

FOSTORIA MIDDLE SCHOOL
STUDENT HANDBOOK 2008-2009

1202 H.L. FORD DRIVE
FOSTORIA, OHIO 44830
PHONE: (419) 436-4120
FAX: (419) 436-4169

Diana Weasner, Principal
Andrew Sprang, Assistant Principal
Teresa Vogel, Guidance Counselor
Sue Seidler, Secretary
Jane Burns, Secretary

Main Office	436-4120	School Psychologist	436-4108
Attendance Office	436-4121	School Nurse	436-4106
Guidance Office	436-4175	School Food Service	436-4180
		School Transportation	436-4105

This student handbook belongs to:

Name: _____

Address: _____ City/Town: _____

Phone: _____ Homeroom: _____



FOSTORIA COMMUNITY SCHOOLS

Dr. Cynthia A. Lemmerman

Pam Barber, CPA

Richard Heintschel

Superintendent

Treasurer, CPA

Interim Assistant Superintendent

Rod Echelberry
Director of Operations

Deborah Pirolli
Director of Special Education

Fostoria Community Schools

Fostoria Middle School Handbook

Dear Students and Parents,

Welcome to Fostoria Middle School. We are pleased to have you as partners to begin this educational year. One of our goals is to assist all students and parents to feel a part of our school district. To accomplish that goal, we ask that you read this handbook together. It is designed to provide you with information about every part of the Middle School program.

In discussing the start of a new school year with your child, focus on the exciting learning experiences your child will have each day. The school calendar will outline upcoming events and days that school is not in session. This will be a good time to review expectations about attending school every day. Your involvement and parental guidance have never been more important.

We provide a safe and secure learning environment in all of our schools. All children are expected to understand and follow the Code of Conduct. We need to work together, as the home and school connection, to reinforce all procedures.

Promotion to the next grade level will be based on passing a minimum of 80% of the performance indicators for each subject. Your child's teacher will report progress through student led conferences, progress reports, quarterly grade reports, and parent phone calls. Open communication between home and school is crucial for a successful school year.

The entire Fostoria Community Schools staff is committed to all children reaching their highest academic level. Your child will be challenged and guided daily to meet these high standards. We know each child will have a successful year.

Cordially,

Dr. Cynthia A. Lemmerman
Superintendent of Schools

500 Parkway Drive, Fostoria, Ohio 44830

Phone: 419-435-8163 Fax: 419-436-4153

FOSTORIA COMMUNITY SCHOOLS

Fostoria Middle School

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1202 H.L. Ford Drive
Fostoria, OH 44830

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Andrew Sprang

Assistant Principal
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Teresa Vogel

Guidance Counselor
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Fostoria Middle School: Making Progress—Not Excuses!

Dear Parents and Guardians of FMS Students:

We welcome you and your child to Fostoria Middle School. Whether it is your first or third year with us, we want you to know that providing a quality education for our students is the reason we are here. Not only does a school need good teachers (the single most important element in your child's education), a school needs caring, involved parents like you to help make the year successful.

To that end, we want you always to know what is going on at school. What follows is our handbook, which can answer many of your questions about the guidelines that help us provide the best education possible.

Please be familiar with our school handbook and discuss its contents with your child. We will make every attempt to contact you when your child experiences an academic or disciplinary problem at school. We encourage you to call whenever you have a question--in most cases, administrators, guidance counselors, and teachers will be able to speak or meet with you in a day's time.

Your opinion about your child's education is important to us, so please do not hesitate to call or stop in! The more you know about what is happening at school, the better partner you can be in your child's education. Please fill out the form on the last page (acknowledging you have read the handbook) and return it to the school.

Sincerely yours,

Diana Weasner, Principal

Andrew Sprang, Assistant Principal

ADMINISTRATION

Continuous Improvement Plan	28
Parent Advisory Council (PAC)	31
Parent/Teacher Conferences	15
School Calendar	6
School Fees	32
School Hours	8
Student Records	36
Tape Recording	36
Testing	27
Tuition	8
Unfavorable Weather	36
Visitors	36

ATHLETICS & ACTIVITIES

Co/extra-curricular Activities	27
Eligibility.	28

GUIDANCE SERVICES

Guidance	14
Character Counts.	31-32
Conflict Mediation	31
Lost and Found	30
School Enrollment	7
Success Cards	15

HEALTH ISSUES

Immunizations	7-8
Lice	30
Medication	15

STUDENT CODE OF CONDUCT 15

Dress Code	28
Due Process	24
Electronic Devices	19
Firearms	23
In-School Suspension Program	17
Leaving School Grounds	30
Police	31
Positive Student Incentives	31-32
Search & Seizure	32-33
Security Cameras	35
Truancy	12
Weapons	22-23
Firearms	23
Knives	23

STUDENT POLICIES & PROCEDURES

Attendance	9-12
Birth Record	7
Bookbags/sacks	27
Change of Address	8
Custody	7
Entrance into School	8
Fees	32
Ferpa	30
Food	14
Grading	26
Guide to Report	25
Homework	27
Internet	29
Honor Roll	27
Locks & Lockers	30
Performance Indicators (PI's)	26
Sign in/out	35
Tardies	11
Textbooks	36

STUDENT SERVICES

Bus Transportation & Rules	12-14
Bus Safety Rules	12-14

**FOSTORIA COMMUNITY SCHOOLS
FOSTORIA, OHIO**

SCHOOL CALENDAR FOR THE 2008-2009 SCHOOL YEAR

Mon-Fri	Aug 11-15, 2008	Entry Teachers' Program
Mon-Wed	Aug 18-20	District In-Service
Thu	Aug 21	First Day of Classes for 2008-2009
Mon	Sept 01	LABOR DAY-- No School
Fri	Oct 24	End of 1st Grading Period
Sun.	Oct. 26	Halloween Parade
Thur-Fri	Nov 27-28	THANKSGIVING RECESS -- No School
Sunday	Nov. 30 @ 5 p.m.	Holiday Parade
Monday	Dec. 15 @7:30 p.m.	Middle School Band Concert @FMS
Tues.	Dec. 16 @7:30 P.M.	Middle School Choir Concert at FHS PAC
Fri.	Dec 19	WINTER RECESS Begins -- No School
Mon.	Jan 05	School Resumes --
Fri	Jan 16	End of 1st Semester
Mon	Jan 19	MARTIN LUTHER KING DAY -- No School
Tues.	Jan. 20	Teacher Report Day- No School
Mon	Feb 16	PRESIDENTS' DAY -- No School
Fri	Mar 20	End of 3rd Grading Period
Sat.	Apr. 4	Solo and Ensemble Contest
Fri	Apr10	SPRING BREAK Begins -- No School
Thur.	Apr16	School Resumes
Sun.	Apr.26	Arts Festival
Tues.	May19 @ 7 p.m.	Honors Program
Thurs.	May 21 @ 7:30 p.m.	Choir Concert at FHS PAC
Mon	May 26	MEMORIAL DAY- -No School
Thurs.	May 28 @7:30 p.m.	Band Concert at FMS
Fri	May 29	Last Day of Classes for 2008-2009
Mon	June 1	Teacher Report Day*
Sun	June 7	COMMENCEMENT

5 Make-up Days if needed: June 1, 2, 3, 4, 5

*Teacher Report Day follows last student day

Academic Acceleration

All children are entitled to an education commensurate with their particular needs. Students who can exceed the grade-level indicators and benchmarks set forth in the standards are afforded the opportunity and are encouraged to do so through Academic Acceleration. Qualified students may access advanced curriculum through Whole-Grade Acceleration, Individual Subject Acceleration, Early Admission to Kindergarten and Early High School Graduation. Students can qualify for Academic Acceleration through the Fostoria Community Schools District Academic Acceleration Referral and Evaluation process, according to Policy #8.08.

SCHOOL ENTRANCE AND PLACEMENT

BIRTH CERTIFICATE/SOCIAL SECURITY NUMBER

A birth certificate, or alternative document as authorized according to Ohio Revised Code 3313.672, needs to be produced within 14 days of enrollment but is not necessary at the time of enrollment. The district also requests that a social security number for each student be submitted for the purpose of maintaining student records.

CUSTODY DOCUMENTS

Custody papers need to be provided to the school by the custodial parent as soon as they are provided to the parent by the Court and at the earliest possible time of enrollment. The school also needs to be immediately provided with court documentation of any changes in custody. An official Court seal needs to be stamped on the document with the appropriate judge's signature. Thirty-day waivers are available at the Superintendent's office in the Fostoria Community School's administration building (500 Parkway Drive--formerly Holmes School).

IMMUNIZATIONS

The Ohio Department of Health, under the authority granted in Sections 3313.671, 3701.13, and 5104.011A(5) of the Ohio Revised Code, has established the following minimum requirements for school attendance:

1. Five doses of DtaP, DPT or DT (Adult). If the fourth dose was given after the fourth birthday, a fifth dose is not required,
2. Four doses of Polio Vaccine (OPV or IPV). If the third dose was given after the fourth birthday, a fourth dose is not required,
3. Two doses of Measles, Mumps, Rubella. (The first dose must have been administered after the first birthday, and the second dose at least 28 days later.)
4. Three doses of Hepatitis B vaccine,

5. One dose of Hib. Any child entering who is still under the age of 5 will need at least one dose of the hib vaccine.

In accordance with the Revised Code of the State of Ohio, Section 3313.671, new students at the time of entry will not be permitted to remain in school for more than fourteen (14) days unless written evidence is satisfactorily presented to the principal that he/she has been immunized by a method of immunization approved by the Department of Health, pursuant to Section 3701.13, 3313.671, and 5104.011A(5) of the Revised Code against Poliomyelitis, Diphtheria, Pertussis, Tetanus, Measles, Mumps, Rubella, Hepatitis B and Haemophilus b.

