

# **Falls City High School**

## **STUDENT HANDBOOK**

**2015-16**

**Gale Dunkhas - Principal**

**Don Hogue - Athletic Director**

**Sara Barker - Guidance Counselor**

## **ACCREDITATION**

Falls City High School (FCHS) is fully accredited by Advanced Ed. **Falls City Public Schools Inspire Our Students To Become Innovative, Resourceful, Resilient, and Responsible.** FCHS will continue to be accredited and maintain rigid standards in order to meet requirements set forth by the State of Nebraska Department of Education.

## **COURSE OFFERINGS**

FCHS is committed to providing students with courses and curriculum that will prepare students to be life long learners as we enter the 21st century.

## **RETAKEING CLASSES**

A student may retake a class only when that student has failed the class. A student may not retake a class to improve a previous passing grade. Retaking a class cannot be done by Independent Study without special permission from the principal.

## **DEDICATED FACULTY & STAFF**

FCHS faculty and staff are dedicated to providing an excellent education for our students. Our actions are focused on our mission statement; *"Falls City Public Schools inspire our students to become innovative, resourceful, resilient, and responsible citizens"*.

## **GRADUATION REQUIREMENTS**

Requirements are in semester hours. Ten (10) semester hours is equivalent to one (1) year.

40	English/Communications
30	Math ( Students must have passed either Algebra II or Geometry B/C to meet graduation requirements)
30	Science
30	Social Sciences 10 hours of World Studies,10 hours of American History, 10 hours of American Government
10	P.E./Health (one semester of Health/PE and one semester of another PE Class)
5	Computer Literacy

A total of 260 semester hours are required for graduation (135 semester hours of required classes and 125 semester hours of elective classes). Students who fail to meet graduation requirements will not be allowed to participate in commencement exercises.

### **GRADUATION-CUM LAUDE**

Students at Falls City High School who have attained academic excellence and high achievement on the basis of cumulative grade point average are recognized with the following honors: 1) **Cum Laude**- Students who have achieved a grade point average between 3.50 and 3.69. 2) **Magna Cum Laude**- Students who have achieved a grade point average between 3.70 and 3.89. 3) **Summa Cum Laude**- Students who have achieved a grade point average of 3.90 and above.

Students must take and pass at least 5 weighted yearlong classes or 10 weighted credits to qualify for this recognition. Speakers for the ceremony will be determined each year by method adopted by senior class and approved by administration. Number of speeches and time will be limited. Students receiving honors will be recognized with medals for the ceremony and acknowledgement in the graduation program.

### **TEACHER'S AIDE**

Students must have a 3.0 GPA to qualify as an aide, a limit of 10 hours (1 credit) will be counted towards graduation. **Grading will be Pass or Fail.** **Teachers** are allowed one TA each semester.

### **GRADING**

Students will receive letter grades on report cards and transcripts. A grade of Incomplete at the end of a grading period must be made up within two (2) weeks or it will result in a grade of "F".

The following scale will be used to assign a letter grade and to determine grade point average (GPA):

97 - 100	A+	4.0
93 - 96	A	4.0
89 - 92	B+	3.5
86 - 88	B	3.0
82 - 85	C+	2.5
78 - 81	C	2.0
74 - 77	D+	1.5
70 - 73	D	1.0
69 - Below	F	0.0

Some classes may modify this grading scale to meet the needs of identified special needs students. This will be done on an individual basis and modified grades will be identified on transcripts.

## WEIGHTED GRADING

To encourage students to take advanced classes with less danger to grade point average (GPA), a weighted grading policy has been established.

Listed below are the weighted grading scale and all classes that are considered weighted classes:

100- 97	A+ = 4.0	79 - 75	C+ = 2.5
96 - 90	A = 4.0	74 - 70	C = 2.0
89 - 85	B+ = 3.5	69 - 65	D+ = 1.5
84 - 80	B = 3.0	64 - 60	D = 1.0
		Below 59	F = 0.0
Accounting II	Anatomy & Physiology	Adv. Music Theory	
Calculus	College Bound English	Spanish III, IV	
Chemistry I	Physics	Statistics & Probability	
Advanced Math	Computer Science III & IV	Civics	
Adv. Chemistry	College Bound Amer. History		

Faculty will determine all weighted grades.

## REPORT CARDS

Report cards are issued quarterly. The first and third quarter report cards are distributed during parent-teacher conferences. Semester report cards will be picked up at the Principal's office. Second semester report cards will not be made available until all dues and fines are paid. Grades will be mailed home every 4 1/2 weeks.

## CLASS RANK

The grading system at Falls City Senior High School will be based on the 4.0 scale. Class ranks will be determined by using the descending order of the grade point averages. When it becomes necessary to break ties, the student with the highest ACT scores, most weighted classes, and grade percentile will break the ties.

## HONOR ROLL

The Honor Roll is a list of students that the school honors at the end of each quarter and at the end of each semester for outstanding achievement.

To qualify for the **Orange and Black Honor Roll**, a student must have a quarter/semester G.P.A. of 3.85 or higher.

To qualify for the **Regular Honor Roll**, a student must have a quarter/semester G.P.A. of 3.0 or higher and have no more than one "C" and no "D's" or "F's".

## **ACADEMIC LETTER**

Students who demonstrate outstanding achievements and commitment to educational excellence will receive an ACADEMIC LETTER. Students must meet the following criteria to qualify for an ACADEMIC LETTER:

1. The student must be named to the first, second and third quarter honor rolls.
2. The student can not miss more than nine days during the current school year (exceptions may be made for days missed due to hospitalization and/or prolonged illness).

## **TECHNOLOGY IMPLEMENTATION**

To enhance the Continuous Improvement Mission of Falls City Public Schools, the high school proposes to adopt a tIGR's (Innovative, Resourceful, Resilient, Responsible) Learning Initiative and provide each student with an iPad during second semester 2013-14. Students at Falls City High school will become more information literate through daily instruction and exposure to the technology of 1:1 iPads. In modeling the characteristics of the mission, the learners will utilize these tools to develop a strong ability to collaborate, communicate, and solve problems to better prepare themselves for continuing education and jobs in the modern workforce.

## **NATIONAL HONOR SOCIETY**

### Faculty Council

The five (5) member Faculty Council will meet to review eligible students and select new members (majority vote).

### Membership

Membership will be based on scholarship, leadership, character, and service. To be eligible for membership a student must be in the 10<sup>th</sup> grade and have a 4.0 average or be in the 11th, or 12th grade, have a 3.5 G.P.A. and be evaluated on service, leadership and character.

### Selection Process at Falls City High School

Student records are reviewed for scholastic eligibility. Eligible students are notified and told that for further consideration they must complete the Student Activity Information Form. Students eligible for consideration are then evaluated on service, leadership, and character. The Faculty Council votes on induction. Students receiving a majority vote for induction by the Faculty Council will be inducted into the National Honor Society. National Honor Society members will lose their membership permanently if they violate the eligibility requirements.

