

FAIRLESS LOCAL SCHOOLS



STUDENT HANDBOOK 2024-25

Soaring to EXCELLENCE Every Day!

Fairless Local Schools Student Handbook

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EDUCATE AND EMPOWER



TO SOAR TO EXCELLENCE

Fairless Local School District

Mission:	Educate and empower Fairless to SOAR to EXCELLENCE!
Vision Statement:	Fairless is the community where families want to learn, live, work, and grow.

Vision Areas

1. Learning	Ensure engaging, relevant, and rigorous educational opportunities where all become expert learners.
2. Culture and Climate	Ensure a culture that is safe, supportive, and successful for all.
3. Experience	Provide a positive experience where all feel valued.
4. Communication	Provide clear and consistent two-way communication in which all remain informed and have a voice.
5. Resources	Ensure responsible and transparent use of the community's resources to provide an exceptional education for all.

Fairless Local Schools Portrait of a Graduate

Domain 1- **ACADEMICALLY PREPARED**

- Foundational Knowledge - Graduates will have an academic experience that achieves high expectations for each student's individual development.
- Well-Rounded Content - Graduates will have access to a range of options for co-curricular and extracurricular activities that reflect students' interests, goals and learning profiles.

Domain 2 - **RESILIENT INDIVIDUAL**

- Adaptability - Graduates will use their skills, knowledge, and experiences to identify possible solutions for complex problems.
- Growth Mindset - Graduates will embrace challenges and be persistent in their learning.
- Motivated - Graduates will show an eagerness to ask questions and explore beyond what is required; discovering, learning, and understanding.

Domain 3 - **FEARLESS LEARNER**

- Critical thinking - Graduates will develop critical thinking and reasoning skills, problem-solving competencies, and technology proficiency.
- Innovative - Graduates will be self-directed learners who are flexible with their knowledge and learn as they go, adapt to the situation, and use critical thinking skills.
- Curious - Graduates will ask thoughtful questions, dig deeply into issues, and consider multiple perspectives when tackling problems and developing new processes.

Domain 4 - **PROFESSIONAL COLLABORATOR**

- Intrapersonal skills - Graduates will assume developmentally and age-appropriate responsibility for learning through effective decision-making, goal setting, and time management.
- Effective communication skills - Graduates will clearly, concisely and truthfully articulate their thoughts in verbal and written formats while respecting the targeted audience and other points of view.
- Collaborator - Graduates will work well with others by respecting differences and actively listening in order to practice cooperation and compromise in problem solving.

Domain 5- **CARING CITIZEN**

- Service Learning - Graduates will engage in community service experiences to help meet societal needs.
- Ethical - Graduates will act with integrity and take responsibility for their actions and decisions.

*** Note: It is impossible to cover every topic or policy that may arise involving every student throughout the school year. For this reason, the principals remain the final arbiters of school policy and procedures. Please be sure to read this document carefully and return the required signature page.**

Forward

This student handbook was developed to provide specific information about certain Board policies, procedures and to answer many of the commonly asked questions parents may have during the school year. This handbook replaces all prior handbooks and other written material on the same subjects. This handbook does not equate to an irrevocable contractual commitment to the student, but only reflects the current status of the Board's policies and the School's rules as of May 1, 2023. Any changes to policies or administrative guidelines changed after March 1, 2023, the language in the most current policy or administrative guidelines prevails. Current Board policies and administrative guidelines are available on our District website.

Directory

BOARD OF EDUCATION

Mr. Justin Henry
Mrs. Hope Hill
Mr. Ken Killian
Dr. Jody Seward
Mr. Charles Snyder

DISTRICT OFFICIALS

800 7th Street, SE, Brewster, OH 44613

Mr. Michael HearnSuperintendent
(330) 767-3577
Mr. Mark Phillips Treasurer
(330) 767-3577
Mrs. Julie WeyandtDirector of Curriculum
(330) 767-3577
Mrs. Jamie Askren Special Education Director
(330) 767-3577
Mrs. Julie MillerFood Service Director
(330) 767-7071
Mrs. Val WilesTransportation & Facilities Manager
(330) 767-4259

Administrative Assistants

Superintendent's OfficeMrs. Connie Horton
(330) 767-3577
Special Programs.....Mrs. Kari Wentling
(330) 767-3577
Payroll.....Mrs. Denese Majors
(330) 767-3577
Budgetary.....Mrs. Paula Renner
(330) 767-3577
Enrollment & Registration Mrs. Patti Waugh
(330) 767-4293
EMIS Coordinator..... Mrs. Nicole Mercer
(330) 767-3577

SCHOOLS & ADMINISTRATION

Fairless High School

Grades 9-12

800 7th Street, SE, Brewster, OH 44613

Mr. Chad Merritt.....Principal
(330) 767-3444
Dr. Tammy Bixler-ZalesinskyAssistant Principal
Mr. Zach MichelAthletic Director
(330) 767-7069
Mrs. Kim King Secretary
Mrs. Cheryl HaswellGuidance Secretary
Mr. Phil Glasgow School Counselor
Mrs. Aarika Vasiliades..... School Counselor
Mrs. Pamela Gerig Receptionist & Attendance
(330) 767-7081

Fairless Middle School

Grades 6-8

11836 Navarre Rd SW, Navarre, OH 44662

Mr. Dan NeroPrincipal
(330) 767-4293
Mr. Aaron Sarbaugh Dean of Students
Mrs. Brenda Jennings Secretary
Mrs. Patti WaughAttendance
Mrs. LuAnne Frase School Counselor

Fairless Elementary School

Grades preK-5

12000 Navarre Rd SW, Navarre, OH 44662

Mrs. Lori NeuenschwanderPrincipal
(330) 767-3913
Mrs. Natalie Gilkerson..... Assistant Principal
Mrs. Dana Nash Secretary
Mrs. Madison StrongAttendance
Mrs. Angela EllifritzSchool Counselor

DISCLAIMER

Due to space considerations, some of the policies appearing in this handbook are shorter versions of the policies adopted by the Fairless Board of Education and which appear in the Board Policy Manual. Unless the Board has specified otherwise in its action adopting this handbook, shortened versions of the policies included in this handbook are not to be considered newly adopted Board Policies.

August 2024						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
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September 2024						
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29	30					
October 2024						
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November 2024						
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December 2024						
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January 2025						
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19	20	21	22	23	24	25
26	27	28	29	30	31	

Fairless Local Schools Calendar 2024-2025

August
 15-19 Teacher Day – No School
 20 First Student Day
 Grades 1-6, 9
 21 Grades 1-12

September
 2 Labor Day
 25 Early Release

October
 2 PT Conf Evening
 4 PT Conf All Day
 10 PT Conf Evening
 14 Teacher Day – No School
 25 End of 9 weeks (46 days)

November
 28-29 Thanksgiving Break

December
 2 No School
 23-31 Christmas Break

January
 1-3 Christmas Break
 16 End of 9 weeks (45 days)
 16 End of semester (91 days)
 20 Martin Luther King Day
 29 Early Release

February
 5&13 PT Conf Evening
 17 Presidents Day

March
 20 End of 9 weeks (42 days)
 21 Teacher Day – No School
 24-28 Spring Break

April
 18 No School

May
 26 Memorial Day
 29 End of 9 weeks (43 days)
 End of semester (85 days)

30 Last Student & Teacher Day
 30 Early Release

Calamity Day Make-Up Schedule:
 1st Day – June, 2025 – consecutive weekdays as needed

- Teacher Day – No Students
- First & Last Student Day
- No School
- Teacher Exchange Day - No School
- Early Release

Teacher Days – 185
 Student Days – 177

February 2025						
S	M	T	W	T	F	S
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March 2025						
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30	31					
April 2025						
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May 2025						
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June 2025						
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29	30					
July 2025						
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27	28	29	30	31		

EQUAL EDUCATIONAL OPPORTUNITY

This District provides an equal educational opportunity for all students.

Any person who believes that they have been discriminated against on the basis of their race, color, disability, religion, gender, or national origin while at school or a school activity should immediately contact the School District's Compliance Officer(s):

Julie Weyandt
Dan Nero
Compliance Officers
330-767-3577

Complaints will be investigated in accordance with the procedures described in Board policy. Any student making a complaint or participating in a school investigation will be protected from retaliation. The Compliance Officer(s) can provide additional information concerning equal access to educational opportunity.

School Day

FHS

Arrival: 7:15-7:35
Tardy: 7:38
Dismissal: 2:45-2:50

Students are permitted to enter the building at 7:15 a.m. Breakfast is served in the cafeteria from 7:15 to 7:35. Students not eating in the cafeteria are expected to report directly to their first period class. Students are to submit written notes for absence and/or early dismissal to the front desk attendance office upon arrival.

Students are to remain in their regularly assigned class until the teacher has dismissed the class.

Students leaving the building at the close of the day are not to run in the building or on the sidewalk outside the building.

Students who must wait for their parents are to wait outside.

Unless students are participating in an approved activity, under the supervision of a faculty advisor, they are to leave the building immediately after school. Students remaining in the building or on school premises for athletic practice, band practice or approved meetings are to stay in the specifically designated area for such practice or meeting. Students are not allowed to return to the academic wing or to their lockers following practices or meetings.

FMS

Arrival: 7:15-7:34
Tardy: 7:35
Dismissal: 2:35

Students are permitted in the building at 7:15AM. All students will enter through the main entrance. Students must put their backpacks in their lockers and prepare for their first period class when entering the building. Students must either go to the cafeteria for breakfast or their first period class. The tardy bell rings at 7:35AM. Students who are late must report directly

to the office upon entering the building.

Student Pick-Up and Drop-Off

All car riders must enter the middle school through the main entrance. Students arriving or departing by car must be dropped off and picked up in front of the school library. Student drop-off begins at 7:15AM and pick-up at 2:35PM. Student drop-off and pick-up will only be permitted along the sidewalk nearest the building in front of the library to ensure the safety of our students. Students may not cross traffic to or from a parent's car. The circle driveway in front of the main entrance is reserved for buses only. Parents must follow the direction of school personnel directing this process.

Closing of the School Day

Unless students are participating in an approved activity under the supervision of a coach or faculty advisor, they are to leave the building immediately after school. Students remaining in the building or on school grounds for any practices or approved meetings are to stay in the designated area for such practice or meeting. Students are not allowed to return to the academic wing or to their lockers following practices, events or meetings.

FES

Arrival: 8:45-8:59
Tardy: 9:00
Dismissal: 3:25-3:30

Bus Arrival Procedures: The students exit their buses beginning at 8:45 in the morning. The students are monitored by staff as they exit the bus and enter the building. Once they enter the building, the students who choose to eat breakfast will go to the cafeteria. All other students should walk directly to their class.

Parent Drop-Off Procedures: Students are not permitted to be dropped off before 8:45 because there is no adult supervision before that time. Please enter the main staff parking lot SLOWLY and drop off your child at the sidewalk. Once you drop them off, please drive through our parking lot SLOWLY and watch for pedestrians. Some people are parking and walking to the entrance during this busy time and we want everyone to stay safe. If you are walking your child to the door, you will need to say your goodbyes on the sidewalk. You will not be permitted to enter the main doors with your student. You will have to enter through the office if you need to come into the school.

Parent Pick-Up Procedures: There are three parent pick-up locations that are based on the grade level of the students. Please arrive by 3:25.

- If you are picking up multiple grade levels or K-2 students please enter the parking lot at the main entrance, turn left and proceed to the bus parking lot. Please park (facing the road) and **walk to pick your child up at the designated spot. Please do not stand on the sidewalk.** We need to make sure that our students are leaving with the right adult. We will have the older students leave with the younger group.
- Preschool parent pick-up is at 3:15. If you are picking a student up in preschool, you will park in the main

circle. Please follow the policies that our preschool program has in place.

- If you are picking up a student in grades three through five, please enter the main staff parking lot, forming a line in front of the sidewalk. Students will be walked to your vehicle at 3:25. Students will not be permitted to walk through the parking lots unattended.

Student Responsibilities

The School's rules and procedures are designed to allow students to be educated in a safe and orderly environment. All students are expected to follow staff members' directions and to obey all school rules.

Students must arrive at school on time, prepared to learn and participate. If, for some reason, this is not possible, the student should seek help from the principal or school counselor.

Adult students (age eighteen (18) or older) must follow all school rules.

If residing at home, adult students are encouraged to include their parents in their educational program.

In order to keep parents informed of their child's progress in school, parents will be provided information on a regular basis and whenever concerns arise. Many times, it will be the responsibility of the student to deliver the information. The school, however, may use the mail or hand delivery when appropriate. Parents have the option of receiving communication from the school via the Home Access Center (HAC) and/or ParentSquare. Parents that are having trouble logging into the HAC or ParentSquare should reach out to the school office for assistance. Parents are encouraged to build a two-way link with their child's teachers and support staff by informing the staff of suggestions or concerns that may help their child better accomplish their educational goals. Parents can expect to receive communication back from the school within a 24-hour period during school hours.

Student Well Being

Student safety is the responsibility of both students and staff. Staff members are familiar with emergency procedures such as evacuation procedures, fire and tornado drills, safety drills in the event of a terrorist or other violent attack, and accident reporting procedures. If a student is aware of any dangerous situation or accident, the student must notify a staff person immediately.

State law requires that all students have an emergency medical authorization completed and signed by a parent or guardian on file in the School office.

Students with specific health care needs should deliver written notice about such needs, along with physician documentation, to the School office.

Child Abuse

School personnel are required by law to report any evidence of child abuse or neglect to Stark County Children Services. The school is required to and will cooperate 100% with law officials.

Injury and Illness

All injuries must be reported to a teacher or the office. If the injuries are minor, the student will be treated and may return to class. If medical attention is required, the office will follow the School's emergency procedures and attempt to make contact with the student's parents.

If a student finds it necessary to leave school, whether because of sickness or emergency, he/she must report to the **clinic** to secure permission to leave. No phone calls made from cellular devices or other locations are acceptable.

Section I - General Information Enrolling in the School

In general, State law requires students to enroll in the school district in which their parent or legal guardian resides (*unless enrolling under the District's open enrollment policy or enrolling and paying tuition*).

New students under the age of eighteen (18) must be enrolled by their parent or legal guardian. When enrolling, parents must provide copies of the following:

- A. a birth certificate or similar document as authorized by law
- B. court papers allocating parental rights and responsibilities, or custody (if appropriate)
- C. proof of residency
- D. proof of immunizations
- E. legal residential parent ID
- F. student social security card

Under certain circumstances, temporary enrollment may be permitted. In such cases, parents will be notified about documentation required to establish permanent enrollment.

Students enrolling from another school must have an official transcript from their previous school in order to have credits transferred. The school secretary will assist in obtaining the transcript, if not presented at the time of enrollment.

Students enrolling in the District following any period of home instruction will be placed in the appropriate grade level, without prejudice or discrimination.

Homeless students who meet the Federal definition of homeless may enroll and will be under the District Liaison Homeless Children with regard to enrollment procedures.

Students who meet the definition of children and youth in foster

care may enroll and will be under the direction of the Local Point of Contact with regard to enrollment procedures.

New students eighteen (18) years of age or older are not required to be accompanied by a parent when enrolling. When residing with a parent, these students are encouraged to include the parents in the enrollment process. When conducting themselves in school, adult students have the responsibilities of both student and parent.

In addition, if a new student resides in the District with a grandparent and is the subject of a: (1) power of attorney designating the grandparent as the attorney-in-fact; or (2) a caretaker authorization affidavit executed by the grandparent that provides the grandparent with authority over the care, physical custody, and control of the child, including the ability to enroll the child in school, consent in all school related matters, and discuss with the District the child's educational progress, the student's grandparent may enroll the child in school on a tuition-free basis. However, in addition to the above-referenced documents that are typically required for enrollment, the grandparent must provide the District with a duly executed and notarized copy of a power of attorney or caretaker authorization affidavit.

A student suspended or expelled by another public school in Ohio may be temporarily denied admission to the District's schools during the period of suspension or expulsion even if that student would otherwise be entitled to attend school in the District. Likewise, a student expelled or otherwise removed for disciplinary purposes from a public school in another state and the period of expulsion or removal has not expired may be temporarily denied admission to the District's schools during the period of expulsion or removal or until the expiration of the period of expulsion or removal which the student would have received in the District had the student committed the offense while enrolled in the District. Prior to denying admission, however, the Superintendent shall offer the student an opportunity for a hearing to review the circumstances of the suspension or expulsion and any other factors the Superintendent determines to be relevant.

If a student has been recently discharged or released from the custody of the Department of Youth Services (DYS) and is seeking admittance or re-admittance into the District, the student will not be admitted until the following records, which are required to be released by DHS to the Superintendent, have been received:

- A. an updated copy of the student's transcript;
- B. a report of the student's behavior while in DHS custody;
- C. the student's current IEP, if one has been developed for the child; and
- D. a summary of the instructional record of the child's behavior.

Foreign students and foreign-exchange students (from recognized and approved student programs) are eligible for

admission on the same basis as other non-resident students.

Scheduling and Assignment

ES

The Principal will assign each student to the appropriate classroom and program. Any questions or concerns about the assignment should be discussed with the Principal.

MS & HS

Schedules are provided to each student at the beginning of the school year or upon enrollment. Schedules are based on the student's needs and available class space. Any changes in a student's schedule should be handled through the school counselor. Students may be denied course enrollment due to lack of available space or the need for the student to pass prerequisite courses. Students are expected to follow their schedules. Any variation must be approved with a pass or schedule change.