ENTRANCE INTO SCHOOL

Students should be dropped off at the rear of the building (north side of building). Please do not block the drive by parking there. The front parking lot (south side of building) is reserved for bus parking and the dropping off of bus students. Doors on the south side of the building are locked after the start of school for security reasons; please use the north doors during the day.

STUDENTS EXPELLED FROM OTHER DISTRICTS

Admittance to Fostoria Community Schools will be denied to any student who has been expelled by another school district and whose period of expulsion has not expired.

TUITION STUDENTS

All students requesting tuition status with Fostoria Schools will make formal application to the Fostoria School Board of Education. At the earliest possible Board meeting following that application, the Fostoria Board of Education will act to either grant or deny that request.

Those students granted tuition status will make payment on a monthly basis, in advance, to the Fostoria Community Schools' treasurer. The tuition rate will be the yearly approved average pupil cost (for that year) as determined by the State. Failure to submit payments will result in forfeiture of tuition status.

SCHOOL HOURS

Students may enter the building at 7:15 a.m. for morning breakfast. All other students may enter the building at 7:25 a.m. Teachers are on duty/hallway supervision from 7:15 – 7:35 a.m. and from 2:35 – 2:55 p.m. The tardy bell rings at 7:35 a.m.; consequences are assigned for tardies. Student dismissal is at 2:35 p.m. Students are not to remain in the building after 2:45 p.m. without the direct supervision of a staff member.

CHANGE OF ADDRESS AND TELEPHONE

Changes of address and telephone number must be reported immediately to the school office with proof of residency.

ATTENDANCE POLICY

Learning activities that take place in the school's classrooms are a vital part of the teaching and learning process. The Fostoria Community Schools encourage and expect students to develop

good attendance habits.

DEFINITIONS

Attendance will be taken each morning and each period. **Those students missing more than 1-1/2 hours of class**, for any reason, will be considered absent for a half day. A student absent from school for more than one-half day (reports to school after 9:05 a.m. or leaves before 1:05 p.m. or misses 1-1/2 hours/90 minutes during the school day) is not eligible to participate in extracurricular or co-curricular activities for the day without permission from the building principal. Excessive tardies or absences from school may also warrant denial from participating in extracurricular and co-curricular activities.

Excused Absence - Absence of students from school at the request of parent/guardian and with the consent of school authorities and in compliance with the Ohio Revised Code.

Unexcused Absence - Absence of students from school at the request of parent/guardian but not in compliance with Section 3321.04 of the Ohio Revised Code.

Truancy - Absence of students from school without the permission of parent/guardian and school authorities.

Tardiness - Arriving late to school and/or class, past the scheduled time. Students should report immediately to the attendance office upon their arrival. Students will be given an excused tardy if they have a note from a doctor, dentist, counselor, psychologist, etc.

ABSENCES

The "Missing Child Act", requires the parent to notify the schools (419-436-4120 before 8:00 a.m.) when a child is absent. In the event such notification is not made, the principal or his/her designee will:

- a. Contact the parent, by telephone, if numbers have been provided to the school; or
- b. Contact the person designated on school records, notify them of the student's absence; or
- c. Provide written notification to the parent(s), in the event the school is unable to reach either the parent or other contact person.

Upon the student's return to school, a dated note must be sent with the student indicating the reason for the absence and the total number of days missed. **It is required that the parent gets a doctor's excuse for frequent (4 or more days/year) or long-term absences. A doctor's excuse for a scheduled appointment is appreciated.**

1. Excused Absences

- a. Personal or family illness and/or medical appointments
- b. Personal or family catastrophe
- c. Death in the family
- d. Religious observances
- e. Quarantine

2. Unexcused Absences

- a. Oversleeping

- b. Car trouble
- c. Missing the bus
- d. Shopping
- e. Haircut and beauty shop appointments
- f. Babysitting
- g. Truancy
- h. Unexcused vacations
- i. Other absences not listed as excused

3. Family Vacation

The Board recognizes that an increasing number of employers arrange their employees' vacation at a time when children may be in school. Consequently, many parents request that their children be excused from school in order to go on a family vacation. Students are required to fill out a form and have approval of the principal.

- a. Parents inform the principal at least a week in advance of the proposed absence.
- b. The absence does not jeopardize the student academically or exceeds the limit of 12 total days of absence per year according to the minimum attendance policy.
- c. Parents will sign a form indicating they will assume responsibility for seeing that their children will complete their assignments.

If approved by the principal, the student is responsible for contacting his/her teachers at least three (3) days prior to obtain the assignments to be completed during his/her absence. These assignments should be accepted by teachers for grading upon the student's return to school.

It is extremely important that students be present during Ohio Achievement Tests April 20th – May 1st, 2009, and we ask parents' cooperation in making sure that their children are not absent during the week of testing.

4. Consequences of Absence

Under Ohio law, a parent could be fined up to \$500 if a child habitually skips school, and judges could order parents to perform up to 70 hours of community service. "Habitually truant" is defined as those students who are absent from school 5 consecutive days, 7 or more days in a month, or 12 unexcused days during a school year.

Administrators may waive days and court action only if absences can be medically documented due to extended illness or injury. Other exceptions may include funerals or other absences deemed appropriate by the building principal.

To be in compliance with the "truancy law" and with State-mandated guidelines, the following procedures have been established in an effort to meet the 93% attendance rate standard.

Absences

1. 6 parent excused absences
(Per semester)
2. 5 consecutive days absent
(Unexcused)
3. 5 absences per month
(Unexcused)
4. 7 absences per month
(Unexcused)
5. 10 absences per school year
(Unexcused)
6. 12, 18, 24 absences
(Unexcused)

Consequences-State Law!

1. Letter requesting doctor's excuses for future absences. All absences will be unexcused unless a doctor's excuse is received.
2. Child is considered habitually truant--Charges Filed (HB 181)
3. Warning! Your child needs to have doctor's excuses for these absences. Attendance officer notified.
4. Habitually truant--Charges Filed (HB 181)
5. Warning! Your child needs to have doctor's excuses for these absences.
6. Charges will be filed on student and/or parent each time the child reaches 12, 18, 24 absences and every 6 absences beyond 24. (HB 181).

MAKE-UP WORK

The expectation is that students will complete all work that is missed due to absences and tardiness. It is the students' and their parent's responsibility to work out the timeline with the classroom teacher.

5. Tardies

Students who arrive after school is in session are considered tardy and should report to the middle school attendance office to get a tardy slip for admittance to the appropriate class. Tardies may or may not be excused, depending on the reason; and tardy students need a written explanation or phone call from a parent.

Upon the **THIRD UNEXCUSED TARDY TO FIRST PERIOD, IN A SEMESTER**, parent contact will be made by letter. Subsequent tardies will result in the following discipline measures:

CONSEQUENCES

Consequences for four or more tardies may include but are not limited to the following:

- a. Conference with student.
- b. Loss of extra-curricular activities.
- c. Detention after school.

- e. Letter/conference with parent/guardian.
- h. Outside agency contacted.
- i. In-School Intervention Program.

TRUANCY

Truancy is any unauthorized absence from school without permission/knowledge of parent/guardian and school administrator.

1st Truancy

- a. Parent/ Guardian conference.
- b. Disciplinary consequence will result.

2nd Truancy

- a.. Parent/guardian conference.
- b. Disciplinary consequence will result.
- c. Letter to parent warning that court action will be taken.

3rd Truancy

- a. Charges filed with court on student and parent/guardian.

1. Parents may request an administrative review to discuss reasons for the absences, tardies, etc. Once a review is conducted, administrators may waive consequences with good reason.
2. Teachers, secretaries and principals will be working together to ensure that the above-mentioned policy is followed.

STUDENT SERVICES

BUS TRANSPORTATION--STUDENT AND PARENT RESPONSIBILITIES

Every student who lives in an area designated to be bus eligible by the Board of Education is entitled to ride a school bus. Bus eligibility to Fostoria Middle School requires the student's home address to be over 2.0 miles from the school. Each bus eligible student will receive a "Bus Pass" with his or her designated bus stop and pickup time listed. Questions about bus stops or bus eligibility should be directed to the Fostoria Community Schools Transportation Director Sue Weiler at 419-436-4105.

The Student Code of Conduct is in effect while students are on the bus. Video cameras may be used to observe student behavior and activities. Students who do not follow the Code are subject to disciplinary measures. ***Parents and students must remember that school bus transportation is a privilege not a right.***

Listed below are the student and parent responsibilities with regard to bus transportation.

1. The Transportation Supervisor or his/her designee will assign students to bus stop to be utilized AM and PM.
2. All students will be given an assigned seat on FCS buses. Failure to sit in the assigned seat could result in disciplinary action.
3. Parents are responsible for the safety of students while going to and from pick-up points and for their meeting the bus on schedule.
4. Students must be waiting for the bus at their "Designated Place of Safety" 5 minutes before the scheduled bus arrival. **(State Law-OAC 3301-83-13)**
5. Students must always cross all streets at least ten (10) feet in front of the bus.