## **INDEPENDENT STUDIES**

Students may be allowed to take independent study courses each semester if approved by the teacher, guidance counselor, principal, and parent(s)/guardian.

FCHS will accept a total of 6 courses or 3 credits from the **University of Nebraska's Independent Study High School**.

### **SEMESTER TESTS**

Semester tests can be given in all classes. The semester test will be 20% of the semester grade. If a student in grades 9-12 is absent from school no more than four full days per semester (not including school activities), has not received a disciplinary detention, and has no "D's" or "F's" he/she will be given the option of taking semester tests.

1. That means students who meet the above criteria will not have to attend school the two days of semester tests.
2. If there is a test that a student wants to take to improve their grade, that student may come for that test and leave. Students are to be given their semester average for that class before deciding whether to take the test. The final test cannot lower their grade.
3. Any student that has received a disciplinary detention or been absent from school more than four times excused or unexcused will take the test.
4. A teacher may require all students to take a semester test, if it is a requirement of that class.
5. **Attendance Waiver** - Those students who have experienced an extended illness or special circumstances may be allowed to have an attendance waiver for their semester tests. The student will need to ask in the office for the waiver application form. Once completed and submitted to the office their application will be evaluated by a select committee of teachers and/or staff members.

The waiver must include documentation of the circumstances that are related to the extended absence from school. The documentation may include but is not limited to: doctor's notes or a letter from a family member. Again, this documentation must explain the events related to the absence in question. There should also be information from the student's teachers that indicate the student has made every effort to make up their missed school work. The student must ask for the waiver application form upon their return from their absence. The form and documentation will be submitted to the office as soon as possible.

The completed waiver will be evaluated by a select committee of staff members. The student will be notified of the committee's decision prior to the semester testing week.

## ATTENDANCE POLICY

The current compulsory attendance laws (79-209) & (79-201) define that in all Nebraska school districts, any superintendent, principal, teacher, or member of the school board who knows of any violation of the compulsory attendance law on the part of any child of school age, his/her parent, the person in actual or legal control of the child, or any other person must within three days report the violation to the attendance officer of the school, who must investigate the case.

The number of absences may not exceed five days per quarter or the hourly equivalent. Missing more than 5 days in a quarter will result in a letter to the parent, and copy to the truancy officer. Missing 20 days or more will result in a letter to the parent and a copy to the county attorney, truancy officer, and the student's file.

## EXCUSED ABSENCES

A student may make up work missed during an "excused absence." (See definition below)

However, for grades 9-12 an unexcused absence results in a "zero" for the day and the student may not make up missed work. Students with a high number of unexcused absences may be determined a truant. \*See Truancy.

All absences, except as outlined below, are considered unexcused.

### 1. PERSONAL ILLNESS

Parents or guardians should notify the appropriate building(s) between 7:30 AM and 9:00 AM. The parent should send a note with any child absent from school due to personal illness. This note should be presented to the Principal's Office at the High School upon returning so that the student can receive an admit slip (excused absence slip) to show teachers. **After three (3) consecutive days of absence a doctors excuse is required. If the student does not bring a parental or doctors note, the absence becomes unexcused until the proper note is obtained by the Principal's Office. If a note is not brought in within two (2) school days the absence will remain unexcused.**

### 2. VACATION WITH IMMEDIATE FAMILY

While the school recognizes that some industries and seasonal occupations grant vacations only during the non-summer months, we feel that vacations should not be conducted during the school year. Students who miss school due to family vacations will be granted a maximum of five (5) days of excused absences. A prearranged slip is required.

### 3. IN-SCHOOL SUSPENSION

If a student is placed in in-school suspension, he/she has the right to make up for credit any work missed during the suspension. Teachers will be expected to assign work to students serving an in-school suspension. All out-of-school suspensions are considered unexcused absences and the student will receive a “zero” for all work missed.

4. COLLEGE VISITATION

Seniors are given one college visitation day. It must be authentically used during 1st semester of their senior year. Juniors are given one day for the purpose of talking with admissions officers and touring the campus. It must be authentically used during the 2nd semester of their junior year. The Principal must approve any deviation of this policy.

The steps and procedures are as follows:

- a. The student is responsible for calling the college’s admissions office and will set up the date of the college visit.
- b. Prior to the date of the college visitation, the student will bring the guidance counselor a note signed by the parent stating the date of the visit and the name of the college their student will be visiting.
- c. The guidance counselor will write a “prearrange” for the student. It will be signed by the student’s teachers upon receiving assignments for the day they will miss. Student’s will turn their prearrange in to the office.
- d. Upon receiving the prearrange, the guidance counselor will issue an “Authorization of College Visit” form. This form will need to be authenticated with an official seal or stamp from the admissions office of the college that was visited.
- e. Upon return to high school, the student will return their “Authorization of a College Visit” form back to the guidance counselor. **It is then, that the student’s absence from school will be recorded as a college visit day.** If the “Authorization” form is not returned, the student will be recorded as being absent for the day.

5. PREARRANGES

When a student knows in advance that they will be absent from school, he/she should notify and pick up a prearrange slip from the office and have it signed by their teachers. Prearranges must be turned in one(1) day prior to the absence. If the proper procedures are not



followed or signatures are not obtained, the absence(s) will be considered unexcused.

Prearranged Slips must be obtained for the following:

- a. College Visitations - *must have parent/guardian signatures*
- b. Vacations - *must have parent/guardian signatures*
- c. School Activities - *do not need parent/guardian signatures*
- d. Personal Activities - *must have parent/guardian signatures for Middle or High School*

6. APPOINTMENTS DURING THE SCHOOL DAY

Since the Principal has the responsibility for accounting for all students during the school day, students must not leave the building during the school day without reporting to the office and obtaining permission. Appointments should be scheduled outside of school hours if possible. If it is necessary to schedule an appointment during school hours a note signed by a parent/guardian must be brought to the office in the morning. If an appointment is called in over the phone the student will be allowed to sign out but will need a note from the doctor upon returning to school. The student then signs out in the office and signs in upon returning. Students leaving any building without signing out will be treated as truant. Every effort should be made to limit the time away from the building. **Any student absent from class for more than 10 minutes is counted as absent.**

7. ATTENDANCE OFFICER

The Chief of Police is hereby designated as the District 56 Attendance Officer and shall be vested with all rights, powers, duties, and responsibilities pursuant to Nebraska revised statute 79-210.

### TARDINESS

Students who arrive late to school must stop by the high school office and obtain a admit slip. Bus students will not be counted tardy if the bus is late for any reason. When a student acquires (3) first period tardies in a quarter, an office detention will be given and (1) detention for every first period tardy after the initial (3) in a quarter. Between class tardiness will be dealt with on an individual basis.

## **ATTENDANCE PROCEDURES**

Parents/guardians should notify Falls City Public Schools: between 7:30 a.m. and 9:00 a.m. if their child will be absent from school that day. High School 245-2116

1. If a call is not received for an absent student, contact will be initiated by the school. Parents will be contacted via telephone at home or work (as per emergency procedure card).
2. If the school is unable to contact the parent/guardian via phone, then they will be notified in writing via U.S. mail.

