

FULLERTON JUNIOR/SENIOR HIGH SCHOOL

STUDENT HANDBOOK



2026-27 Edition

Fullerton Junior/Senior High School
606 4th St.
Fullerton, NE 68638

Phone: (308) 536-2431
Fax: (308) 536-2432

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WELCOME

Dear Students and Parents:

On behalf of the Fullerton Public Schools and the board of education, we welcome you to another school year. We are looking forward to helping your children reach their learning potential and achieve their educational goals in the upcoming year.

Please read this handbook carefully. Students and their parents are responsible for knowing the rules, regulations, and procedures covered in this handbook. The student handbook is an extension of school policies and has the force and effect of board policy when approved by the board of education.

There are several forms that you must read, sign electronically, and return no later than August 11, 2026.

This handbook contains information of value to every student and parent. It contains explanations of school regulations and procedures necessary for our school to run smoothly and efficiently. If you are ever in doubt about what is the right thing to do, please contact me at 308-536-2431 or eburenheide@fullerton.esu7.org.

Sincerely,

Mr. Eric Burenheide

Mr. Eric Burenheide
7-12 Principal

Intent of Handbook

This handbook is intended to be used by students, parents, and staff as a guide to the rules, procedures, and general information about this school district. Students and their parents must become familiar with the handbook, and parents should use it as a resource and assist their children in following the rules contained in it. The use of the word “parents” refers to any adult who has the responsibility for making education-related decisions about a child, including, but not limited to biological parents, adoptive parents, legal guardians, and adults acting in loco parentis.

Although the information in this handbook is detailed and specific on many topics, it is not intended to be all-encompassing or to cover every situation and circumstance that may arise during a school day or school year. This handbook does not create a “contract” with parents, students, or staff, and the administration may make decisions and rule revisions at any time to implement the educational program and to assure the well-being of all students. The administration is responsible for interpreting the rules contained in the handbook. If a situation or circumstance arises that is not specifically covered in this handbook, the administration will make a decision based on applicable school district policies, and state and federal statutes and regulations.

Notice of Nondiscrimination

The school district does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The school district prohibits sex discrimination in any education program or activity that it operates. Students who believe that they have been the subject of unlawful discrimination or harassment due to their disability, sex, or other related concerns or questions should contact the following Special Education Coordinator/Title IX Coordinator at 308-536-2431, tcarlson@fullerton.esu7.org or in person at the school. The school districts specific Notice of Nondiscrimination on the Basis of Sex may be accessed at the following link: <https://www.fullertonpublicschools.org/vnews/display.v/ART/62ebdb467b211> Students who believe they have been the subject of unlawful discrimination or harassment due to their race, color, or national origin, or the have other related concerns or questions, should contact the following Title VI Coordinator: Mr. Joél Ruybalid at 308-536-2431, jruybalid@fullerton.esu7.org , PO Box 520, or in person at school. Students who believe they have been the subject of any other unlawful discrimination or harassment should contact the Superintendent of Schools at 308-536-2431, jruybalid@fullerton.esu7.org or in person at school. Students may report discrimination or harassment to any staff member who will then forward it on to the appropriate coordinator or administrator. The staff member will follow school district policies to respond to the report. For additional prohibited discrimination and related information, please review school district Policy 3053-Nondiscrimination.

Vision Statement of Fullerton Public Schools

The vision of the Fullerton Public School is to inspire individuals to Believe, Achieve, and Succeed fueled by a desire for lifelong learning.

The Fullerton Public School is an entity which involves many different people and to fulfill this vision, these people embrace the following mission:

The mission of Fullerton Public Schools is to provide a safe, secure, respectful, and supportive learning community where individuals develop and build upon skills to contribute to a changing world. We are guided by an unbiased educational process that is teacher-driven and research-based by analyzing data to make informed decisions. We are continually adapting curriculum, instruction, and assessments to ensure the success of all students and inspire lifelong learners.

SECTION TWO
STAFF DIRECTORY

Members of the Board of Education:

.....Beth Sonderup
.....Brad Anderson
.....Brittany Bertram
.....Angie Herman
.....Jennifer Wood
.....Brian Aaberg

Administrative Staff:

Superintendent.....Mr. Joél Ruybalid
7-12 Principal/Activities Director.....Mr. Eric Burenheide
K-6 Principal/Special Education Coordinator.....Mrs. Tammy Carlson

Teaching Staff:

Agricultural Education.....Josie Loseke
Art/Industrial Technology.....Brian Pomplun
Business Education.....Shawn Ostransky
English.....Alexa McClellan
English/Speech/Media Center.....Brienne Butcher
7-12 School Counselor.....Jordan Wetovick
Family & Consumer Science/Health.....Megan Ziemba
Foreign Language.....(Distance Learning) Jim Chvala
Instrumental/Vocal Music.....Colton Kohl
Mathematics.....Shelly McNeff
Mathematics.....Joshua Garcia
Physical Education.....Brandon Siegel
Science.....Issac Carr
Social Studies.....Laura Sabata
Social Studies.....Jeremy Hubel
Technology Coordinator.....Jason Trotter
504, Student Assistance Team (SAT) Coordinator.....Missy Aaberg

