will become a non-voting member for the Board of Education for one year. This group becomes the Class Council and is also a part of the total Student Council functions under an adopted constitution and as a member of state and national council organizations. Candidates must have a grade average of "B" or above.

**Student Council Officers:**

President: Molly Anderson

Vice-President: Sam McMahon

Secretary: Liz Sajevic

**Senior Representatives:**

Aaron Carnahan Robbie Giovanazzi

Derek League Tyler Soderberg Amelia Wagner

**Junior Representations:**

Bailey Cate Brent Gengler Kabeb Jorgensen

Blake Peterson Brianna Price

**Sophomore Representatives:**

Peyton Cobb Adi Helget

Ellen Kincanon Amber Rapp Matt Shrader

Freshman Representatives:

Hanna Dillon Ana Garcia Chandler Maly  
Marissa Miller Christopher Wess

**Student Emergency Information:**

It is the responsibility of the parent to notify the school registrar of any changes in the following information: Parent/guardian name/Address/Phone number/Parent/guardian employment location and phone number/emergency contacts and phone numbers.

This information must be continually updated for your child's safety in case of illness or injury.

**Student IDs:**

All students must carry their Student IDs with them at all times. Students must present it when requested by an adult in the building. Replacements are \$5.00.

**Student Planners:**

The Fremont High School planner is provided free of charge to student and staff. Planner replacement cost is \$5.00. Anytime a student is out of a classroom during the class period, he/she is required to have his/her Planner. It must be signed by their classroom teacher. Students must carry the planners every day because staff uses the planner for hall passes. Each student must produce his/her planner upon request. Every FHS student will receive a Student Planner. The Planners are provided to help students become more organized and efficient. Students are encouraged to record their daily assignments in their planner

**Summer School:** Summer school will be offered through NovaNET. NovaNET is a computer generated program. Students are required to have counselor approval before signing up for classes.

**Telephone:**

There is a pay phone located outside of the auditorium. Students may use it to conduct essential personal business. Students should not use the school office phone, except in an emergency and with the permission of a staff member. Students will be charged 25 cents. These phones need to be kept open for official business. Students are not to miss classes to use the telephone.

**Threats-Intimidations:** A student who in any way threatens or intimidates another student or employee for any reason, abridges that individual's right to attend school or work free from these kinds of abuses. Reports of this kind of activity to the office shall be investigated and, if proven to be true, will result in disciplinary action and may be referred to law enforcement.

**Ticket Sales:**

Ticket sales for school activities are under the direct supervision of the Activity Director and sponsors of the programs involved. Sales will normally be conducted before and after school and during the noon hour, using either the cafeteria or

cafeteria hallway. The sales program must be systemically organized. Receipts must be checked in each day by the activity sponsors or supervisors.

**Tiger Fight Song:**

“We’re the Fremont Tigers. Tigers we are. We’ll stick together. For our team will lead us on to victory. Wherever we may wander North, South, East or West. We know the Fremont Tigers are the Best. We are the Best – Yes.”

**Valuables:**

Report all lost articles to the office immediately. Do not leave money or other valuable items in your locker or in a classroom unattended.

**Visitors:**

All visitors must check in at the main office and will be given a visitor pass. This pass is to be presented to teachers, thus explaining the presence of a new face. Visitation is by invitation only and guests must be registered in the office. Students from other schools cannot be invited to visit. Parents and other interested adults are welcome and are encouraged to visit the school at any time. Former students (graduates, dropouts, suspended students, etc.) may not loiter in the school building or on the school grounds. This is a violation of state school state law.

## Public Notices/Policies

### ATTENDANCE POLICY:

#### I. Mandatory Ages of Attendance

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 are of mandatory attendance age. Mandatory attendance age as defined by state statute is age 6 (as of January 1 of the then current school year) to age 18. Exceptions are listed below:

- Attendance is 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 18.

#### II. Assignment of an Attendance Officer

In order to ensure 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 (or school social worker) to enforce, under the direction of the Superintendent, the provisions or applicable parts thereof, of Nebraska State Statutes.

#### III. Expectations for Student Attendance

Pursuant to state statute and board policy, 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 and the reasons for the absences.** Parents are required to contact the school when their child will be absent. The child's absence will be considered

unexcused until a parent or physician verifies the reason for the absence.  
Documentation will be accepted until June 30 of the then – current school year.

Absences should only be for the following reasons:

- Physical illness or personal injury which prohibits or prevents a child from attending school.\*
- Professional appointments that cannot be scheduled outside of the regular school day.
- Personal or family circumstances or emergencies.
- Recognized religious holidays.

According to state statute, any student who misses school more than **5 days in a quarter, 10 days in a semester or the hourly equivalent**, shall be considered excessively absent from school.

**\*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 Absenteeism**

When a student misses more than **5 days in a quarter, 10 days in a semester, or the hourly equivalent** or a pattern of absences develops that might lead to this level of missed class time, school officials shall notify the student's parents/guardians of their concern about the student's absences. The correspondence may include, but is not limited to, the following considerations:

- Number of days missed.
- Concern for the student regarding academic performance.
- Encouragement for the parent to contact the building principal, counselor or school nurse to discuss the reasons for the absences, and to determine if assistance can be provided by the school or other community agency.
- In cases of excessive absences due to illness parents/guardians should provide documentation from a medical professional explaining the child's illness.
- The need to report the attendance problem to the attendance officer or school social worker in the event the situation does not improve.

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:** School officials will send a letter if, in their judgment, an attendance or truancy problem appears to be developing and documentation of the attendance problem has not been provided by the parent/guardian of the student.

In cases where excessive absenteeism persists following intervention by the student's home school, or whenever a student has become habitually truant from school, the attendance officer (or school social worker) should be contacted.