## **TRUANCY**

Truancy is defined as a student deliberately not attending school (or specific classes) for an unexcused reason. After one (1) unexcused absence the administrator will inform the student and may inform the parent/guardian and Attendance Officer. After two (2) unexcused absences the administrator will inform the student and parent/guardian and may inform the Attendance Officer. After three (3) unexcused absences the administrator will inform the student, parent/guardian, and the Attendance Officer.

## **ADDITIONAL ATTENDANCE POLICY AT THE HIGH SCHOOL**

For each unexcused absence the student will receive a zero ("0") for classes missed. There will be **NO MAKE UP PRIVILEGE**. The zero ("0") grade cannot be removed for absence from a class and will be averaged with other grades for that grading period. Three (3) or more unexcused absences may result in loss of credit for the classes missed.

An unexcused absence will make the student ineligible for extra-curricular practice or participation in activities on the day of the unexcused absence.

## **REVIEW TEAM, ATTENDANCE OFFICER, HEARING DISCIPLINARY ACTIONS, PROCEDURES; APPEALS**

A student may not exceed five days per quarter or the hourly equivalent. Missing more than 5 days in a quarter will result in a letter to the parent, and a copy to the truancy officer. Missing 20 days or more will result in a letter to the parent and a copy to the county attorney, truancy officer, and student file. An "Absentee Committee" composed of the Principal, Guidance Counselor and his/her classroom teachers could take the following actions.

Options the Absentee Committee could take:

1. Suspension from school - student receives no credit for the semester.
2. Remain in school with recommended stipulations.
3. Another absence will result in the student receiving after school detention for a period of five (5) consecutive days. The time must be made up immediately. Failure to serve will result in five days "Out -of-School" and zeros ("0's").
4. Parental conferences.
5. Referral to the School-Community Intervention Program.

Procedures:

- a. The building Principal will determine whether informal internal procedures are appropriate or formal action is required. The Principal shall refer to the Review Team students who require formal proceedings, those with nine (9) or more absences in any one (1) semester, or violators of Section VI of this policy. If formal action is taken refer to steps 2-8.
- b. If formal action is required, official notice shall be given to the student and parents/guardian as to the date, time, and location of a Review Hearing, the allegations on which the Review Hearing is being conducted, and the right to present evidence and be represented by council.
- c. The Review Hearing shall be a hearing of record. Said record shall be made by audio recording.
- d. The Attendance Officer shall be notified and shall conduct an investigation and report their findings to the Review Team at the hearing along with any action he may have taken pursuant to state law.
- e. The Review Team, upon acceptance of testimony and evidence shall issue a written opinion as to appropriate disciplinary action, if any and establish such guidelines or other special conditions for student attendance as deemed appropriate. Said written report shall be filed with the Superintendent within five (5) working days and mailed to the student and parent/guardian within two (2) working days of receipt by first class mail.
- f. The decision of the Review Team may be appealed by any of the parties concerned to the Superintendent of Schools in writing within ten (10) days of its mailing.
- g. The Superintendent of Schools shall within five (5) working days of receipt of notice of an appeal, set a date and time to hear arguments of the concerned parties and review the record and written determination made at the Review Hearing. Said hearing shall not be less than five (5) days nor more than ten (10) working days after notice is given. If the Superintendent of Schools determines that due process was afforded the student, parent/guardian, and that the action taken by the Review Team was reasonable and within the statutory limits, he shall affirm the decision of the Review Team. However, should the Superintendent of Schools upon appeal find that due process was not afforded the student, parent/guardian or that the decision made was not

reasonable or within statutory provisions, he shall remand the case to the Review Team with appropriate instructions. A new written determination shall be made and mailed to the student and parent/guardian within five (5) working days by first class mail.

- h. The student, parent/guardian may appeal in writing, the decision of the Superintendent of Schools to the District 56 school board by giving the mailing of the Superintendent's decision. The Superintendent shall then set a time, date, and place for the board to review the record and hear arguments. This hearing shall not be less than five (5) nor more than ten (10) working days after notice of appeal is given. The board may affirm or remand to the Review Team with appropriate instructions. The decision of the board shall be in writing and mailed within five (5) working days of the hearing.

#### **REPORTING ABSENCES**

A parent/guardian should notify the Principal's Office between 7:30 a.m. and 9:00 a.m. by calling 245-2116 on the day the student will be absent.

When the student returns to school, he/she should bring a written note from their parent/guardian stating the date and reason for the absence.

#### **MAKE-UP WORK**

The student is expected to make up all work missed during excused absences. He/she will have a reasonable length of time to make up the work. If the work is not completed, a grade or credit can not be given for the course. If the student is gone one (1) day, the student will have one (1) day to make the work up. An incomplete grade carried beyond the end of the semester will be changed to a failure for the course in those cases in which the absence was excused. In these cases, individual arrangements for completion of work may be made through the teacher or the Principal.

#### **LOCKERS AND LOCKER SEARCHES**

High School students will be assigned a locker at the beginning of each year. Students are to use only their assigned locker and are responsible for maintaining a clean locker. Administration will conduct random monthly searches of lockers and document the results of those searches. Locks are available in the office. It is highly recommended that students lock their locker. **FCHS will not be responsible for stolen items.**

**Book bags will not be allowed in any classroom or study hall.**

## **OTHER SEARCHES**

School officials reserve the right to conduct such searches as deemed necessary, including the use of drug-sniffing dogs, to promote a safe and orderly environment in the school. School officials will seek to maintain the least intrusive search methods. **This includes cell phones, I-pods, or any electronic device.**

## **LAW ENFORCEMENT AUTHORITIES**

Law enforcement authorities may be called to assist in such a search if school authorities believe state or federal laws have been violated and the assistance of a law enforcement officers and turn over contraband discovered during the search process.

## **LOCK DOWN**

If an emergency situation occurs in or around the school threatening student and/or staff safety, the school may be placed under a lockdown. During a lockdown, all school doors and windows are locked and all students and staff remain in their classrooms or offices. No one is permitted to leave and no one, except emergency personnel, is allowed on campus.

A lockdown may be implemented for the following reasons (but not limited to): an intruder; a hostage situation; drug dog; weapons violation; local , regional or national emergency when deemed appropriate.

## **CELL PHONES**

1. Students may not use cell phones at all during class times or in the hallways. The phones must be off and out of sight during all class times, in all locations and in all operating modes.
2. Cell phones may be used before school, at lunch, and after school only.