Scheduling and Registration of High School Classes

1. A student may not schedule more than one (1) study hall. A student may not drop a class, if the drop will result in the student being scheduled into more than one (1) study hall per day. All students should plan a full schedule.
2. Planning a schedule for the next school year is a difficult task, and situations may occur requiring a change in that schedule. These schedule changes, however, have a serious effect on class size, teacher assignments, and the overall master schedule and, therefore, will be approved sparingly. The student and parent are urged not to plan a program with the idea that it can be changed. Schedule changes are rare, and will only be made under extenuating circumstances.
3. Students will have the first 3 days of school to request schedule changes. Requesting a change does not guarantee that a change will be made. Students must get the permission of the parent, teacher and principal for a course to be dropped or added during the 3-day window, and then see a school counselor to discuss and complete the appropriate forms. Students are expected to remain in all originally scheduled classes until changes are made with his/her counselor. Unless extreme circumstances exist, schedule changes made after the deadline will result in a Withdraw Fail grade for the entire course on a student's permanent record and will affect a student's GPA and class rank.

Early Dismissal from School

No student may leave school prior to dismissal time without parent or guardian consent. No student will be released to a person other than a custodial parent(s) or guardian without a written permission note signed by the custodial parent(s) or guardian.

Withdrawal from Fairless Local Schools

No student under the age of eighteen (18) is allowed to withdraw from school without the written consent of their parents and in compliance with State law. A student who otherwise withdraws from school shall be reported to the juvenile judge of the county and to the Bureau of Motor Vehicles for suspension of their driver's license, if they are under the age of eighteen (18).

A student who intends to withdraw from school must follow the designated withdrawal procedure. This procedure will include personal contacts with guidance services, the principal, each subject teacher, the high school office, return of technology devices to the main office, and return of all school-purchased, non-consumable supplies and resources subject teacher, the high school office, return of technology devices to the main office, and return of all school-purchased, non-consumable supplies and resources.

Parents must notify the Principal about plans to transfer their child to another school. School records, including disciplinary records of suspension and expulsion, will be transferred to the new school within five (5) days of the parents' notice or request except as permitted by law.

Medication and Immunization Policy

Immunizations

In order to safeguard the school community from the spread of certain communicable diseases and in recognition that prevention is a means of combating the spread of disease, the District requires all students to be immunized (or in the process of being immunized) against poliomyelitis, measles (aka rubeola), diphtheria, rubella (German measles), pertussis, tetanus, mumps, and other diseases legally designated in accordance with State statutes, unless specifically exempt for medical or other reasons. The Board further requires that students enrolled in grades seven (7) through twelve (12) be immunized against meningococcal disease. Students must be current with all immunizations required by law including, but not limited to, poliomyelitis, measles, diphtheria, rubella, pertussis, tetanus, and mumps, or have an authorized exemption from State immunization requirements.

Kindergarten students must be immunized against Hepatitis B and chicken pox. For the safety of all students, the school principal may remove a student from school or establish a deadline for meeting State requirements if a student does not have the necessary immunizations or authorized exemption. In the event of a chicken pox epidemic, the Superintendent may temporarily deny admission to a student otherwise

exempted from the chicken pox immunization requirement. Any questions about immunizations or exemptions should be directed to the school nurse.

Emergency Medical Authorization

A complete Emergency Medical Authorization Form must be on file with the School in order for a student to participate in any activity off school grounds, including field trips, spectator trips, athletic and other extracurricular activities, and co-curricular activities. The Emergency Medical Authorization form is provided at the time of enrollment and at the beginning of each school year through Final Forms.

Prescription Medication

Before any prescribed medication or treatment may be administered to any student during school hours, the Board shall require the written prescription and instructions from the child's physician accompanied by the written authorization of the parent. Both must also authorize any self-medication by the student.

In those circumstances where a student must take prescribed medication during the school day, the following guidelines are to be observed:

1. Full name and address of the student;
2. School and class in which student is enrolled;
3. Name of medication and dosage or procedure required;
4. Time(s) of day administration of medication is required;
5. Special instructions, including storage and sterile requirements;
6. Date when medication is to begin and duration of administration;
7. Possible reactions to be reported to the physician;
8. Date of the request form;
9. Physician's name, address, phone number and signature;
10. Medication must be in the original prescription bottle.

The written request form must be signed by the student's parent/legal guardian authorizing school personnel to administer the medication according to the procedure prescribed by the physician.

Over-the-counter Medication

Over-the-counter Medication must be kept in the office at all times. It must not be transported to or from school by the student. Parents may authorize the administration of a non-prescribed medication on the form available in FinalForms. Physician authorization is not required in such cases, however the family must provide the medication in the original packaging. The medication procedure must follow the same steps as 1-8 above and will be handled in the same manner.

Control of Direct-Contact Communicable Diseases

Because a school has a high concentration of people, it is necessary to take specific measures when the health or safety of the group is at risk. The School's professional staff may remove or isolate a student who has been ill or has been exposed to a communicable disease or highly-transient pest, such as lice.

Specific communicable diseases include diphtheria, scarlet fever, strep infections, whooping cough, mumps, measles, rubella, and other conditions indicated by the Local and State Health Departments.

Any removal will be limited to the contagious period as specified in the School's administrative guidelines. Parents will receive communication from the school nurse regarding any required action steps to be taken.

Control of Blood Borne Pathogens

The School District seeks to provide a safe educational environment for students and take appropriate measures to protect those students who may be exposed to blood-borne pathogens in the school environment and/or during their participation in school-related activities. While the risks of students being exposed to blood-borne pathogens may be low, students must assume that all body fluids are potentially infectious and must take precaution to follow universal procedures in order to reduce such risks and minimize and/or prevent the potential for accidental infection.

Students may be exposed to blood-borne pathogens in situations including, but not limited to, the following:

- Engaging in activities with other students in the school environment (e.g., physical education class) where physical injuries or other actions that can cause bleeding or exposure to saliva and other body fluids may occur.
- Working with equipment in the school environment that can cause cuts or similar injuries that produce bleeding.
- Participating in extracurricular activities (i.e., athletic activities) where physical injuries or other actions that can cause bleeding may occur.
- Whenever a student has contact with blood or other potentially infectious material, the student must immediately notify their teacher, who will contact the school nurse and assist the student in completing the requisite documents. Parents will receive communication from the school nurse regarding any required action steps to be taken.

Students with Disabilities

The Americans with Disabilities Act (ADA) and section 504 of the Rehabilitation Act prohibit discrimination against persons with disabilities in any program receiving federal financial assistance. This protection applies not just to students, but to all individuals who have access to the district's programs and facilities.

The laws define a person with a disability as anyone who has a mental or physical impairment that substantially limits one or more major life activities, has a record of such an impairment; or is regarded as having such an impairment.

The district has specific responsibilities under these two laws, which include identifying, reviewing and, if the child is determined to be eligible, affording access to appropriate educational accommodations.

Additionally, in accordance with state and federal mandates, the district seeks out, accesses and appropriately services students with disabilities. Staff members use a comprehensive child study process to systematically screen, assess and, if appropriate, place students in special education and related services. Students are entitled to a free appropriate public education in the "least restrictive environment."

A student can access special education and related services through the proper evaluation procedures. Parent involvement in this procedure is important and required by the Individuals with Disabilities Education Improvement Act (IDEIA), Americans with Disabilities Act (ADA), Section 504 of the Rehabilitation Act of 1973, and state law. Contact Jamie Askren at (330) 767-3577 to inquire about evaluation procedures, programs and services.

The District is committed to identifying, evaluating, and providing a free appropriate public education (FAPE) to students within its jurisdiction who have a physical or mental impairment that substantially limits one or more major life activities, regardless of the nature or severity of their disabilities.

Homeless Students

Homeless students will be provided with a free and appropriate public education in the same manner as other students served by the District. Homeless students are eligible to receive transportation services, participate in education programs for students with disabilities or limited English proficiency, and participate in gifted and talented programs, and receive meals under school nutrition programs. Homeless students will not be denied enrollment based on lack of proof of residency. For additional information contact the liaison for Homeless Students at 330-767-3577.

Children and Youth in Foster Care

Students who meet the Federal definition of "in foster care", including those who are awaiting foster care placement, will be provided a free appropriate public education (FAPE) in the same manner as all other students of the District. For additional information, see Policy 5111.03.

Protection and Privacy of Student Records

The School District maintains many student records including both directory information and confidential information.

Directory information includes:

The Board designates as student “directory information:” **a student’s name; participation in officially-recognized activities and sports; height and weight, if a member of an athletic team; date of graduation; or awards received.**

If parents want certain items or information withheld, the parent must contact the principal in writing within the first month of school, indicating the items that are to be withheld and from whom they are to be withheld.

Directory information can be provided upon request to any individual, other than a for-profit organization, even without the written consent of a parent. Parents may refuse to allow the Board to disclose any or all “directory information” upon written notification to the Board. For further information about the items included within the category of directory information and instructions on how to prohibit its release, you may consult the Board’s annual *Family Education Rights and Privacy Act* (FERPA) notice which can be found at www.fairlesslocalschools.org.

Other than directory information, access to all other student records is protected by FERPA and Ohio law. Except in limited circumstances as specifically defined in State and Federal law, the School District is prohibited from releasing confidential education records to any outside individual or organization without the prior written consent of the parents, or the adult student, as well as those individuals who have matriculated and entered a postsecondary educational institution at any age. The Board will provide access or release directory information to armed forces recruiters unless the parent or student requests that prior written consent be obtained. See Form 8330 F13.

Confidential records include test scores, psychological reports, behavioral data, disciplinary records, and communications with family and outside service providers.

Students and parents have the right to review and receive copies of all educational records. Costs for copies of records may be charged to the parent. To review student records, please provide a written notice identifying requested student records to the building principal. You will be given an appointment with the appropriate person to answer any questions and to review the requested student records.

Parents and adult students have the right to amend a student record when they believe that any of the information contained in the record is inaccurate, misleading, or violates the student’s privacy. A parent or adult student must request the amendment of a student record in writing and if the request is denied, the parent or adult student will be informed of their right to a hearing on the matter.

Consistent with the Protection of Pupil Rights Amendment (PPRA), no student shall be required, as a part of the school program or the District’s curriculum, without prior written consent of the student (if an adult, or an emancipated minor) or, if an unemancipated minor, the student’s parents, to submit to or participate in any survey, analysis, or evaluation that reveals information concerning:

- A. political affiliations or beliefs of the student or the student’s parents;
- B. mental or psychological problems of the student or the student’s family;
- C. sex behavior or attitudes;
- D. illegal, anti-social, self-incriminating or demeaning behavior;
- E. critical appraisals of other individuals with whom respondents have close family relationships;
- F. legally recognized privileged and analogous relationships, such as those of lawyers, physicians, and ministers;
- G. religious practices, affiliations, or beliefs of the student or the student’s parents; or
- H. income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such a program).

Consistent with the PPRA and Board policy, parents may inspect any materials used in conjunction with any such survey, analysis, or evaluation. Please contact the building principal to inspect such materials.

Further, parents have the right to inspect, upon request, a survey or evaluation created by a third party before the survey/evaluation is administered or distributed by the school to the student. The parent will have access to the survey/evaluation within a reasonable period of time after the request is received by the principal.

The Superintendent will notify parents of students in the District, at least annually at the beginning of the school year, of the specific or approximate dates during the school year when the following activities are scheduled or expected to be scheduled:

- A. activities involving the collection, disclosure, or use of personal information collected from students for the purpose of marketing or for selling that information or otherwise providing that information to others for that purpose); and
- B. the administration of any survey by a third party that contains one (1) or more of the items described in A through H above.

The Family Policy Compliance Office in the U.S. Department of Education administers both FERPA and PPRA. Parents and/or eligible students who believe their rights have been violated may file a complaint with:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, D.C. 20202-4605

Informal inquiries may be sent to the Family Policy Compliance Office via the following email addresses:

FERPA@ED.Gov; and
PPRA@ED.Gov.

Student Fees and Fines

Students will be provided necessary textbooks for courses of instruction without cost. In accordance with State law, Fairless Local Schools charges specific fees for the following activities and materials used in the course of instruction:

- Chromebook Fees
- Advanced Placement Test Fees
- CCP Coursework and textbooks for courses not passed
- Lost Library or Textbook Fees

Charges may also be imposed for loss, damage, or destruction of school equipment, musical instruments, library materials, textbooks, and for damage to school buildings or property. Students using school property and equipment can be fined for excessive wear and abuse of the property and equipment.

Fees may be waived in situations where there is financial hardship.

Students can avoid late fines by promptly returning borrowed materials.

Failure to pay fines, fees, or charges may result in the withholding of grades and credits.

Student Fundraising

Students participating in school-sponsored groups and activities may solicit funds from other students, staff members, and members of the community in accordance with school guidelines. The following general rules apply to all fund-raisers:

- Crowdfunding activities are governed by Policy and Administrative Guideline 6605.
- Students involved in the fund-raiser must not interfere with students participating in other activities when soliciting funds.
- Students may not participate in a fund-raising activity for a group in which they are not members without the approval of the organization's advisor.
- Students may not participate in fund-raising activities off school property without proper supervision by approved staff or other adults.
- Students may not engage in house-to-house canvassing for any fund-raising activity.
- Students may not participate in a fund-raising activity conducted by a parent group, booster club, or

community organization on school property without the approval of the Principal.

Students may not sell any item or service in school without the prior approval of the Principal. Violation of this policy may lead to disciplinary action.

Cafeteria Procedures

Breakfast and lunch are served every school day. Pupils may purchase meals from our food service department or they may also bring a packed lunch from home. Breakfast is served 7:15-7:34AM daily for FMS and FHS.

Breakfast, lunch and milk prices are set by the Board of Education and can be found on the district website (fairlesslocalschools.org) and click on FOOD SERVICES. Students may qualify for Free and Reduced lunches by filling out the application form available on the Food Services webpage of the district website or by contacting Julie Miller, Food Service Director, at (330) 767-7071.

Students are responsible for cleaning any mess they create and may be subject to disciplinary action.

HS Only

Students may not leave during lunch unless they enrolled full-time (12 semester hours or more per semester) as a college credit plus student. Parents/Guardians who would like to visit and eat lunch with their child may do so by making the request 24-hours in advance. According to Board Policy, students are able to purchase food and beverages from the cafeteria during breakfast and lunch. **Take-out orders from restaurants are not permitted according to Fairless Local School District's Bylaws & Policies 8510-Wellness.**

Point of Sale System

Fairless uses a POS (point of sale) system. Any child who desires to purchase lunch or à la carte items, will be required to enter their pin number on a pin pad. Each student at Fairless has a cafeteria account that you as a parent/guardian can deposit funds into by cash or check only. You may also use our online payment system, Payforit.net. We encourage you to send in a check or use Payforit.net to add money to your child's account. Any funds remaining at the end of the school year will be applied to their account for the next school year.

Pay-for-it Food Payment Option

Pay for it is an online payment system which is set up to work with our POS system. When you use Payforit.net, the system will use your credit or debit cards. You will need your child's or ID number to set up their account. **Pay for it** is a useful tool that allows you to see the items your child has purchased, as well as the ability to add funds to their account. Access our district website at www.fairlesslocalschool.org, click on Lunch Menus/Cafeteria, or click the Parent Tab, and follow the directions to take advantage of **Payforit**. You may request a balance refund if your child is graduating or leaving the district by making a request in writing to the Food Service Director, or

you may transfer the balance to a sibling or another student in need, if you choose. All unclaimed funds of graduating seniors will become part of the Fairless Local Schools Food Service Program if not claimed on or before the senior's last day.

School Cafeteria and Charge Policy

The School Nutrition Department is like a private business. As a result, they do not receive any general fund support. They must earn money through breakfast, lunch & ala-carte sales in order to pay expenses. Unpaid charges reduce revenue that affects our ability to pay our food bills, staff salaries & make improvements in the kitchens. **Take-out orders from restaurants are not permitted according to Fairless Local School District's Bylaws & Policies 8510-Wellness.**

POINT OF SALE SYSTEM

Fairless uses a POS (point of sale) system. Any child who desires to purchase lunch or ala carte, will be required to enter their pin number on a pin pad. Kindergarten and First grade students will receive their pin numbers, as well as a copy of the pin pad, so parents may work with their child on learning their number and familiarize them with the layout of the pin pad. Each student at Fairless has a cafeteria account that you as a parent/guardian can deposit funds into student accounts (cash or check only), or you may use our on-line payment system **payschoolscentral**. We ask that you to use checks or **payschoolscentral** to add money to your child's account. Any funds remaining on your child's account at the end of the school year, will be applied to their account the next school year.

PAY FOR IT PAYMENT OPTION

payschoolscentral is an online payment system which is set up to work with our POS system. When you use **payschoolscentral** the system will use your credit or debit cards. You will need your child or children's ID numbers to set up their accounts, you may get those by going to your child's final forms. **Payschoolscentral** is a useful tool which allows you to fill out a free or reduced meal application and see immediately if you qualify. It also allows you to see items your child has purchased, as well as the ability to add funds to their accounts. Access our district website www.fairlesslocalschools.org, click on District, food service, then click the box that says **payschoolscentral**

You may request a balance refund if your child is graduating or leaving the district by making a request in writing to the Food Service Director, or you may transfer the balance to a sibling or someone in need if you choose. All unclaimed funds of graduating Senior's will become part of the Fairless Local Schools Food Service Program Clergy fund to help those students receive a meal if they need help. If not claimed on or before the Senior's last day.

CHARGING

Fairless Local Schools Food and Nutrition Department's goal is to first provide a healthy and nutritious meal to our students so

they are better able to learn at school. When lunch money is forgotten we have established the following procedures;

- Treat all students with dignity and respect;
- Encourage parents to be responsible for paying for meals and to promote self-responsibility of the students;
- Establish consistent department procedure regarding charges.