Instructional Support Staff:

Special Education Coordinator/Title IX Coordinator/ELL Coordinator.....Tammy Carlson
Special Education Teachers.....Jessica Williams
.....Brandy King
.....Natalie Beierman
Speech Language Staff:
.....Katie Bosak

Instructional Aides:

Special Education Aides.....Will Wagner
.....Janet Laster

Office Staff

Bookkeeper/Secretary.....Jill Anderson
Secretary.....Jean Dubas
Secretary.....Debbie Bialas

Child Nutrition Program

Lunchroom Manager.....Candice Muller
Assistant Manager.....
Head Cook... ..Tammy Gora
CookSarah Howard

Maintenance

Director of Grounds & Transportation.....
Director of FacilitiesJerry Chmiel

Transportation Department

Bus Drivers.....
.....Joy Harris
.....Regina Dohmen
.....Dave Wamberg

Coaches & Activity Sponsors

Football

Head Coach.....Brandon Siegel
Assistant Coach.....Eric Frenzen
Assistant Coach.....Jeremy Wetovick
Junior High Coach.....Brian Pomplun

Volleyball

Head Coach.....Megan Ziemba
Assistant Coach.....Joshua Garcia
Junior High Coach.....

Girls Basketball

Head Coach.....Alyssa Reardon
Assistant Coach.....
Junior High Coach.....Shellie Horecek

Boys Basketball

Head Coach.....Will Wagner
Assistant Coach.....Randy Cox
Junior High Coach.....Mitch Hamik

Boys & Girls Wrestling

Head Coach.....Kirby Smith
Assistant Coach.....Jordan Fowlkes
Assistant Coach.....Zach Bialas

Boys Track

Head Coach.....Jason Maxfield
Assistant Coach.....Joshua Garcia
Assistant Coach.....Brandon Siegel
Junior High Coach.....Jeremy Hubel

Class Sponsors

Seniors.....Jordan Wetovick
.....Laura Sabata
Juniors.....Megan Ziemba
.....Isaac Carr
Sophomores.....Brian Pomplun
Freshmen.....Ike Carr
Eighth Grade.....Joshua Garcia
Seventh Grade.....Jeremy Hubel

Cheerleading.....Kristine Chmiel
Swing Choir.....Colton Kohl
Yearbook.....Laura Sabata
Student Council.....Alexa McClellan

F-Club..... Brandon Siegel
FFA/Vo Ag.....Josie Loseke
National Honor Society...Brienne Butcher
One Act.....Brian Pomplun
Speech.....Brienne Butcher
JH Golf.....Brian Pomplun
Girls Golf.....Shawn Ostransky
Boys Golf.....Shawn Ostransky
Weight Program Coordinator
.....Brandon Siegel

Cross Country

Head Coach.....Jordan Wetovick
Assistant Coach.....Jeremy Hubel

Athletic Director.....Eric Burenheide
Assistant AD.....Isaac Carr
Assistant AD.....Shawn Ostransky

Girls Track

Head Coach.....Jason Maxfield
Assistant Coach.....Joshua Garcia
Assistant Coach.....Brandon Siegel
Junior High Coach.....Jeremy Hubel

SECTION THREE

BASIC SCHOOL RULES AND GENERAL PRACTICES

Activity Ticket

The Activities Ticket will admit the student to all home activities except tournaments. The cost of the pass is set each year.

Asbestos

ANNUAL NOTIFICATION OF ASBESTOS MANAGEMENT PLAN AVAILABILITY

Federal regulations require all schools to inventory asbestos containing materials and develop management plans to identify and control asbestos containing materials in their buildings.

The presence of asbestos in a building does not mean that the health of building occupants is necessarily endangered. As long as asbestos containing material remains in good condition and is not disturbed, exposure is unlikely.

The plan is available for review in the school administrative office during normal business hours.

At least once each six months periodic surveillance is being conducted on all asbestos containing material and suspect material assumed to contain asbestos.

A reinspection is being conducted every three years in all schools that have asbestos containing material.

From time to time operations and maintenance activities may be conducted to maintain all material in good condition.

For more information please contact: Mr. Joél Ruybalid, Fullerton Public Schools, Box 520, Fullerton, NE 68638. Phone: (308) 536-2431.

Assembly Programs

Interesting programs are held during the year for student enjoyment, including both local and outside talent.

The quality of our assembly programs depends upon pupil conduct. The more appreciative the audience, the easier it is to get good programs. Your cooperation is appreciated.