### **If a student violates this policy the following actions will be taken:**

- a. First offense: Cell phone will be taken by the teacher and turned into the office. The school will call the students home. The student may pick up the phone after school. (Office detention)
- b. Second offense: Cell phone will be taken by the teacher and turned into the office. Parent/Guardian must pick up the cell phone. (Office detention)
- c. Third offense: Cell phone will remain in office until the end of the semester. At that time it will be released to the student. (Office detention)

**USE OF ELECTRONIC DEVICES (I-Pods, MP3 players, etc...)**

Each teacher is responsible for classroom rules, some teachers will permit electronic devices in their classroom while others may not. Students need to know where they are allowed, when they are allowed and not. Falls City High School assumes NO responsibility for lost, stolen or broken electronic devices in the school, as each student is responsible for their own belongings. Electronic devices used inappropriately will be treated just like cell phones. (Previous page)

**CARE OF SCHOOL EQUIPMENT**

Any student, who willfully cuts, defaces, or otherwise damages property belonging to the school is subject to suspension. Additionally the student and parent/guardian shall be liable for all damages caused by the student.

**CLOSED CAMPUS**

FCHS is a closed campus, which means no student is allowed to leave school grounds, unless they have received permission from the Principal's Office. A closed campus also means visitors are not allowed to disrupt students attending school.

**CAFETERIA**

The school cafeteria prepares well balanced lunches each full school day. No food or drink will be allowed in any classroom. In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability. To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, or call (800) 795-3272 (voice) or (202) 720-6382 (TTY). USDA is an equal opportunity provider and employer.

**HIGH SCHOOL PARKING LOT POLICY**

1. Students should use the most direct route to and from home. Students are to park only in designated student parking areas.
2. A student's motor vehicle is not to be driven from the parking lot during the student's school day unless they have approval from the Principal's office. Students are not to be permitted to go to the parking lot during class time without office approval.
3. Violators are subject to corrective action, which may result in suspension. Violators will be handled by school rules and regulations, the local police, or if necessary, banned from school parking.

### **LEAVING SCHOOL GROUNDS DURING REGULAR HOURS**

Students must receive permission from a parent/guardian and the Principal's Office to leave school grounds during the regular school day. Students are required to sign out at the office prior to leaving and sign in at the office when they return.

### **SOLICITATION**

Falls City Public Schools and staff support the many clubs, activities and civic organizations that our students belong to. We ask that sales and fundraising activities be conducted outside of the school day. Sales and fundraising should be conducted at staff member's homes rather than in school.

### **DAILY BULLETIN**

The daily bulletin is the primary means used to communicate with the student body. The bulletin is available on PowerSchool all day and is read 1<sup>st</sup> period to students. Students and teachers are held responsible for adhering to all notices or regulations that may appear in it. Notices for the bulletin must be submitted in writing and approved by a teacher the day before the bulletin is to be printed. Please turn notices into the Principal's Office so that they may be included in the next day's bulletin. A copy is printed and posted outside of the office daily.

### **TELEPHONE**

**Students will not be called to the phone except in an emergency.** Students may use their cell phones in the office to call parents who have a legitimate reason to call home or have permission from office staff. Office phones will be available for students who have a legitimate reason to call home or for emergency use only

### **COPY MACHINE**

The copy machine is off limits to students unless authorized by the Principal's Office. If it is necessary for a student to use these machines for class related projects, there will be a ten (10) cent charge for each copy produced.

### **COMPUTER/INTERNET USE**

All students and their Parent(s)/Guardian(s) that have permission to use the internet and the computer network have signed the Falls City Public School District Acceptable Use Policy and acknowledged responsibility of abiding by the Terms and Conditions for the FCPS computer network. Violation of any regulation is unethical and may constitute a criminal offense. Upon committing any violation, access privileges will be revoked a minimum of ten days, other disciplinary action, and/or appropriate legal action may be taken.

## **RISKS OF INTERNET USE AND SOCIAL NETWORKING SITES**

The purpose of this message is to give Falls City High School students information about the risks of using the Internet, MySpace, Facebook, YouTube, Twitter, and similar social networking sites. These sites are public sources of information. Information posted on the Internet is public and may be seen by school administrators, law enforcement officers, scholarship committees, and prospective employers. That information may lead to disciplinary actions by the school, criminal charges by law enforcement. We encourage students to use the Internet and social networking sites responsibly.

## **iPAD USE**

The consequences for student who abuse their iPad privileges are as follows:

<u>Violation</u>	<u>1<sup>st</sup> Offense</u>	<u>2<sup>nd</sup> Offense</u>
a. Unattended/failure to check in	1-day	3 days
b. Inappropriate-unauthorized apps/usage	3 days	6-10 days
c. Inappropriate music/voice recordings	3 days	6-10 days
d. Failure to comply with teacher request	3 days	6-10 days
e. Abuse of iPad ad and or accessories	3 days	6-10 days
f. Inappropriate pictures/internet site	3-10 days	20 days

The administration and technology personnel retain the right to suspend a student's iPad for a longer period of time if the offense warrants. Other offenses will be dealt with on an individual basis. This includes suspending the iPad for the remainder of the semester or school year. Suspension days are school days. All high school handbook procedures will apply.

## **LOST AND FOUND**

A lost and found department is maintained in the Principal's Office.

## **DANCE RULES**

1. All students who attend a dance are to stay inside.
2. If a student leaves the dance, they will not be readmitted.
3. Dances are intended for FCHS students. Outside dates must be approved prior to the dance by the high school administration. No Middle School students or dates over 20 are allowed.

## **PEP RALLIES**

Pep rallies are scheduled for athletic events. All students must attend these functions if during the school day.



## **MEDICATIONS**

**Nonprescription medications will not be given by the school at any time.**

**This includes aspirin!** If a student must take medication during school hours, a note from the doctor as well as the parent/guardian must accompany the medication. The medication must be in the original prescription container and held in the Principal's office along with the permission slips. The student may go there at the prescribed time to take the medication.

## **STUDY HALL RULES**

1. Students will be in their seats when the bell rings.
2. Students will not talk without permission.
3. Students may not check out of study hall the first 10 minutes.
4. Students may check out to the Media Center 20 minutes after study hall begins. Limited to 5 students at a time.
5. Students may only check out of study hall 1 time each day.
6. Only 1 student at a time will be checked out to get a drink, use the restroom, or go to the office.
7. Students leaving study hall must have a pass and sign out and back into study hall. Students must return to class before the bell rings.
8. Students are expected to use study hall time to study. If they do not have homework they should bring something to read.
9. All passes to instructors must be obtained prior to study hall. Students are to return prior to the end of study hall with the pass signed.

## **GUIDANCE OFFICE**

Students are always welcome in the guidance office. The high school guidance counselor aims to provide a comprehensive developmental program for students 9-12.

The counselor is there to help with academic planning, as well as to encourage the social and personal development of each student. Listed below, are a few reasons students use the resources that are available in the guidance office:

### **1. Academic Achievement & Career Development:**

- proper course selection/educational planning-goal setting
- dropping/adding classes
- credit checks for graduation
- post secondary planning (college-vocational/career-military-workforce)
- national testing information (ACT & SAT) & -standardized testing (TerraNova)
- financial aid information-FAFSA forms

-college & scholarship recommendations

-scholarship search information

**2. Personal & Social Development:** The counselor is prepared to assist students and their families with any of the following that might hinder student success.

-conflict resolution

-friendship skills

-anger management

-attendance issues

-abuse & neglect

-self-destructive behaviors

Ultimately, the school guidance counseling program is structured to empower students to achieve success in high school and to develop into contributing members of society.