If you do not want your child charging, you may make a request in writing, to Julie Miller, Food Service Director at 330-767-7071 to add a **NO CHARGING PERMITTED NOTIFICATION** on your child's account.

Elementary & Middle School we strongly discourage meal charging. When your child reaches a negative balance of **(\$10.00)** you will receive **phone calls, letters** home, and notices through **parentsquare** weekly.

There will be no Ala-Carte charging, and no Ala-Carte purchases will be permitted when a student has a negative balance.

If you are unable to pay for school meals due to your economic situation, please contact Julie Miller Food Service Director, at 330-767-7071 to discuss other arrangements for your child to receive meals at a reduced rate or free.

All charges must be paid prior to Christmas break and two weeks prior to the end of the school year. There is no charging permitted two weeks prior to the end of the school year.

NATIONAL SCHOOL LUNCH & NATIONAL SCHOOL BREAKFAST PROGRAM

Fairless local Schools participates in the National School Lunch and Breakfast programs. Some students may qualify for free or reduced priced meals. Access www.fairlesslocalschools.org, for Free and Reduced forms or forms may be picked up from the school office or be sent home with your child, by contacting the school secretary. Only one application is required district wide per family. Free and Reduced applications may be completed at any time during the year, but we must receive a new meal application each school year. There is a 30 day carryover period at the beginning of each school year in order to have enough time to process all of the new applications.

Fairless is an equal opportunity provider.

Safety and Security Procedures

The safety of students and staff is a top priority for us. The following are procedures we have in place at Fairless Local Schools to increase security and keep our children safe.

1. All the doors will be secured at all times after 7:35am (HS/MS) 9:00 am (ES).

2. All backpacks must be kept in student lockers unless expressed permission has been given by administration.
3. In order for anyone to enter the building, they must check-in at the main entrance using the SchoolSafe ID kiosk with a valid state issued ID and wear a visitor badge for the duration of the visit.
4. When a student is being picked up from school before the regular school day is over, they must be signed out in the office. The parent/parent designee must complete the process at the SchoolSafe ID kiosk in order for the child to be released. A valid state issued ID is required.
5. The name of the parent/parent designee must be on the student's Emergency Medical Form or a note from the parent naming the person to pick up the child must be presented prior to pick-up.

Staff, students, and visitors who intentionally circumvent, interfere with, or disable security measures, systems, and/or devices may be subject to discipline, up to and including termination of employment for an employee, suspension or expulsion from work or school for a student, and may also face criminal charges.

Fire, Tornado, and Safety Drills

The School complies with all fire safety laws and will conduct fire drills in accordance with State law. The School conducts tornado drills during the tornado season following procedures prescribed by the State. The alarm system for tornadoes consists of a public address system. Teachers will provide specific instructions on how to proceed in the case of fire or tornado and will oversee the safe, prompt, and orderly evacuation of the building in such cases.

Safety drills will be conducted during the school year. Teachers will provide specific instruction on the appropriate procedures to follow in situations where students must be secured in their building rather than evacuated. These situations can include a terrorist threat, a person in possession of a deadly weapon on school property, or other acts of violence.

Emergency school closing

If road conditions are hazardous due to inclement weather, it may be necessary to delay or close school. School cancellations will be sent out through the district call off service. Information will also be relayed to radio and television as early as possible. If a decision is made to cancel school the night before, radio stations will be notified by 11:00 p.m. In the event that school is delayed in the morning or dismissed early in the afternoon, parents are advised to make provisions for the care of their children. The school calendar will be adjusted to make up for missed time, if necessary. The following stations are notified of school closings by Fairless Local Schools:

Radio Station **1480 AM WHBC**
TV Channels **3, 5, and 8**

Please make sure that parent cell phone numbers and email addresses are updated with the school district so that you may receive emergency notifications.

Preparedness for Toxic and Asbestos Hazards

The School is concerned for the safety of students and attempts to comply with all Federal and State Laws and Regulations to protect students from hazards that may result from industrial accidents beyond the control of school officials or from the presence of asbestos materials used in previous construction. A copy of the School District's *Preparedness for Toxic Hazard and Asbestos Hazard Policy* and asbestos management plan is available for inspection at the Board offices upon request.

Visitors

Visitors, particularly parents, are welcome at the School. Visitors must report to the office upon entering the School to sign in and obtain a pass. Any visitor found in the building without a pass shall be reported to the Principal. If a person wishes to confer with a member of the staff, the person should call for an appointment prior to coming to the School in order to schedule a mutually convenient meeting time.

Students may not bring visitors to school without prior written permission from the Principal.

Use of School Equipment and Facilities

Students must receive teacher permission before using any equipment or materials in the classroom. Students must seek permission from the Principal prior to using any other school equipment or facility. Students are responsible for the proper use and protection of any equipment or facility they are permitted to use. Organizations interested in renting any Fairless Local Schools facilities should contact the building principal for information.

Lost and Found

Each building has a designated lost and found area. Students who have lost items should check there promptly and may retrieve their items if they give a proper description. Unclaimed items will be placed in the Fairless Helping Fairless Emergency Closets at the end of each nine weeks.

Use of Office Telephones

Office telephones may not be used for personal calls. Office phones may be used by students to contact parents with the office staff's permission. Except in an emergency, students will not be called to the office to receive a telephone call.

Cellular Telephones & Wireless Devices

For purposes of this policy, "personal communication device" (PCD) includes computers, tablets (e.g., iPad-like devices),

electronic readers ("e-readers"; e.g., Kindle-like devices), cell phones, smartphones (e.g., iPhones, Android devices, Windows Mobile devices, etc.), smartwatches, and/or other web-enabled devices of any type.

Students are prohibited from using their PCDs during the school day. Use of PCDs, except those approved by a teacher or administrator, at any other time is prohibited, and they must be powered completely off (i.e. not just placed into vibrate or silent mode) and stored in the student's locker.

Students may use PCDs while riding to and from school on a school bus or other Board-provided vehicles or on a school bus or Board-provided vehicle during school-sponsored activities, at the discretion of the bus driver, classroom teacher, or sponsor/advisor/coach. Distracting behavior that creates an unsafe environment will not be tolerated.)

During after school activities, PCDs shall be powered completely off (not just placed into vibrate or silent mode) and stored out of sight when directed by the administrator or sponsor.

Under certain circumstances, a student may keep his/her PCD "On" with prior approval from the Principal.

Except as authorized by a teacher, administrator or IEP team, students are prohibited from using PCDs during the school day, including while off-campus on a field trip, to capture, record and/or transmit the words or sounds (i.e., audio) and/or images (i.e., pictures/video) of any student, staff member or other person. Using a PCD to capture, record and/or transmit audio and/or pictures/video of an individual without proper consent is considered an invasion of privacy and is not permitted. Students who violate this provision and/or use a PCD to violate the privacy rights of another person may have their PCD confiscated and held until the end of the school day or a parent/guardian picks it up, and may be directed to delete the audio and/or picture/video file while the parent/guardian is present. If the violation involves potentially illegal activity, the confiscated-PCD may be turned over to law enforcement.

PCDs, including but not limited to those with cameras, may not be activated or utilized at any time in any school situation where a reasonable expectation of personal privacy exists. These locations and circumstances include, but are not limited to, classrooms, gymnasiums, locker rooms, shower facilities, rest/bathrooms, and any other areas where students or others may change clothes or be in any stage or degree of disrobing or changing clothes. The Superintendent and Principal are authorized to determine other specific locations and situations where use of a PCD is absolutely prohibited.

Students are expressly prohibited from using covert means to listen-in or make a recording (audio or video) of any meeting or activity at school. This includes placing recording devices, or other devices with one- or two-way audio communication technology (i.e., technology that allows a person off-site to listen to live conversations and sounds taking place in the location where the device is located), within a student's book bag or on the student's person without express written consent of the Superintendent. Any requests to place a recording device or other device with one- or two-way audio communication technology within a student's book bag or on a

student's person shall be submitted, in writing, to the Principal. The District representative shall notify the parent(s), in writing, whether such request is denied or granted within five (5) days.

Students shall have no expectation of confidentiality with respect to their use of PCDs on school premises/property.

Students may not use a PCD in any way that might reasonably create in the mind of another person an impression of being threatened, humiliated, harassed, embarrassed or intimidated. See Policy 5517.01 - Bullying and Other Forms of Aggressive Behavior. In particular, students are prohibited from using PCDs to: (1) transmit material that is threatening, obscene, disruptive, or sexually explicit or that can be construed as harassment or disparagement of others based upon their race, color, national origin, sex (including sexual orientation/transgender identity), disability, age, religion, ancestry, or political beliefs; and (2) engage in "sexting" - i.e., sending, receiving, sharing, viewing, or possessing pictures, text messages, e-mails or other materials of a sexual nature in electronic or any other form. Violation of these prohibitions shall result in disciplinary action. Furthermore, such actions will be reported to local law enforcement and child services as required by law.

Students are also prohibited from using a PCD to capture, record, and/or transmit test information or any other information in a manner constituting fraud, theft, cheating, or academic dishonesty. Likewise, students are prohibited from using PCDs to receive such information.

Possession of a PCD by a student during extra-curricular activities is a privilege that may be forfeited by any student who fails to abide by the terms of this policy, or otherwise abuses this privilege.

Violations of this policy may result in disciplinary action and/or confiscation of the PCD. The Principal will also refer the matter to law enforcement or child services if the violation involves an illegal activity (e.g., child pornography, sexting). Discipline will be imposed on an escalating scale ranging from a warning to an expulsion based on the number of previous violations and/or the nature of or circumstances surrounding a particular violation. If the PCD is confiscated, it will be released/returned to the student's parent/guardian after the student complies with any other disciplinary consequences that are imposed, unless the violation involves potentially illegal activity in which case the PCD may be turned-over to law enforcement. A confiscated device will be marked in a removable manner with the student's name and held in a secure location in the building's central office until it is retrieved by the parent/guardian or turned-over to law enforcement. School officials will not search or otherwise tamper with PCDs in District custody unless they reasonably suspect that the search is required to discover evidence of a violation of the law or other school rules. Any search will be conducted in accordance with Policy 5771 - Search and Seizure. If multiple offenses occur, a student may lose his/her privilege to bring a PCD to school for a designated length of time or on a permanent basis.

A person who discovers a student using a PCD, recording device, or other device with one- or two-way audio communication technology in violation of this policy is required to report the violation to the Principal.

Students are personally and solely responsible for the care and security of their PCDs. The Board assumes no responsibility for theft, loss, or damage to, or misuse or unauthorized use of, PCDs brought onto its property.

Parents/Guardians are advised that the best way to get in touch with their child during the school day is by calling the school office.

Students may use school phones to contact parents/guardians during the school day.

Bulletins and Announcements

All notices of club meetings, athletics and social events, general information for the day and specific instructions are announced daily through a variety of ways; such as, PA, video, social media, email, and ParentSquare. Students responsible for putting notices on the announcements must have them approved by their advisor and in the main office the day before the notice is to be announced.

Special notices to be posted on the bulletin boards outside the main office, in the library, guidance office or as spirit posters must be pre-approved by the administration. No information should be distributed without prior approval.

Advertising Outside Activities

No announcements or posting of outside activities will be permitted without the approval of the Principal. A minimum of twenty-four (24) hours advance notice is required to ensure that the Principal has the opportunity to review the announcement or posting. Students may not post announcements or advertisements for outside activities without receiving prior approval from the Principal. The Principal will attempt to respond to a request for approval within one (1) school day of its receipt. Outside activities will only be communicated through the community resources webpage.

Section II - Academics

Course Offerings

A list of courses offered for high school credit is available on the district website under "Programs of Study."

Graduation Requirements

FHS Graduation Requirements	
Subject	Credits Required
Health	.5
Physical Education	.5
English	4
Physical Science	1
Biology	1
Advanced Science Elective	1
World History	1
American History	1
American Government & Economics	1
Algebra I	1
Geometry	1
Algebra II or Equivalent	1
Math Elective	1
Fine Arts*	1
Financial Literacy	.5
Electives	5.5
Total	22

All required core courses are 1.0 credit unless otherwise noted. *Students must also complete at least 2 semesters of fine arts, taken any time, in Grades 9-12. Students following a career-technical pathway, are exempted from the fine arts requirement. ^Beginning with the class of 2026, students will be required to complete 5.5 credits of electives. +Beginning with the class of 2026, the state of Ohio is requiring students to take Financial Literacy. ~Beginning with the class of 2026, students will be required to complete 22 credits for graduation. In addition to the above credit requirements, all other State requirements for graduation must be met, including state mandated testing.

Grading

Grades 4-12 Grading system

The following is an adopted guide for determining grades. Point values of letter grades are as follows:

A = 4 points	B = 3 points	C = 2 points	D = 1 point	F = 0 points
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*** AP and CCP courses will be graded on a 5-point grading scale.**

The standard grading scale for determining the letter grade is as follows (Rounding is not used in grade calculations):

A	90-100%
B	80-89%
C	70-79%
D	60-69%
F	0-59%

For calculation of the GPA (HS Only), contact the Guidance Department.

A semester exam will be given at the end of the 2nd nine weeks, and a final exam will be given at the end of the 4th nine weeks.

The following method will be used to determine semester and final grades. The point value of each nine week grade will be doubled and added to the point value of the semester and final exam grades to determine yearly points.

The point scale for the final grade is as follows:

Final Grade for Course	Point Value
A	36-40
B	26-35
C	16-25
D	6-15
F	0-5

Regardless of point value, a student who has received three (3) nine weeks of "F" in a year-long course has failed the course. In a full-year, a student must have at least two (2) passing grades during the second semester (i.e., a student must pass the last two nine weeks or one nine weeks and the final exam).

Example For Semester Courses:

Semester Grade	Point Value
A	18-20
B	13-17

C	8-12
D	3-7
F	0-2

Regardless of point value, a student who has received two (2) grades of "F" in a semester course has failed the course.

MS Only

Regardless of total point value for the school year, a student may fail a course if they reach the following criteria:

1. A student receives three marking period grades of "F" in a year-long class.
2. A student fails for the third and fourth marking periods consecutively, regardless of grades earned during the first two marking periods.
3. A student does not earn a total of 3 points for a year-long course. For example, the student earns failing grades for two marking periods and a grade of D for the other two marking periods. The student in this example has only earned a total of 2 points for the year.

Students who fail classes for the year will be required to attend summer school. Upon successful completion of summer school, the student will be considered for placement in the next grade level. Fairless Middle School requires semester and final exams in high school credit bearing classes.

ES ONLY

The report card is intended to be an indication of developmental growth. The report cards are used as a tool to indicate where each student is at in their learning and mastery of the Ohio Learning Standards. Please feel free to contact your child's teacher with any questions concerning his/her grades and report card. Our students will receive a report card 3 times a year.

All FES students will receive a report card. The following scale is used to rate where the children are towards mastering the Ohio Learning Standards in ELA, Math, Science and Social Studies.

The Standards grading scale for grades K-3 is as follows...

M = Meets grade level standards

P = Making progress towards grade level standards

SN = Support needed- student has not consistently met grade level standards

Art, Music, Physical Education and Technology/STEAM for all grades will be graded at the end of each trimester on progress of grade level skills (M, P, SN) and behavior/effort (+, -).

Homework

Homework will be assigned. Student grades will reflect the completion of all work, including outside assignments. Homework is also part of the student's preparation for the

assessment tests and graduation.

Exams

HS Credited Courses Only

Purpose Of Semester Exams

Fairless High School requires semester exams/assessment in all classes. These exams/assessments are listed as the first semester exam and the second semester exam. The purpose of the exams/assessment is to measure long-term improvement, retention, and to prepare the students for future exams. Some of the future exams may include: End of Course State Tests, PSAT, SAT, ACT, vocational certification, and college level course examinations.

Fairless semester exams/assessments represent **20 percent of the semester grade**. However, no single exam/assessment is designed as a comprehensive measure of course competency or completion.

Senior Final Examinations

If a senior has met the following requirements, he/she may be excused from taking a subject's final examination WITH PERMISSION FROM THE COURSE INSTRUCTOR:

1. A cumulative average of 3.0 in that subject has been achieved.
2. The student must have no "Ds" or "Fs" on his/her report card in that subject.

Summer School

Any student wishing to attend summer school and apply credits towards graduation must secure permission from the guidance department and the high school principal. Following are a few guidelines in determining if permission will be granted:

- Full-time day school students will not be permitted to earn additional summer school credit except Physical Education and Health.
- Summer school credit earned outside the Fairless district will not be acceptable for early graduation without prior permission from the principal.
- Repeat work may be permitted if it enables a student to graduate with his/her regular class.
- Permission may be granted or denied depending upon the merits of each case

Promotion, Acceleration, And Retention

Promotion to the next grade (or level) is based on the following criteria:

- A. current level of achievement based on instructional objectives and mandated requirements for the current grade
- B. potential for success at the next level
- C. emotional, physical, and/or social maturity necessary for a successful learning experience in the next grade

A student may be accelerated (either by whole-grade or by

subject area) when his/her performance and measured ability significantly exceeds that of his/her grade level peers. Students can be nominated for acceleration by teachers, administrators, parents, and the student him/herself. Decisions regarding acceleration are based on the following criteria:

- A. achievement of grade/course objective and any applicable State-mandated requirements for the grade/course in which the student is currently and any grade(s)/course(s) in the student will skip
- B. achievement of instructional objectives for the present grade/course as well as succeeding one(s)
- C. potential for success in the accelerated placement based on sufficient proficiency at current level
- D. social, emotional, and physical maturation necessary for success in an accelerated placement

A student may be retained at his/her current grade level based on the number of credits earned and/or lack of progress in reaching milestones on state assessments required for graduation.