Sections of the gym are assigned to the various classes before assembly programs are arranged and are to be occupied by the students of that particular class. If the program begins before you get to the assembly, do not enter until there is a break in the program such as an interval between numbers, or if it is not such a program, enter quietly and go to the nearest vacant seat.

Attendance

Required Attendance

Every person residing in the school district who has legal or actual charge or control of any child who is of mandatory attendance age shall cause that child to attend a public or private school regularly unless the child has graduated from high school or has been allowed to disenroll pursuant to this policy.

Mandatory Attendance Age

All children who are or will turn six years old before January 1 of the current school year are of mandatory attendance age. Children who have not turned eighteen years of age are of mandatory attendance age.

Discontinuing Enrollment – 16 and 17 Year Old Students

Only children who are at least 16 years of age may be disenrolled from the district. The person seeking to discontinue the child's enrollment shall submit a signed, written request that demonstrates that the student meets the district's legal criteria allowing for disenrollment to the superintendent using the applicable district form. The district will follow the procedures outlined on the attached form in considering requests to disenroll.

Only children disenrolling to attend a non-accredited school may be exempt from this policy. The person with legal or actual charge or control of the child must provide the superintendent with a copy of the signed request submitted to the State Department of Education for attending non-accredited schools. The superintendent may confirm the validity of the submission with the State Department of Education.

Prohibition on Discontinuing Enrollment – Abuse or Neglect Investigation

Upon notice from the Department of Health and Human Services, the District shall not facilitate the transfer or disenrollment of a student whose parent, guardian, or educational decisionmaker is subject to an active investigation by the Department for fourteen days or until further notice from the Department, whichever occurs first.

Attendance Officer

Each building principal is designated as an attendance officer for the district. Each building principal, at his or her discretion, may delegate these responsibilities to any other qualified individual. The attendance officer is responsible for enforcing the provisions of state law relating to compulsory attendance. This responsibility includes but is not limited to filing a report with the county attorney of the county in which a student resides. Compensation for the duties of attendance officer is included in the salary for the superintendent or designee.

Attendance Regulations

Goals of the Fullerton Public Schools are to promote punctuality, self-discipline, and responsibility on the part of all students. There is a high correlation between attendance and academic performance. To help all students increase their opportunity to receive the maximum benefit from the academic program offered by Fullerton Public School the following attendance policy has been established.

Whenever a student is absent from or tardy to school his/her parent or guardian must telephone the school and give the reason(s) for the student's absence. School personnel will contact daily those parents who do not telephone the school when their child is absent to let the parent know that the student is absent. Students leaving school during the day for an appointment, going home ill, etc. must sign out in main office. Failure to do so will result in detention.

When a student has been absent from or is tardy to school he/she must report to the office before going to class to obtain a make-up slip or pass to enter class. The student must return the make-up slip with the signature of all his/her teachers within two (2) days or detentions may be assigned. If students are attending a school sponsored event a make-up slip must be filled out ahead of time, signed by all necessary teachers and turned in to the coach/sponsor the day/night before the event. Coaches/sponsors will then hand in all make-up slips for their group to the main office before departing for such event.

The following would be excused absences until 5 absences had occurred:

1. Doctor and Dental Appointments
2. Parent's Request in advance
3. Family Emergencies
4. Court appearances

A student may be absent from class up to five days in one semester for an excused absence (not including school sponsored events). A student who is absent from a class in excess of five days in a semester may be asked to obtain a doctor's note or make arrangements with the principal in advance for that particular absence.

An unexcused absence from class shall cause a two point reduction in the quarter grade of the student for the class for each such absence. Example: A student with a quarter grade of 80% received an unexcused absence for two days during that quarter. The adjusted final quarter grade of the student would be 76%.

Any student who is absent from a class in excess of eight times due to unexcused absences during a single semester shall not receive credit for the class for that semester except upon the approval of the superintendent. Credit for a class may be withheld from any student absent from class for any reason, school related absences excepted, more than eight times during a single semester.

The high school principal may, after reviewing the reasons for absences, waive any class absence from applying toward the five and eight day class absence policies.

Types of Absences

Fullerton Public School recognizes three types of absences:

- 1) School Related Absences: Any absence from the classroom which is planned and sponsored by school officials.
- 2) Excused Absence: Any absence resulting from student illness, a death in the family, doctor's appointments, court appearances or family emergency.
- 3) Unexcused Absence: Any absence which is not accepted by the school as being a valid reason for missing school. Examples include shopping trips, hair appointments and oversleeping.

Excessive Absenteeism - School district officials are required by law to investigate factors involved in student absences. Parents shall receive written notice once their student reaches 10, 15 and 20 days absent. A variety of methods may be explored with parents to resolve this attendance concern. The principal may require at his/her discretion doctor verification for absences related to illness. When a student reaches 20 days absent (excused and/or unexcused) a report may be filed with the county attorney. Students may also be required to repeat a grade if school officials determine the excessive absences have had an adverse effect on their classroom performance.