**Truancy shall be defined as an absence from school without the express permission of school officials, leaving school without permission, refusing to attend school, or failing to provide documentation for an absence.**

The attendance officer (or school social worker), in cooperation with the student's home school, shall follow state statute 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:

- 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;
- 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;
- 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
- Investigation of the truancy problem by the school social worker, 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 school social worker 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 excessively absent or habitually truant from school, the school attendance officer or school social worker shall serve a written notice to the parent or guardian violating state statute warning him or her to comply with its provisions. If within **5 days** after written notice is given the parent or guardian is still violating state compulsory attendance law, the school attendance officer or school social worker shall file a report with the County Attorney. A referral may also be made to local law enforcement or the school resource officer for investigation.

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

- A student continues to be **excessively absent or habitually truant** from school even after a warning letter regarding compulsory attendance law has been issued.

**OR**

- A student has missed more than **5 days in a quarter, 10 days in a semester or the hourly equivalent, or has exceeded 20 or more days in one school year**, and all reasonable efforts to remedy the attendance problem have been unsuccessful.

**BODY PIERCING JEWELRY AND TATTOOS:** 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 while at school and refusal to do so could involve consequences that may include, but are not limited to detention, in-school suspension, out-of-school suspension, or expulsion.

The Board finds that tattoos that advertise drugs, alcohol, tobacco, gang or cult affiliations, and/or anything with a sexual connotation are inappropriate for students, employees, and others associated with the school. A student with a tattoo that is inappropriate or causes a disruption to the educational environment will be asked to cover the tattoo when attending school or school related activities. If a student continues to violate this policy on a repeated basis, they shall be subject to such consequences as are determined to be appropriate by the school administration. Consequences may include, but are not limited to, detention, in-school suspension, out-of-school suspension and expulsion.

**DATING VIOLENCE:** Fremont Public Schools strives to provide physically safe and emotionally secure environments for all students and staff. Positive behaviors are encouraged in the educational program and are required of all students and staff. Dating violence will not be tolerated. For purposes of this policy “dating violence” means a pattern of behavior where one person uses threats of, or actually uses, physical, sexual, verbal, or emotional abuse to control his or her dating partner. “Dating partner” means any person, regardless of gender, involved in an intimate relationship with another person primarily characterized by the expectation of affectionate involvement whether casual, serious, or long term. Incidents of dating violence reported as having occurred on the premises of Fremont Public Schools or at school-sponsored activities will be investigated and appropriate action will be taken, within the scope and subject to the limits of the District’s authority. Actions or steps taken involving known or suspected dating violence occurring off-school premises

and/or at locations other than school-sponsored activities should be reported by the parent, guardian, or involved party to law enforcement or an agency other than the schools, at the determination of the individual(s) involved. Staff training on dating violence shall be provided as deemed appropriate by the administration. The dating violence training shall include, but need not be limited to, basic awareness of dating violence, warning signs of dating violence, and the District's dating violence policy. Dating violence education that is age-appropriate shall be incorporated into the school program. Dating violence education shall include, but not be limited to, defining dating violence, recognizing dating violence warning signs, and identifying characteristics of healthy dating relationships. The administration will be responsible for ensuring that this dating violence policy is published in the school district's student-parent handbook or an equivalent such publication. Parents and legal guardians shall be informed of the dating violence policy by such other means as the administration determines appropriate. If requested, parents or legal guardians shall be provided a copy of the dating violence policy and relevant information.

**DISCRIMINATION - COMPLIANCE WITH STATE AND FEDERAL LAW**  
**PROHIBITING DISCRIMINATION:**

In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age or disability. If you have a concern, please contact the district's compliance officer at 727-3000. To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 14000 Independence Avenue, S.W., Washington, D.C. 20250-9410, or call (800) 795-3272 (voice) or (202) 720-6382 (TTY). USDA is an equal opportunity provider and employer.

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: Office of Human Resources  
130 E. 9<sup>th</sup> (402-727-3016)  
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: Office of Human Resources  
130 E. 9<sup>th</sup> (402-727-3016)  
Fremont, NE 68025

Title IX (Prohibits discrimination based on sex)

Contact: Office of Human Resources  
130 E. 9<sup>th</sup> (402-727-3016)  
Fremont, NE 68025

Section 504 (Prohibits discrimination based on disability)

Contact: Dr. Rhonda Gdowski  
Executive Director of Student Services  
130 E. 9<sup>th</sup> (402-727-3024)  
Fremont, NE 68025

Homeless Coordinator

Contact: Angie Halstead  
School Social Worker  
130 E. 9<sup>th</sup> (402-727-3014)  
Fremont, NE 68025

**DRUG ABUSE POLICY:** 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 as 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 will do everything within its legal rights to make the possession, use and abuse of drugs high risk on school property or 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 in their 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-following the evaluation, a staffing may be held involving school personnel, agency representations and others as deemed appropriate-a team decision will be made concerning a treatment plan-failure by the student to complete the evaluation and the treatment plan may be held as grounds for expulsion from school.

**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.

**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 and grade
- Telephone number (if otherwise publicly listed)
- Dates of attendance
- The image or likeness of students in pictures, videotape, film or other medium
- Major field of study
- Participation in activities and sports
- Degrees and awards received
- Weight and height of members of athletic teams
- Most recent previous school attended
- Certain class work which may be published onto 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 CONCERNING DISCLOSURE OF STUDENT RECRUITING INFORMATION:** The No Child Left Behind Act of 2001 requires Fremont High School 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 High School not provide information (i.e., not provide the student's name, address, and telephone listing) to military recruiters or institutions of higher education, without their prior written parental consent. Fremont High School 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, FPS 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 degrees. 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 FPS 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.

**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.

**SEARCH AND SEIZURE:** All students are responsible for obeying state law, policies of the Board of Education and the rules of the school. No student should bring anything to school which is prohibited by statute, policy or school rule. The administration has the authority to search school property, student property (including cars) and students themselves when there is reason, under the circumstances, to believe a student has violated a statute, policy, or rule, or that the search may reveal items which may be injurious to the health, welfare, safety, or morals of the students or employees in the schools. 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. 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 expressed 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 (10<sup>th</sup> 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 (5<sup>th</sup> Cir. 1982)*

**SEXUAL HARASSMENT (EMPLOYEE AND STUDENT): 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. 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.