Field Trips

Field trips are academic activities that are held off school grounds. There are also other trips that are part of the School's co-curricular and extracurricular program. No minor student may participate in any school-sponsored trip without parental consent and a current emergency medical form on file in the office. Medications normally administered at school will be administered while on field trips. The Student Code of Conduct applies to all field trips.

- Attendance rules apply to all field trips.
- While the District encourages students to participate in field trips, alternative assignments will be provided for any student whose parent does not give permission for the student to attend.
- Students who violate school rules may lose the privilege to go on field trips.

Open Campus Options (HS Students Only)

Full-time CCP students (scheduling 12 credit hours or more per semester) may be permitted to leave unscheduled periods in their schedule with parent permission, flexible scheduling form turned in, and principal approval.

Senior Options

Seniors may have only 1 study hall either at the beginning or end of the school day during which they may use senior privilege to either arrive after the first period or leave one period early if they meet the qualifications of senior privilege which include the following:

- On-track for graduation by having earned 15 credits prior to the senior year,
- Currently passing all classes,
- Not having earned a detention or ISS for the day in which the student wishes to leave early,
- Opted into Random Drug Testing per the Board Policy 5530.01, and

- Received permission after turning in the approved form which includes parent/guardian signature.

Honors Diploma

Diploma with Honors is awarded to any student who has fulfilled the following:

Successfully completes the Board's regular diploma requirement, completes the IEP developed for the student, or demonstrates technical expertise in a career-technical education program.

Completes the specific requirements for an honors diploma as required by law, which include:

Academic Honors Diploma - student completes the academic curriculum in the high school and has met at least six (6) of the following seven (7) criteria: earn four (4) units of Mathematics, which shall include Algebra I, Geometry, Algebra II or equivalent and another higher-level course or a four (4) year sequence of courses that contains equivalent content; earn four (4) units of science, including two (2) units of advanced science (courses that are inquiry-based with laboratory experiences and that align with grades 11/12 standards, or are an Advanced Placement course or an entry-level college course); earn four (4) units of Social Studies; earn either three (3) units each of one (1) world language, or two (2) units each of two (2) world languages (must include no less than two (2) units of each language for which credit is sought); earn one (1) unit of fine arts; maintain an overall high school grade point average of at least 3.5 on an unweighted 4.0 scale up to the last grading period of the senior year; and obtain a composite score of 27 on the American College Testing Program's (ACT) Test, or an equivalent composite score of 1280 on the Scholastic Assessment Test (SAT).

Career Tech Honors Diploma – student meets nine (9) of the following ten (10) criteria: earn four (4) units of Mathematics, which shall include Algebra I, Geometry, Algebra II or equivalent, and another higher-level course or a four (4) year sequence of courses that contains equivalent content; earn four (4) units of science, including two (2) units of advanced science (courses that are inquiry-based with laboratory experiences and that align with grades 11/12 standards, or are an Advanced Placement course or an entry-level college course); earn four (4) units of Social Studies; earn two (2) units of one (1) world language; earn four (4) units of Career-Technical courses which leads to an industry-recognized credential, apprenticeship, or is a part of an articulated career pathway which can lead to post-secondary credit; maintain an overall high school grade point average of at least 3.5 on an unweighted 4.0 scale up to the last grading period of the senior year; obtain a composite score of 27 on the American College Testing Program's (ACT) Test, or an equivalent composite score of 1280 on the Scholastic Assessment Test (SAT); complete a field experience (experiential learning in either an internship or apprenticeship) and document the experience in a portfolio specific to the student's area of focus; develop a comprehensive portfolio of work based on the student's field experience or a topic related to the student's area of focus that is reviewed and validated by a scholar or professional within the field/area who is not

employed by the Board; and earn an industry-recognized credential or achieve the proficiency benchmark for appropriate Ohio Career-Technical Competency Assessment or equivalent.

Arts Honors Diploma – student engages in the study of dance, drama/theater, music, or visual arts and meets nine (9) of the following ten (10) criteria: earn four (4) units of Mathematics, which shall include Algebra I, Geometry, Algebra II or equivalent, and another higher-level course or a four (4) year sequence of courses that contains equivalent content; earn three (3) units of science, including at least one (1) unit of advanced science (a course that is inquiry-based with laboratory experiences and that aligns with grades 11/12 standards, or are an Advanced Placement course or an entry-level college course); earn three (3) units of Social Studies; earn either three (3) units of one (1) world language, or two (2) units each of two (2) world languages (must include no less than two (2) units of each language for which credit is sought); earn four (4) units of fine arts; earn two (2) units of electives with a focus in fine arts courses; maintain an overall high school grade point average of at least 3.5 on an unweighted 4.0 scale up to the last grading period of the senior year; obtain a composite score of 27 on the American College Testing Program's (ACT) Test, or an equivalent composite score of 1280 on the Scholastic Assessment Test (SAT); complete a field experience (experiential learning in either an internship or apprenticeship) and document the experience in a portfolio specific to the student's area of focus; and develop a comprehensive portfolio of work based on the student's field experience or a topic related to the student's area of focus that is reviewed and validated by a scholar or professional within the field/area who is not employed by the Board.

Social Science and Civic Engagement Honors Diploma - student meets nine (9) of the following ten (10) criteria: earn four (4) units of Mathematics, which shall include Algebra I, Geometry, Algebra II or equivalent, and another higher-level course or a four (4) year sequence of courses that contains equivalent content; earn three (3) units of Science, which includes at least one (1) unit of advanced science (courses that are inquiry-based with laboratory experiences and that align with grades 11/12 standards, or are an Advanced Placement course or an entry-level college course); earn five (5) units of Social Studies; earn either three (3) units of one (1) world language, or two (2) units each of two (2) world languages (must include no less than two (2) units of each language for which credit is sought); earn one (1) unit of fine arts; earn three (3) units of electives with a focus in social sciences and/or civics courses; maintain an overall high school grade point average of at least 3.5 on an unweighted 4.0 scale up to the last grading period of the senior year; obtain a composite score of 27 on the American College Testing Program's (ACT) Test, or an equivalent composite score of 1280 on the Scholastic Assessment Test (SAT); complete a field experience (experiential learning in either an internship or apprenticeship) and document the experience in a portfolio specific to the student's area of focus; and develop a comprehensive portfolio of work based on the student's field experience or a topic related to the student's area of focus that is reviewed and validated by a scholar or professional within the field/area who is not employed by the Board.

STEM Honors Diploma - student meets nine (9) of the following ten (10) criteria: earn five (5) units of Mathematics,

which shall include Algebra I, Geometry, Algebra II or equivalent, another higher-level course, or a four (4) year sequence of courses that contains equivalent content, and completion of additional coursework for a total equivalent of five (5) units (the fifth mathematics and science credit for the STEM honors diploma may be fulfilled by a single course); earn five (5) units of Science, including two (2) units of advanced science (courses that are inquiry-based with laboratory experiences and that align with grades 11/12 standards, or are an Advanced Placement course or an entry-level college course) (the fifth mathematics and science credit for the STEM honors diploma may be fulfilled by a single course); earn three (3) units of Social Studies; earn either three (3) units each of one (1) world language, or two (2) units each of two (2) world languages (must include no less than two (2) units of each language for which credit is sought); earn one (1) unit of fine arts; earn two (2) units of electives with a focus in STEM courses; maintain an overall high school grade point average of at least 3.5 on an unweighted 4.0 scale up to the last grading period of the senior year; obtain a composite score of 27 on the American College Testing Program's (ACT) Test, or an equivalent composite score of 1280 on the Scholastic Assessment Test (SAT); complete a field experience (experiential learning in either an internship or apprenticeship) and document the experience in a portfolio specific to the student's area of focus; and develop a comprehensive portfolio of work based on the student's field experience or a topic related to the student's area of focus that is reviewed and validated by a scholar or professional within the field/area who is not employed by the Board.

Field Experience Criteria

To fulfill the field experience requirement, a student must complete a learning experience that is relevant to the honors diploma area of focus. Experiential learning involves the application of academic and technical skills and includes lab-based activities, co-ops, simulated workplace, mentorships, internships, pre-apprenticeships, and apprenticeships. Students receive regular supervision during field experience activities as well as documented follow-up.

Field experiences must be documented in a portfolio, although do not need to be approved by an outside expert or professional unless the student wishes to fulfill the portfolio criteria. A student may complete work to meet the field experience criteria through credit flexibility.

Portfolio Criteria

To meet the portfolio criteria, a student must develop a portfolio in the student's honors diploma area of focus. Work completed through credit flexibility may meet the portfolio criteria.

The portfolio must be completed by an agreed upon date and evaluated by an expert with academic or professional backgrounds related to the student's focus area. Experts may not be employed by the Board and may not be a family member. Students will select from a list of experts developed by the principal, or may select another qualified individual that is approved by the curriculum director. Experts will evaluate the work contained in the portfolio using criteria developed and

approved by the curriculum director.

A student does not need to complete a field experience to meet the portfolio criteria.

Additional Elements of the Diploma with Honors

Students shall not be required to make an application or declare their intention to qualify for the Diploma with Honors. Before the beginning of each school year, the high school principal shall notify all high school students and their parents of the criteria required for earning the Diploma with Honors.

Early Graduation

Students who wish to apply for early graduation should apply to the high school principal. Early graduation will be permitted if the student fulfills the graduation requirements and conditions for graduation. Students who choose early graduation may participate in the graduation ceremonies of their designated class.

Educational Options

Fairless Local Schools provides alternative means by which a student can achieve the goals of the District, as well as the student's personal educational goals. A list of the approved Educational Options is available in the Guidance Office.

In order to participate in an Educational Option, the student must first submit an application for approval to the school counselor. Students under the age of eighteen (18) may only participate with the written consent of their parent or guardian. Applications are available in the Guidance Office. Credit will be granted upon the successful completion of an approved program and will be assigned according to student performance relative to stated objectives of the approved instructional and performance plan and in accordance with District policy and established administrative guidelines.

College Credit Plus Program

Any student in grades seven (7) through twelve (12) may enroll in a College Credit Plus Program provided the student meets the requirements established by law and by the participating college or university. Student participation requires written consent of the Superintendent and, for students under eighteen (18), written consent of the parents or attendance in counseling services offered with this educational option. Any interested student should visit the CCP page on our website to obtain the necessary information.

Recognition of Student Achievement

Students who display significant achievements during the course of the year are recognized for their accomplishments. Areas that may merit recognition include, but are not limited to, academics, athletics, performing arts, citizenship, and volunteerism. Recognition for such activities is initiated by the

staff and coordinated by the principal.

appropriate coach.

Honor Roll(s) HS/MS Only

The Honor Roll represents excellence in a full-time approved educational program. Excellence is shown by a grade point average of 3.5 or better, providing at least five (5) academic credits are attempted. Due to scheduling conflicts, post secondary students may be permitted to take four (4) credits and be eligible for Honor Roll when grades are officially posted. Physical education classes are excluded in consideration for Honor Roll. CCP students will need to provide grade reports from college courses in order to be eligible for the honor roll.

Athletic Awards

Requirements for athletic awards are developed by each head coach with the approval of the Athletic Director. Student athletes interested in such awards should consult with the

For HS Only

Academic Letter

To recognize, award and motivate Fairless High School students that continuously excel academically, the Fairless High School Academic Letter of Achievement will be awarded to students who meet the following criteria:

1. Students in grades 9-12 earning the equivalent of an overall grade point average of 3.5 or higher for the first three grading periods of the school year.

2. Student awards will be as follows:

1st year award winner- Academic letter

2nd & 3rd year award winner- Pin

4th year award winner- Lamp of Knowledge
(Honoring 4 yrs of achievement)

For HS Only

Cum Laude Honors

Honor Level	Unweighted GPA	Other Requirements
Summa Cum Laude	3.95-4.00	4+ AP Courses OR 30+ CCP credit hours OR 4+ credit career-tech program 1 AP=7.5 CCP credits
Magna Cum Laude	3.75-4.00	2+ AP Course OR 15+ CCP Credits OR 4+ credit career-tech program 1 AP=7.5 CCP credits
Cum Laude	3.50-4.00	None

* GPA's are not rounded

Computer Technology and Internet Use

The district provides Chromebooks and internet services to its students for a yearly fee of \$35. Student use of these Chromebooks and internet services are governed by the district's [Acceptable Use Policy](#) and the **Student Code of Conduct**. Users have a limited privacy expectation in the content of their personal files and records of their online activity while on their Chromebook at school and at home. Fairless Local Schools has instituted protocols to monitor and protect students' online activity. Students and their parents shall comply with the terms of the **Acceptable Use Policy** and must sign the agreement on FinalForms.

dates for testing, students should avoid unnecessary absences.

Additional group tests are given to students to monitor progress and determine educational mastery levels. These tests help the staff determine instructional needs.

Classroom tests are given to assess student progress and assign grades. These are selected or prepared by teachers to assess student achievement on specific objectives.

Career and interest surveys may be given to identify particular areas of student interests or talent. These are often given by the guidance staff.

STUDENT ASSESSMENT

Unless exempted, each student must pass all portions of the State-mandated assessment test as a requirement for graduation. While the School District does schedule make-up

College entrance testing information can be obtained from the Guidance Office.

By June 30th of each year, parents will be provided with the score of any State-mandated assessment or test administered to their student. Results will be sent via mail or email or,

alternatively, will be posted to a secure portal that families can access on the District's or school's website.

Section III - Student Activities

School Sponsored Clubs and Activities

Fairless Local Schools provides students the opportunity to broaden their learning through curricular-related activities. A curricular-related activity may be taken for credit, required for a particular course, and/or contain school subject matter.

The Board authorizes the following student groups that are sponsored by a staff member: Falcon Review, Student Council, Falcon Playhouse, Color Guard, Falcon Marching Band, Silver Wings, Key Club, and Academic Challenge.

Extracurricular activities do not reflect the School curriculum, but are made available to students to allow them to pursue additional worthwhile activities such as recreational sports, drama, and the like.

All students are permitted to participate in the activities of their choosing, as long as they meet the eligibility requirements. Participation in these activities is a privilege and not a right, and students may be prohibited from all or part of their participation in such activities by authorized school personnel without further notice, hearing and/or appeal rights in accordance with Board Policy 5610.05.

Homecoming dances – fall and winter

- Any Fairless student in good standing in grades 9-12 may attend and invite guests.
- Students may invite an alumnus or friend, as long as he/she is at least the rank of freshman and under twenty-one (21) years of age. The date's name and other pertinent information must be submitted to the administration forty-eight (48) hours prior to the dance.
- All alumni and out-of-district guests must be approved by a principal prior to purchasing tickets for the dance.
- A Decoration Committee may be established by the advisor, with final approval of the administration.
- Dress must be appropriate for the theme of the dance and **follow dress code guidelines**.
- Dancing must follow the guidelines that are deemed appropriate by the school administration.

Prom

- Only junior or senior ranked students from Fairless High School in good standing may attend or invite guests.
- Any junior or senior may invite an alumnus or friend above the rank of freshman and under twenty-one (21) years of age. The date's name and other pertinent information must be submitted to the administration for approval forty-eight (48) hours prior to the dance.
- All alumni and out-of-district guests must be approved by the Principal prior to purchasing tickets.
- A Decoration Committee may be established by the

advisor, with final approval of the administration. The day before the prom may be used for decorating the prom site. The size of the committee will be limited to a maximum of ten (10) students. Other committees as deemed appropriate may be established by the administration.

- Dress must be appropriate for the theme of the dance and follow dress code guidelines.
- Dancing must follow the guidelines that are deemed appropriate by the school administration.

Non School Sponsored Clubs and Activities

Non School-sponsored student groups may meet in the school building during non instructional hours with the permission of the building principal. The applicant must verify that the activity is being initiated by students, that attendance is voluntary, that no school staff person is actively involved in the event, that the event will not interfere with school activities, and that nonschool persons do not play a regular role in the meeting. All school rules relating to student conduct and equal opportunity to participate apply to such activities.

Membership in any fraternity, sorority, or other secret society as prescribed by law is not permitted. All groups must comply with school rules and must provide equal opportunity to participate.

Non district-sponsored organizations may not use the name of the school or school mascot on any materials or information.

Athletic/Extracurricular Procedures

Fairless Local Schools provides a variety of athletic activities in which students may participate provided they meet eligibility requirements established by the Board and by the Ohio High School Athletic Association (OHSAA). Participation in these activities is a privilege and not a right, and students may be prohibited from all or part of their participation in such activities by authorized school personnel without further notice, hearing and/or appeal rights in accordance with Board Policy 5610.05.

Definition of a Season

The "athletic season" as these policies and procedures shall be defined as beginning with the first official day of practice until the end of the regular season as determined by the OHSAA. Extra-curricular seasons are defined as the first official day of practice to the end of the activity.

Eligibility

The minimum scholastic requirements for OHSAA compliance is for students to receive passing grades in five of the classes in which they were enrolled the previous marking period. Please visit the OHSAA website for the latest information on athletic eligibility or click [here](#).

Final Forms and physicals must be completed and turned in to the school office prior to the first day of practice.

Additionally, students who wish to participate in athletics through Fairless Local Schools must also participate in random drug testing per the Board Policy 5530.01.

NCAA Clearinghouse

Before scheduling classes every school year, students and their families should investigate the [NCAA requirements and set up and update their NCAA account or profile page](#). This applies to any student interested in playing or participating in a college-level sport or activity.