Absences due to illness - If a student is sick, they will be given one full school day to complete the assigned work they missed. For example, if he/she is sick on Tuesday, the assignments for that day will be due on Thursday. If those assignments are not turned in by Thursday, they will participate in the W.A.R.R.I.O.R.S. program. Several parents request homework be sent home when a child is sick and we are glad to accommodate this request.

Planned absences - Parents who know in advance that a student will be absent must call the school or send a written note at the earliest possible date. Students who will be absent for reasons that can be anticipated, such as routine medical appointments and school activities, must complete any work required by the teacher before the absence. Parents should make every attempt to schedule medical and other appointments after school hours when possible.

Excused Absences – Physical or Mental Illness

Absences shall be excused by a parent, guardian, or educational decision maker, as defined in section 79-530, of the child for physical or mental illness and as documented by a credentialed health professional, provided the documentation supports such absence. In the instance of chronic illness, documentation shall be reviewed each semester.

Making Up Absences:

When a student has been absent the number of days to be equivalent to missing 10% of the school days, the student shall be required to make up those absences in WARRIORS before or after school.

Students are obligated to:

- 1) Complete all class work in advance for any absence that can be anticipated.
- 2) Be present at school for all of the last three periods to be permitted to practice, participate in an athletic contest, or activity performance at night unless excused by the principal.
- 3) Check out of school at the office if leaving school during the school day.
- 4) Make up any and all work that is assigned by teachers as make-up work for the instructional time that has been missed.

Parents are obligated to:

- 1) Call the appropriate building office to inform the school of the reason for each absence.
- 2) Submit a doctor's statement, if requested, for each period of absence due to illness that exceeds five days.

Pregnant and Parenting Students

The District will not discriminate in its education program or activity against any student based on the student's current, potential, or past pregnancy. Students who are pregnant or parenting are encouraged to continue participating in the district's educational and extracurricular programs. Students who anticipate deviations from their regular school experience or accrue absences due to pregnancy or parenting should notify their building principal as early as possible to discuss their educational programming in collaboration with the Title IX Coordinator.

Attire and Grooming

All students are expected to take pride in their personal appearance. They should be clean, neat and dressed in proper clothing to conform with present day standards. If a manner of dress, grooming, and/or appearance disrupts the normal educational process, school administrators shall take necessary action to correct the situation. School organizations such as Student Council, athletic teams, and the National Honor Society are encouraged to help establish and maintain acceptable standards of dress.

The following constitute unacceptable attire or practices:

1. Articles displaying indecent, suggestive or profane writing, pictures or slogans.
2. Articles displaying alcohol advertisements or other illegal products.
3. Articles which could cause damage to others or school property.
4. Causes or is likely to cause disruption to the to districts programs and activities

The district has the right to request an immediate attire change from students. The district will require students adhere to uniform standards.

The high school principal shall make the final decision on whether regulations are met. Students who violate the dress code guidelines may be issued a detention or suspension. Repeated violations may result in more severe consequences.

Assignment Books

Every student in grades 7 through 12 is encouraged to have an assignment book. Students should record their assigned work in the assignment book before they leave each class. It is their responsibility to bring the assignment book and their homework home with them on a daily basis. The assignment book is the reminder for all homework that needs to be completed. We encourage parents to check assignment books on a daily basis, especially if your son or daughter is having difficulty getting homework turned in on time.

Band

Students in grades 7-8 may participate in the middle school band; grades 9-12 may participate in the high school band. Instruments will be provided by students or the school as provided by school policy.

Bills

Students should pay bills for supplies, fines, shop materials, clothing orders, etc. in the main office. Any check for these payments should be made out to Fullerton Public Schools unless otherwise instructed. Pursuant to board policy, the district will assess an additional penalty of \$30 for any check returned from the bank for insufficient funds.

When students purchase items of significant value, such as class rings and letter jackets, they must make payment at the time of purchase or when the order is placed.

Books and Supplies

Students must take care of books and other supplies provided by the district. The school will assess fines for damage to books and school property.

Students must supply their own consumable items such as pens, pencils, tablets, notebooks, erasers, and crayons. Each classroom teacher will prepare a supply list for students at the beginning of the school year.

Borrowed Articles

The school frequently finds it advantageous or necessary to borrow properties from individuals or business establishments for various school functions. We should show our appreciation for these courtesies by promptly returning borrowed property in as good a condition as when it was borrowed. It is the pupils' responsibility, under the direction of the sponsor of the activity, to secure and return borrowed property.

Breastfeeding and Lactation

In order to accommodate lactating and breastfeeding students, the district will provide reasonable opportunities to express breast milk or breastfeed in a place, other than a bathroom, which is shielded from view and free from intrusion from district students, employees, and the public. The district will also provide a location for students to store expressed breast milk in or near the location designated for students to express milk to create the least amount of disruption to the student's participation in class or activities.