### **SCHEDULE CHANGES**

Registration for the next year's courses is done the preceding spring. The registration form must be signed by the parent/guardian, and is considered final.

Changes in class registration may be allowed under limited conditions:

1. During the first 3 days of classes in the semester.
2. A parent/guardian's signature is required for most schedule changes.

### **TEXTBOOKS**

Textbooks are furnished free of charge to students. Many students choose to put covers on their book which prolongs the life of the books. Fines will be assessed in cases of unusual wear and tear or for willful destruction or loss.

### **FIRE DRILLS**

Fire drills are held periodically throughout the year without notice.

Students are requested to walk, not run when evacuating the building. It is important that the exit of students be orderly. Each classroom has specific information to follow during a fire drill.

### **TORNADO/SEVERE STORM PROCEDURE**

In the event of a severe storm, an alert will be sounded over the intercom and by short successive bursts of the bells. Students will be notified by their classroom teachers of emergency instructions. 2 severe storm drills will be conducted each year.

### **HOMEBOUND PROGRAM**

Students who are physically unable to attend regular school classes may apply for this program. Generally, a student must be in need of home or hospital services for a period of at least two (2) weeks. A student or parent/guardian must present a note to the school from a physician stating that the student is medically

unable to attend classes. Homebound instruction will be coordinated through the Guidance and Principal's Office.

### **INSURANCE**

Insurance is available for students. They must enroll and pay premiums to be eligible for benefits. If medical costs exceed scheduled coverage, the parent/guardian can absorb the balance. Applications may be picked up at the office at the beginning of the school year.

### **PARENT CONFERENCES**

Parent/guardians may make appointments for conferences with teachers, the counselor, or principal at anytime by telephoning the High School Office (245-2116). We encourage parent/guardians to communicate with us on items of concern, interest, etc. It is very important that you take an active part in your student's education and that he/she knows you are interested. Parent-Teacher Conferences will be held twice during the school year. Please take advantage of these conferences to communicate with your student's teachers.

### **STUDENTS RIGHTS**

Students at FCHS are not selected or judged for admission to any classes or programs, either vocational, academic, non-academic, or extra curricular on the basis of tests or other criteria which would have the effect of disproportionately excluding persons of a particular race, color, national origin, sex, disadvantage, or handicap.

### **POLICY STATEMENT**

Falls City Schools do not discriminate on the basis of race, national origin, creed, age, marital status, sex, or disability in its educational programs, activities, or employment practices as required by Titles VI and VII of the 1964 Civil Rights Act, Title IX of the 1972 Education Amendment, the Federal Rehabilitation Act of 1973 and the Nebraska Equal Opportunity in Education Act.

### **STUDENT PASSES**

Students will be assigned a pass by their teacher to leave the room for personal reasons. (drinks, restroom, office, etc...) Students are required to get a pass in advance from another teacher to leave and go to that teacher's classroom.

## **MESSAGE FOR PARENTS REGARDING CONDUCT**

### **CODE OF CONDUCT**

Good discipline originates in the home. The parent/guardian is the first teacher of the student, and should develop in them good behavioral habits and proper attitudes towards school. A parent should:

1. Recognize that the teacher takes the place of the parent/guardian while the student is in school.
2. Teach the student respect for law, authority, the rights of others, and private/public property.
3. Arrange for proper and regular school attendance; comply with attendance rules and procedures.
4. Work with the school in carrying out recommendations made in the best interest of the student, including discipline.
5. Talk with the student about school activities; show an interest in their report cards and progress.

### **STUDENT CONDUCT**

An environment that allows teachers to teach and students to learn must be maintained at FCHS. Therefore, the following behaviors are considered inappropriate in our school's environment and are subject to detention, in-school suspension, out-of-school suspension, or expulsion depending on the severity of the inappropriate behavior:

1. Swearing or foul language.
2. Damaging school or private property (Student and/or parent/guardian will be required to pay for damage).
3. Stealing.
4. Cheating/Plagiarism (Student will receive a "zero" for a grade for that particular assignment in question).
5. Unexcused absences and/or tardiness.
6. Disruptive behavior.
7. Snowball and/or rock throwing.
8. Possession and/or use of water guns and squirt bottles.
9. Possession and/or use of fireworks, smoke bombs, stink bombs, poppers, and etc.
10. Setting off a false fire alarm or making bomb threats.
11. Loitering, which includes unauthorized presence on school property.
12. Insubordination or disrespect toward any employee.
13. Violation of individual building and/or classroom rules.
14. Displays of affection are not acceptable behavior.
15. Being in the halls without a pass/planner.
16. Forging signatures.
17. Violation of the dress code.
18. Bullying students. (Cyber Bullying)

19. Failure to complete homework or assignments on time.

Student conduct that constitutes grounds for exclusion, expulsion, suspension, and/or reassignment, subject to the procedural provisions of the Student Discipline Act.

1. The use of violence, force, coercion, threat, intimidation, or other conduct that constitutes interference with school purposes.
2. Willfully causing or attempting to cause damage to property.
3. Stealing or attempting to steal property.
4. Causing or attempting to cause personal injury to a school employee, a school volunteer, or to a student. Personal injury caused by self defense or other action undertaken on the reasonable belief that it was necessary to protect yourself or some other person may not constitute violation of this subdivision.
5. Knowingly possessing, handling or transmitting any object or material that is ordinarily or generally considered a weapon.
6. Engaging in use of, possession of, selling of, or dispensing of a controlled substance, imitation controlled substance, alcoholic liquor, tobacco, vapor products or e-cigarettes. Any student caught in possession of drug paraphernalia.
7. Being under the influence of a controlled substance or alcohol. Suspected impairment based on actions or odor will result in: (Investigation, Parent notification, Law enforcement contact)
8. Sexual harassment as defined by board policy.
9. Engaging in any activity forbidden by the law of the State of Nebraska in which said activity institutes a danger to other students or interference with school purposes.
10. Excessive absences from school as outlined in the School Attendance Policy.
11. Continual violation of school rules.
12. Sexually assaulting or attempting to sexually assault any person. If a complaint has been filed by a prosecutor in a court of competent jurisdiction alleging that the student has sexually assaulted or attempted to sexually assault any person, including sexual assaults or attempted sexual assaults which occur off school grounds at a non educational function or event. For purposes of this subdivision, sexual assault shall mean sexual assault in the first degree and sexual assault in the second degree as defined in State Law. Includes date violence.
13. Extortion by threatening or intimidating any student, school volunteer, or school employee for the purpose of or the intent of obtaining money or anything of value.

The above violations of Student Conduct Policy are not intended to be all inclusive. Although something may not be listed in this handbook as being a violation of Student Conduct Policy it does not mean that all other behaviors will be accepted as appropriate. Other types of behavior deemed improper will be dealt with on an individual basis.