6. Parents will be financially responsible for any damage or vandalism to a bus caused by their children.
7. Students are not permitted to eat, drink, and/or litter on the bus pursuant to state law. (OAC 3301-83-08)
8. No smoking, alcohol, or drugs are permitted on the bus. (State Law - OAC 3301-83-08)
9. Noise on a bus will be kept at a minimum at all times to assure safety of operation. Reasonable conversation is allowed; however, if the bus driver requests silence for any reason, all students are to be silent.
10. **Absolute quiet must be maintained at railroad crossings or other dangerous areas. (State law-OAC 3301-83-12)**
11. Nothing is to be thrown out of the bus or anything held so it extends out of the window. All parts of the students' bodies will be kept inside the school bus at all times. (State Law - OAC 3301-83-08)
12. Students may have to sit three to a seat. No child is allowed to stand on the bus while it is moving, or when otherwise directed by the bus driver. The center aisle must be kept clear of personal belongings and students at all times. Emergency exits may not be blocked for any reason. (State Law-OAC 3301-83-08)
13. Animals (dead or alive), glass containers, firearms, ammunition, explosives, or other dangerous materials or objects will not be transported on a school bus. (State Law OAC 3301-83-20)
14. Cells phones are not to be used while on the school bus.

School Bus Cell Phone Usage Procedure for Field Trips/Extra/Co-Curricular

Activities

The following procedure has been adopted for school-sponsored field trips:

- All cell phones will be turned off during the trip TO the school sponsored event.
 - The bus driver will dictate verbally or with the dome lights, when cell phones may be used on the return trip to Fostoria. This is the only time during a trip when cell phones may be on and used.
 - The following landmarks (towns) will be used by the FCS bus drivers to indicate when a cell phone may be used: Arcadia, Bascom, Bettsville, Carey, New Riegel, Risingsun, Van Buren, & West Millgrove.
 - Discipline for violations of this policy will follow the disciplinary steps outlined in this student handbook. Violations may result in the confiscation of the cell phone.
15. The driver has the authority to enforce the above regulations. Continued disorderly conduct or refusal to submit to the authority of the driver will be sufficient reason for refusing transportation service to any student. When it becomes necessary to refuse a student transportation due to misconduct, the building principal or Transportation Supervisor will notify the parents of such refusal with a full explanation for this action.
 16. If a student misses his/her bus, he/she should do the following:
 - a. Before school: Return home and call the school immediately.
 - b. After school: Return to the office and call home.
 - c. Parents will be responsible for arranging other methods of transportation for students who miss the bus.
 17. The district's Anti-Bullying and Harassment policy will also be enforced on the school

bus operated by FCS.

BUS Disciplinary Procedure

- 2 Verbal warnings from the bus driver, recorded in daily log.
- 1st Write-up = 1 day bus suspension
- 2nd Write-up = 3 day bus suspension
- 3rd Write- up = 5 day bus suspension
- 4th Write- up = 10 day bus suspension
- 5th Write- up = Suspended from the bus for the remainder of the school year.

FOOD SERVICE

Fostoria Community Schools offers a lunch program for all students in grades PreK-12 and a breakfast program. The cost of a meal is \$1.00 for breakfast and \$2.50 for lunch. Extra milk is an additional .50; reduced-priced lunch is .40; and reduced-priced breakfast is .30. ***These prices are subject to change pending Board of Education approval.***

Fostoria Middle School operates a closed lunch period. Students are not permitted to leave school for lunch, and students are not permitted to have parents/friends bring in prepared foods from other sources to be consumed during the student's lunchtime. Students may buy a school lunch or bring a packed lunch from home.

“Extra’s” (one drink and one snack) may be purchased when a student purchases a lunch or shows the cafeteria clerk a sack lunch. It is the student’s responsibility to clean up his/her own area after eating, return trays, and replace chairs properly before leaving the cafeteria. Students will not be permitted to buy drinks from the vending machines between the hours of 7:35 and 2:35, in accordance to the district wellness plan.

Students can pay for their meals at the time of purchase or prepay in the Cafeteria on Monday mornings for the entire week. Parents have an opportunity to also apply for free or reduced price lunches by completing an application for each child. Family income determines whether a child qualifies. Applications are available in the school office.

GUIDANCE PROGRAM

Our guidance program places high value on the uniqueness, worth, dignity and potential of all students. Our philosophy includes active learning, development of self understanding and positive self image, development of relationships with others, and resolving or coping with problems affecting learning or personal growth.

The guidance department is available to assist parents to understand the accomplishments and needs of their child, to identify ways of working with the school to promote development and success, and to understand and utilize the services provided.

Guidance counselors use the T.E.A.M. approach: Teach, Enforce, Advocate, and Model. Teach children their character counts. Enforce and reward good behavior, and discourage poor choices.

Advocate for good character, and encourage students to live up to expectations. Model good behaviors everyday.

READS

READS is a building wide expectation for students to follow. It also serves as a constant reminder to our school community that we are committed to all students being successful in the

area of literacy. READS stands for:

Respect: Treating all people in the building the way they would like to be treated.

Effort: All students working to the best of their ability in the classroom and activities.

Attitude: Setting a positive example for everyone to follow.

Direction: Staying focused on our building goals of becoming an Excellent School.

Safety: Making sure that all students feel welcome and safe on a daily basis in our school.

MEDICATION-DISPENSING PROCEDURES

If your child needs any medication during school hours, visit the school office to obtain an “Administration of Medication” form. This form must be taken to your doctor for completion and signature if it is a prescribed medication. The parent/guardian must also complete the form appropriately and return it, and the medication in its original container, to the school office staff.

Over-the-counter medication also requires a form to be completed by the parent/guardian.

New medication forms must be completed at the beginning of each school year and when changes occur in the type of medication, dosage, frequency and/or duration. A record of the dispensing of medication will be kept in the office. All medication will be stored in a secured area that can be locked in the office. Students may carry an inhaler, but the required form must be completed and signed by a parent and physician and filed in the office. Cough drops may be sent to school with a note from parent/guardian authorizing school to dispense.

Note: NO MEDICATION WILL BE GIVEN TO A STUDENT BY AN EMPLOYEE OF FOSTORIA COMMUNITY SCHOOLS UNLESS AN ADMINISTRATION OF MEDICATION FORM HAS BEEN COMPLETED BY THE DOCTOR AND PARENT/GUARDIAN.

PARENT-TEACHER CONFERENCES (STUDENT-LED)

Two days during the school year will be set aside for conferences among students, teachers, and parents/guardians. Students are encouraged to “lead” these conferences in order to develop goal-setting skills. The first conference will be held at the beginning of the school year. The second conference will be held at the conclusion of the third grading period. Conferences are vital to your child's continued success in school. We look forward to you coming to school for conferences. You may contact us for an appointment any time that you wish to talk to your child's teacher(s).

STUDENT CODE OF CONDUCT

Students attend Fostoria Community Schools by direction of state law, which guarantees full benefits of constitutional protection for their rights as citizens. The students, therefore, should act, speak, and behave as young citizens. Our code, published in conformity with Ohio Revised Code 3313.661, specifies the school expectations. Students have a right to reasonable treatment from the school, its employees, or visitors. The school, in turn, has a right to expect reasonable behavior from all students. Freedom carries with it responsibilities for all concerned. If a violation of these responsibilities occurs, disciplinary action will be taken in accordance to the proper procedures of the Fostoria Community School's System.

The customary chain of command should be followed when concerns arise about discipline:

- a. Classroom teacher
- b. Building administration

- c. Central Office Administrator

DISCIPLINARY CONSEQUENCES

Any violation of the Student Code of Conduct, including behavior by a student which is violent, disruptive, and/or inappropriate, is strictly prohibited and will result in student discipline. The district has “zero tolerance” for this type of behavior. Zero tolerance means that “disciplinary action will be taken as determined by the teacher, supervisor, or principal, and that the behavior is not ignored.”

The following are disciplinary consequences for students in the Fostoria Community School District. When a major violation of the student conduct code exists, the final decision as to the exact consequence(s) will be determined by the building principal. When determining a consequence for the student, the following will be considered: circumstances surrounding the incident, number and type of previous violations, severity of behavior, and due process procedures to be followed.

- a. **Denial of Privileges** - Special classroom and building privileges will be taken away for those students who violate the code of conduct at school, on the bus, or at school functions.
- b. **Conference with principal and/or guidance counselor** (This conference may result in a special assignment appropriate to the situation.)
- c. **Student/Parent Notification** - A note, letter, contact by telephone, or home visit.
- d. **Detention** - Students will be required to serve detention before or after school. Parents will be contacted by phone or in writing as to the day and length of time prior to a detention lasting more than 10 minutes. Students who fail to serve a detention will be given additional detentions or a more severe consequence.
- e. **In-School Intervention Program** - The in-school intervention program (ISIP) is an educational alternative to out-of-school suspension. Students will be assigned to ISIP by the middle school principals. The in-school intervention program will take place at the middle school. While in ISIP, students will complete their regular classroom assignments, in addition to participating in programming efforts designed to heighten their awareness of school policies in relationship to appropriate classroom/hallway behaviors, as well as problem-solving strategies. ISIP does not count against a student’s attendance. Work completed in ISIP will be accepted for full credit, provided that it is completed and submitted according to the specified time limits established by the classroom teacher.

ISIP RULES

- 1) Stay in assigned seat at all times unless called up to the desk by the teacher.
- 2) All four (4) legs of the chair must remain on the floor at all times.
- 3) Do not talk, turn around, or make disruptive noises.
- 4) Remain sitting upright at all times.
- 5) Restroom breaks only at appointed times with supervision.