**STUDENT ATTIRE AND GROOMING:** The Board of Education, recognizing that a student's grooming and the way he dresses have a bearing not only on the way he behaves, it also influences the way other students and the professional staff react to him, emphasizes that dress and grooming should be clean and well kept. If a style of dress and/or grooming demonstrates that it is disruptive to the educational process, constituting a possible threat to the safety and health of him/herself or others, or is in violation of any statute, the wearer would not be permitted in school. Within these limits, the Board believes that the final decision regarding attire and grooming should be a cooperative decision of the student, his/her parents, and the principal of the building. Should a disagreement arise, and the principal can demonstrate that the dress or grooming is disruptive to the educational process, the principal shall have the final rule.

**STUDENT CODE OF CONDUCT:** 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 of 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 interest 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**

#### **Physical Altercations: Scuffling/Pushing/Shoving**

Any student involved in a physical altercation may be suspended up to five days or more. A physical altercation will be defined as any physical conflict between students. This may include fighting, pushing, shoving, or punching. This shall also include "fighting words" – those whose intent is to promote conflict. The administration will ask police to cite students for disorderly conduct when the learning environment is disrupted. A second violation for a physical altercation may result in expulsion. Any student or students who refuse to follow the instructions of a staff member or administrator during a conflict or altercation in the halls or in a classroom or interferes for the purpose of or resulting in prolonging, escalating, or further inflaming the issue, shall also face suspension. Students who observe a disagreement or fight in progress must notify a staff member immediately.

**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.

**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.

**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.

**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.

## **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.

**Administrative Regulation/ 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.

**STUDENT FEES:** 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 to 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 postsecondary education costs. For a course in which students receive high school credit and for which the students may also receive postsecondary education credit, the course shall be offered without charge except for tuition and other fees associated with obtaining credits from a postsecondary 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 Prekindergarten Services  
Students are responsible for fees required for participation in before-and-after-school or prekindergarten 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) postsecondary education costs, (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. Additionally, parents or guardians of option students who qualify for free lunches shall be eligible for transportation reimbursement as described in section 79-611, except that they shall be reimbursed at the rate of one hundred forty-two and one-half percent of the mandatory established mileage rate provided in section 81-1176 for each mile actually and necessarily traveled on each day of attendance by which the distance traveled one way from the residence of such student to the school exceeds three miles. Reimbursement shall be only for the actual miles traveled one way beyond the normal transportation route.

Reimbursement shall be made on or before June 30 for expenses incurred during the current school year. For more information, please contact:

Fremont Public Schools

Attn: Budget/Accounting Associate

130 E. 9<sup>th</sup> Street

Fremont, NE 68025

(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) postsecondary 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.

**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, scissors (blunt-end preferred), 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.**

Attendance at summer school is optional, as is participation in summer driver education and summer band. Therefore, for the following examples of summer programs, **the waiver option does not apply.**

<b><u>Summer Programs</u></b>	<b><u>Fee</u></b>
Driver Education	\$245
High School Summer School	
• Resident	\$150 (per course)
• Non-resident	\$210 (per course)
Summer Band/Orchestra	\$20-\$35
<b><u>Lunch Program</u></b>	
Elementary Grades K-3	\$1.75
Elementary Grades 4-5	\$1.95
Middle School	\$2.05
High School	\$2.15
Reduced Lunch	\$ .40
Breakfast	\$1.10
Reduced Breakfast	\$ .30

**ELEMENTARY SCHOOL (waiver option applies unless specifically noted)**

- Fines/fees may be charged, as indicated herein, for lost, stolen, or damaged books or materials.
- Prior to the commencement of the school year, each school publishes a listing of supplies requested of parents by that school.

**MIDDLE SCHOOL (waiver option applies unless specifically noted)**

- Fees charged for materials taken home
- Physical Education
  - Mid-thigh length black shorts with no pockets, gray short sleeve T-shirt, and white socks.

- Student Activity Ticket (waiver does not apply)  
Admission to athletic events at the High School \$20.00
- Student Participation Fee  
Admission to High School athletic events ***and*** participation in athletics \$40.00
  - Admission to High School and Middle School athletic events (waiver does not apply) \$20.00
  - Participation in extracurricular activities (waiver option applies) \$20.00

**HIGH SCHOOL (waiver option applies unless specifically noted)**

- Student Parking Tag – Provides admission to school parking areas, no space is guaranteed available, purchase not required, waiver option does not apply \$ 5.00
- Student Activity Ticket (waiver option does not apply) \$20.00  
Fee covers admission to athletic events
- Student Participation Fee \$40.00  
Admission to High School athletic events ***and*** participation in athletics
  - Admission to High School and Middle School athletic events (waiver option does not apply) \$20.00
  - Participation in extracurricular activities (waiver option applies) \$20.00

The following extracurricular activities require ***specialized equipment or specialized attire to be provided by participating students***. Students qualifying for free or reduced price meals are eligible to apply for waivers under school policy.

<u>Activity</u>	<u>Description</u>
Cheerleading	Cheerleading Uniform
Flag Team	Flag Team Uniform
Dance Team	Performance Uniform

Participation in the above three organizations requires participation in team-building activities, fundraisers, and similar events. Failure to participate in such activities will result in appropriate consequences which may include forfeiture of membership on the team.

Golf	Golf Clubs, Bag, Tees, Balls
Track	Track Shoes
Swimming	Swim Team Uniform, Goggles and Cap

Football	Football Shoes, Protective Mouthpiece
Wrestling	Wrestling Shoes

Students may apply for waivers of some fees under district waiver guidelines. The student fee policy and guidelines will be published annually in the Student Handbook.