Student Employment

It is recommended that students not take jobs outside of school that could interfere with their success in school. If a student elects to maintain a job in addition to going to school, the student must first contact the school office to discuss any legal requirements and to obtain any required documents.

Student Attendance at School Events

Students are encouraged to attend as many after-school events as possible, without interfering with their school work and home activities. Enthusiastic spectators help to build school spirit and encourage those students participating in the event.

The student code of conduct extended to all school sponsored activities. Students removed from school sponsored events for code of conduct violations may be excluded from future events.

It is strongly advised that students attending evening events as nonparticipants be accompanied by a parent or adult chaperone. The Board is not responsible for supervising unaccompanied students nor will it be responsible for students who arrive without an adult chaperone.

Section IV - Student Conduct

Attendance

The Board of Education requires that pupils enrolled in the Fairless district attend school regularly in accordance with the laws of the State. The educational program offered by the district is predicated upon the presence of the pupil and requires continuity of instruction and classroom participation. That State Code classifies absence from school as excused or unexcused.

Reporting a Student Absence

A parent/legal guardian must report student absences by phone before 8:00 AM (HS/MS students) 9:00 AM (ES students) unless previous notification has been given in accordance with school procedures for excused absences.

If the parent does not contact the school, a school official is required to initiate the notification to the student's parent or legal guardian. This notification will come from either ParentSquare or the Attendance Secretary. Parents/Guardians who are responsible for the student's attendance must provide

the school with a current home and/or work telephone number and mailing address at which the student resides with the parent or guardian as well as emergency contact information.

Reasons permitted for excused absences

The following reasons for absence are excused **with appropriate documentation**:

- A. personal illness (a written physician's statement verifying the illness may be required)
- B. appointment with a health care provider
- C. illness in the family necessitating the presence of the child
- D. quarantine of the home
- E. death in the family
- F. necessary work at home due to absence or incapacity of parent(s)/guardian(s)
- G. observation or celebration of a bona fide religious holiday
- H. out-of-state travel (up to a maximum twenty-four (24) hours per school year that the student's school is open for instruction) to participate in a District-approved enrichment or extracurricular activity. Any classroom assignment missed due to the absence shall be completed by the student. If the student will be absent for twenty-four (24) or more consecutive hours that the student's school is open for instruction, a classroom teacher shall accompany the student during the travel period to provide the student with instructional assistance.
- I. such good cause as may be acceptable to the Superintendent
- J. medically necessary leave for a pregnant student in accordance with Policy 5751
- K. service as a precinct officer at a primary, special, or general election in accordance with the program set forth in Policy 5725

Excessive Absenteeism & Truancy

A student will be considered "**habitually truant**" if the student is absent without a legitimate excuse for 30 or more consecutive hours; absent 42 or more hours in one calendar month without a legitimate excuse; absent 72 or more hours in one year without a legitimate excuse. Habitual truancy will result in a phone call and a letter sent home from the principal as well as a meeting set up with the student, parent and school to establish an intervention plan. A student will be considered "**excessively absent**" for 38 or more hours in one calendar month with or without a legitimate excuse; or 65 or more hours in one school year with or without a legitimate excuse. Excessive absences will result in a phone call and letter sent home from the principal, an intervention plan established and implemented and may result in charges being filed. Exceptions will be made only when a lengthy illness is verified, in writing, by a doctor, or where extenuating circumstances exist, as determined by the principal. In all cases, the absence must be reported to the attendance office and must be properly recorded.

Homebound Instruction

The School may arrange for individual instruction at home for students who are unable to attend school because of an accident, illness, or disability. Such instruction may be arranged upon receipt of documentation of the student's condition from a physician. For more information, contact the building principal.

Returning from an Absence

A parent phone call will be accepted for up to 10 medically excused absences per year, after which a written physician's statement will be required. The attendance office in consultation with the principal will then determine if the absence is to be counted as excused or unexcused. If students are returning from an illness, the student must be free of symptoms for 24 hrs without medication (ex. fever/vomiting/diarrhea).

Students are responsible to inform their teachers upon their return to school which days they were absent and ask what assignments need to be made up and what the deadline is for those makeup assignments.

Attendance & Course Failures (HS Credited Classes Only)

If a student accumulates more than seven (7) absences, excused and/or unexcused (days missed for suspension not included), from any one class during a single nine-week grading period, that student may receive an "F" grade in that

class for the nine-week period. Exceptions will be made only when a lengthy illness is verified in writing by a doctor or where extenuating circumstances exist as determined by the principal. No doctor's excuses will be accepted if any alteration of dates has occurred. A copy of the doctor's bill is not acceptable.

Tardiness (MS/HS Students Only)

Tardiness to School

Students are considered tardy to school if they are not in their first period class (HS 7:38, MS 7:35am). If your child arrives at the school after the tardy bell, they will be required to sign in at the reception desk.

Unexcused Tardy Penalties per SEMESTER:

- 1 or 2 tardies = no penalty/disciplinary action
- 3rd tardy = warning from the principal or designee
- 4th tardy = lunch detention
- 5th tardy = 30-minute before or after-school detention
- 6th tardy = 60-minute after-school detention
- 7th tardy = 60-minutes of detention and parent/student tardy intervention conference held
- 8th tardy = 1 day of In-School Suspension
- 9th or more tardy = additional day(s) of In-School and/or Out-of-School Suspension

Tardiness to study hall and classes will be defined by the teacher or monitor and subject to disciplinary action as outlined in the course syllabus or classroom rules.

Hours Absent	Action Taken
Anytime a student is not reported off	Call from school
EXCESSIVE ABSENCES (Based on total hours absent)	
38 Total cumulative hours (non-medically excused and unexcused) in a calendar month	Letter
65 Total cumulative hours (non-medically excused and unexcused) in a school year	Absence Intervention Team Meet
HABITUALLY TRUANT (Based on unexcused hours)	
30 Consecutive hours unexcused (approximately 5 days) with no contact from home	1. Letter and Attendance Intervention Meeting 2. Well-check conducted by Law Enforcement
42 Cumulative unexcused hours in one calendar month	1. Letter 2. Informal Court Diversion
72 Cumulative unexcused hours in a school year	File a formal complaint with court

****Informal Court Diversion can be implemented at any point as deemed necessary by the Attendance Officer or Principal.***

Vacations

We hope parents make every effort to take their vacations during the summer or school holidays. Absence hours accrued during a vacation will count towards your child's total attendance hours missed. However, if the family plans a vacation during regularly scheduled school time the following will be expected:

- Parents need to complete a vacation approval form and turn it into the office at least one week in advance of absence. This form is provided in this handbook and online.
- Assignments are expected to be completed and turned in upon students' return to school.
- When the student returns to class, he/she will not be excused from assuming full responsibilities on current work.
- The student's current academic standing must be acceptable.
- The student must not be at risk for excessive absence (65 or more hours of absences in one school year is considered excessive).
- Final approval of the vacation rests with the principals.
- One vacation permitted per school year.
- **No family vacations will be approved during state testing or midterm and final exams. State testing windows are available through the Curriculum Director.**

Extended absence for hospitalization

Hospitalization at a treatment center will be treated the same way as any general hospitalization. Hospitalization automatically provides an extension of excused days absent for the student, and credit will not be withheld on that basis. When the student returns to school, he/she will resume his/her previously scheduled classes. It would follow that, if treatment extends into the second semester, the new schedule would be followed. If the student has received an "incomplete" during the time of treatment, appropriate time will be given for the student

to make up work. If, prior to treatment, the student has not maintained a passing average in a quarter or semester course, advice of the counselor should be sought to determine an alternative. Withdrawal from a course may be necessary to free some time within the student's schedule for participation in various support groups. It is advised that year-long credit courses be maintained for possible credit. In addition, credit may be granted for course work completed satisfactorily at the treatment center. School counselors will alert the teachers of the returning student to provide good communication and a unified approach in dealing with make-up work.

Attendance for Athletics

Students must be in attendance ½ day (arrival by 11 AM) and not leave before 11 AM in order to participate in any athletic event on that day. Exceptions only with legal or medical documentation.

College visitation HS Only

Seniors may be permitted two (2) days to visit a college campus and Juniors may be permitted (1) day. The day will be treated as an excused absence if the following procedures are followed:

- A. Student must be in good academic standing.
- B. Student must demonstrate a responsible likelihood of being accepted by the school visited.
- C. Student must be accompanied by a parent or parents of another student.
- D. Student must secure the proper form from the attendance office two (2) days prior to the visit.
- E. A visitation form signed by an official of the college visited must be submitted to the attendance office upon return to school.

Behavioral Expectations - Ways to SOAR!!



High School Expectations

Ways to SOAR		BUS
SOAR <i>To Excellence</i> Safety Ownership Attitude Respect	S	* STAY IN SEAT & KEEP AISLE CLEAR. * USE INSIDE VOICE/APPROPRIATE LANGUAGE. * REPORT INAPPROPRIATE BEHAVIOR.
	O	* BE TRUTHFUL TO YOURSELF & TO EVERYONE ELSE. * BE ON TIME FOR THE BUS. PREPARE FOR SCHOOL THE NIGHT BEFORE. * KEEP YOUR AREA CLEAN, AND KEEP TRACK OF YOUR PERSONAL ITEMS.
	A	* START AND END YOUR DAY WITH A POSITIVE ATTITUDE ON THE BUS.
	R	* LISTEN TO THE BUS DRIVER'S INSTRUCTIONS.

Ways to SOAR		CAFETERIA
SOAR <i>To Excellence</i> Safety Ownership Attitude Respect	S	* KEEP HANDS, FEET, AND OBJECTS TO YOURSELF. * STAY IN YOUR SEAT. * SIGN OUT AFTER GIVEN PERMISSION TO LEAVE CAFETERIA.
	O	* MANAGE YOUR TIME WISELY, AND TAKE OWNERSHIP OF YOUR BEHAVIOR. * CLEAN UP TRASH. DON'T CREATE TRASH. * KEEP FOOD IN CAFETERIA.
	A	* BE THANKFUL FOR THE MEAL THAT HAS BEEN PREPARED FOR YOU.
	R	* BE RESPECTFUL TO PEERS AND STAFF.

Ways to SOAR		CLASSROOM
SOAR <i>To Excellence</i> Safety Ownership Attitude Respect	S	* KEEP HANDS, FEET, AND OBJECTS TO YOURSELF. * FOLLOW DIRECTIONS GIVEN BY ADULTS. * REPORT PROBLEMS TO ADULTS.
	O	* BE RESPONSIBLE FOR YOUR OWN WORK AND BEHAVIOR. * TELL THE TRUTH. * BE ON TIME AND PREPARED.
	A	* MAKE AN EFFORT TO INCLUDE EVERYONE. * FOLLOW SCHOOL RULES. * ASSUME POSITIVE INTENT IN CONVERSATIONS AND IN FEEDBACK.
	R	* LISTEN TO OTHERS' INPUT & RESPECT DIVERSITY. * USE APPROPRIATE LANGUAGE & VOLUME. * LISTEN TO ADULTS IN THE CLASSROOM.

Ways to SOAR		GYM/EVENTS
SOAR <i>To Excellence</i> Safety Ownership Attitude Respect	S	* FOLLOW SCHOOL AND TEAMS RULES. * REMAIN IN YOUR SEAT DURING EVENT. * ENTER AND EXIT EVENT AT APPROPRIATE TIME.
	O	* BE HONEST ABOUT YOUR OWN PERFORMANCE. * BE OPEN TO WAY TO IMPROVE.
	A	* REPRESENT OUR SCHOOL POSITIVELY. * CHEER AND ENCOURAGE OUR TEAM. * USE APPROPRIATE LANGUAGE.
	R	* REPRESENT OUR SCHOOL POSITIVELY, AND SHOW PRIDE IN OUR SCHOOL. * DISPLAY GOOD SPORTSMANSHIP. * RESPECT THE NATURE OF THE EVENT.

Ways to SOAR		HALLWAY
SOAR <i>To Excellence</i> Safety Ownership Attitude Respect	S	<ul style="list-style-type: none"> * SEE SOMETHING, SAY SOMETHING. * KEEP HANDS, FEET, AND OBJECTS TO YOURSELF * KEEP HALLWAYS CLEAN AND CLEAR.
	O	<ul style="list-style-type: none"> * TAKE THE MOST DIRECT ROUTE TO CLASS, AND RETURN TO CLASS PROMPTLY. * USE APPROPRIATE LANGUAGE. * LISTEN TO ADULTS IN THE HALLWAY.
	A	<ul style="list-style-type: none"> * TELL THE TRUTH. * BE HELPFUL, KIND, AND COURTEOUS TO OTHERS.
	R	<ul style="list-style-type: none"> * USE APPROPRIATE LANGUAGE AND VOLUME. * KEEP TRAFFIC FLOWING. GIVE OTHERS THE RIGHT OF WAY.

Ways to SOAR		CAFETERIA
SOAR <i>To Excellence</i> Safety Ownership Attitude Respect	S	<ul style="list-style-type: none"> * FOLLOW DIRECTIONS GIVEN BY ADULTS. * KEEP YOUR FOOD IN YOUR OWN SPACE. * REMAIN SEATED UNTIL DISMISSED.
	O	<ul style="list-style-type: none"> * TURN IN LUNCH MONEY TO THE CAFETERIA. * DISPOSE OF YOUR OWN TRASH WHEN INSTRUCTED.
	A	<ul style="list-style-type: none"> * RAISE YOUR HAND AND GET PERMISSION BEFORE LEAVING YOUR SEAT. * USE GOOD MANNERS: "PLEASE," "THANK YOU," AND "EXCUSE ME."
	R	<ul style="list-style-type: none"> * USE INSIDE VOICES FOR SCHOOL-APPROPRIATE CONVERSATIONS. * WAIT PATIENTLY IN LINE. * RESPECT THE FOOD AND PROPERTY OF OTHERS.

Ways to SOAR		RESTROOM
SOAR <i>To Excellence</i> Safety Ownership Attitude Respect	S	<ul style="list-style-type: none"> * REPORT INAPPROPRIATE BEHAVIOR. * WASH YOUR HANDS THOROUGHLY WITH SOAP AND WATER. * FLUSH- DON'T INTENTIONALLY CLOG TOILETS.
	O	<ul style="list-style-type: none"> * GO TO THE NEAREST RESTROOM. * TAKE CARE OF THE FACILITIES. * CLEAN UP AFTER YOURSELF. * BE TIMELY. GET IN AND GET OUT.
	A	<ul style="list-style-type: none"> * BE COURTEOUS, QUICK, AND CLEAN.
	R	<ul style="list-style-type: none"> * RETURN TO CLASS PROMPTLY. * RESPECT OTHERS' RIGHT TO BREATHE CLEAN AIR. NO SMOKING/VAPING. * RESPECT OTHERS' PRIVACY. * MAKE AN EFFORT TO USE FACILITIES AT LUNCH, DURING HOMEROOM, AND/OR DURING STUDY HALL.

Ways to SOAR		CLASSROOM
SOAR <i>To Excellence</i> Safety Ownership Attitude Respect	S	<ul style="list-style-type: none"> * KEEP HANDS, FEET, AND OBJECTS TO YOURSELF. * KEEP ALL BELONGINGS IN DESIGNATED AREAS. * REPORT PROBLEMS TO AN ADULT.
	O	<ul style="list-style-type: none"> * COME TO CLASS PREPARED WITH MATERIALS AND COMPLETED ASSIGNMENTS. * ATTEND SCHOOL EVERYDAY. * COMMUNICATE WITH TEACHERS AND PEERS.
	A	<ul style="list-style-type: none"> * BE POSITIVE IN YOUR WORDS AND ACTIONS. * FOLLOW DIRECTIONS. * STAY ON TASK.
	R	<ul style="list-style-type: none"> * BE CONSIDERATE OF THOSE WORKING AROUND YOU. * BE HELPFUL AND COURTEOUS TO ALL ADULTS AND STUDENTS. * CLEAN UP AFTER YOURSELF.


Ways to SOAR		TECHNOLOGY
SOAR <i>To Excellence</i> Safety Ownership Attitude Respect	S	<ul style="list-style-type: none"> * FOLLOW ALL SCHOOL TECHNOLOGY POLICIES. * REPORT INAPPROPRIATE BEHAVIORS TO AN ADULT.
	O	<ul style="list-style-type: none"> * MANAGE YOUR TIME WISELY. * BE RESPONSIBLE FOR YOUR OWN BEHAVIOR. * BRING YOUR CHROMEBOOK TO CLASS, AND KEEP IT IN WORKING CONDITION.
	A	<ul style="list-style-type: none"> * MAKE AN EFFORT TO LEARN.
	R	<ul style="list-style-type: none"> * BE COURTEOUS AND RESPECTFUL WHEN POSTING ONLINE. SENDING EMAILS, ETC.

Ways to SOAR		HALLWAY
SOAR <i>To Excellence</i> Safety Ownership Attitude Respect	S	<ul style="list-style-type: none"> * KEEP HANDS, FEET, AND OBJECTS TO YOURSELF. * REPORT PROBLEMS TO AN ADULT. * WALK IN THE HALLWAY.
	O	<ul style="list-style-type: none"> * KEEP LOCKERS CLEAN AND ORGANIZED. * USE YOUR ASSIGNED LOCKER, AND KEEP YOUR COMBINATION TO YOURSELF. * CHECK IN WITH YOUR TEACHER, AND SIGN OUT BEFORE YOU LEAVE THE ROOM.
	A	<ul style="list-style-type: none"> * BE PUNCTUAL TO CLASS. * GREET OTHERS WITH A SMILE AND A WAVE.
	R	<ul style="list-style-type: none"> * USE INSIDE VOICES FOR SCHOOL-APPROPRIATE CONVERSATIONS. * TAKE TURNS AT LOCKERS. * THROW TRASH IN PROPER PLACE.