**Due process procedures for exclusion and suspension of five days or less:**

1. Investigation by the Principal.
2. Oral or written notice of charges to the student.
3. Opportunity for the student to present his/her version.
4. Written statement to student and their parent/guardian.
5. Principal and parent conference before the student returns to school.
6. Make up work will be allowed for In-School Suspension only.

**Due process procedures for long term suspension, expulsion, or mandatory reassignment:**

1. Investigation by the Principal
2. Written notice of charges to the student.
3. Opportunity for the student to present their version.
4. Written charge and summary of evidence filed with the Superintendent.
5. Written notice sent to student and their parent/guardian by registered or certified mail informing them of their rights under the Student Discipline Act. The written notice is to include:
  - a. violation and summary of evidence
  - b. recommended penalties
  - c. right to a hearing
  - d. hearing procedures
  - e. right to examine evidence and identity of witnesses
  - f. request for a hearing form

**DRESS CODE**

It is the intention and desire of FCHS to create an atmosphere and environment conducive to student learning. We recognize that while some styles of clothing may be "cute, popular and in-style" they may not be appropriate for the learning atmosphere we hope to encourage at school. While some shirts and tops might be appropriate for shopping, going to the movies, hanging out with friends, etc., they are not appropriate to wear at school during the school day. (See # 3 below) Responsibility for student appearance and attire at school should be primarily that of the parent/guardian and student. Students should come to school clean in his/her person and dress. All students should take pride in their personal grooming. An individual's dress, personal appearance and cleanliness, like his/her behavior, should reflect a sensitivity to and respect for others. Good appearance promotes good behavior and proper clothes encourage self-confidence. Appearance which is disruptive to the educational process or endangers the safety or health of others is not allowed. Therefore, certain

restrictions do apply in order to promote the general well-being of the student body.

Clothing that is not allowed to be worn at school or during P.E. classes includes any thing that does not conform to the safety and health of the learning environment. Specifically the following items are not allowed:

1. Any gang-related symbol worn, written, carried, displayed, or communicated will not be tolerated. (Gang related symbols may include hats, caps, coats, jackets, sagging pants/below hips, bandannas, and/or handkerchiefs.)
2. Any clothing that is torn, ripped, see-through, or exposes undergarments is prohibited. (No pajama pants)
3. Shirts or blouses exposing the midriff or cleavage (bare chest) are prohibited.
4. Any top which has spaghetti straps is prohibited unless it is worn in the combination with another top which has a minimum 2 inch width sleeve over the shoulder, (cap sleeve)
5. Tube tops, halter tops, and strapless tops are prohibited.
6. Sports bras worn with tank tops are prohibited.
7. Tank tops which have large or cut out arm holes are prohibited.
8. Sleeveless shirts or tops are prohibited. All shirts must have a minimum 2 -inch width sleeve over the shoulder.
9. Hats, caps, or other headwear of any type are prohibited in the building during the day.
10. Students are not to wear chains of any type on or connected to their clothing.
11. Students are prohibited from wearing any type of coat to class. These should be hung in the locker at the beginning of each day.
12. All footwear will be worn during the day. (No slippers)
13. Any clothing or jewelry with lettering, slogans, emblems, or pictures which advertise alcoholic beverages, tobacco products, drugs, obscenities, and sexual innuendoes will be prohibited.
14. Yoga pants that are not covered by an appropriate length shirt.

Due to recent decisions identifying and clarifying the rights of all members gathered in public schools, the wearing of any clothing which disrupts the educational process is prohibited. For example, if an instructor decided that an article of clothing bears a message that any student in the class would find objectionable, or that the instructor finds objectionable, then the educational process has been affected. The student will be asked to change the article of clothing.

**DETENTION**

Detention is defined as the time and/or work to be made up because of inappropriate student behavior. Detentions given by teachers should be served with that teacher and are subject to the time and guidelines established by that teacher. Detentions issued by the Principal or any faculty member through the Principal must be served within a 24 hour period. Failure to serve the detention within the 24 hour period will result in the doubling of issued detention time. Failure to serve the doubled detention time will result in an Out-of-School Suspension until all time is made up and a parental conference is held. After the third disciplinary detention is given the student will receive an "in-school" suspension. If a student receives six detentions they will receive a one day "out-of-school" suspension with zero's (0's) for their classes. The eighth detention will result in an automatic five (5) day "out of school" suspension, with zero's (0's) for their classes. A parent conference must be held before the student may re-enter school. Detentions are served in room 1341 from 3:30 p.m. until 4:00 p.m. or in the Principal's office before school.

**IN-SCHOOL SUSPENSION**

In-School Suspension is defined as removal of a student from the regular classroom and assigning the student to an isolated area. Students will be given homework to do and will receive credit for their work.

**OUT-OF-SCHOOL SUSPENSION**

Out-of-School Suspension is defined as prohibiting the student from being on school grounds for the duration of the suspension. Students will receive "zeros" for the "time out of school".

**EXPULSION**

Expulsion is defined as prohibiting the student from being on school grounds for a minimum of ten (10) days. Expulsion may be up to two (2) semesters.

**BUS RIDING**

All parents are encouraged to call the Transportation Supervisor at 245-2204 if their child will not be riding the bus on a given day. The Transportation Supervisor can communicate that information to the drivers while the route is in progress, thus saving travel distance and time. If your child will not be riding home on the bus or riding a different bus to another home; TWO notes must be sent, one to the bus driver involved, and one to your child's teacher. In addition, students who normally do not ride the bus but are going home with another child must also send notes.



## **BUS RULES**

The following are some of the school bus rules that we all need to be aware of:

1. When riding school transportation the student is responsible to abide by all handbook rules.
2. Students who ride school vehicles to an away activity are to ride school vehicles home unless they have a note signed by their parent and given to the sponsor at the activity by the parent. If they do not have a note they will ride home with the rest of the activity group.
3. Electronic devices with headphones may be played on buses or vans. Video games may be played as long as they have a mute button on them or no sound at all. If these rules are abused while you are on the bus, the game will be taken away. When you return home it will be returned to you and the incident will be reported to the Principal.
4. Outside of ordinary conversations, classroom conduct is to be observed by students. Any student who is guilty of unbecoming conduct, of using inappropriate language (talking or singing), or abusing or making derogatory remarks about sponsors, drivers, or other students may forfeit the right to ride on the bus.
5. There will be no smoking or use of tobacco of any form and no use of or possession of drugs or alcoholic beverages on school vehicles.
6. Students are not to stand to get off the bus until the bus has come to a complete stop.
7. No one is to exit out the rear door of the bus except in an emergency.
8. It is now a state law that when seat belts are provided in school vehicles, all passengers will wear them.
9. Once in motion:
  - a. no movement in the bus is recommended
  - b. riders should have one leg (if not both) out of the aisle.
  - c. riders should have one shoulder (if not both) behind the bus seat in front of their seat.
  - e. all students will be quiet when nearing and stopping at railroad crossing

## **STUDENT ACTIVITY PARTICIPANTS**

### **Not riding team transportation from activity:**

If a parent/guardian wishes to have their student participant ride home for an activity with them, they must make direct contact with the coach/sponsor after the activity, provide a signed note of explanation to the coach/sponsor, and directly take their student participant from the school vehicle.