**Game Admission Fees:**

Varsity Football, Volleyball, Basketball, Track, Wrestling, Softball, Soccer

Adults	\$5.00
Students K-12, no activity ticket – with ID	\$3.00
FPS student K-12 with activity ticket	\$0.00
Visiting students K-12 with ID	\$3.00

Non-Varsity Athletic Activities General Admission –

Adults	\$4.00
Students K-12, not activity ticket – with ID	\$3.00
FPS student K-12 with activity ticket	\$0.00
Visiting students K-12 with ID	\$3.00

Reserved Seats – Football Season Tickets

4 game season	\$24.00
5 game season	\$30.00

Senior Citizen Reserved Seats – Football

4 game season	\$12.00
5 game season	\$15.00

Elementary (K-5) – Football Season Tickets

4 game season	\$8.00
5 game season	\$10.00

Elementary Athletic Tickets (K-5)

\$20.00

Homecoming Dance and All Others

\$4.00 per person

Junior-Senior Prom

\$7.50 per person

Cap and Gown Rental

\$51.31\*

\*depending on charges from vendor

**Student Fee Waiver Procedures**

The Board recognizes that while certain fees, specialized equipment, specialized attire, or project materials are appropriate and authorized some students and their families are not financially able to afford them. The school district will grant waivers upon request to students of families eligible for free or reduced price meals under the federal Child Nutrition program. Parents of students who wish to obtain a waiver of fees may do so by obtaining a fee waiver form from the office of the principal of the school their child(ren) attend, providing the required information and completing the necessary forms. Such waiver request must be made for any and all events, activities, or classes no later than the last Friday in September, by the Friday of the fourth week

following enrollment of the student in Fremont Public Schools, or by the Friday of a fourth week when a student formerly not eligible for a waiver becomes eligible (free or reduced price lunch as provided under the United States Department of Agriculture Child Nutrition Program). Waivers will not be approved retroactively for fees previously paid or specialized items, attire, or project materials purchased by students. Only those fees and items eligible for waivers as required by state statute shall be waived.

**Fremont Middle School  
Athletic Equipment Requirements**

<b>Fall Boys Football</b>			<b>Fall Girls Volleyball</b>		
<i>Item</i>	<i>Furnished</i>	<i>Choice</i>	<i>Item</i>	<i>Furnished</i>	<i>Choice</i>
Athletic supporter		X	Game jersey	X	
Belt	X		Knee pads		X
Butt pad	X		Shoes		X
Game jersey	X		Shorts		X
Game pants	X		Socks		X
Helmet	X		Sports bra		X
Hip pads	X				
Knee pads	X				
Protective	X				
Mouthpiece					
Optional pads		X			
Practice jersey	X				
Practice pants	X				
Shoes		X			
Shoulder pads	X				
Socks		X			
Thigh pads	X				
<b>Winter Boys Basketball</b>			<b>Winter Girls Basketball</b>		
<b>Item</b>	<b>Furnished</b>	<b>Choice</b>	<b>Item</b>	<b>Furnished</b>	<b>Choice</b>
Athletic supporter		X	Game jersey	X	
Game jersey	X		Shoes		X
Shoes		X	Shorts		X
Shorts		X	Socks		X
Socks		X	Sports bra		X

<b>Wrestling</b>					
Athletic supporter		X			
Shoes		X			
Shorts		X			
Singlet	X				
Socks		X			
Sweat top	X				
<b>Spring Boys Track</b>			<b>Spring Girls Track</b>		
<i>Item</i>	<i>Furnished</i>	<i>Choice</i>	<i>Item</i>	<i>Furnished</i>	<i>Choice</i>
Athletic supporter		X	Competition jersey	X	
Competition jersey	X		Shoes		X
Shoes		X	Shorts		X
Shorts		X	Socks		X
Socks		X	Sports bra		X
Sweat bottom	X		Sweat bottom	X	
Sweat top	X		Sweat top	X	
<i>All athletic equipment, facilities and transportation specific to participants of each sport is furnished by the district (i.e. balls, tees, scrimmage vests, nets, field/court/track).</i>					

**Fremont High School  
Athletic Equipment Requirements**

<b>FOOTBALL</b>	<i>Furnished</i>	<i>Choice</i>	<b>VOLLEYBALL</b>	<i>Furnished</i>	<i>Choice</i>
Belt	X		Game Jersey	X	
Game Jersey	X		Game Short	X	
Game Pant	X		Knee Pads		x
Helmet	X		Shoes		X
Hip Pads	X		Shorts		X
Knee Pads	X		Socks		X
Protective Mouthpiece	X		Sports Bra		X
Optional Pads		X			
Practice Jersey	X		<b>BOYS TENNIS</b>	<i>Furnished</i>	<i>Choice</i>
Practice Pant	X		Athletic Supporter		X
Rib Pads	X		Meet Jersey	X	
Shoes		X	Meet Short		X
Shoulder Pads	X		Shoes		X
Socks		X	Socks		X
Supporter		X	Tennis Racket		X
Tail Bone Pad	X		Warmup Top	X	
Thigh Pads	X				