Middle School Expectations

Ways to SOAR		BUS
SOAR <i>To Excellence</i> Safety Ownership Attitude Respect	S	<ul style="list-style-type: none"> * KEEP HANDS, FEET, AND OBJECTS TO YOURSELF AND INSIDE THE BUS. * REFRAIN FROM EATING OR DRINKING WHILE ON THE BUS. * REMAIN QUIET AT RAILROAD CROSSINGS.
	O	<ul style="list-style-type: none"> * KEEP TRACK OF YOUR BELONGINGS SO THAT YOU ARE READY FOR PICK-UP AND DROP-OFF. * SIT FACING FORWARD IN YOUR ASSIGNED SEAT. * REPORT PROBLEMS TO AN ADULT.
	A	<ul style="list-style-type: none"> * BE PATIENT. * USE APPROPRIATE MANNERS. * APPRECIATE THE RIDE.
	R	<ul style="list-style-type: none"> * FOLLOW BUS DRIVER'S DIRECTIONS AND BE CONSIDERATE. * ENGAGE IN SCHOOL-APPROPRIATE CONVERSATION. * BE RESPECTFUL OF DISTRICT PROPERTY AND THE PROPERTY OF OTHERS.


Ways to SOAR		RESTROOM
SOAR <i>To Excellence</i> Safety Ownership Attitude Respect	S	<ul style="list-style-type: none"> * KEEP HANDS, FEET, AND OBJECTS TO YOURSELF. * REPORT PROBLEMS TO AN ADULT. * WASH YOUR HANDS WITH SOAP.
	O	<ul style="list-style-type: none"> * REPORT ANY VANDALISM. * USE CLASSROOM PROCEDURES TO CHECK IN AND OUT OF CLASS.
	A	<ul style="list-style-type: none"> * USE THE FACILITY QUICKLY AND QUIETLY. * RETURN TO SCHEDULED AREA PROMPTLY.
	R	<ul style="list-style-type: none"> * WAIT YOUR TURN AND HONOR THE PRIVACY OF OTHERS. * CLEAN UP AFTER YOURSELF.

Ways to SOAR	TECHNOLOGY	
 <p>SOAR To Excellence Safety Ownership Attitude Respect</p>	S	<ul style="list-style-type: none"> * KEEP PERSONAL INFORMATION TO YOURSELF. * NOTIFY ADULTS OF INAPPROPRIATE USE OF TECHNOLOGY. * "REPORT, DON'T REPOST."
	O	<ul style="list-style-type: none"> * USE THE COMPUTER TO WHICH YOU ARE ASSIGNED. * KEEP YOUR SCHOOL LOGIN/PASSWORD TO YOURSELF. * FOLLOW ACCEPTABLE USE POLICY AND FAIRLESS CHROMEBOOK AGREEMENT.
	A	<ul style="list-style-type: none"> * BE COURTEOUS AND RESPECTFUL WHEN POSTING ONLINE. * BE PATIENT AND GRATEFUL FOR THE RESOURCES AVAILABLE. * BE MINDFUL OF OTHERS' FEELINGS.
	R	<ul style="list-style-type: none"> * ENGAGE IN SCHOOL-APPROPRIATE WEBSITE RESEARCH. * USE COMPUTERS UNDER ADULT DIRECTION ONLY. * ASK AND RECEIVE ASSISTANCE FROM OTHERS.

Ways to SOAR	BATHROOM	
 <p>SOAR To Excellence Safety Ownership Attitude Respect</p>	S	<ul style="list-style-type: none"> * WAIT YOUR TURN. * GO, FLUSH, WASH, TOSS.
	O	<ul style="list-style-type: none"> * BE QUICK, GET IN, GET OUT. * LEAVE IT CLEANER THAN YOU FOUND IT.
	A	<ul style="list-style-type: none"> * TOSS PAPER TOWELS INTO THE TRASH.
	R	<ul style="list-style-type: none"> * BE KIND TO OTHERS. * RESPECT PRIVACY OF OTHERS.

Elementary School Expectations

Ways to SOAR	HALLWAYS	
 <p>SOAR To Excellence Safety Ownership Attitude Respect</p>	S	<ul style="list-style-type: none"> * USE WALKING FEET. * KEEP HANDS TO YOUR SIDE. * STAY IN STRAIGHT LINES. * CATCH A BUBBLE/SHOE ON THE BLUE.
	O	<ul style="list-style-type: none"> * STEP OUT OF LINE BEFORE STOPPING. * KEEP HALLWAY CLEAN.
	A	<ul style="list-style-type: none"> * MAKE EYE CONTACT. * GREET OTHERS WITH A SMILE.
	R	<ul style="list-style-type: none"> * BE KIND TO OTHERS. * STOP & LET OTHERS GO BEFORE YOU.

Ways to SOAR	BUS	
 <p>SOAR To Excellence Safety Ownership Attitude Respect</p>	S	<ul style="list-style-type: none"> * STAY SEATED WHILE BUS IS MOVING.
	O	<ul style="list-style-type: none"> * BE ON TIME TO BUS STOP. * LEAVE BUS CLEAN.
	A	<ul style="list-style-type: none"> * USE QUIET VOICES. * LISTEN TO THE BUS DRIVER. * USE APPROPRIATE LANGUAGE.
	R	<ul style="list-style-type: none"> * RESPECT PERSONAL SPACE. * KEEP YOUR HANDS AND FEET TO YOURSELF. * USE KIND WORDS.

Ways to SOAR	RECESS	
 <p>SOAR To Excellence Safety Ownership Attitude Respect</p>	S	<ul style="list-style-type: none"> * KEEP YOUR HANDS TO YOURSELF. * USE EQUIPMENT PROPERLY.
	O	<ul style="list-style-type: none"> * DRESS FOR THE WEATHER. * PUT EQUIPMENT AWAY.
	A	<ul style="list-style-type: none"> * PLAY ALONGSIDE OTHERS. * SHOW GOOD SPORTSMANSHIP. * SHAKE HANDS, HIGH FIVES, SAY GOOD GAME. * SOLVE PROBLEMS FAIRLY.
	R	<ul style="list-style-type: none"> * BE KIND TO OTHERS. * INVITE OTHERS TO PLAY. * TAKE TURNS.

Ways to SOAR	CAFETERIA	
 <p>SOAR To Excellence Safety Ownership Attitude Respect</p>	S	<ul style="list-style-type: none"> * USE WALKING FEET. * KEEP HANDS TO YOUR SIDE. * STAY IN STRAIGHT LINES. * RAISE YOUR HAND FOR ASSISTANCE.
	O	<ul style="list-style-type: none"> * ONLY TOUCH YOUR OWN FOOD. * CHEW QUIETLY. * CLEAN UP YOUR AREA.
	A	<ul style="list-style-type: none"> * GOOD MANNERS- PLEASE & THANK YOU. * INSIDE VOICES
	R	<ul style="list-style-type: none"> * BE KIND TO OTHERS. * TALK TO THOSE ONLY AT YOUR TABLE. * HELP OTHERS CLEAN THEIR AREA.

Ways to SOAR	CLASSROOM	
 <p>SOAR To Excellence Safety Ownership Attitude Respect</p>	S	<ul style="list-style-type: none"> * USE WALKING FEET. * USE APPROPRIATE TONE OF VOICE.
	O	<ul style="list-style-type: none"> * BE PREPARED. * USE TIME WISELY.
	A	<ul style="list-style-type: none"> * RAISE YOUR HAND TO ASK OR ANSWER QUESTIONS.
	R	<ul style="list-style-type: none"> * LISTEN TO OTHERS.

PBIS: Positive Behavioral Interventions and Supports

Fairless Local School District uses a Positive Behavioral Interventions and Supports (PBIS) framework to support students' behavioral, academic, social, emotional, and mental health. PBIS is a proactive approach to improve school safety and promote positive behavior. The focus of PBIS is prevention, not punishment. The goal of PBIS is to promote and reward expected behaviors; however, behaviors that are unsafe or violate the code of conduct require appropriate disciplinary action.

CODE OF CONDUCT

A major component of the educational program (at the school) is to prepare students to become responsible citizens by learning how to conduct themselves properly and in accordance with established standards. Students are expected to behave in accordance with Federal, State, and local laws and rules and Board policies and Administrative Guidelines, and in a way that respects the rights and safety of others. Staff will take corrective action to discipline a student and/or to modify the student's behavior when a student's behavior does not fall within these parameters.

School staff may report suspected criminal misconduct by a student to law enforcement. Law enforcement officers will be permitted to carry out necessary law enforcement functions in the schools, including the removal of a student from school grounds in appropriate circumstances.

This policy applies to all conduct which occurs at schools, buildings, grounds and vehicles owned or controlled by the Board and at all interscholastic

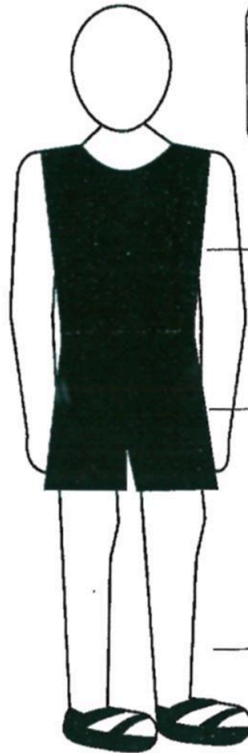
competitions, extra-curricular events, going to and from school, and all other programs and activities sponsored by Fairless Local Schools or in which Fairless is a participant. Misconduct by a student that occurs off school district property but is connected to activities or incidents that have occurred on school district property may result in disciplinary action. Misconduct regardless of where/when it occurs that is directed toward a School District official or School employee, or the property of an official or employee, may result in disciplinary action.

Classroom Environment

It is the responsibility of students, teachers, and administrators to maintain a classroom environment that allows:

- A. a teacher to communicate effectively with all student in the class; and
- B. all students in the class have the opportunity to learn.

Dress and Grooming



The shaded portion of this figure represents front and back views. These parts of the body must be covered in all positions (sitting, standing, bending, reaching) while at school

TORSO: Clothing must cover stomachs, backs, shoulders, chests, and undergarments

LEGS: Shorts, skirts, and dresses must be fingertip lengths. Undergarments must be covered.

FEET: Footwear must be worn at all times and be appropriate for the activity.

Students are expected to dress appropriately at all times. Any fashion (costumes, dress, accessory, or hairstyle) that disrupts the educational process or presents a safety risk will not be permitted. No head coverings except spirit days, principal permission, or for those observing religious beliefs.

Students should consider the following questions when dressing for school:

Does my clothing expose too much? (No)

Does my clothing advertise something that is prohibited to minors? (No)

Are there obscene, profane, drug-related, gang-related, or inflammatory messages on my clothing? (No)

Am I dressed appropriately for the weather? (Yes)

If a student violates the Student Dress Standards, he or she will be required to change his or her attire. If this is not possible, in-school suspension will be assigned. Any time missed from school will be recorded as unexcused. The final decision as to appropriate dress rests with the administration.

Any clothing that is too tight, too revealing, or made of a fabric that is too thin may be considered a violation of the dress code at the discretion of the principal.

Gangs

Gangs that initiate, advocate, or promote activities that threaten the safety or well-being of persons or that are disruptive to the school environment will not be tolerated.

Incidents involving initiations, hazing, intimidations, or related activities that are likely to cause harm or personal degradation are prohibited.

Students wearing, carrying, or displaying gang paraphernalia or exhibiting behaviors or gestures that symbolize gang membership, or causing and/or participating in activities that are designed to intimidate another student, will be disciplined. Prohibited gang paraphernalia will be specifically identified and posted by the Principal.

Care of Property

Students are responsible for the care of their own personal property. Students are encouraged not to bring items of value to school. Items such as jewelry, expensive clothing, electronic equipment, and the like, are tempting targets for theft and extortion. The School cannot be responsible for their safe-keeping and will not be liable for loss or damage to personal valuables. Students are responsible for the care of their own personal property. The School is not responsible for personal property. Valuables such as jewelry or irreplaceable items should not be brought to school.

Damage to or loss of school equipment and facilities wastes taxpayers' money and undermines the school program. Therefore, if a student damages or loses school property, the student and/or their parents will be required to pay for the replacement or repair. If the damage or loss was intentional, the student will be subject to discipline according to the Student Discipline Code.

STUDENT DISCIPLINE CODE

Each of the behaviors and/or types of misconduct described below are prohibited and may subject the student to disciplinary action including, but not limited to, student conference, parent/guardian notification, parent/guardian conference, detention, in-school discipline, suspension, and/or expulsion from school. Furthermore, any criminal acts committed at or related to the School will be reported to law enforcement officials, as well as disciplined at school. Certain criminal acts may result in permanent exclusion from school.

1. Possession/Use of drugs and/or alcohol

Possessing, using, transmitting, concealing, or being under the influence of any alcoholic beverage, controlled substance including, but not limited to, narcotics, mood-altering drugs, counterfeit controlled substances, look-alikes, over the counter stimulants or depressants, anabolic steroids, or drug-related paraphernalia.

2. Possession/use of tobacco/vaping products

Possession, consumption, distribution, purchase or attempt to purchase, and/or use of tobacco products or electronic cigarettes or similar devices in school, on school grounds, on school buses, in Board-owned vehicles, within any indoor facility owned or leased or contracted for by the Board, and at any interscholastic competition, extracurricular event, or other school-sponsored event. Tobacco products include, but are not limited to cigarettes, cigars, pipe tobacco, chewing tobacco, snuff or any other matter or substance that contains tobacco. The term "tobacco" includes any product containing, made of, or derived from tobacco or nicotine (including synthetic nicotine) that is intended for human consumption or is likely to be consumed, whether inhaled, absorbed, or ingested by any other means including, but not limited to, a cigarette, a cigar, pipe tobacco, chewing tobacco, snuff, or snus; any

electronic smoking device and any substances that may be aerosolized or vaporized by such device, whether or not the substance contains nicotine; an e-cigarette (including, but not limited to, "JUUL", "NJOY," "BREEZE," "Puff Bar," etc.), e-cigar, e-pipe, vape pen, or e-hookah; but does not include any cessation product approved by the United States Food and Drug Administration for use as a medical treatment to reduce or eliminate nicotine or tobacco dependence. Smoking of electronic, "vapor", other substitute forms of cigarettes, or clove cigarettes or other smoking devices for burning tobacco or any other substance is also prohibited.

3. Use and/or possession of a firearm or look-alike firearm

Bringing a firearm (as defined in the Federal Gun-Free Schools Act of 1994) onto school property or to any school-sponsored activity, competition, program, or event, regardless of where it occurs, will result in a mandatory one (1) year expulsion under Ohio law. This expulsion may be reduced on a case-by-case basis by the Superintendent using the guideline(s) set forth in Board Policy 5610.

Firearm is defined as any weapon (including a starter gun) that will or is designed to, or may readily be converted to, expel a projectile by the action of an explosive; the frame or receiver of any such weapon; any firearm muffler or firearm silencer; or any destructive device (as defined in the Federal Gun-Free Schools Act of 1994). Firearms include any unloaded firearm and any firearm that is inoperable but that can be readily operated.

Students are prohibited from knowingly possessing an object on school premises, in a school or a school building, at a school activity, or on a school bus that is indistinguishable from a firearm, whether or not the object is capable of being fired, and indicating they are in possession of such an object and that it is a firearm, or knowingly displaying or brandishing the object and indicating it is a firearm.

4. Use and/or possession of a weapon

The term "weapon" includes any object which, in the manner in which it is used, is intended to be used, or is represented, is capable of inflicting serious bodily harm or property damage, as well as endangering the health and safety of persons. Weapons include, but are not limited to, firearms, guns of any type whatsoever, including air and gas-powered guns (whether loaded or unloaded), knives, razors, clubs, electric weapons, metallic knuckles, martial arts weapons, ammunition, incendiary devices, explosives, and other objects defined as dangerous ordinances under State law. It may also include any toy that is presented as a real weapon or reacted to as a real weapon. Possession and/or use of a weapon may subject a student to expulsion and possible permanent exclusion.

A knife is defined as any cutting instrument consisting of a sharp blade fastened to a handle, a razor blade or any similar device that is used for or is readily capable of causing death or serious bodily injury.

5. Use of an object as a weapon

Any object that is used to threaten, harm, or harass another may be considered a weapon. This includes, but is not limited to, padlocks, pens, pencils, laser pointers, and jewelry.

6. Knowledge of dangerous weapons or threats of violence

Because the Board believes that students, staff members, and visitors are entitled to function in a safe school environment, students are required to report knowledge of dangerous weapons or threats of violence to the Principal. Failure to report such knowledge may subject the student to discipline.

7. Arson

Intentional or purposeful destruction or damage to school or district buildings or property by means of fire. Anything, such as fire, that endangers school property and its occupants will not be tolerated. Arson is a felony.

8. Physically assaulting a staff member/student/person associated with the District.

Acting with intent to cause fear in another person of immediate bodily harm or death, or intentionally bullying, inflicting, or attempting to inflict bodily harm upon another person. Physical assault of a staff member, student, or other person associated with the District, regardless of whether it causes injury, will not be tolerated. Any intentional, harmful, or potentially harmful physical contact or bullying initiated by a student against a staff member will be considered to be assault. Assault may result in criminal charges and may subject the student to expulsion.