If a parent/guardian wishes to have their student participant ride away/home from a student activity with someone other than the parent/guardian, **they must pre-arrange this in the school office by completing the Release Form at least one day in advance of the activity.** The person to be designated as the responsible party must be at least 21 years of age. The principal, if approved, signs the form instead of the coach/sponsor. The form will be given to the coach/sponsor by the office. The responsible party must directly contact the coach/sponsor after the activity to take the student. The coach/sponsor may request identification if needed to verify name/age. The responsible party must be named on the **Release Form** and cannot be changed without a new form being completed and approved.

It is important to understand that the taxpayers of the district are providing the activity transportation and, along with coach/sponsor standards for their activity, expect the student participants to ride the team/group with few exceptions.”

The sole exception to the above is for Richardson County Fair Day, on which there is no school in session. Due to long-standing expectations for our marching bands, parent/guardians may send notes to the band director, ahead of time, excusing their student participant from riding home on the bus. Such a note implies that the parent/guardian has arranged other appropriate transportation for their student participant and absolves the district from further responsibility.

## **PEP BUSES**

High School students may request a pep bus, **for high school students**, for away activities. The following conditions must be met, 1) teacher sponsors set by principal (non-teacher sponsors may also be added, not to include cheer teams coaches, 2) minimum of 25 students riding, 3) students must pay the predetermined bus fee in the office before departure, 4) students are responsible for their own admission and any other expenses, 5) available vehicle and driver. Pep busses will not be sent when school is in session. Should the pep bus be for multiple events in a day, a supervised itinerary must be approved by the principal for the period of time between events. No pep bus will be permitted for overnight. The pep bus must be requested in the high school office no later than two school days prior to the activity, in order that requirements can be checked and met. If all conditions can't be met, students will need to secure their own transportation.

## **DISMISSAL FOR STATE PARTICIPATION**

Students may receive excused absences, with parent permission and pre-arranged, to attend postseason/state activities that FCPS teams and individuals

are participating in, in accordance with school procedures for obtaining the admit slip and completing school work. Such absences will not be included toward the semester testing policy at the high school.

For state (not sub district or district qualifying) competition in football, volleyball, softball, and basketball, it is possible that school may be dismissed in time for students/staff to attend the games(s). Once it is known whether a team has qualified and the schedule of the state competition for the team, those decisions will be made. As a reminder, refer to the pep bus information.

### **CONDUCT REPORTS**

Students who cannot follow the rules of the bus will have a conduct report filled out. The following action will be taken depending on how many conduct reports are filled out: **1st Report** - Must be signed by parent/guardian. If the report is not signed and returned, the student will be sent to the Principal's office for an explanation. **2nd Report** - The student will be sent to the Principal's Office for a conference with the Principal and Transportation Supervisor. **3rd Report** - No bus privileges for one week. **4th Report** - No bus privileges for one month. **5th Report** - No bus privileges for one semester. Depending on the seriousness of the offense, they may be put off the bus for an indefinite period of time, even if it was the first offense and conduct report filled out.

### **FALLS CITY PUBLIC SCHOOLS**

#### **BOARD POLICY**

**CODE: 7115**

#### **STUDENT CONDUCT**

It is the policy of the Falls City Public Schools to comply with the Student Discipline Act of 1994 and ensure all students receive fair treatment consistent with their constitutional rights within the context of an orderly and effective educational process. The Board of Education directs the Superintendent or designee to establish and promulgate rules standards which are reasonably necessary to carry out or to prevent interference with carrying out the educational function.

Adopted: January 9, 1995

Revised: October 13, 1997

### **FALLS CITY PUBLIC SCHOOLS**

#### **BOARD POLICY**

**CODE: 7115**

#### **STUDENT CONDUCT**

##### **Right to Notice**

It shall be the duty of the Superintendent or Designee to provide notice to each student and his or her parent or guardian of all rules and standards concerning student conduct. In the event there are changes in the rules and standards, such changes shall not take effect until the Superintendent or Designee has made a

reasonable effort to distribute the test of such changes to each student and his/her parent/guardian.

**Due Process**

It shall be the duty of the building Principal to provide any student who is excluded, suspended, expelled or reassigned with their rights as spelled out by state statute.

**Student Conduct**

Student conduct that shall constitute grounds for exclusion, suspension, and/or reassignment, subject to the procedural provisions of the Student Discipline Act.

**The use of violence, force coercion, threat intimidation, inappropriate language or similar conduct in a manner that constitutes interference with school purposes.**

- Willfully causing or attempting to cause damage to property.
- Stealing or attempting to steal property.
- Causing or attempting to cause personal injury to a school employee, or a school volunteer, or to a student. Personal injury caused by self defense or other action undertaken on the reasonable belief that it was necessary to protect yourself or some other person may not constitute violation of this subdivision.
- Knowingly possessing, handling, or transmitting any object or material that is ordinarily or generally considered a weapon.
- Engaging in the unlawful possession, sale or use of a controlled substance, imitation controlled substance, or alcohol.
- Being under the influence of a controlled substance or alcohol.
- Sexual harassment as defined by board policy.
- Engaging in any activity forbidden by State of Nebraska law or which constitutes a danger to other students or interferes with school purposes. -Excessive absences from school as outlined in the school attendance policy.
- Continual violation of school rules.
- Sexually assaulting, attempting to sexually assault any person or if a complaint has been filed by a prosecutor in a court of competent jurisdiction alleging that the student has sexually assaulted or attempted sexually any person. This includes sexual assaults or attempts which occur off school grounds or during a non-educational function or event. For purposes of this subdivision, sexual assault shall mean sexual assault in the first degree and sexual assault in the second degree as defined by State Law.

- Extortion by threatening or intimidating any student, school volunteer or school employee for the purpose or intent of obtaining money or anything of value. (Cyber bullying)

**The above violations of the student conduct policy are not intended to be all inclusive. Although certain conduct may not be listed in this handbook as being a violation of the student conduct policy this does not mean that these behaviors are considered as appropriate. Other types of behavior deemed inappropriate will be dealt with on an individual basis.**

### **Short Term Suspension**

Due process procedures for exclusion and suspension of five days or less (authority vested with the building principal):

- Investigation by the Principal.
- Oral or written notice of charges to the student.
- Written statement to the student and their parent/guardian.
- Principal and parent/guardian conference before the student returns to school.
- Make up work will be allowed for in-school suspension.
- Make up work may be allowed for out of school suspension at elementary and middle school.

### **Long Term Suspension/Expulsion**

Due process procedures for long term suspension (exceeding five (5) but less than twenty (20) days), expulsion, or mandatory reassignment:

- Investigation by the Principal.
- Written notice of charges and summary of evidence supporting such charge shall be filed with the Superintendent.
- Within two (2) school days after the decision, written notice to the parent or guardian by certified return receipt mail informing them of rights established under the Student Discipline Act.
  1. Violation and summary of evidence
  2. Penalty recommended by Principal and any other penalties
  3. Right to a hearing
  4. Hearing procedures
  5. Right to examine evidence, know identity of witness and substance of their testimony
  6. Request for hearing form

### **Expulsion/No Alternative School**

Due process prior to the expelling (twenty days or longer) of a student unless the expulsion was required by Section 79-283(4) (i.e., firearm offense).