- 6) ISIP Responsibility Sheet must be completed before 8:15 a.m.
- 7) Student must show all assigned work completed before computer access is permitted.
- 8) Students must clean their areas at the end of the day.
- f. **Written Behavior Contract** - A special contract can be developed to include specific rewards for appropriate behavior and consequences for violation of the agreement.
- g. **Intervention Assistance Team** - A student may be referred to the team after several attempts have been made to correct the student's violations of the code of conduct. The team may consist of the following members: teachers, principal, parent/guardian, and other personnel as deemed necessary. The team will generate a plan or make recommendations to help rectify the behavior(s). The student may be invited to participate in the plan. Referral to district Student Service Personnel is an option when various attempts to resolve the student's problem have failed. Parents may also wish to contact their family physician, psychologists, or other outside agencies.
- i. **Emergency Removal from School** - If a student's presence poses a continuing danger to persons or property or an ongoing threat of disrupting the academic process, the student may be removed from the classroom or building. Only the principal, assistant principal, or superintendent may remove the student from the premises. Due process procedures will be followed. A teacher may request removal of a student from the classroom for a limited period of time.
- j. **School Service** - Students may be asked to perform school service for various misconducts outlined in this handbook. This service may include responsibilities such as picking up litter, sweeping floors, cleaning desks and walls, etc. Students will not be asked to complete service that will cause injury or harm or expose them to dangerous chemicals or cleaning agents.
- k. **Parent In-School Supervision** - Parents are invited to the school to supervise their child's behavior in school to ensure the safety of other children and/or to ensure that the educational process is not disrupted.
- l. **Suspension** - Out-of-school suspension will result when students continually or severely violate the student code of conduct. Out-of-school suspension means the denial of attendance at school or related school activities for a period not to exceed 10 consecutive days per occurrence. Either the superintendent or principal may suspend a student, provided that notice and opportunity for hearing are first given. Any student who is suspended out-of-school is expected to do the schoolwork that he/she will miss. These assignments will be given the day prior to the suspension, if possible, or a parent may pick up the assignments once the suspension has begun. A student not turning in assignments receives a failing grade while he/she is suspended. Assignments must be turned in when the student returns to school.
- m. **Referral to Outside Agencies and/or Civil Authority** - Students may, when

necessary, be referred to outside agencies. Agencies that may be contacted by the district for their support are juvenile authorities and/or police, and human services. When proper release of information is obtained, the school will cooperate with any agency that a parent has designated as a service agency for their child.

- n. **Court Referral** - Unruly or delinquent charges can be filed against the student in Juvenile Court for chronic misbehavior, poor attendance patterns, or violation of the law while under the authority of school personnel.
- o. **Expulsion** - Expulsion is the exclusion of a student from school and/or school activities by the superintendent for violation or repeated violations of the code of conduct contained herein. No student, while under expulsion, will be permitted on Fostoria Community School property without prior administrative approval.
- p. **Restitution** - Monetary reimbursement for damages or losses.

VIOLATIONS OF THE STUDENT CODE OF CONDUCT(see disciplinary consequences)

1. **Alcohol and Other Drugs:** The Fostoria Community School District recognizes its responsibility to provide all students with an environment conducive to the development of the maximum learning potential. The presence of alcohol and other drug use is a deterrent to learning, therefore limiting, interfering with, or inhibiting the primary responsibility vested in the educational system. Fostoria Community Schools' alcohol and other drug use policy strictly states that no student will possess, transmit, conceal, consume, show evidence of having consumed or used, offer for sale any alcoholic beverages, illegal drugs, or another mind altering substance while on school grounds or facilities; at school-sponsored events; or in other situations under the authority of the district or in controlled vehicles. Included in this prohibition are any substances represented as controlled substance, steroids and drug paraphernalia.

2. **Suspected of Alcohol and Other Drug Use:** We are committed to assisting students who not only violate the district's alcohol and drug use policy, but also those who exhibit behaviors and attitudes commonly associated with alcohol and other drug use. All efforts will be made to intervene with the student. Staff can refer a student to the guidance counselor by submitting a student referral form.

3. **Reporting of Suspected Student Parties** - Fostoria Schools is committed to keeping students alcohol and drug free and to supporting state laws which forbid the sale or distribution of alcohol and other drugs to minors. When an administrator/faculty member receives information regarding a student party where alcohol or other drug use may or has occurred, he/she may notify the appropriate authorities. The administrator/faculty member may also call the parent, inform them of the liquor laws and the rumored party, and advise them that the authorities have been notified. Parents will be encouraged to seek guidance through professional assistance and/or guidance program.

A reduction in the penalty may be granted after consultation by the parents/guardians and the student with the administrator, guidance counselor and/or other school personnel. This

consultation will require, but not be limited to participation in school-based guidance services or professional assistance. Professional assistance may include, but not be limited to, alcohol/drug education, assessment with follow-through based on the assessment findings, counseling, outpatient treatment or inpatient treatment. Evidence of enrollment and attendance is required. Failure to comply will result in maximum disciplinary action.

4. **Assault:** No student will intentionally cause or attempt to cause physical injury or intentionally behave in such a way which could reasonably cause physical injury to a teacher, administrator, other school employee, another student, or visitor not employed by the school. Sexual assaults or acts directed toward other students or any school personnel are expressly forbidden.

5. **Unauthorized Fire** - No student will willingly and maliciously burn or attempt to burn all or any part of any building or property of the Board of Education.

6. **Contributing/Accomplice to Another Student's Misconduct** - No student will contribute to another student's misconduct or violation of school conduct code, while at the same time not actively participating in the actual violation. Examples are being a lookout or

helping another student in any way commit a violation of school policy or conduct code. The student may receive same consequence as the offender.

7. **Damage to School or Private Property:** No student will intentionally cause, or attempt to cause, damage to school or private property on school grounds or during a school activity, function, or an event off school grounds. Graffiti, which is the writing on school property and/or private property, will not be tolerated. Referral to a law enforcement agency will be dependent upon the extent of damage. The school will pursue restitution in most cases.

8. **Disrespect/Insubordination:** No student will fail to comply with reasonable directions, requests, or show rudeness/disrespect to others while under the authority of school personnel.

9. **Disruption of School:** No student will through intentional and repetitive behavior interrupt class, impede other students from learning or any other school function

10. **Use of Electronic Devices:** Electronic devices such as pagers, beepers, radios, , walkie talkies, CD players, electronic games, lasers, iPods, camera/video phones, etc., are not permitted to be used in school or school-sponsored events without approval of the building principal.

11. **Use of Cell Phones:** Students may not use or display cell phones or other electronic devices during the school day between 7:35 a.m. and 2:35 p.m. Corrective consequences include but are not limited to the following:

- a. The device will be confiscated.
- b. Parent will be notified, and parent may pick up the device in the school office.
- c. Subsequent violations- the device will be confiscated and held by the school for a period of 30 calendar days.

12. **False Alarms/911 Calls:** No student will participate in the act of initiating a fire alarm, a false warning of a fire, or an impending bombing, or other catastrophe without just cause.

13. **Fighting:** Includes all of the following: Exchange of physical contact that involves two or more students and is reciprocal, causes physical or emotional harm to each other, and involves intentional striking that is continual.

14. **Hitting and unauthorized physical contact:** Inappropriate contact without the

permission of the other party that does not cause serious injury to the other person and is not of a sexual nature.

15. Horseplay: Two or more students acting in an unruly, boisterous or rough manner that may be harmful to others and/or property.

16. Gambling: The Board of Education is opposed to and forbids any form of gambling or game of chance in the school building, on school property or on school vehicles that involves a wager.

17. Obscene Language/Literature: No student will use foul or obscene language, gestures, or noises directed toward other students or school personnel, or possess, sell, disseminate, or otherwise distribute any pornographic materials to other students or school personnel, while on school premises.

18. Public Display of Affection: Students will not at any time under school jurisdiction make any inappropriate display of affection toward another student or school employee.

19. Pupil Conduct En Route to and from School: Pupils are expected to follow the laws and regulations for proper behavior set forth by local community, county, and state government en route to and from school. Pupils involved in juvenile delinquent behaviors (assault, trespassing, vandalism, theft, drugs, alcohol, arson, hazing, weapons, etc.) will have their parents/guardians notified and may face juvenile charges. The pupil may also be disciplined by the school if it is related to health and safety of the pupil or the need to maintain order in the school itself.

20. Harassment, Intimidation, or Bullying:

Harassment, intimidation, or bullying behavior by any student/school personnel in the Fostoria City School District will not be tolerated, and such conduct may result in disciplinary action, including suspension and/or expulsion from school. "Harassment, intimidation, or bullying", in accordance with House Bill 276, means any intentional written, verbal, graphic or physical act, including electronically transmitted acts, i.e., Internet, cell phone, personal digital assistant (PDA), or wireless hand-held device, either overt or covert, by a student or group of students toward other students/school personnel with the intent to harass, intimidate, injure, threaten, ridicule, or humiliate. Such behaviors are prohibited on or immediately adjacent to school grounds, at any school-sponsored activity, on school provided transportation, or at any official school bus stop that a reasonable person under the circumstances should know will have the effect of:

- A.** Causing mental or physical harm to the other student/school personnel including placing an individual in reasonable fear of physical harm and/or damaging of students' personal property; and,
- B.** Is sufficiently severe, persistent, or pervasive that it creates an intimidating, threatening, or abusive educational environment for the other student/school personnel.