9. Verbally threatening (either orally, in writing or otherwise expressed) a staff member/student/person associated with the District.

Any oral or written statement or otherwise expressed action that a staff member, student, or other person associated with the District reasonably feels to be a threat will be considered a verbal assault. Profanity directed toward a staff member in a threatening tone may also be considered a verbal assault. Confrontation with a student or staff member that bullies, intimidates, or causes fear of bodily harm or death is also prohibited.

10. Misconduct against a school official or employee, or the property of such a person, regardless of where it occurs.

The Board prohibits misconduct committed by a student against a school official or employee including, but not limited to, harassment (of any type), vandalism, assault (verbal and/or physical), and destruction of property.

11. Misconduct off school grounds

Students may be subject to discipline for their misconduct even when it occurs off school property when the misconduct is

connected to activities or incidents that occurred on property owned or controlled by the District.

Misconduct is defined as any violation of the Student Discipline Code.

12. Extortion

Extortion is the use of threat, intimidation, force, or deception to take or receive something from someone else. Extortion is against the law.

13. Gambling

Gambling (i.e., playing a game of chance for stakes) includes casual betting, betting pools, organized-sports betting, and any other form of wagering. Students who bet on any school activity in which they are involved may also be banned from that school activity.

14. Falsification of school work, identification, forgery

Falsifying signatures or data, or refusing to give proper identification, or giving false information to a staff member. This prohibition includes, but is not limited to, forgery of hall/bus passes and excuses, as well as use of false IDs.

Plagiarism and cheating are also forms of falsification and will subject the student to academic penalties as well as disciplinary action.

15. Bomb Threats, and other false alarms and reports

Making a bomb threat (i.e., intentionally giving a false alarm of a bomb) against a school building or any premises at which a school activity is being held at the time the threat is made may result in expulsion for a period of up to one (1) school year. Additionally, intentionally giving a false alarm of a fire, or tampering or interfering with any fire alarm, is prohibited. It should be remembered that false emergency alarms or reports endanger the safety forces that are responding to the alarm/report, the citizens of the community, and the persons in the building. What may seem like a prank is a dangerous stunt that is against the law and will subject the student to disciplinary action.

16. Terroristic Threat

Threatening, directly or indirectly, to commit a crime of violence with the purpose to terrorize another or with reckless disregard of the risk of causing terror in another.

17. Possession and/or use of explosives and/or fireworks

Possessing or using any compound or mixture, the primary or common purpose of which is to function by explosion, with substantially instantaneous release of gas and heat (including, but not limited to, explosives and chemical-reaction objects

such as smoke bombs and poppers). Additionally, possessing or offering for sale any substance, combination of substances, or article prepared to produce a visible and/or audible effect by combustion, explosion, deflagration, or detonation.

18. Trespassing

Although schools are public facilities, the law allows the Board to restrict access to school property. Being present in any Board-owned facility or portion of a Board-owned facility when it is closed to the public or when the student does not have the authorization to be there, or unauthorized presence in a Board-owned vehicle; or unauthorized access or activity in a Board-owned computer, into district, school, or staff computer files, into a school or district file server, or into the Network. When a student has been removed, suspended, expelled, or permanently excluded from school, the student is prohibited from being present on school property without authorization of the Principal.

19. Theft, or knowingly receiving or possessing stolen property

Unauthorized taking of property of another person or receiving or possessing such property. Students caught stealing will be disciplined and may be reported to law enforcement officials. Students should not bring anything of value to school without prior authorization from the principal. The School is not responsible for personal property.

20. Insubordination/Disrespect

Students are expected to comply with the reasonable directions of staff. Willful refusal or failure to follow or comply with an appropriate direction given by a staff member, or acting in defiance of staff members.

21. Damaging property (Vandalism)

Defacing, cutting, or otherwise damaging property that belongs to the school, district, other students, employees, or others and disregard for school property.

22. Persistent absence or tardiness

Attendance laws require students to be in school all day or to have a legitimate excuse for their absence. Penalties for unexcused absences can range from detention to a referral to court and/or revocation of the student's driver's license.

23. Unauthorized use of school or private property

Students must obtain permission to use any school property or any private property located on school premises. Any unauthorized use of school property, or private property located on school premises, shall be subject to disciplinary action.

24. Refusing to accept discipline

Students failing to comply with disciplinary penalties may face

enhanced penalties for such action.

25. Aiding or abetting violation of school rules

Assisting other students in the violation of any school rule. Students are expected to resist peer pressure and exercise sound decision-making regarding their behavior.

26. Displays of affection/sexual activities

Affection between students is personal and not meant for public display. This includes touching, petting, or any other contact that may be considered sexual in nature. Sexual activity of any nature is prohibited and will result in disciplinary action.

27. Inappropriate use/possession of electronic equipment

The School will supply any electronic equipment or devices necessary for participation in the educational program. Students shall not use or possess any electronic equipment on school property or at any school-sponsored activity without the permission of the principal. Examples of prohibited devices include, but are not limited to, radios, "boom-boxes", headphones, CD/MP3 players, portable TV's, electronic games/toys, pagers, cellular telephones, beepers, other paging devices and other electronic communication devices, and the like. Unauthorized electronic equipment will be confiscated from the student by school personnel and disciplinary action will be taken.

28. Violation of individual school/classroom rules

Each learning environment has different rules for students. These rules are for the safe and orderly operation of that environment. Students will be oriented to specific rules within each learning environment, all of which will be consistent with this Code.

29. Violation of bus rules (see Section V – Transportation)

30. Interference, disruption, or obstruction of the educational process

Any actions or manner of dress that materially and substantially disrupts or interferes with school activities or the educational process, or which threaten to do so, are unacceptable. Such disruptions include, but are not limited to, delay or prevention of lessons, assemblies, field trips, athletic, and performing arts events.

31. Harassment and/or Aggressive Behavior (including Bullying/Cyberbullying)

The Board encourages the promotion of positive interpersonal relations between members of the school community. Harassment and/or aggressive behavior (including bullying/cyberbullying) toward a student, whether by other

students, staff, or third parties, is strictly prohibited and will not be tolerated. This prohibition includes physical, verbal, and psychological abuse, and any speech or action that creates a hostile, intimidating, or offensive learning environment. The Board will not tolerate any gestures, comments, threats, or actions which cause or threaten to cause bodily harm or personal degradation. Individuals engaging in such conduct will be subject to disciplinary action.

32. Hazing

Performing any act, or coercing another, including the victim, to perform any act, of initiation into any class, team, or organization that causes or creates a substantial risk of causing mental or physical harm. Permission, consent, or assumption or risk by an individual subjected to hazing shall not lessen the prohibitions contained in this rule.

Hazing by any individual, school group, club, or team is not permitted. This includes any form of initiation that causes or creates a risk of causing mental or physical harm, no matter how willing the participant may be. Hazing activities are prohibited at any time in school facilities, on school property, and/or off school property but connected to activities or incidents that have occurred on school property.

All incidents of hazing must be reported immediately to any of the following individuals: the building principal or other administrator; teacher; coach; student club advisor/supervisor, and/or Superintendent. Students who engage in hazing may also be liable for civil and criminal penalties.

33. Violent Conduct

Students may be expelled for up to one (1) school year for committing an act at school, on other school property, at an interscholastic competition, extracurricular event, or any other school program, or directing an act at a Board official or employee, regardless of where or when that act may occur, or their property that would be a criminal offense if committed by an adult and results in serious physical harm to person(s) or property.

34. Improper Dress

Clothing may not include words or visuals that are lewd, obscene, disruptive, abusive, or discriminatory, or that advertise drugs, alcohol, or tobacco. Dress or grooming that is disruptive of the classroom or school atmosphere is not allowed. Shoes must be worn at all times for health and safety reasons.

35. Careless or Reckless Driving

Driving on school property in such a manner as to endanger persons or property.

36. Burglary

Entering a building or a specific area of a building without consent and with intent to commit a crime, or entering a

building without consent and committing a crime.

37. Fighting

Engaging in adversarial physical contact (differentiated from poking, pushing, shoving or scuffling) in which one or the other party(ies) or both contributed to the situation by verbally instigating a fight and/or physical action. Promoting or instigating a fight (i.e., contributing to a fight verbally or through behavior).

38. Lighting Incendiary Devices

Unauthorized igniting of matches, lighters and other devices that produce flames.

39. Possession of Pornography

Possessing sexually explicit material.

40. Unauthorized use of vehicles

Occupying or using vehicles during school hours without parental permission and/or school authorization.

Anti-Harassment

Bullying, Harassment, Sexual Harassment, and Intimidation

The Board of Education is committed to providing a safe, positive, and nurturing educational environment for all of its students. The Board encourages the promotion of positive interpersonal relations between members of the school community. Harassment, sexual harassment, intimidation, or bullying toward a student, whether by other students, staff, or third parties is strictly prohibited and will not be tolerated. This prohibition includes aggressive behavior, physical, verbal, and psychological abuse, and violence within a dating relationship. The Board will not tolerate any gestures, comments, threats, or actions which cause or threaten to cause bodily harm or personal degradation. This policy applies to all activities in the District, including activities on school property, on a school bus, or while enroute to or from school, and those occurring off school property if the student, or employee is at any school-sponsored, school-approved, or school-related activity or function, including but not limited to field trips or athletic/co-curricular events where students are under the school's control, in a school vehicle, or where an employee is engaged in school business. To see the complete policy, please go to our district website and read Board Policy 5517, 5517.01, and/or 5517.02. For situations involving potential Title IX sexual harassment, see also the District's Title IX Policy, found in [Board Policy 2266 and Administrative Guidelines 2266](#).

Title IX Anti-Harassment Compliance Officer

Julie Weyandt
Curriculum Director
11885 Navarre Rd SW
Navarre, OH 44662

julie.weyandt@fairless.sparcc.org

(330) 767-3577

Zero Tolerance

No form of violent, disruptive, or inappropriate behavior, including excessive truancy, will be tolerated.

Discipline

It is important to remember that the School's rules apply going to and from school, at school, on school property, at school-sponsored events, on school transportation, and on property not owned or controlled by the Board but that is connected to activities or incidents that have occurred on property owned or controlled by the Board. Furthermore, students may be disciplined for conduct that, regardless of where or when it occurs, is directed at a Board official or employee, or the property of such official or employee. In some cases, a student can be suspended from school transportation for infractions of school bus rules.

The School is committed to providing prompt, reasonable discipline consistent with the severity of the incident. The consequences for misbehavior are designed to be fair, firm, and consistent for all students in the School.

Because it is not possible to list every misbehavior that occurs, misbehaviors not listed above will be responded to as necessary by staff.

Two (2) types of discipline are possible informal and formal.

The level of discipline imposed shall be based on the severity of the misbehavior. Administrators reserve the right to upgrade the level of the offense and the severity of discipline depending on the details of the incident.

Informal Discipline

Informal discipline takes place within the School. It includes: reflective assignments; change of seating or location; before-school, lunch-time, after-school detention; in-school discipline.

Detentions

A student may be detained after school or asked to come to school early by a teacher, after giving the student and the student's parents one (1) day's notice. The student or their parents are responsible for transportation.

Formal Discipline

Formal discipline involves removal of the student from school. It includes emergency removal for up to three (3) school days, suspension for up to ten (10) school days, expulsion for up to eighty (80) school days or the number of days remaining in a semester, whichever is greater, and permanent exclusion. Expulsions may carry over into the next school year. Any student who is expelled from school for more than twenty (20) days, or for any period of time if the expulsion will extend into

the following semester or school year, will be provided with information about services or programs offered by public and private agencies that work toward improving those aspects of the student's attitude and behavior that contributed to the incident that gave rise to the student's expulsion. The Superintendent, at (his/her) discretion, may require/allow a student to perform community service in conjunction with or in place of an expulsion. The Superintendent may impose a community service requirement beyond the end of the school year in lieu of applying the expulsion to the following school year. Removal for less than one (1) school day without the possibility of suspension or expulsion may not be appealed. Suspension, expulsion, and permanent exclusion may be appealed.

Students being considered for suspension are entitled to an informal meeting with the building administrator prior to removal. Also, students being considered for expulsion are entitled to an informal meeting with the Superintendent or designee prior to removal. During the informal meeting, the student will be notified of the charges and given the opportunity to respond.

Students involved in co-curricular and extracurricular activities, such as band and athletics, can lose their eligibility for violation of the School rules.

If a student commits a crime while under the School's jurisdiction, the student may be subject to school disciplinary action, as well as action through local law enforcement.

Due Process Rights

Before a student is suspended, expelled, or permanently excluded from school, there are specific procedures that must be followed.

As long as the in-school discipline is served entirely in the school setting, it will not require any notice or meeting, or be subject to appeal.

Suspension from School

When a student is being considered for a suspension, the administrator in charge will notify the student of the basis for the proposed suspension. The student will be given an opportunity to explain their view of the underlying facts. After that informal hearing, the Principal (or assistant principal or other administrator) will determine whether or not to suspend the student. If the decision is made to suspend the student, the student and their parents will be given written notification of the suspension within one (1) day, setting forth the reason for the suspension, the length of the suspension, and the process for appeal. The suspension may be appealed, within 14 calendar days after receipt of the suspension notice, to the Superintendent. The request for an appeal must be in writing.

During the appeal process:

- The student shall not be allowed to remain in school.
- During a student's suspension, the student shall be permitted to complete all classroom assignments

missed due to the suspension. Students shall receive at least partial credit from completed assignments missed due to suspension.

If the appeal is heard by the Board's designee, the appeal shall be conducted in a private hearing. If the appeal is heard by the Board of Education, the appeal shall be conducted in executive session unless the student or the student's representative requests otherwise. A verbatim transcript will be made, and witnesses will be sworn in prior to giving testimony. If the appeal decision is to uphold the suspension, the next step in the appeal process is to the Court of Common Pleas.

Emergency Removal

If a student's presence poses a continuing danger to persons or property, or an ongoing threat of disrupting the academic process taking place either in a classroom or elsewhere on the school premises, the Superintendent, Principal, or assistant principal may remove the student from any curricular or extracurricular activity or from the school premises. A teacher may remove the student from any curricular or extracurricular activity under the teacher's supervision, but not from the premises.

If a teacher makes an emergency removal, the teacher will notify a building administrator of the circumstances surrounding the removal, in writing, within one (1) school day. No prior notice or hearing is required for any removal under this procedure. In all cases of normal disciplinary procedures where a student is removed from curricular or extracurricular activity for less than one (1) school day, and is not subject to further suspension or expulsion, the following due process requirements do not apply.

If the emergency removal exceeds one (1) school day, then a hearing will be held on the next school day after the removal is ordered. Written notice of the hearing and the reasons for removal and any intended disciplinary action will be provided to the student, as soon as practical prior to the hearing. If the student is subject to an out-of-school suspension, the student will have the opportunity to appear at an informal hearing before the Principal, assistant principal, Superintendent, or a designee, and may challenge the reasons for the removal or otherwise explain their actions.

Students in Grades Pre-K Through Three (3)

A student in any of grades pre-kindergarten through three (3) may be removed only for the remainder of the school day, and shall be permitted to return to any curricular and extracurricular activities on the next school day (following the day in which the student was removed or excluded). When a student in any of grades pre-kindergarten through three (3) is removed and returned to their curricular and extracurricular activities the next school day, the Principal is not required to hold a hearing (or provide written notice of same).

Within one (1) school day of the decision to suspend, written notification will be given to the parent(s)/guardian(s) or custodian(s) of the student. This notice will include the reasons for the suspension, the right of the student or the

student's parent(s)/guardian(s) or custodian(s) to appeal to the Board or its designee, and the student's right to be represented in all appeal proceedings. If it is likely that the student may be subject to expulsion, the hearing will take place within three (3) school days and will be held in accordance with the procedures outlined in the Student Expulsion Policy. The person who ordered or requested the removal will be present at the hearing. In an emergency removal, a student may be kept from class until the matter of the alleged misconduct is resolved, either by reinstatement, suspension, or expulsion.

Expulsion from School

When a student is being considered for expulsion, the student and parent will be provided with a formal notice of the proposed expulsion. This written notice will include the reasons for the intended expulsion, notification of the opportunity to appear in person before the Superintendent or the Superintendent's designee to challenge the reasons for the expulsion and/or explain the student's action, and notification of the time and place to appear. Students being considered for expulsion may be removed immediately. A hearing will be scheduled no earlier than three (3), nor no later than five (5), school days after the notice is given. Parents may request an extension of time for the hearing. The student may be represented by their parents, legal counsel, and/or by a person of the student's choice at the hearing.

In accordance with Board Policy 5610, the Superintendent shall initiate expulsion proceedings against a student who has committed an act that warrants expulsion under Board policy even if the student withdraws from school prior to the hearing or decision to impose the expulsion. The expulsion will be imposed for the same duration that it would have been had the student remained enrolled.

If a student is expelled, the student and the student's parents will be provided with written notice within one (1) school day of the imposed expulsion. The notice will include the reasons for the expulsion, the right of the student, or the student's parent(s)/guardian(s) or custodian(s) to appeal the expulsion to the Board or its designee, the right to be represented in all appeal proceedings, the right to be granted a hearing before the Board or its designee, and the right to request that the hearing be held in executive session.

Within 14 days after the Superintendent notifies the parents of the expulsion, the expulsion may be appealed, in writing, to the Board of Education or its designee. A hearing on the requested appeal will be formal with an opportunity for sworn testimony. If the expulsion is upheld on appeal, a student's parents may pursue further appeal to the Court of Common Pleas.