			<b>GIRLS GOLF</b>	<i>Furnished</i>	<i>Choice</i>
<b>SOFTBALL</b>	<i>Furnished</i>	<i>Choice</i>	Varsity Bags	X	
Bats	X		Golf Clubs		X
Batting Gloves		X	Golf Gloves		X
Batting Helmets	X		Meet Shirts	X	
Catchers Equip	X		Shoes		X
Game Uniforms	X		Socks		X
Gloves		X			
Shoes		X	<b>BOYS BASKETBALL</b>	<i>Furnished</i>	<i>Choice</i>
Socks		X	Athletic Supporter		X
Sports Bra		X	Game Jersey	X	
Visors	X		Game Short	X	
			Game Warmup	X	
<b>B &amp; G SWIMMING</b>	<i>Furnished</i>	<i>Choice</i>	Practice Jersey	X	
Meet Suits		X	Practice Short		X
Sanitary Issues			Shoes		X
Goggles		X	Socks		X
Meet Warmups	X				
			<b>BOYS GOLF</b>	<i>Furnished</i>	<i>Choice</i>
<b>GIRLS SOCCER</b>	<i>Furnished</i>	<i>Choice</i>	Varsity Bags	X	
Game Jerseys	X		Golf Clubs		X
Game Shorts	X		Golf Gloves		X
Game Warmup	X		Meet Shirts	X	
Goalie Gloves	X		Shoes		X
Practice Shirt		X	Socks		X
Practice Short		X			
Shin Guards		X	<b>GIRLS TENNIS</b>	<i>Furnished</i>	<i>Choice</i>
Shoes		X	Meet Uniform	X	
Socks		X	Shoes		X
Sports Bra		X	Socks		X
			Sports Bra		X
			Tennis Racket		X
			Warmup Top	X	
<b>BOYS TRACK</b>	<i>Furnished</i>	<i>Choice</i>			
Athletic Supporter		X			
Meet Jersey	X		<b>GIRLS CROSS COUNTRY</b>	<i>Furnished</i>	<i>Choice</i>
Meet Short	X				

Shoes		X	Meet Jersey	X	
Socks		X	Meet Short	X	
Warmup Bottom	X		Shoes		X
Warmup Top	X		Socks		X
			Sports Bra		X
<b>BOYS CROSS COUNTRY</b>	<i>Furnished</i>	<i>Choice</i>	Warmup Bottom	X	
Athletic Supporter		X	Warmup Top	X	
Meet Jersey	X		<b>WRESTLING</b>	<i>Furnished</i>	<i>Choice</i>
Meet Short	X		Athletic Supporter		X
Shoes		X	Head Gear	X	
Socks		X	Meet Singlet	X	
Warmup Bottom	X		Meet Warmups	X	
Warmup Top	X		Shoes		X
			Shorts		X
<b>GIRLS BASKETBALL</b>	<i>Furnished</i>	<i>Choice</i>	Socks		X
Game Jersey	X		<b>BOYS SOCCER</b>	<i>Furnished</i>	<i>Choice</i>
Game Short	X		Athletic Supporter		X
Game Warmup	X		Game Jerseys	X	
Practice Jersey	X		Game Shorts	X	
Practice Short		X	Game Warmup	X	
Shoes		X	Goalie Gloves	X	
Socks		X	Practice Shirt		X
Sports Bra		X	Practice Short		X
			Shin Guards		X
<b>GIRLS TRACK</b>	<i>Furnished</i>	<i>Choice</i>	Shoes		X
Meet Jersey	X		Socks		X
Meet Short	X				
Shoes		X	<b>All athletic equipment, facilities and transportation for participants of each sport is furnished by the district.</b>		
Socks		X			
Sports Bra		X			
Warmup Bottom	X				
Warmup Top	X				

**STUDENT HARASSMENT (BULLYING):** 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 educational 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 others' property.

**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 of 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.

Bullying and harassment are violations of student conduct rules and appropriate disciplinary measures, up to and including expulsion, will be enforced. Students who are the victim of bullying and 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.

**STUDENT INTERNET ACCESS AND COMPUTER USE :** 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.

Students may use the Internet to conduct research assigned by teachers.

Students may use the Internet to conduct research for classroom projects.

Students may use the Internet to access information about current events.

Students may use the Internet to conduct research for school-related activities.

Students may use the Internet for any other appropriate educational purpose.

Students shall not use school computers to access material that is obscene, pornographic, "harmful to minors," or otherwise inappropriate for educational uses.

Students shall not engage in any illegal activities on school computers, including the downloading and copying of copyrighted material.

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.

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.

Students shall not disclose personal information, such as their names, school, addresses, and telephone numbers outside of the school network.

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.

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.

Students shall not erase, rename or make unusable anyone else's computer files, programs or disks.

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.

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.

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.

Students shall not configure or troubleshoot computers, networks, printers or other associated equipment, except as directed by the system administrator or his/her designee.

Students shall not take home technology equipment (hardware or software) without permission of the system administrator or his/her designee.

Students shall not forge electronic mail messages or web pages.

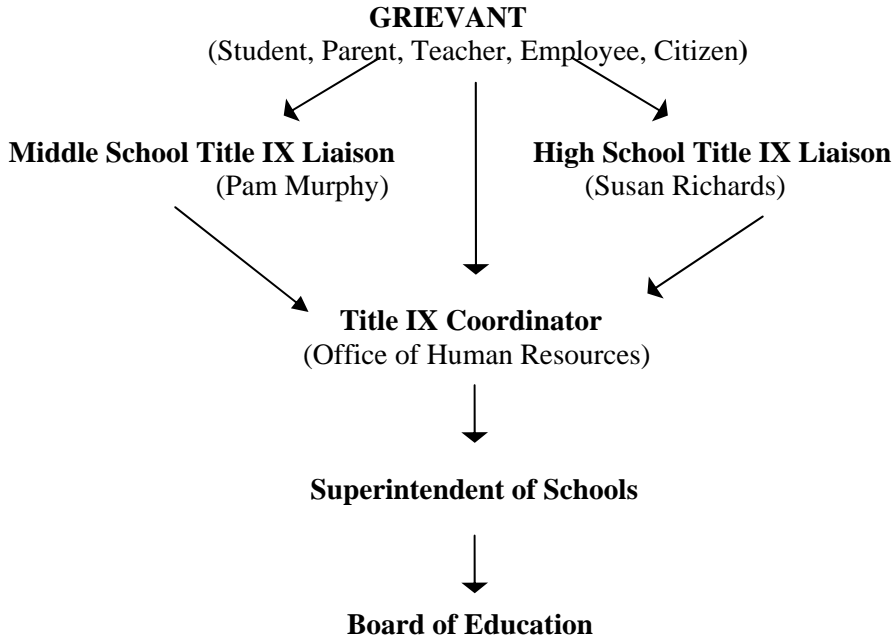
Methods of enforcement: Student users should be aware that the District monitors all Internet communications, as well as Internet usage and patterns of Internet usage. Students have no right of privacy to any Internet communications or other electronic files. The computer system is owned by the school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

Consequences for Violation of this Policy: 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: Loss of computer privileges; Short-term suspension; Long-term suspension or expulsion in accordance with the Nebraska Student Discipline Act; and other discipline as school administration and the school board deem appropriate. Students who use school computer systems without permission and for non-school purposes may be guilty of a criminal violation and will be prosecuted.