21. Sexual Harassment: All students and employees of the School District have the right to attend school and work in an environment free of unlawful discrimination, which encompasses freedom from sexual harassment. No employee or student, male or female, should be subjected to unsolicited and unwelcome sexual conduct in any form -- verbal or physical.

Definition of Sexual Harassment:

Verbal or physical conduct of a sexual nature may constitute sexual harassment where:

1. Submission to such conduct is made either explicitly or implicitly a term or condition

- of a person's employment or educational development,
2. Submission to or rejection of such conduct by an individual is used as the basis for employment or education decisions affecting such individual, and/or
 3. Such conduct has the purpose or effect of unreasonably interfering with an individual's work or educational performance or creating an intimidating, hostile, or offensive working or educational environment.

Sexual harassment includes, but is not limited to the following:

1. Repeated unwanted and/or offensive sexual flirtations, advances, or propositions,
2. Repeated verbal abuse of a sexual nature,
3. Graphic or degrading verbal or written comments about an individual, the individual's appearance, or the individual's sexual orientation. The display of sexually suggestive objects, pictures, or the display of same through other media.
4. The implication or threat that an employee's or applicant's employment, assignment, compensation, advancement, career development, or other condition of employment or a student's educational opportunities and/or development will depend on the employee/applicant's or student's submission to sexual harassment in any form.
5. Any offensive, abusive, or unwanted physical contact.

Complaint/Reporting Procedure:

Any employee or student who believes that he/she has been the subject of sexual harassment, and/or any employee or student who has witnessed an incident, or incidents of sexual harassment, should report the matter(s) to the proper authority immediately.

1. Any employee or student who believes that he/she has been the subject of sexual harassment should immediately report the alleged act(s) to the sexual harassment grievance officer appointed by the Board of Education.
If the sexual harassment grievance officer is the subject of the complaint, the employee or student should report to the Superintendent.
If the subject of the complaint is both the Superintendent and the sexual harassment grievance officer, the employee or student should report the matter directly to the Board of Education.
2. The employee or student alleging sexual harassment should provide the following, which may include in a form:
 - The employee's/student's name,
 - The name of the subject of the complaint,
 - The complaint,
 - The date(s) of the act(s).
 - Any witness(es) to the alleged act(s), and
 - Any solution and/or solutions.
3. If the employee or student alleging sexual harassment is unwilling to complete the complaint, the matter should be addressed and the form completed by the person to whom the verbal complaint was made.
4. After the requisite form has been completed, the complaint will promptly be investigated by the sexual harassment grievance officer (or other person as provided in Board policy).
5. If the investigation reveals that the complaint is valid, prompt action will be taken to end the harassment immediately.

Discipline

When it is determined that there is cause for believing that sexual harassment has occurred, corrective consequences will be followed.

22. **Smoking/Use/Possession of Tobacco & Paraphernalia** - The use or possession of

tobacco or tobacco products and/or paraphernalia on school property or at any school activity is prohibited.

On March 15, 2001, Prohibition of Tobacco Use by Minors went into effect.

This law prohibits a child, unless accompanied by a parent, adult, spouse, or legal guardian from consuming, possessing, using, purchasing, attempting to purchase, ordering, paying for, sharing the cost of, accepting, or receiving cigarettes, or other tobacco products, or paper used to roll cigarettes. **Consequences of a child who violates any of the prohibitions**, in lieu of appearing in court at the time fixed in the summons and prior to the appearance date in the summons, may sign a waiver of appearance before the clerk of juvenile court and pay a fine of \$100. If the court finds a child violated any of the prohibitions, the court may do either or both of the following.

1. Require the child to attend a youth smoking education program or other smoking treatment program approved by the court, if one is available; or
2. Impose a fine not more than \$100. If the child disobeys a juvenile court order, the court may do any or all of the following: Increase the fine, require community service of not more than 20 hours or suspend the driver's license, instruction permit, or probationary driver's license of the child for 30 days.

Any manufacturer, producer, distributor, wholesaler, or retailer of cigarettes who violates the above prohibitions is guilty of permitting children to use cigarettes or other tobacco products, a misdemeanor of the fourth degree. Penalties for a misdemeanor of the fourth degree include up to 30 days in jail and/or up to \$250 in fines.

A reduction in the penalty may be granted to those students who attend a smoking educational/cessation program provided by a professional agency. Evidence of enrollment and attendance is required. Failure to comply will result in maximum disciplinary action.

23. **Theft:** Stealing or attempting to steal any school or private property, or the personal property of other students or school personnel, either on school grounds or during a school-related activity, function, or event off the school grounds is prohibited.

24. **Threats/Intimidation:** No student will direct any verbal, written, or implied physical threats/or intimidations toward other students, school personnel, school property, or personal property.

25. **Trespassing:** No student will trespass on any unauthorized area of school property or premises.

26. **Weapons, Explosives and/or Instruments of Violence** - In accordance with the Gun-Free Schools Act, students are prohibited from bringing, possessing, or using any weapon on school property, in school vehicles, or at any school-sponsored activity. Students who violate this policy

will be subject to expulsion or removal from school for a period of not less than one year. The Superintendent will have the authority to modify this expulsion on a case-by-case basis. The definition of a weapon will include, but is not limited to firearms, rifles, shotguns, knives, explosives, poisonous gas, lasers, shocking devices or any forms thereof or paraphernalia associated with such weapons.

A. Firearms:

The Superintendent will expel a student from school for a period of one (1) year for bringing a firearm to any school operated by the Board of Education, in school vehicles, any school-sponsored activity, or any other property owned or controlled by the Board of Education. This expulsion will be for a period of not less than one (1) year, extending into, if necessary, the following school year. The Superintendent will have the authority to modify the expulsion on a case-by-case basis.

Definition of Firearm: Gun Free Schools Act of 1994; ORC 3313.66

1. Any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive;
2. the frame or receiver of any such weapon;
3. any firearm muffler or firearm silencer; or
4. any destructive device, which means--
 - (A) any explosive or incendiary or poison gas—
 - a. bomb,
 - b. grenade,
 - c. rocket having a propellant charge of more than four ounces,
 - d. missile having an explosive or incendiary charge of more than one-quarter ounce,
 - e. mine, or
 - f. a device similar to the devices described in the preceding clauses;
 - (B) any type of weapon (other than a shotgun or shotgun shell) by whatever name known which will, or which may readily be converted to, expel a projectile by the action of an explosive or other propellant, **and** which has any barrel with a bore of more than one-half inch in diameter; and
 - (C) any combination of parts either designed or intended for use in converting any device into any destructive device described in the subparagraph (A) or (B) and from which a destructive device may be readily assembled.

B. Knives

The Superintendent is authorized by the Board of Education to expel a student for a period not to exceed one (1) year for bringing a knife to any school operated by the Board of Education, in school vehicles, any school-sponsored activity, or any other property owned or controlled by the Board of Education. This expulsion can, if necessary, extend into the following school year. The Superintendent has the authority to modify the expulsion on a case-by-case basis.

Definition of Knife: “Knife” means any instrument that possesses a pointed or sharp-edge blade of metal or other rigid material and that is designed for or can be used for cutting, slicing, piercing, or stabbing. This definition will include, but is not limited to, straight razors, utility knives, box-cutters, ice picks, pocket knives, switchblades, and buck knives. Corrective consequences are not limited to the following::

- a. Student/parent notification
- b. Parent In-School supervision
- c. Student referred to outside an agency or civil authority
- d. Community service
- e. Suspension
- f. Expulsion

Community Service: Can be performed with, **BUT NOT IN PLACE OF**, an expulsion imposed upon a student who is expelled for a firearm or knife violation.

Use of a weapon or explosive device of any type--10-day suspension and recommendation for expulsion from school.

Possession of a gun -- 10 day suspension and recommendation for expulsion from school.

DUE PROCESS PROCEDURES

Due process is a clearly established means to assure that all students have a fair opportunity to

counteract, contradict, challenge, or defend charges made against them and to have an opportunity to try to clear themselves of those charges. A student suspected of violating any part of the adopted code of conduct shall be given due process rights at all times.

SUSPENSION FROM SCHOOL

The superintendent or the principal may suspend a student from school. The guidelines listed below will be followed for all suspensions.

1. The student will be informed in writing of the potential suspension and the reasons for the proposed action,
2. The student will be provided an opportunity for an informal hearing to challenge the reason for the intended suspension and explain his/her actions. This hearing can be immediate and before the principal, assistant principal, or superintendent,
3. An attempt will be made to notify parents or guardians by telephone if a suspension begins immediately or the next day,
4. If suspension is decided, within twenty-four (24) hours a letter will be sent to the parent or guardian stating the specific reasons for the suspension and including notice of their right to appeal such action and right to representation at the appeal hearing, and
5. Notice of this suspension will be sent to the:
 - a. Superintendent/Board Treasurer
 - b. Director of Special Education, if needed
 - c. Student's school record (not for inclusion in the permanent record)
6. Parent(s) must come in for a conference prior to the suspended student's return to school.

EXPULSION FROM SCHOOL

Only the Superintendent or his/her designee may expel a student. The following procedures will be followed in all expulsion cases:

1. Give student and parent, guardian or custodian a written notice of intention to expel.
2. Notice will include:
 - a. Reasons for expulsion.
 - b. Notification of right to appear before the Superintendent or his/her designee to challenge the reasons.
 - c. Notification of the time, date and place of hearing.
 - d. Time will not be earlier than three (3) nor later than five (5) days after the written notice.
 - e. Notice of a right to be represented at the hearing.
 - f. Notice of right to request an extension of time (if the extension is granted, parties must be notified of a new time, date and place).
 - g. Information about services or programs offered by public or private agencies that work toward improving those aspects of the student's attitude and behavior that contributed to the student's expulsion (this information will be provided when the expulsion is for twenty (20) days or more or extends into the next semester or school year).
3. Provide the student and parent, guardian, custodian or representative an opportunity to appear in person before the Superintendent or designee to challenge the reasons.
4. The Superintendent makes the decision as to whether to expel and/or require community service.