Students who wish or need to express breast milk on a regular schedule must work with school administrators to create a schedule that accommodates the student's needs while facilitating education to the maximum extent possible.

In order to prevent interference with the educational process, no student shall express breast milk within school classrooms or buses. Nothing in this policy limits the authority of the administration to impose consequences consistent with the Student Discipline Act and other state and federal law.

Bulletin Boards

Bulletin boards are maintained throughout the building to communicate general information, material, and school announcements. Students should check the bulletin boards carefully each school day. A written copy of daily announcements will be posted on the main bulletin board by the offices.

Bulletin board or electronic publishing space may be provided for the use of students and student organizations for notices relating to matters of general interest to students. The following general limitations apply to all posting or publishing:

1. All postings must be approved by the appropriate building principal or designee. Students may not post any material containing any statement or expression that is libelous, obscene, or vulgar; that would violate board of education policies, including the student code of conduct; or that is otherwise inappropriate for the school environment.
2. All postings must identify the student or the student organization posting or publishing the notice.
3. Material shall be removed after a reasonable time to assure full access to the bulletin boards or electronic publishing media.

Bullying

Students are prohibited from engaging in any form of bullying. The Centers for Disease Control and Prevention defines bullying as "any unwanted aggressive behavior(s) by another youth or group of youths who are not siblings or current dating partners that involves an observed or perceived power imbalance and is repeated multiple times or is highly likely to be repeated." Nebraska statute defines bullying as "an ongoing pattern of physical, verbal or electronic abuse." The District's administrators will consider these definitions when determining whether any

specific situation constitutes bullying. Both of these definitions include both in-person and cyberbullying behaviors.

The disciplinary consequences for bullying will depend on the severity, frequency, duration, and effect of the behavior and may result in sanctions up to and including suspension or expulsion. Students who believe they are being bullied should immediately inform a teacher or the building principal.

Reporting Bullying

Students who experience or observe bullying behavior must immediately report what happened to a teacher or administrator. Students can use the district's anonymous platform Safe2Help. To make this report. Students may always confer with their parents or guardians about bullying they experience or witness, but the students must also ultimately report the situation to a teacher or administrator.

Bullying Investigations

School district staff will investigate allegations of bullying using the same practices and procedures that the district observes for student disciplinary matters. In no circumstance will school district staff be deliberately indifferent to allegations of bullying.

Cafeteria Procedures

1. High school classes will eat in the following order unless otherwise notified:

Monday	-	12,11,10,9,8,7
Tuesday	-	11,10,9,8,7,12
Wednesday	-	10,9,8,7,12,11
Thursday	-	9,8,7,12,11,10
Friday	-	8,7,12,11,10,9
2. Sponsors of meetings and activities during the noon period are responsible for those students involved.
3. Students may be in the gyms during the noon period only when they are supervised by a staff member. Students remaining in the building during the noon hour must remain in the dinner area. The hallways and classrooms are closed to the students at this time, unless under the supervision of a faculty member.
4. Please use good manners while eating and clear your area of the table when finished eating. When possible, please sit and eat with your own class members. Avoid "saving" seats for other pupils to avoid confusion.
5. Teachers will take a count of the number of students eating each morning. Students that indicate they will eat each day are expected to do so. Menus are posted in advance for the students' convenience.
6. High school students who desire to be in the building during their lunch hour must go to the commons area. Please stay out of restrooms until the first bell rings after the lunch period.
7. Students will be excused for lunch at approximately 12:30 p.m. each day. Seventh and eighth grade students must receive advanced permission from the high school principal to leave the school grounds during eating lunch. Those students who go home for lunch must bring a note daily/weekly to the 7th & 8th grade supervisor each day they are to go home for lunch. Those students who go home for lunch are expected, when returning after lunch, to go immediately to the 7th and 8th grade supervised activity in the gym or on the school grounds.

Candy and Gum

Students may not bring candy or gum to school unless they have prior permission from their classroom teacher or the administration.

Cell Phones and Other Electronic Devices

Students are prohibited from using cellular phones, smart watches or other electronic devices including smart watches while at school, except as provided in this policy or as deemed appropriate by a student's education team.

Building Specific Guidelines:**7-12 Guidelines:**

The use of cell phones, smart watches, wireless earbuds and other electronic devices are prohibited during school hours in all school building locations except in the commons area during the assigned breakfast/lunch period. As long as this utilization does not create a distraction or a disruption and is compliant with all other policies and handbook provisions.

The restrictions identified above include locker rooms and restrooms. During school hours student cell phones or electronic devices must remain in lockers, backpacks, or be locked in a personal vehicle.