**INTERNET SAFETY POLICY:** It is the policy of Fremont Public Schools to: a) prevent user access over the computer network to, or transmission of, inappropriate

material via Internet, electronic mail, or other forms of direct electronic communications; b) prevent unauthorized access and other unlawful online activity; c) prevent unauthorized online disclosure, use, or dissemination of personal identification information of minors; and d) comply with the Children's Internet Protection Act. [Pub. L. No.106-554 and 47 USC 254 (h)]. Definitions: Key terms are as defined in the Children's Internet Protection Act. Access to Inappropriate Material: To the extent practical, technology protection measures, and filters shall be used to block or filter Internet or other forms of electronic communication and the access to inappropriate information. Specifically, as required by the Children's Internet Protection Act, blocking shall be applied to visual depictions of material deemed obscene, child pornography, or any material deemed harmful to minors. Subject to staff supervision, technology protection measures may be disabled or, in the case of minors, minimized only for bona fide research or other lawful purposes. Inappropriate Network Usage: To the extent practical, steps shall be taken to promote the safety and security of users of the Fremont Public Schools' online computer network when using electronic mail, chat rooms, instant messaging, and other forms of direct electronic communications. Specifically, as required by the Children's Internet Protection Act, prevention of inappropriate network usage includes: a) unauthorized access, including so-called "hacking" and other unlawful activities; and b) unauthorized disclosure, use, and dissemination of personal identification information regarding minors. Supervision and Monitoring: It shall be the responsibility of all members of the Fremont Public Schools' staff to supervise and monitor usage of the online computer network and access to the Internet in accordance with this policy and the Children's Internet Protection Act. Procedures for the disabling or otherwise modifying any technology protection measures shall be the responsibility of the Director of Technology or designated representative. CIPA definitions of terms: Technology Protection Measure: The term "technology protection measure" means a specific technology that blocks or filters Internet access to visual depictions that are: 1: Obscene, as that term is defined in section 1460 of title 18, USC; 2. Child pornography, as that term is defined in section 2256 of title 18, USC; or 3: Harmful to minors, The term "harmful to minors" means any picture, image, graphic image file, or other visual depiction that: Taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion; Depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals, and Taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors. Sexual act; sexual contact. The terms "sexual act" and "sexual contact" have the meanings given such terms in section 2246 of title 18, USC.

**TITLE X: (GENDER EQUITY) GRIEVANCE PROCEDURE**



It is the responsibility of the Title IX Coordinator to investigate any gender equity complaints and to otherwise be responsible for ongoing compliance by the Fremont Public School District with gender equity laws.

Any person who believes that any actions, programs, or activities of the school district or its personnel are or may be in violation of gender equity laws (Title IX) may submit a grievance directly to the Title IX Coordinator or to the Middle School or High School Title IX Liaison who will forward the grievance to the Title IX Coordinator. Any grievance shall be in writing and contain sufficient information to enable the Title IX Coordinator to effectively investigate the grievance. The Title IX Coordinator shall investigate the grievance and respond in writing to the grievant within two weeks after receiving the grievance. If the grievant is not satisfied with the disposition of the grievance by the Title IX Coordinator, he or she may appeal in writing to the Superintendent of Schools within one week after receiving the written disposition of the grievance by the Title IX Coordinator. The Superintendent of Schools shall respond to the grievance appeal within two weeks after receiving the appeal. If the grievant is not satisfied with the disposition of the grievance appeal by the Superintendent of Schools, he or she may appeal in writing to the Board of Education within one week after receiving the disposition of the grievance appeal by the Superintendent of Schools. The grievance appeal will be scheduled for the next

meeting of the Board of Education. Neither the Fremont Public School District nor any of its personnel shall retaliate against any person for submitting a grievance.

**VIDEO SURVEILLANCE: NOTICE OF PROPERTY, EQUIPMENT AND**

**FACILITY SURVEILLANCE:** 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 staff member's personnel record. The district shall comply with all applicable state and federal laws related to record maintenance and retention.