5. Within twenty-four (24) hours of his/her decision, the Superintendent will send a letter to the parent/guardian(s) and the Treasurer of the Board notifying them of his/her decision.
6. Notice will include:
 - a. Reason for expulsion and/or community service.
 - b. Right to appeal to the Board of Education or its designee.
 - c. The right to representation at the Appeal Hearing before the Board of Education.
 - d. That the Appeal Hearing may be held in Executive Session.
7. If the decision of the Superintendent is appealed, a hearing must be held before the Board of Education or its designee. The hearing will be in Executive Session if requested by the student, parent/guardian. The final decision will take place at a public Board of Education Meeting by a majority vote of the full membership of the Board or by action of its designee. The Board or its designee may affirm, reverse, vacate, or modify the expulsion.
 - a. The Board or its designee will make a verbatim record of the hearing, and
 - b. The decision of the Board of Education or its designee may be appealed to court pursuant to Chapter 2506 of the Revised Code.

GUIDE FOR REPORTING TO PARENTS

A system of reporting has as its primary function the goal of informing both parent and student as to the student's total school performance. It is the belief of Fostoria Community Schools that a student's work habits, effort, and conduct play a very important role in the student's academic achievement. To this end, the report card will reflect a student's academic progress, work habits, effort, and conduct. Students are evaluated in comparison to group and individual achievement. The report card is only one instrument of reporting to parents. A student's progress on performance indicators will be another assessment for the purpose of communicating the progress a student is making daily within a nine-week period. A comprehensive communication system includes parent/teacher conferences, telephone conferences, and teacher/student conferences. Building principals and guidance staff are also an important part of the teacher, student, and home communication system. Teachers and administrators are expected to be available, open, honest, and caring with parents and students. The stronger the communication linkage between home and school, the more effective a classroom/school will be. Parents are encouraged to call and/or visit the school whenever they have a concern about their children and their education.

GRADING/RECORD KEEPING PROCEDURES

Teachers in grades six through eight will record grades in percentages. Several assignments may be combined to arrive at a percentage. The nine-week letter grade will be an average of all percentages earned during a grading period. Tests may be weighted. A minimum of nine grades must be recorded each nine weeks for a subject receiving a letter grade.

Grades will be interpreted according to the following point values in order to compute grade point averages and class ranks.

<u>Grade</u>	<u>Points</u>
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A	92-100	4.0
A-	90-91	3.7
B+	88-89	3.3
B	82-87	3.0
B-	80-81	2.7
C+	78-79	2.3
C	72-77	2.0
C-	70-71	1.7
D+	68-69	1.3
D	62-67	1.0
D-	60-61	.7
F	Below 60	0

Teachers at Fostoria Middle School assign letter grade averages for the purpose of giving credit for courses completed during an academic semester. These semester grades are used to compute cumulative grade point averages (GPA). The final grade will be computed by averaging the percentages of the four nine-week grades.

PERFORMANCE INDICATORS

The Fostoria Community Schools' Board of Education has adopted the Fostoria English, Language Arts, Mathematics, Social Studies, and Science PK-12 Performance Indicators (PI's). The Fostoria PI's establish student performance expectations at each grade level that adhere to national and state curriculum standards. Students will be assessed on the Performance Indicators throughout the school year.

INTERVENTION

A number of assessments can be used to determine student mastery of the Performance Indicators: classroom grades and assessments, the Ohio Achievement Tests, reading assessments, etc. Students who are not deemed "proficient" in mastering the Performance Indicators will be permitted to attend intervention classes in order to become more proficient in reading and mathematics. Intervention will also be provided during the student lunch hour for other subject areas, along with SSR (Silent Sustained Reading.) Intervention provides additional instructional activities to support individual student learning relative to specified performance objectives.

REPORTS

A grade report and a PI report will be made available to parents midway during each nine-week grading period. Student-led conferences will also be held at specified times during the year so that parents, students, and teachers have time to reflect on student progress. Teachers and parents are also encouraged to contact each other whenever there is a concern about the student. In most cases, parent-teacher conferences can be scheduled within a day or two.

HONOR ROLL

To qualify for the FMS Honor Roll a student must receive a "B" or 3.0 average in combined subjects and cannot receive a "D" or "F" in any area graded with that designation. A student who receives an "A" in all areas may be designated such with an asterisk beside their name.

TESTING

Students at Fostoria Middle School will take all required state and district tests unless waived or exempted according to state guidelines. These tests may measure student achievement, as well as cognitive ability and provide essential information for educators, parents, students, state, and federal personnel.

HOMEWORK

Homework is an essential part of learning and the educational process. Parents should provide an opportunity for students to complete the assigned homework in a quiet environment. A regular homework schedule should be developed. Parents should not do a child's homework but offer additional support to the child. Homework should be provided to practice what has been presented in the classroom. The amount of homework will vary by grade level, teacher, and student's ability; however, those students who use their time wisely in school generally will have less homework. Each parent should seek out the policies of the classroom teacher and see that those assignments are completed.

GENERAL SCHOOL INFORMATION

AWARDS ASSEMBLY - Students who have achieved outstanding academic, behavioral, and attendance goals will be recognized at a special ceremony. The awards assembly is scheduled for May 19th, 2008 @ 7:00 p.m. in the Fostoria Middle School gymnasium.

BOOK BAGS/SACKS AND PURSES

Book bags/sacks are not permitted in Fostoria Middle School. Purses may be brought to school but must be placed in the student's locker prior to the start of school and must remain there till the end of classes. Several times during the day a student will have access to their locker and may remove needed personal items.

CARDS, PLAYING AND TRADING, ARE NOT TO BE BROUGHT TO SCHOOL

CHARACTER COUNTS - The City of Fostoria and Fostoria Community schools are members of the Character Counts Coalition. Character Counts is a national movement that promotes the Six Pillars of Character: Trustworthiness, Respect, Responsibility, Fairness, Caring, and Citizenship. While we believe that character development is first and foremost the responsibility of parents/guardians, there is much the school can do to help students build character. Consistent use of the Six Pillars as a common language to TEAM (Teach, Enforce, Advocate, Model) provides daily opportunities for students to learn qualities and traits associated with good character at school, as well as at home.

CO-CURRICULAR/EXTRA-CURRICULAR ACTIVITIES

Students suspended or expelled from school are banned from co/extra-curricular activities.

Additionally, during that time period, a student will be suspended from extra-curricular activities for violations of the Student Code of Conduct or Code of Conduct of the particular activity in which the student participates. Students absent from school for more than 1 ½ hour are not permitted to participate in co/extra-curricular activities on that date.

CONTINUOUS IMPROVEMENT PLAN (CIP) & FMS IMPROVEMENT PLAN (SIP)

The "Continuous Improvement Plan" adopted by the Board of Education, is a guideline or map that gives the district and each building direction each year. It is also a way to improve the quality of education each child receives. The plan was developed by teachers, students, administrators, parents, community members, organizations and business leaders in our community. Complete copies of this plan are available upon request from any building, as well as from the administration building of Fostoria Community Schools (500 Parkway Drive -- Formerly Holmes School)

DRESS CODE

Students are expected to be dressed appropriately for school learning and the weather. Students

are not to be attired in clothing which compromises safety or modesty or is disruptive to the educational process. Clothing should be the appropriate sizes. These are guidelines for appropriate dress but are not all inclusive, and building administrators are the final judges on whether clothing is appropriate:

1. Shorts/skirts must be no shorter than 3 inches above the knees.
2. Pants must be worn at the waist **and secured with a belt**, if needed.
3. Shirts or tops must cover shoulders, midriff, and cleavage.
4. There is to be no signing of clothing.
5. Students should wear no sunglasses, hats, or other head coverings (except for religious purposes or with administrator approval.)
6. Students should wear no clothing with pictures of deceased people.
7. Students should not wear clothing with advertisements or messages about drugs, narcotics, or alcohol.
8. Students should not wear clothing with obscene or sexually suggestive messages (e.g., "Hooters.")
9. Nothing should be worn which could be offensive to others or display illegal activities,

such as drinking or smoking. This policy includes buttons and badges.

10. Students should wear no excessively torn clothing or clothing with inappropriate/extreme patches.
11. Students should wear no outdoor coats/jackets and **no Hooded Sweatshirts that have a pouch pocket on the front.**
12. Students will wear no attire or jewelry depicting or suggesting gangs, violence and/or weapons.
13. Students will wear no chains of any sort or excessive ornamentation such as chained wallets and dog collars or other items of this nature.
14. Students will wear no excessive make-up of the costume variety.
15. No pajama bottoms or slippers are permitted.
16. Hair style and color must not be distracting.

ELIGIBILITY (For Sports) REQUIREMENTS

Nine Week Grading Requirements

A student must have a GPA (grade point average) of 1.5 or above with no more than one "F" for each nine week grading period during the previous school year to be eligible at the beginning of the following school year. A student must meet the state requirements of passing 4 subjects per nine week grading period. A student must meet the local requirement of not having more than one "F" at the end of each grading period. In other words, a student with two "F's" is ineligible for the following nine weeks.