Students serving expulsions will not be awarded grades or credit during the period of expulsion. Expulsion for certain violations, including use or possession of alcohol or drugs, may result in revocation of the student's driver's license. When a student is expelled, the Superintendent will notify any college in which the expelled student is enrolled under the Early College Credit Program at the time the expulsion is imposed.

Permanent Exclusion

State law provides for the permanent exclusion of a student, sixteen (16) years of age or older, who engages in certain criminal activity. Permanently excluded students may never be permitted to return to school anywhere in the State of Ohio. A permanent exclusion may be considered if the student is convicted or adjudicated delinquent for committing one (1) or more of the following crimes while on the property of any Ohio school:

- A. conveying deadly weapons onto school property or to a school function;
- B. possessing deadly weapons onto school property or at a school function;
- C. carrying a concealed weapon onto school property or at a school function;
- D. trafficking in drugs onto school property or at a school function;
- E. murder, aggravated murder on school property or at a school function;
- F. voluntary or involuntary manslaughter on school grounds or at a school function;
- G. assault or aggravated assault on school property or at a school function;
- H. rape, gross sexual imposition or felonious sexual penetration on school grounds, or at a school function, when the victim is a school employee;
- I. complicity in any of the above offenses, regardless of the location.

This process is formal and may follow an expulsion with the proper notification to the parents.

Discipline of Students with Disabilities

Students with disabilities are entitled to the rights and procedures afforded by the Individuals with Disabilities Education Improvement Act (IDEIA) and, where applicable, the Americans with Disabilities Act (ADA), and/or Section 504 of the Rehabilitation Act of 1973.

Suspension of Bus Riding/Transportation Privileges

When a student is being considered for suspension of bus riding/transportation privileges, the administrator in charge will notify the student of the reason. The student will be given an opportunity to address the basis for the proposed suspension at an informal hearing. After that informal hearing, the Principal (or assistant principal or other administrator) will decide whether or not to suspend the student's bus

riding/transportation privileges for all or part of the school year.

If a student's bus riding/transportation privileges are suspended, the student and their parents will be notified, in writing and within one (1) day, of the reason for the suspension and the length of the suspension.

Search and Seizure

Administrators may search a student or a student's property (including vehicles, purses, knapsacks, gym bags, etc.) with or without the student's consent, whenever they reasonably suspect that a search will lead to the discovery of evidence of a violation of law or school rules. The extent of the search will be governed by the seriousness of the alleged infraction and the student's age. General housekeeping inspection of school property may be conducted with reasonable notice. Student lockers are the property of the District and students have no reasonable expectation of privacy in their contents or in the contents of any other District property including desks or other containers. School authorities may conduct random searches of the lockers and their contents at any time without announcement. Unannounced and random canine searches may also be conducted.

Additionally, students have NO reasonable expectation of privacy in their actions in public areas including, but not limited to, common areas, hallways, cafeterias, classrooms, and gymnasiums. The District may use video cameras in such areas and on all school vehicles transporting students to and from regular and extracurricular activities.

Anything that is found in the course of a search may be used as evidence of a violation of school rules or the law, and may be taken, held, or turned over to the police. The School reserves the right not to return items that have been confiscated.

Interrogation of Students by Outside Agencies

The School is committed to protecting students from harm that may be connected with the school environment and also recognizes its responsibility to cooperate with law enforcement and public child welfare agencies. While the School believes these agencies should conduct their investigations off school property if possible, investigations can take place at school in emergency situations or if the violation being investigated occurred on school property.

Before students are questioned as witnesses or suspects in an alleged criminal violation, the building administrator will attempt to contact a parent prior to questioning and shall remain in the

room during questioning.

If a student is questioned as the subject of alleged child abuse or neglect, the building administrator will attempt to contact a parent prior to questioning, and the building administrator (or a designated school counselor) will remain in the room during questioning. If the agency investigating the alleged child abuse or neglect suspects the parent is the perpetrator, neither parent will be contacted prior to questioning, but the building administrator (or a designated guidance counselor) will remain in the room during questioning.

If law enforcement or children's services agency removes a student from school, the building administrator will notify a parent.

Student Rights of Expression

The School recognizes the right of students to express themselves. With the right of expression comes the responsibility to do so appropriately. Students may distribute or display, at appropriate times, nonsponsored, noncommercial written material and petitions; buttons, badges, or other insignia; clothing, insignia, and banners; and audio and video materials. All items must meet school guidelines.

- A. Material cannot be displayed if it:
 - 1. Is obscene to minors, libelous, or pervasively indecent or vulgar;
 - 2. Advertises any product or service not permitted to minors by law;
 - 3. Intends to be insulting or harassing;
 - 4. Intends to incite fighting; or
 - 5. Presents a clear and present likelihood that, either because of its content or manner of distribution or display, it will cause or is likely to cause a material and substantial disruption of school or school activities, a violation of school regulations, or the commission of an unlawful act.

B. Material may not be displayed or distributed during class periods, or between classes. Permission may be granted for display or distribution during lunch periods, and/or before or after school in designated locations, as long as exits are not blocked and there is proper access and egress to the building.

Students who are unsure whether materials they wish to display meet school guidelines may present them to the principal twenty-four (24) hours prior to display.

Random Drug Testing of Students

Acknowledging that peer pressure has a significant impact on student life and recognizing that observed and suspected use of alcohol, tobacco, and illicit drugs by students of Fairless Local Schools is a serious concern, a program of deterrence will be instituted as a proactive approach to the goal of a safe and drug-free school environment. Since participation in non-academic activities is a privilege, this program shall apply to students in grades 7-12, who participate in one or more of the following:

- school-sponsored athletics,
- other extra-curricular activities for which a grade is not given,
- to eligible students who wish to obtain a parking permit on the high school property, and
- to students who have earned special privileges.

The purpose of the drug testing program is to:

- A. Provide for the safety and well-being of all students;
- B. Mitigate the effects of peer pressure by providing legitimate reasons for students to refuse to use drugs, tobacco, or alcohol;
- C. Encourage students who abuse drugs or alcohol to participate in drug treatment programs by a licensed chemical dependency counselor; and
- D. Prevent the impact drug and alcohol use has on the learning centers of the brain, allowing students to

achieve their full academic potential while attending Fairless Local Schools.

Drug Testing Requirements

Prior to participation, any student who intends to participate in athletics, extra-curricular activities, special privileges, or to obtain a parking permit will be required to provide written consent, along with his/her parent/guardian's consent, for random testing of prohibited substances. The Board of Education will pay the cost of the testing, unless a split sample test is requested by the parent and/or student. Mandatory testing stemming from positive test results will be at the parent/guardian's expense.

The Board may contract with an external agency for the purpose of collecting and analyzing test samples. All samples will be collected under the supervision of medical personnel, and in a manner that protects the privacy of the student(s) being tested. Any student who fails or refuses to produce a sample will be prohibited from participation in his/her designated activity(ies) until a sample is obtained and tested.

Parents may enroll their student even if not required by the school district in random drug testing using FinalForms. Refer to the Board of Education policy #5530.01 for details.

Fairless Local School District
RANDOM DRUG TESTING OF STUDENTS
OPT-IN AGREEMENT

Fairless Local School District is pleased to provide the opportunity for students to be included in the random drug testing program when they are not otherwise eligible through participation in school-sponsored athletics, extracurricular activities, special privileges, and/or parking permits.

The OPT-IN Random Student Drug Testing Program allows parents/guardians to request that non-eligible students be included in the student drug testing program. Results are 100% confidential and will be released by the building principal or superintendent only to the parent/guardian named on the consent form.

How the Program Works

1. The Opt-In program is available to any student in grades 7-12 enrolled in the Fairless Local School District.
2. The parent/guardian must read and sign the Opt-In Student Drug Testing Consent form below.
3. The student must also sign consent to participate in the program.
4. Signed agreements must be submitted to the school office.
5. Upon completion of testing, the building principal or superintendent will notify the parent/guardian of any positive test results. Results will not be released to any other party without written consent from the parent/guardian.
6. There will be no attempt to diagnose substance abuse problems. This program is intended only as a tool to be used by parents/guardians in making informed decisions about student substance abuse.

OPT-IN STUDENT RANDOM DRUG TESTING CONSENT

AS A STUDENT: I understand that I may be drug tested with the consent of my parent/guardian under the Opt-In Student Random Drug Testing program. I understand this agreement is binding while I am a student in the Fairless Local School District.

Student Name (please print) Grade

Student Signature Date

AS A PARENT/GUARDIAN: I understand that by signing this consent, I will permit Fairless Local Schools to perform random drug testing on my son/daughter, the results of which will be released to me by the building principal or superintendent.

Parent/Guardian/Custodian Signature Date

Parent/Guardian/Custodian Name (PLEASE PRINT) Home Phone

Address Work/Mobile Phone

Fairless Local School District
RANDOM DRUG TESTING OF STUDENTS
INFORMED CONSENT AGREEMENT

Student Name _____ Grade _____ Date of Birth _____

AS A STUDENT:

I understand and agree that participation in extracurricular activities, special privileges and/or parking on school grounds is a privilege that may be withdrawn for violations of Board Policy 5530.01—Drug Testing of Students Involved in Non-Academic Activities, hereinafter Policy.

I have read the Policy and the guidelines and thoroughly understand the consequences that I will face if I do not adhere to the Policy and/or Code of Conduct outlined in the Student-Parent Handbook.

I understand that when I participate in athletics, any extracurricular activity, special privileges, and/or receive a parking permit, I will be subject to random drug testing. I understand that if I refuse, I will not be permitted to practice, participate in any extra-curricular activities and school events, special privileges, and/or park on school property during the school day. I have read the consent on the reverse side of this form and agree to its terms.

I understand the Informed Consent Agreement, while initiated each school year, is binding for one calendar year while a student is enrolled with Fairless Local School District.

Student Signature/Date

AS A PARENT/GUARDIAN/CUSTODIAN:

I have read Board Policy 5530.01—Drug Testing of Students Involved in Non-Academic Activities and understand the responsibilities of my son/daughter as a participant in athletics, extracurricular activities, special privileges, and/or parking privileges in the Fairless Local School District.

I understand that my son/daughter, when participating in athletic, extracurricular activities, special privileges, and/or receiving a parking permit, may be subject to random drug testing. If my son/daughter refuses, he/she will not be permitted to practice, participate in any extra-curricular activities or school-sponsored events, special privileges, and/or park on school property during the school day. I have read the consent on the reverse side of this form and agree to its terms.

I understand that I may only remove my son/daughter from the random drug testing program with signed, written consent addressed to the building principal. This decision will impact my son/daughter's continued participation in athletics, extra-curricular activities and school-sponsored events, special privileges, and ability to park on school property until a new Informed Consent Agreement is signed.

I understand the Informed Consent Agreement, while initiated each school year, is binding for one calendar year while a student is enrolled with Fairless Local School District.

Parent/Guardian/Custodian Signature

Date

Parent/Guardian/Custodian Name (PLEASE PRINT)

Home Phone and Cell Phone

Fairless Local School District
RANDOM DRUG TESTING OF STUDENTS
CONSENT TO SUBMIT TO RANDOM DRUG TESTING

- ❖ We hereby consent to allow the student named on the front of this form to undergo testing for the presence of illicit drugs or banned substances in accordance with Board Policy 5530.01—Drug Testing of Students Involved in Non-Academic Activities, including but not limited to, the following tests:
 - o Saliva swab
 - o Urinalysis
- ❖ We understand that the collection process will be overseen by a qualified third party administrator.
- ❖ We understand that any samples will be sent only to a certified medical laboratory for actual testing and that the samples will be coded to provide confidentiality.
- ❖ We hereby give our consent to the third party administrator selected by the Fairless Local School District, their laboratory, doctors, employees, or agents, together with any clinic, hospital, or laboratory designated by the selected medical vendor to perform substance abuse testing for the detection of illicit drugs or banned substances.
- ❖ We further give permission to the third party administrator selected by the Fairless Local School District, its doctors, employees, or agents, to release all results of these tests to the Medical Review Office (MRO) working for the third party administrator. We understand these results will be forwarded to the building principal and/or designated official and will also be made available to the parent(s)/guardian(s).
- ❖ We understand that consent pursuant to this Informed Consent Agreement will be binding for all athletics, extra-curricular activities and school-sponsored events, special privileges, and parking privileges for the student for one calendar year while enrolled with Fairless Local School District.
- ❖ We understand that the third party administrator will be given our contact information and will contact us by telephone in the event of a positive result.
- ❖ We hereby release the Fairless Local Schools Board of Education, the third party administrator and its governing board, officers, employees, agents, and successors, in both their individual and official capacities, from any legal responsibility or liability for the release of such information and records.

Section V - Transportation

The Fairless Board of Education has adopted a pupil transportation policy for buses operated by the Fairless Local Schools. If parents support our efforts to make sure that there is good behavior on the bus, we can assure you the safest possible transportation.

In order to ensure the safety and security of our students, FLSD will continue with a two-stop maximum for our students who are bused to and from school. Bus routes and stops are board approved at the beginning of the school year. This must be consistent throughout the school year. Our job is to make sure that we can safely transport students and get them where they need to be on a daily basis. This important task becomes very challenging when schedules are constantly changing. Transportation routes require a lot of planning and logistics, therefore, requests for changes must be rare and are approved at the discretion of the Transportation Director. Requests must be made at least two business days in advance via phone at 330-767-4259.

Our transportation department will only provide busing for your child to the stop associated with their home address and a second option; i.e. daycare, grandparent or babysitter.

These policies are designed to ensure the safety and welfare of all school bus passengers and shall include:

1. The school bus driver's authority and/or responsibility to maintain control of the pupils. (Section 3319.41 of the Ohio Revised Code O.R.C.)
2. It is the parents' responsibility to notify the bus garage of any changes to a pupil's bus stop.
3. Pupils must leave or board the bus at locations to which they have been assigned unless they have parental and administrative authorization to do otherwise.
4. Proper conduct on a school bus is an important concern for the safety of the students and the driver. When a student does not display proper conduct on a bus, suspension and/or expulsion can result. Pupils must observe classroom conduct and obey the driver promptly and respectfully.
5. The provision of Section 3313.66 of the Ohio Revised Code shall apply to suspension, expulsion, and immediate removal of a pupil from school bus riding privileges.
6. Bus routes and schedules will be posted on the district website in August. Please contact the bus garage (330) 767-4259 with questions and concerns.
7. The school is directly responsible for supervision of students only while they are on school property. Once students leave school property, supervision becomes the responsibility of the parent. The school cannot be responsible for supervision at the bus stop. Generally, misbehavior that occurs off school property is a police matter.

Bus rules

The Board of Education has installed video cameras on school buses to monitor behavior. If a student misbehaves on a bus and his/her actions are recorded on videotape, the tape will be submitted to the principal and may be used as evidence of misbehavior.

1. No one shall smoke or produce a flame of any kind on a bus. Vaporizers and e-cigarettes (and all other tobacco look-alike products) are treated as tobacco products, will be confiscated, and disciplinary action will be enacted.
2. No one shall throw any object into or out of a bus.
3. No one, except the assigned driver, shall sit in the driver's seat or operate any of the controls.
4. No one shall cause any part of his/her body to project from a bus window.
5. No one shall eat on a bus.
6. No one shall interfere with the driver's operation of the bus in any way.
7. No one shall damage any part of a bus.
8. No one shall bring cap guns, squirt guns, or any other objects that might serve as weapons or anything of a detrimental nature aboard a bus.
9. All students shall obey the orders of the driver and conduct themselves in a manner to reflect credit to their homes and schools.
10. Students shall ride only their assigned bus. Due to liability issues there will not be any bus passes distributed. EVERYONE needs to ride their assigned bus only.
11. Students shall maintain silence when the driver flashes dome lights.
12. Students shall board and leave the bus in an orderly manner. No pushing or shoving will be tolerated.
13. Poor conduct on the bus of any nature which is determined improper and is not covered by the above rules and regulations will come under the determination of the proper administrative authorities.
14. Be on time at the designated loading zone (5 minutes prior to scheduled stop)
15. Stay off the road at all times while walking to and waiting for school transportation
16. Line up single file off the roadway to enter.
17. Wait until the school transportation is completely stopped before moving forward to enter.
18. Refrain from crossing a highway until the driver signals it is safe to cross.

Violation of any of the above rules can result in suspension from school and/or bus service; require a parent-school conference or all of the above. The building principal and/or transportation supervisor will notify parents of misconduct reports.

Our transportation department will only provide busing for your

child to the stop associated with their home address and a second option; i.e. daycare, grandparent or babysitter.

Automobiles driven by students

Students who drive a motor vehicle to school must know and obey the following rules:

1. Opted into the district's Random Drug Testing per the Board Policy 5530.01.
2. Each student must register the vehicle each school year and display a parking permit for the CURRENT year. Registration forms may be obtained in the office. **CCP students who attend classes off the Fairless Campus and have purchased a parking permit from that school/college, may fill out the FHS form and show the college permit.**
3. Speeding or careless driving on school grounds and public streets while going to and from school is not permitted.
4. Upon arrival, students should exit their vehicle and enter the school promptly.
5. Students may not leave the building and enter the parking lot during the school day unless permission is obtained from the office.
6. Vehicles must be parked in a marked parking space.
7. Vehicles entering and leaving the school property are to use the proper entrance and exit. This is a ONE-WAY drive.
8. The speed limit on school property is five (5) miles per hour. During school hours, the speed limit on the highway, in the school area, is twenty (20) miles per hour.
9. Violation of these rules and laws, which govern motor vehicle operation may result in the removal of the privilege of driving to school.
10. Repeated tardiness to school or violations, may result in suspension of driving privileges.
11. Cars may be searched randomly for violations of the student conduct code.