District Guidelines:

By bringing their cell phones and other electronic communication devices to school, students consent to the search of said devices by school staff when the staff determines that such a search is reasonable or necessary.

Students are strictly prohibited from sending, sharing, viewing, or possessing pictures, text messages, emails or other material of a sexual nature in electronic or any other form on a computer, cell phone, or other electronic device while at school. Students who possess prohibited material on their cell phone or other electronic device while at school shall be subject to disciplinary consequences as articulated by the student handbook.

Students may not use cell phones or electronic communication devices while riding in school vehicles, including listening to music, unless they have permission to do so from the driver or other adult responsible for their supervision.

Students shall be personally and solely responsible for the security of their cell phones and pagers. The district is not responsible for theft, loss or damage of a cell phone or any calls made on a cell phone.

Students who violate this policy or other school rules will have their cell phones or electronic devices confiscated immediately. Students who violate this policy may, at the discretion of the school's administration, be subject to additional discipline, up to and including suspension or expulsion.

1st Offense: The staff member will confiscate the student electronic device and give it to the building administrator. The student can collect the device at the end of the school day.

2nd Offense: The staff member will confiscate the student electronic device and give it to the building administrator. The student's parents must come pick up the device from school before 4:00PM.

3rd Offense: The staff member will confiscate the student electronic device and give it to the building administrator. The student's parents must come pick up the device from school before 4:00PM. The student will also receive detention.

Subsequent Offenses: The staff member will confiscate the student electronic device and give it to the building administrator. The student's parents must come pick up the device from school before 4:00PM, and the student will receive additional detentions or suspensions.

Cheating, Plagiarism, and Academic Dishonesty

Students may not cheat, plagiarize, or otherwise participate in any academic dishonesty in any form. Prohibited behavior includes:

- Obtaining, attempting to obtain, or aiding another person to obtain credit for work by any dishonest or deceptive means.
- Lying.
- Copying another person's work or answers.
- Discussing the answers or questions on a test or assignment unless specifically authorized by the teacher.
- Taking or receiving copies of a test without the permission of the teacher.
- Using or displaying notes, "cheat sheets," or other sources of unauthorized information.
- Using the ideas or work of another person as if they were your own without giving proper credit to the source.
- Submitting work or any portion of work completed by another person.
- Failing to give credit for ideas, statements, facts, or conclusions which rightfully belong to another person.
- Failing to use quotation marks or other appropriate means of attribution when quoting directly from another person or source.

A student who cheats, plagiarizes, or otherwise participates in any academic dishonesty is subject to discipline, up to and including expulsion.

Child Abuse and Neglect

School employees will report suspected abuse or neglect of a child as required by state law and school policy. Nebraska law defines abuse or neglect as knowingly, intentionally, or negligently causing or permitting a minor child or an incompetent or disabled person to be (1) placed in a situation that endangers his or her life or physical or mental health; (2) cruelly confined or cruelly punished; (3) deprived of necessary food, clothing, shelter or care; (4) left unattended in a motor vehicle, if such child is six years of age or younger; (5) sexually abused; (6) placed in a situation to be sexually exploited through sex trafficking of a minor as defined in state law or by allowing, encouraging, or forcing such person to engage in debauchery, public indecency, or obscene or pornographic photography, films, or depictions; or (7) placed in a situation to be a trafficking victim as defined in state law.

Circulation Policy for Library Materials

Books must be checked out by the librarian on duty. Each borrower is responsible for all books checked out in his/her name.

Books should be returned as soon as possible but no later than two weeks from the date checked out. Most of the books can be renewed for another week.

Some reference books and research books are checked out for only one period at a time or overnight. Magazines are checked out for one week.

A fine of five cents per day per book may be charged for books overdue.

Each student is responsible for any fine which accumulates on a book charged to him/her. If a student has an excused absence, he/she will not be charged for days missed.

If a book is lost and the loss is reported at once, the fine will be stopped. If the book is not found by the end of the semester, the student must pay for it.

Fines for damages are decided by the librarian.

Class Dismissal

Classes are in session until dismissal by the teacher in charge. The bell at the end of the period is a warning bell and not a dismissal bell. All teachers should be prepared to dismiss students on time so that they will have no excuse for being late to the next class period.

Classroom Behavior

Student behavior and attitude in the classroom must be cooperative and serious. All students must:

- arrive to class on time;
- prepare for class with all necessary materials;
- be considerate of others;
- respond promptly to all directions of the teacher; and
- take care of school property and the property of others.

Teachers will establish classroom conduct rules that students must obey.

Communicable Diseases

Any student who has contracted a contagious disease may be restricted from attendance at school until the student is no longer contagious. The school district uses the Title 173- Nebraska Health and Human Services/Control of Communicable Disease, Chapter 3 of the Nebraska Administrative Code as a "best practice" guideline for contagious and infectious diseases. If there are questions regarding the communicability of your child's health condition or if you know your child has contracted a contagious or communicable disease or condition not otherwise specified in board policy or this handbook, please call 308-536-2431.