INTERNET POLICY

Technology can greatly enhance the instructional program, as well as the efficiency of the district. The Board of Education recognizes that careful planning is essential to ensure the successful, equitable and cost-effective implementation of technology-based materials,

equipment, systems and networks. Computers and use of the district network or on-line services support learning and enhance instruction, as well as assist in the administration. Computer networks allow people to interact with hundreds of thousands of networks. All computers are to be used in a responsible, efficient, ethical, and legal manner. Staff, students, and others who improperly or illegally use technology-based materials, equipment, systems, and/or networks may be liable for such improper or illegal uses and subject themselves to liability, damages, loss of user privileges, and/or other appropriate actions. Unacceptable uses of the computer/network include, but are not limited to:

1. violating the conditions of the Ohio Revised Code dealing with students' and employees' rights to privacy;
2. using profanity, obscenity or other language, which may be offensive to another user;
3. reposting (forwarding) personal communication without the author's prior consent;
4. copying commercial software in violation of copyright law;
5. using the network for financial gain, for commercial activity or for any illegal activity;
6. accessing inappropriate material; and,
7. downloading of freeware or shareware programs.

Because access to on-line services provides connections to other computer systems located all over the world, users (and parents/guardians of users who are under 18 years old) must understand that neither the school nor the district can control the content of the information available on these systems. Some of the information available is controversial and sometimes offensive. As a result of the Children's Internet Protection Act of December 21, 2000, all school computers used by students will be monitored with special filtering devices in place to restrict access to undesirable locations.

The Board does not condone the use of controversial and offensive materials. Employees, students, and parents of students must be aware that the privileges to access on-line services are withdrawn from users who do not respect the rights of others or who do not follow the rules and regulations established. A user's agreement is signed to indicate the user's acknowledgment of the risks and regulations for computer/on-line use.

LEAVING SCHOOL GROUNDS

Students leaving school grounds during the day must have written permission from a parent/guardian.

LIBRARY MEDIA CENTER (LMC)

The library is a place for quiet study throughout the school day. The library is staffed full time for those needing assistance. Misconduct in the library and failure to observe its rules will result in the loss of Library Media Center (LMC) privileges. Further disciplinary action may be determined appropriate by the Librarian and/or an administrator. All library obligations need to be taken care of by the end of the school year in order to participate in end- of-year activities.

LICE

Students will be immediately excluded from school when the School Nurse or Health Aide detects lice. A letter will be sent home regarding treatment and prevention of lice. Students are to be rechecked before the start of the next school day by the School Nurse or Health Aide. Students will be readmitted the next day after treatment with a medicated shampoo. If nits remain, the student will receive daily checks while attending school for the next 7 school days.

If during that time lice are found the student will be immediately excluded and must be rechecked daily until nit free. In these instances, the student will not be allowed to miss more than 3 days for the first incident and 1 day for subsequent incidents. Please be aware that these are only excused IF the student is brought in daily at the start of the school day for rechecks. Classrooms will be screened if a classmate has been excluded for lice.

LOCKS AND LOCKERS

Each student will be assigned a locker with a school-issued combination lock. If a student loses his/her lock, a replacement lock can be purchased from the school office at a cost of \$4.00. Students are not to change lockers, share lockers, or lock combinations. Students are encouraged to provide an additional lock for gym lockers; however, these locks must be removed the day their gym period or athletic practice is completed. Lockers should be kept in a clean and organized manner. No stickers or tape are to be used inside or outside the locker doors.

LOST AND FOUND

Clothing items that are turned in are placed in the guidance area. Rings, necklaces, jewelry, and money are turned into the main office. If a student loses an item, he/she should stop by the office at the end of the day to see if the item was turned in.

MODEL NOTIFICATION OF RIGHTS UNDER FERPA FOR ELEMENTARY AND SECONDARY SCHOOLS

The Family Education Rights and Privacy Act (FERPA) affords parents and students over 18 years of age (“eligible students”) certain rights with respect to the student’s education records. These rights are:

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

committee, or assisting another school official in performing his/her tasks. A school official has a legitimate education interest if the official needs to review an education record in order to fulfill his or her professional responsibility. Upon request, the school discloses education records without consent to an official of another school district in which a student seeks or intends to enroll.

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

PARENT TEACHER ORGANIZATION (PTO)

A variety of trips, dances, etc. will be offered this school year. The members of the FMS PTO organize these activities. This group, along with the building principal, will develop criteria for student eligibility. Meetings are held each month at 7:00 p.m. at the middle school. Please contact the middle school office for dates.

PARENT RESOURCE

The following is a resource available to parents of students at Fostoria Middle School. Ohio Parent Information Resource Center, 5812 Madison Road, #3, Cincinnati, Ohio 45227, Phone # (513) 272-0273 or (800) 686-1738.

CONFLICT MEDIATION

Mediation is a process in which students work through a problem with another student or adult with the assistance of a trained mediator. This mediator may be an administrator, a guidance counselor, a teacher, or a peer. In order to resolve conflicts peaceably, students are encouraged to contact the guidance office or a building administrator.

POLICE COOPERATION

Cooperation with law enforcement agencies is desirable, keeping in mind the rights of students and parents. This cooperation must recognize the functions of the schools, be in harmony with the Constitution of the United States, the laws of Ohio, and recognize the potential enrichment that law agencies can make in the educational program.

POSITIVE STUDENT INCENTIVES

Character Counts! Student of the Month-- Students will be nominated for this award by the 6th, 7th, and 8th grade teams. Teachers will discuss the merits of the nominees and select two students from each grade as Character Counts Student of the Month. Pictures will be taken and provided to the media for recognition. An ice cream social will be given during the school day honoring these students.

Fostoria Middle School is committed to becoming a school that utilizes Positive Behavior Supports to promote positive student behavior to maintain a positive school climate. There will be opportunities for individual and class rewards as we go through the school year. Success Cards are rewards for students who are caught following READS in the building. These cards can be turned into the building administration in order to receive various prizes and being entered into various drawings.

SCHOOL FEES AND OBLIGATIONS

Fees and fines may be paid in the school office. Checks should be made payable to "Fostoria Community Schools." For low income families, please consult your caseworker from the Ohio Department of Jobs & Family Services in the county in which you live, to determine eligibility, and to obtain a letter waiving school fees for the current school year (please bring the letter to the school office). All obligations not paid will be carried to each succeeding school year. All

fees and obligations must be paid prior to graduation, as credits will be withheld.

SCHOOL FEES FOR THE 2007-2008 SCHOOL YEAR ARE:

6 th Grade Fees	\$25.00
7 th Grade Fees	\$19.50 (Student not taking pre-algebra)
7 th Grade Fees	\$25.00 (Student taking pre-algebra)
8 th Grade Fees	\$19.50 (Student taking algebra)
8 th Grade Fees	\$25.00 (Student taking pre-algebra)

(School fees are requested by October 1, 2008)

SEARCH AND SEIZURE POLICY

The Fostoria City Board of Education recognizes that the privacy of students may not be violated by unreasonable search and seizure and directs that no student be searched without reason or in an unreasonable manner, except when administrative searches of students and student's personal property are authorized as set forth in this policy or otherwise provided by federal, state or local law.

A. Student Lockers and Other School Property

The Board acknowledges the need for in-school storage of student possessions and shall provide storage places, including desks and lockers, for that purpose. These lockers, desks, and other storage places are property of the Board of Education; and at no time does the Board relinquish the exclusive control over such property. Where lockers are provided for such places, students may lock them against incursion by other students, but in no such places shall students have such an expectation of privacy as to prevent examination by a principal or other school official.

With regard to general searches, because all lockers, desks and other storage places are property of the Board of Education, the contents of such property are subject to random searches without due regard to reasonable suspicion of a criminal statute or school rule violation. Searches of all or a limited number of lockers may be conducted at any time and occur with or without notice, without student consent and without any search warrant.

As to student-specific locker (or other property) searches, principals or other school officials may inspect student lockers whenever they consider it appropriate, including but not limited to the following reasons:

1. To encourage cleanliness and a healthy environment.
2. To prevent the accumulation of waste.
3. To promote safety, health, welfare and fire prevention.
4. To recover stolen or missing property.
5. To prevent storage of unauthorized, illegal, disruptive or dangerous items,

including

but not limited to weapons, drugs, drug paraphernalia, and alcohol.

6. To determine if there has been any violation of any local, state or federal law or any school rule.

If, in the judgment of the principal or other school official, there exists reasonable suspicion to believe an unscheduled inspection of a locker or other property may promote the reasons above, the locker will be opened in the presence of an adult witness. Except where factors of safety, health or the welfare of the school community dictate otherwise or when doing so would impede an ongoing police or district investigation, reasonable effort will be taken to notify the student in advance, inform him or her of the grounds for the inspection and give him or her an opportunity to be present at the inspection.

This policy is conspicuously posted in each building in which lockers or other school property used by students is located. The basic provisions of this policy shall be reiterated to students in the respective student handbooks, or otherwise disseminated in a manner appropriate by school officials.

Nothing set forth in this section shall restrict or otherwise modify the rights set forth in Section D of this policy related to drug searches conducted by law enforcement.