Plan development - A conference shall be called by a school administrator and help to assist the district in the development of a plan with the participation of:

1. Parent or legal guardian
2. Student
3. School representative
4. Representative of either a community organization with a mission of assisting youth or an agency involved with juvenile justice. Adoption of Plan - The plan shall be in writing, adopted by a school administration, presented to the student and the parent/guardian, and shall contain:
  - a. Specific guidelines and consequences for behaviors which have been identified as preventing the student from achieving the desired benefits of the educational opportunities provided.
  - b. Identify educational objectives that must be achieved in order to receive credits toward graduation.
  - c. Specify the financial resources and community programs available to meet both the educational and behavioral objectives identified.
  - d. Require the student to attend monthly reviews in order to assess their progress toward meeting the specified goals and objectives.

**Expulsion/Firearm Violation**

Any student found knowingly and intentionally possessing, using or transporting a firearm on school grounds, in a vehicle owned, based or contracted by the school and being used for school purposes or in a vehicle being driven for a school purpose by a school employee or designee or at a school sponsored activity/athletic event **will be expelled from school for a period of not less than one year.** A firearm is defined in Section 18 U.S.C. 921. Expulsion may be modified by the Superintendent of School on a case by case basis.

Adopted: January 9, 1995

Revised: October 13, 1997

**REQUEST FOR HEARING**

**We hereby request a hearing on discipline procedures taken against my son/daughter \_\_\_\_\_.**

**Signed:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**A request for hearing form must be filed with the Superintendent of Schools within five (5) school days of receiving the written notice of disciplinary action.**

### ACTIVITIES - HEAD COACHES

Cross Country	Cody Hawley
Football	Darin Fritz
Softball	Jason Bredemeier
Volleyball	Julie Frederick
Wrestling	Nick Kraft
Boy's Basketball	Don Hogue
Girl's Basketball	Max Milam
Boy's Track	Cody Hawley
Girl's Track	Terri Hogue
Golf	Lee Kurpgeweit
Cheerleading	Alison Roland

### SPONSORS

Speech	Kris Simon
Yearbook	Vicky Zoeller
Instrumental Music	John Furrow
Stage Band	John Furrow
Pep Band	John Furrow
Vocal Music	Alisha Sutton
Choir	Alisha Sutton
Student Council	Sara Barker
Quiz Bowl	Gale Dunkhas
National Honor Society	Gale Dunkhas
Foreign Language	Rita Weaver
FFA	Brian Miller
FCCLA	Stefanie Wenz
Mock Trial	Lee Kurpgeweit
"F" Club	Don Hogue
One Act Play	Kris Simon

### ELIGIBILITY FOR ACTIVITIES

This policy covers all extra-curricular contests and/or performances. All Participants must abide by the Nebraska School Activities Association guidelines.

To be eligible to participate in high school extra-curricular activities and/or performances, a student **must not have failed more than two courses the previous grading period.** If a student is declared ineligible they will remain ineligible until the next grade period at which time eligibility will be determined. Eligibility for fall extra-curricular activities and/or performances will be determined by second semester grades of the previous year. Extra-curricular activities and/or performances are defined as any activity that is sponsored by FCHS.

**Grade reporting periods are every 4.5 weeks, nine weeks, 13.5 weeks and semester.**

The Principal's office, coaches, and sponsors will check the eligibility of all participants at the beginning of each 4.5 week grading period and thereafter each time an ineligible list is forwarded from the Principal's office.

During the period of ineligibility, the sponsor/coach, activities director, and Principal will determine if the ineligible student will be allowed to practice.

Any student who is observed by a staff member, law enforcement official; or if there is substantial evidence the student may have:

1. Possessed alcoholic beverage(s), tobacco product(s), or illegal drug(s)
2. Used alcoholic beverage(s), tobacco product(s), or illegal drug(s)
3. And/or committed a theft, vandalism, or other serious offense on or off school grounds  
He/she will be declared ineligible for extra-curricular activities, dances, and school functions and/or performances. It will also cause them to be ineligible for the "Athlete of the Year" honor.

The length of ineligibility for any one school calendar year will be:

1. First Offense - Four school calendar weeks.
2. Second Offense - The remainder of the school year.  
Any student who is under Out-Of-School or In-School suspension will not be eligible to practice for or participate in extra curricular activities and/or performances during the duration of their suspension.

All sponsors/coaches have the right to set additional rules for their activity. Special regulations such as training rules, conduct rules, and rules for students while on school sponsored trips also apply to extra curricular activities. Complete regulations will be made available by sponsors to students. An extra curricular activity or school performance is defined as a non-graded activity.

### **ABSENCES IN CONJUNCTION WITH EXTRA CURRICULAR ACTIVITIES**

On the day of an activity a student must not miss more than two (2) class periods, unless on a school sponsored activity or with permission from the Principal, and have no unexcused absences to be eligible to practice or participate in any extra curricular activity.

### **PHYSICAL EXAMINATIONS**

Students who expect to participate in athletic events need to turn in a NSAA recommended physician's certificate to the Principal or Athletic Director once a year, before actual participation in any inter-school sport. This form is necessary to certify that the student is physically fit for athletic participation. The examination must be after the close of the previous school year.



## **STUDENT SPORTSMANSHIP**

Spectators Should:

1. Stay in the bleachers and not go onto the playing surfaces at any time including after the end of the game.
2. Realize that school authorities will take the proper action against anyone who disobeys rules and regulations.
3. Know and demonstrate the fundamentals of sportsmanship.
4. Cooperate with the cheerleaders.
5. Respect property.
6. Respect the judgment of the coach and game officials.
7. Avoid abusive and profane language and obnoxious behavior.
8. Censure fellow students whose behavior is unbecoming.
9. Exert pressure on fellow students whose conduct is unbecoming.
9. Shirts on fans are required at all school activities. Any violation of student sportsmanship will not be tolerated and could result in removal from all activities for the rest of the school year.

## **STUDENTS NOT WANTING TO RIDE THE BUS HOME FROM AN ACTIVITY**

Students who do not wish to ride home on the activity bus need to have their parent/guardian make contact with the sponsor at the event site and complete a student release form.

## **SCHOOL SONG**

We will fight, we will fight for the Orange and Black; Fight till the battle's won. We will fight, we will fight, for the Alma Mater every loyal son and daughter. Give a cheer, give a cheer for the Orange and Black, we will see you through. Onward now keep up your courage, we will win tonight.

(1. As we fight, fight, fight for you.) (2. FIGHT, FIGHT, FIGHT, TIGERS, TIGERS, FIGHT, FIGHT, FIGHT, TIGERS, TIGERS FIGHT!)