Communicating with Parents

Parents shall be kept informed of student progress, grades, and attendance through report cards, progress reports, and parent/teacher conferences. The school district will notify parents if their students are failing or close to failing. The school district will endeavor to notify parents of failing students prior to entry of the failing grade on the student's report card. Parents will also be notified of their student's possible failure to meet graduation requirements. Other pertinent information will be communicated to parents by mail or by personal contact.

Complaint Procedure

Good communication helps to resolve many misunderstandings and disagreements. This complaint procedure applies to complaints unless the complaint is subject to a different procedure required by law, policy, or contract. Individuals who have a complaint should discuss their concerns with appropriate school personnel in an effort to resolve problems at the lowest level of the chain of command. When those efforts do not resolve matters satisfactorily, including matters involving discrimination or harassment on the basis of race, color, national origin, sex, marital status, disability, or age, a complainant should follow the procedures set forth in any specific policy addressing those areas or the procedures set forth below. Allegations of sex discrimination covered by Title IX will be addressed through the board's Title IX policy. References to "coordinator" in this policy refer to the board-designated coordinator for the applicable area, such as the Special Education Coordinator for the allegation of disability-based discrimination. A preponderance of the evidence will be required to discipline a party accused of misconduct. This means that the investigator must conclude that it is more likely than not that misconduct occurred.

Complaint and Appeal Process.

1. The first step is for the complainant to speak directly to the person(s) with whom the complainant has a concern. For example, a parent who is unhappy with a classroom teacher should initially discuss the matter with the teacher. However, the complainant should skip the first step if the complainant believes speaking directly to the person would subject the complainant to discrimination or harassment.
2. The second step is for the complainant to speak to the building principal, coordinator, superintendent of schools, or president of the board of education, as set forth below. Anyone with questions about the appropriate person to speak with may request clarification from the superintendent.
 - a) Complaints about the operation, decisions, or personnel within a building should be submitted to the principal of the building.
 - b) Complaints about the operations of the school district or a building principal should be submitted in writing to the superintendent of schools.
 - c) Complaints about the superintendent of schools should be submitted in writing to the president of the board of education.
 - d) Complaints involving discrimination or harassment on the basis of race, color, national origin, sex, marital status, disability, or age may also be submitted, at any time during the complaint procedure to the applicable coordinator. Complaints involving discrimination or harassment may also be submitted at any time to the Office for Civil Rights, U.S. Department of Education: by email at OCR.KansasCity@ed.gov; by telephone at (816) 268-0550; or by fax at (816) 268-0599.
3. When a complainant submits a complaint to an administrator or to the coordinator, the administrator or coordinator shall first determine whether another applicable procedure is required by policy or law. If so, direct the complaint to the appropriate person to follow that procedure. If not, the administrator or coordinator will promptly and thoroughly investigate the complaint, and shall:

- a) Determine whether the complainant has discussed the matter with the respondent.
 - 1) If the complainant has not, urge the complainant to discuss the matter directly with that respondent, if appropriate.
 - 2) If the complainant refuses to discuss the matter with the respondent, the administrator or coordinator shall, in his or her sole discretion, determine whether the complaint should or must be pursued further.
 - b) Strongly encourage the complainant to reduce his or her concerns to writing.
 - c) Interview the complainant and, if necessary, the respondent against whom the complaint is filed to determine:
 - 1) All relevant details of the complaint;
 - 2) All witnesses and documents which the complainant believes support the complaint;
 - 3) The action or solution which the complainant seeks.
 - d) Respond to the complainant. If the complaint involved discrimination or harassment, the response shall be in writing and shall be submitted within 180 days after the administrator or coordinator received the complaint.
4. If either the complainant or the respondent is not satisfied with the decision, he or she may appeal the decision to the superintendent. The superintendent may assign a qualified designee to hear any appeal. This provision applies to appeal under the boards policies governing complaints of discrimination or harassment, including Title IX and any other policy with a separate grievance or complaint procedure, unless that other procedure includes its own appeal process. All requirements for appeals within any other policy apply, and in addition to those requirements the following also apply.
- a) This appeal must be in writing.
 - b) This appeal must be received by the superintendent no later than 3 calendar days from the date of the decision
 - c) For complaints addressed through other applicable procedures that do not include a separate investigatory process, the superintendent will investigate as he or she deems appropriate.
 - d) The superintendent will prepare a written decision and provide it to the complainant and any other person entitled by law to receive the appeal decision. For complaints involving discrimination or harassment the superintendent shall submit the decision within 180 calendar days after the superintendent received the complainant's written appeal. Appeals to the superintendent from complaints involving discrimination or harassment are final once the superintendent delivers the written decision as are all other appeals/complaints to the superintendent unless the complaint can be applied on the limited grounds to appeal to the board below