B. Persons and Personal Property

School administrators are charged with the responsibility of safeguarding the safety and well-being of the students in their care. In the discharge of that responsibility, a school administrator and another school official may search the person or property, including but not limited to back packs, purses, book bags, packages, clothing and vehicles of a student, with or without the student's consent, whenever they have reasonable suspicion that the search is required to discover evidence of a violation of law or of school rules. The search will be one of a reasonable scope, as determined by the seriousness of the alleged infraction, the reliability of the information, the necessity of acting without delay, the existence of exigent circumstances and the student's age. Search of a student's person or intimate personal belongings shall be conducted by a person of the student's gender as designated by the school administrator with a second school official present as an observer, if feasible. The search shall be done as discretely as possible and in private.

Except as provided below, a request for the search of a student or student's possessions or property will be directed to the building principal or his/her designee. The principal or his/her designee shall seek the freely offered consent of the student to the inspection. If the student refuses to voluntarily consent to the search, the search will be conducted by the principal in the presence of the student, his/her parent or a representative of the parent and a staff member other than the principal whenever possible. A search prompted by the reasonable belief that health and safety are immediately threatened will be conducted with as much speed and dispatch as may be required to protect persons and property.

No school official shall engage in or conduct any mass strip search, defined as the removal of clothing or coverings of private areas, or body cavity search. Individual strip searches will be conducted only in circumstances involving imminent danger and, if feasible, by law enforcement personnel. If the presence of law enforcement is not feasible given the presence of an imminent danger to the safety of students or other persons, school officials may conduct a strip search of specific students, subject to the qualifications set forth above.

Nothing set forth in this section shall restrict or otherwise modify the rights set forth in Section D of this policy related to drug searches conducted by law enforcement.

C. Search of Person or Property to Determine the Presence of Weapons

School administrators recognize a growing threat to the health, safety, and welfare of the students due to the possession, use, distribution and sale of weapons on school property. In order to secure and maintain a safe environment, it is the policy of the Board of Education to authorize administrative searches of students and student's personal property for the purpose of preventing students from bringing weapons into the schools. Such searches will be conducted by administration.

The Board, at its discretion, may search students and their personal property through a variety of devices, techniques and measures, which may include the use of hand-held

magnetometers or metal-sensitive devices. Search procedures may include all of those available, including equipment or other procedures such as are routinely used by law enforcement authorities in such searches.

Any weapon or other contraband discovered during searches of students or school grounds will be confiscated by an administrator or his/her designee. If a search conducted pursuant to this policy reveals that a student possesses a weapon, the student will be subject to discipline in accordance with Board policies.

If a student refuses to cooperate with a search for the presence of weapons, the student will be escorted to the principal's office, where efforts will be made to contact the parent or guardian and/or disciplinary action may be initiated along with police notification.

No weapons search of a student will be conducted on a non-random basis unless the searcher has reasonable suspicion that a specific student possesses a weapon.

D. Drug Searches Conducted by Law Enforcement

School officials may request law enforcement personnel conduct a search to determine the presence of illegal drugs upon any district property, including upon the person of any individual or within the vehicle of any individual parked upon district property. If the district requests such a search, the Superintendent or building principal will submit a written request to the proper law enforcement agency.

School officials will coordinate a mutually acceptable date and time with the law enforcement agency who will conduct the search. This information will remain confidential between the law enforcement agency and school official.

If the law enforcement agency conducts a search within a school building, the building principal or designee will issue a lockdown notice over the public address system instructing all teachers to keep students in the classroom until the lockdown has been lifted. If a student leaves the classroom, he or she will be subject to disciplinary action.

During the lockdown period, the law enforcement agency will conduct the search of school lockers and other property. The search may include the use of canines to determine the presence of illegal drugs. If canines are utilized, areas where the students are present (such as classrooms) will not be searched.

If the canine alerts to a locker, the principal or his or her designee shall secure the suspect locker and the locker on each side of the suspect lockers with locks. The suspect locker number to which the canine alerted will be noted, along with the numbers on each side of the suspect locker. Once the search is completed and the canine is out of the area, the principal or his/her designee will bring the students from the classroom one at a time to their assigned lockers. The principal or designee will open and search the locker in the presence of the student and law enforcement personnel.

At the request of school officials, law enforcement may also search vehicles parked upon school property by conducting a walk-by search with canine(s). If the canine alerts to a specific student's vehicle, the student will be brought to the vehicle by the principal or designee. The student will be asked to open the vehicle and the principal or designee will then search the vehicle. If the student refuses to open the vehicle, law enforcement should be consulted to determine whether a search warrant will be secured to search the inside of the vehicle. An alert to a faculty member's vehicle shall result in the same

procedure. The district will bear responsibility for any damage that may occur to any vehicle as a result of a canine search of a vehicle to determine the presence of illegal drugs.

If illegal drugs or drug paraphernalia are discovered as part of a building or vehicle search, appropriate action shall be taken. If illegal drugs are discovered, the suspected drugs may be taken for a field test by the law enforcement personnel. If the substance is determined to be illegal drugs, the student may be arrested immediately. The principal or his/her designee will notify the parents of an arrested student who is under the age of 18.

E. Procedures Regarding Confiscation or Seizure of Property.

The principal shall be responsible for the prompt recording in writing of each student search, including: (1) the reasons for the search; (2) the information received that established the need for the search and the name of the informant, if any; (3) when and where the search occurred; (4) the persons present when the search was conducted; (5) any substances or objects found; and (6) the method of retentions or disposition of confiscated property.

The principal shall be responsible for the custody, control and disposition of any illegal or dangerous substance or object taken from a student and the transfer of such property to proper law enforcement personnel.

F. Directive and Guidelines.

School officials may establish reasonable directives and guidelines which address specific needs of the school district or specific buildings while remaining consistent with the policy set forth herein.

SECURITY CAMERAS

Security cameras may be utilized to observe student activity on school vehicles, in classrooms, common areas, and other Fostoria Board of Education properties.

SIGN IN/SIGN OUT BOOK

When students need to be dismissed from the “official school day”, parents are required to sign out their student in the school office. Upon their return to school, parents are asked to sign their student back into school for the day.

STUDENT RECORDS

According to the Ohio Revised Code Section 3319.321 and the Education Rights and Privacy Acts of 1974 (FERPA), parents have a right to inspect their child's records. According to the Federal Register, Thursday, June 17, 1976, Part Ii, HEW, Privacy Rights of Parents and Students, Final Rule on Educational Records, Volume 41, No. 118-24673, prior consent for disclosure is not required of an educational agency or institution. Should you request that your child's records be sent to other agencies, you must sign a form for the release of information. School personnel will not release personally identifiable information of student records without a signed release.

Parents (custodial and non custodial) requesting additional personal copies of school records need to submit their request in writing to the office. The following will be furnished at no cost to the parent per request as long as a legal custody order is received by the school stipulating that both custodial and non custodial parent are privileged to their child’s school records: front of cumulative folder, birth certificates, test records (back of cumulative folder), birth certificate, social security information, immunization records, IEP’s, 504’s, behavior intervention plans, FBA’s and attendance reports for the current school year. Those parents requesting additional

information or copies will be charged the current copy rate (paper and lease charge).

Directory information about students will be released upon request in accordance with the Ohio Revised Code. Directory information includes the student's name, address, telephone, date, place of birth, participation in officially recognized activities, sports, dates of attendance, date of graduation, and awards received. A parent or student over the age of 18 must inform the district by October 1st of each school year if such information cannot be released without consent. The transfer of student records will be made to schools or school systems to which a student has sought to enroll.

Use of records in a missing child investigation may be accessed by a law enforcement officer who has indicated to school officials that an investigation is being conducted, as the student may be a missing child as defined in the Ohio Revised Code. This information may be used by law enforcement agency personnel in any manner appropriate to solving the case.

TAPING/RECORDING

If a parent, student, or school employee would like to tape a conversation or conference, they must first ask permission of all participants involved.

TEXTBOOKS

All basic textbooks/workbooks and equipment distributed are furnished by the Board of Education. The student must purchase all other supplies. **All textbooks are numbered and students will be held responsible for lost or damaged textbooks. Students are required to have new textbooks covered with a book cover of some type.**

UNFAVORABLE WEATHER CONDITIONS

Any weather condition that warrants a delay or closing will be announced on WFOB, 1430 AM. Other stations include: WFIN; Television stations: WTVG-13, WTOL-11, and WNWO-24.

VISITORS

In accordance with O.R.C. 2911.21, ALL parents and visitors must report to the middle school office. Failure to do so may result in criminal trespass charges in which a maximum penalty of thirty days imprisonment and a \$250 fine. (Posted in accordance with O.R.C. 3313.20)

Behavior Infractions First Nine Weeks
 Behavior Code

1. Disrespect	8. Tardiness to class
2. Refused to follow directions	9. Off Task
3. Disrupting class	10. Horseplay
4. Improper language or gesture	11. Annoyance to classmate(s)
5. Dress Code Violation	12. Failure to follow team procedures
6. Lack of Class Materials	13. Encouraging Misbehavior of others
7. Talking in Class	14. Other

Date	Code(s)	Note	Teacher
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Behavior Infractions Second Nine Weeks

Behavior Code

1. Disrespect	8. Tardiness to class
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Behavior Infractions

Second Nine Weeks

Behavior Code

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Behavior Infractions

Third Nine Weeks

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Parent Acknowledgement of Receipt of Handbook Information

I have read the student handbook; and I understand that I may contact the principal, assistant principal, or guidance counselor at Fostoria Middle School if I have any questions regarding the contents of this handbook.

Parent Signature

Date

Student Name

Grade

Please return this form with your student. The student may give it to her/his first period teacher. Or you may mail this form to:

Diana Weasner, Principal
Fostoria Middle School
1202 H.L. Ford Drive
Fostoria, OH 44830