**Appendix A****Fremont High School  
Activity Calendar**

August 8/12-17	New Teacher In-Service/Work Days
August 16	9 <sup>th</sup> Grade & New Student Orientation <u>10:00 a.m. or 2:00 p.m.</u>
August 16	Back to School Open House – 9 <sup>th</sup> Grade/Parents 3:00-6:00 p.m.
August 8/17	Back to School Open House– 10 <sup>th</sup> , 11 <sup>th</sup> & 12 <sup>th</sup> Grades/Parents 3:00-6 p.m.
August 18-24	Teacher In-Service/Work Days
August 25	School Begins / Grade 9 (8:00-3:07) / Grades 10, 11, 12 (9:30-3:07)
September 6	Labor Day – No School
September 21	High School Parent/Teacher Conferences - 5:00-8:30 p.m.
October 8	Homecoming Game
October 9	Homecoming Dance 8:00-11:30 p.m.
October 22-23	High School Fall Play – 7:30 p.m.
October 26-27	Quarter Finals – Testing 2 blocks (11:04 dismissal)
October 28	Teacher In-Service Day – No School
October 29	Fall Break – No School
November 9	Fall Band Orchestra Concert – 7:30 p.m. – Auditorium
November 24	Students & Teachers dismissed at 1:30 p.m. for Thanksgiving Vacation
November 25-26	Thanksgiving Vacation
December 3	Wrestling Invite - (1:00 Dismissal)
December 12	Winter Chorale Concert - 2:30 p.m.
December 20	Winter Vacation Begins
January 3	School Resumes from Winter Vacation
January 13	Full Day – Quarter Finals Testing 1 <sup>st</sup> & 2 <sup>nd</sup> Blocks
January 14	Quarter Finals Testing 3 <sup>rd</sup> & 4 <sup>th</sup> Blocks (11:04 Dismissal)
January 17	Martin Luther King Day - No School
January 18	Staff Development Day– No School
January 21, 22	Speech & Debate Invitational (1:30 dismissal on Jan. 21)
February 3	Winter Band / Orchestra Concert – 7:30 p.m. – Auditorium
February 8	High School Parent/Teacher Conferences - 5:00-8:30 p.m.
February 21	President’s Day – No School
March 11	No School
March 17-19	High School Musical – 7:30 p.m. – Auditorium
March 24-25	Quarter Finals – Testing 2 blocks – (11:04 student dismissal)
April 23-16	District Music
April 22, 25	Spring Break – No School
April 30	High School Prom - 8:30 p.m. – 12:00 a.m.
May 6, 7	High School Spring Play – 7:30 p.m. – Auditorium

May 10 Swing & Strings Concert- 7:30 p.m. – Auditorium  
May 12 Vocal Music Concert – 7:30 P.M. – Auditorium  
May 17 High School Spring Band Concert- 7:30 p.m. – Auditorium  
May 22 High School Graduation at Memorial Field – 2:00 p.m.  
May 25 Full Day – Quarter Finals Testing 1<sup>st</sup> & 2<sup>nd</sup> Blocks  
May 26 Last Day of School – Quarter Finals 3<sup>rd</sup> & 4<sup>th</sup> Blocks – (11:04  
Dismissal)  
May 27 Teacher Work Day  
May 30 Memorial Day

## Appendix B

### Fremont High School Daily Class Schedule

7:55 and 7:58 – Warning Bell

**Block 1 (88 minutes)**

8:00-9:28

**Passing (5 minutes)**

Warning Bell – 9:30

**Conference/Advisement**

9:33-9:50 – Conf/Adv (17 minutes)

**Passing (5 minutes)**

Warning Bell – 9:52

**Block 2 (88 minutes)**

9:55-11:23 (88 minutes)

**Passing (8 minutes)**

Warning Bell – 11:28

**Block 3 (122 minutes)**

11:29-1:31

**A Lunch**

Lunch: 11:29–11:59 (30 minutes)

Passing: 11:59–12:03

Class: 12:03-1:31 (87 minutes)

**B Lunch**

Class: 11:31–11:59 (28 minutes)

Lunch: 11:59–12:29 (30 minutes)

Passing: 12:29-12:32

Class: 12:32-1:31 (59 minutes)

**Passing (8 minutes)**

Warning Bell 1:36

**Block 4 (88 minutes)**

1:39-3:07

**C Lunch**

Class: 11:31-12:29 (58 minutes)

Lunch: 12:29-12:59 (30 minutes)

Passing: 12:59-1:02

Class: 1:02-1:31 (29 minutes)

**D lunch**

Class: 11:31-12:59 (88 minutes)

Lunch: 12:59-1:31 (32 minutes)

## Appendix C

### Fremont High Writing Guidelines

Fremont High School has adopted the Six+One Traits of Writing language to better teach and (more importantly) assess writing. While you find the 6+1 Traits used most in the English curriculum, all curricular areas in the high school now use the 6+1 traits when assessing formal writing in the classroom.

What are the 6+1 Traits?

Ideas: The ideas are the heart of the message, the content of the piece, the main theme, together with the details that enrich and develop that theme.

Organization: Organization is the internal structure of the piece of writing, the thread of central meaning, the logical and sometimes intriguing pattern of the ideas. (Expository, persuasive, opinion, etc.)

Voice: The voice is the heart and soul, the magic, the will, along with the feeling and conviction of the individual writer coming out through the words.

Word Choice: Word choice is the use of rich, colorful, precise language that moves and enlightens the reader. (Nouns, verbs, adjectives, adverbs, clauses, similes, metaphors, etc.)

Fluency: Sentence fluency is the rhythm and flow of the language, the sound of work patterns, and the way in which the writing plays to the ear – not just to the eye. (Includes being able to go from paragraph to paragraph easily, seamlessly.)

Convention: Conventions are the mechanical correctness of the piece – spelling, grammar and usage, paragraphing, use of capitals, and punctuation.

+1 Presentation: Presentation zeros in on the form and layout of the text and its readability: the piece should be pleasing to the eye.

How are the 6+1 Traits scored?

A scoring system of 1-5 is used to assess the 6 traits, with 1 representing the lowest score and 5 representing the highest. This system is used by most teachers unless otherwise stated.

5: A very strong and controlled performance with respect to the trait at hand. Clearly meets the criteria.

4: A fairly controlled performance with strengths definitely outweighing need for revision.

3: A balance between strengths and need for revision on this trait. Writer is beginning to take control of the piece.

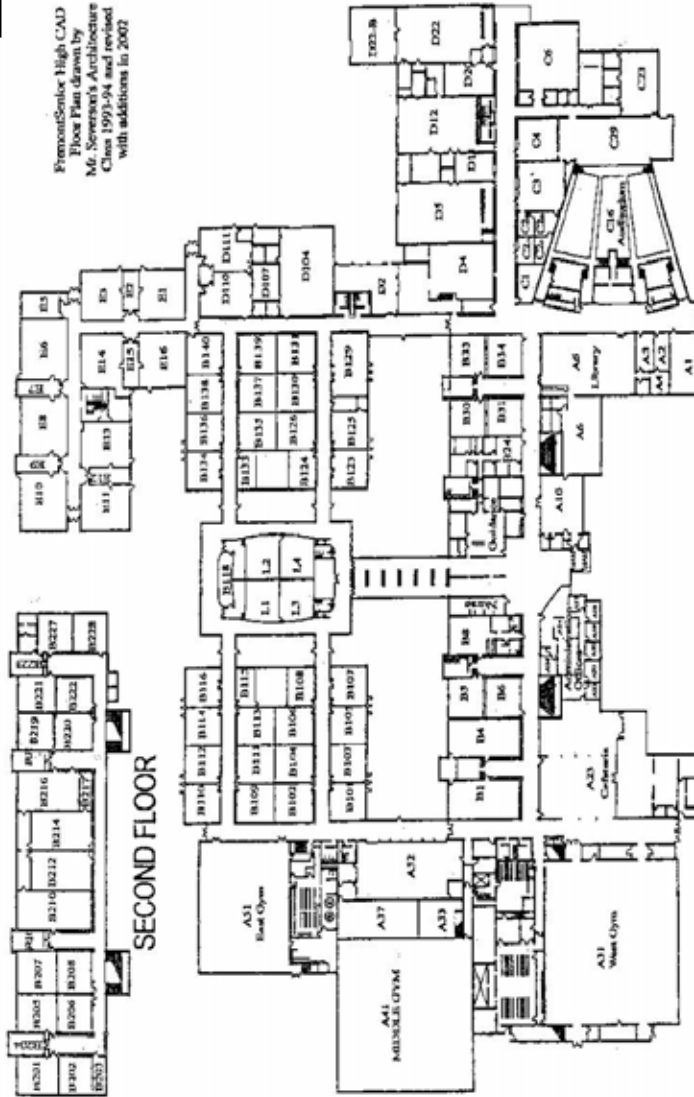
2: A hint of things to come. Shows promise, but the writer is not in control yet. Need for revisions definitely outweighs strengths on this trait.

1: Just a beginning point with great need for revision. Writer is still exploring and not feeling comfortable with the topic yet.

**Appendix D****LOCKER LOCATION****Revised: 2/3/05**

<b>1 – 242</b>	Main floor South entrance Band/Vocal hallway
<b>243 – 266</b>	Main floor by Media Center entrance
<b>267 – 324</b>	Main floor B33 hallway across from the Media Center
<b>383 – 445</b>	Main floor B5 Hallway North of Faculty Room
<b>446 – 472</b>	Main floor across from Cafeteria double doors
<b>473 – 516</b>	Main floor B1 – B4 hallway
<b>517 – 541</b>	Main floor by cafeteria east side
<b>550 – 564</b>	Main floor by cafeteria west side
<b>565 – 577</b>	Upstairs hallway by B203
<b>578 – 627</b>	Upstairs B201-B205 hallway
<b>628 – 679</b>	Upstairs B207-B210 hallway
<b>680 – 771</b>	Upstairs Front hall
<b>772 – 821</b>	Upstairs B216-B219
<b>822 – 879</b>	Upstairs B221-B227 hallway
<b>880 – 892</b>	Upstairs hallway by elevator / B228
<b>900 – 1039</b>	Main floor Between Main Office and L classrooms
<b>1040 – 1098</b>	Main floor Social Studies hallway
<b>1099 – 1157</b>	Main floor North English hallway
<b>1158 – 1216</b>	Main floor South English hallway
<b>1217 – 1275</b>	Main floor World Language / ELL hallway
<b>1276 – 1490</b>	Main floor Art Hallway East to the Science wing

# FREMONT HIGH SCHOOL



## Appendix F

### Fremont High School Policy / Student-Parent Handbook Acknowledgement

The Student Handbook contains the policies adopted by your school board in regard to standards of conduct and student activities. Anti-harassment, discrimination policies and **drug-free schools provisions** are located in the policy section of the student handbook.

In the interest of presenting teachers and other employees as positive role models, we encourage positive communication and discourage volatile, hostile, or aggressive actions. In the educational setting, “uncivil behavior” need not be tolerated by students, staff, parents or the public. Uncivil behavior shall be defined as any behavior that is physical or verbally threatening, either overly or implicitly, as well as behaviors that are coercive, intimidating, violent or harassing, and directed toward employees, students, parents, patrons, visitors or anyone having business with the district. Examples of uncivil behavior include, but are not limited to: use of profanity; personally insulting remarks; attacks regarding a person’s race, gender, nationality, religion, disabling condition or any other personal characteristic; or behavior that is out of control. Such could occur during telephone conversations, voice mail messages, face to face conversations, written letter and/or email messages. If any member of the public uses obscenities or speaks in a loud, insulting, or demeaning manner, the administrator or employee to whom the remarks are directed will calmly and politely ask the speaker to communicate with civility and respect.

The following acknowledgments must be signed by parent/guardian and the child:  
“I have read and understand the School Board policies on student behaviors and student activities. I acknowledge that my child shall be held accountable for the behavior and consequences outlined in this handbook, in school, at school-sponsored activities, on district property, and any other school-related misconduct, regardless of time or location. I understand that any student who violates the student codes of conduct as set forth in this handbook shall be subject to disciplinary action, up to and including referral for criminal prosecution for violations of law.”

*Student Signature:* \_\_\_\_\_ *Date:* \_\_\_\_\_

*Please Print Name:* \_\_\_\_\_

*Parent/Guardian Signature:* \_\_\_\_\_ *Date:* \_\_\_\_\_

*Please Print Name:* \_\_\_\_\_

Failure or refusal to sign the above acknowledgement should not relieve the parent/guardian and the student from reading and understanding the policies and provisions of the Student-Parent Handbook.