5. The boards' role is to set policy, establish and implement a budget, and evaluate the superintendent. The board does not manage the daily operations of the school district entrusted to its administration unless required by law or policy. Because of the boards' statutory roles, it does not hear complaints or appeals that may involve oversight or discipline of students, staff or others, unless those involve the superintendent as discussed below. The board does not hear complaints or appeals based on allegations of discrimination or harassment unless otherwise required by law. The board will hear appeal only in the following circumstances:
 - a) When the complaint is about a board policy, not implementation of the policy;
 - b) When the complaint involves the budget or school expenditures that have been or must be approved by the board; or
 - c) When the board is required by law, policy, or contract to hear a complaint or appeal
6. If a complaint involves those limited grounds and a party is not satisfied with the superintendent's decision reading the complaint or appeal he or she may appeal the decision to the board.
 - a) This appeal must be in writing.
 - b) This appeal must be received by the board president no later than ten (10) calendar days from the date of the superintendent communicating his/her decision to the complainant.
 - c) This policy allows, but does not require the board to receive statements from interested parties and witnesses relevant to the complaint appeal. However, all matters involving discrimination or harassment allegations against the superintendent shall be promptly and thoroughly investigated by the board president or a designee.
 - d) The board president will notify the complainant and any other person legally required to receive the decision in writing of its decision. If the complaint involves discrimination or harassment allegations against the superintendent, the board president shall submit the decision within 180 calendar days after receiving the written appeal.
 - e) There is no appeal from any decision of the board unless authorized by law.
7. Formal complaints about the superintendent shall be filed with the president of the board. However, complaints about the superintendent do not include disagreement with the superintendent's decision on appeal based on a complaint of discrimination, harassment, or action of any other employee who is not the superintendent. Upon receipt of a complaint, the board president and his or her designee shall promptly and thoroughly investigate the complaint and shall:
 - a) Coordinate with school district staff, other than the superintendent, to determine if another procedure in policy or law requires the complaint against the superintendent to follow another procedure. If so, the board president will coordinate handling the complaint through that procedure. If another procedure applies, such as in the case of allegations of sex discrimination against the

- superintendent, the board president or, at his or her discretion, the full board will serve only to hear any appeal by a party to the complaint.
- b) Determine whether the complainant has discussed the matter with the superintendent.
 - 1) If the complainant has not, the board president or designee will urge or require the complainant to discuss the matter directly with the superintendent, if appropriate or required.
 - 2) If the complainant refuses to discuss the matter with the superintendent, the board president shall, in his or her sole discretion, determine whether the complaint should or must be pursued further.
 - c) Determine, in his or her sole discretion, whether to place the matter on the board agenda for consideration at a regular or special meeting by the full board.
 - d) Respond to the complainant or appeal. If the complaint or appeal involves discrimination or harassment, the response shall be in writing and shall be submitted within 180 calendar days after the president received the complaint.
 - e) Appoint or contract with other individuals qualified to assist the board through this process or any other applicable procedure used to address allegations against the superintendent.

No Retaliation. The school district prohibits retaliation against any person for filing a complaint or for participating in the complaint procedure in good faith.

Special Rules Regarding Educational Services and Related Services to Students with Disabilities.

Students with disabilities and their families have specific rights outlined in state and federal law, including administrative processes by which they may challenge the educational services being provided by the school district. Therefore, the appeal process contained in this policy may not be used to challenge decisions made by a student's individualized education plan (IEP) team or 504 team.

Complaints about the educational services provided a student with a disability, including but not limited to services provided to a student with an IEP, access to curricular and extracurricular activities, and educational placement must be submitted to the school district's Special Education Coordinator. The Special Education Coordinator will address the complaint in a manner that he/she deems appropriate and will provide the complainant with a copy of the Notice of IDEA Parental Rights promulgated by the Nebraska Department of Education.

Complaints about the educational services provided a student with a disability pursuant to a Section 504 plan must be submitted to the school district's 504 Coordinator. The 504 Coordinator will address the complaint in a manner that he/she deems appropriate and will provide the complainant with a copy of the Notice of Section 504 Parental Rights adopted by the board of education.

Complaints about the educational services provided to a student who is suspected of having a disability must be submitted in writing to the school district's Special Education Coordinator or to the district's 504 Coordinator. The Special Education Coordinator or 504 Coordinator will either

refer the student for possible verification as a student with a disability or will provide prior written notice of the district's refusal to do so.

Bad Faith or Serial Filings. The purpose of the complaint procedure is to resolve complaints at the lowest level possible within the chain of command. Individuals who file complaints (a) without a good faith intention to attempt to resolve the issues raised; (b) for the purpose of adding administrative burden; (c) at a volume unreasonable to expect satisfactory resolution; or (d) for purposes inconsistent with the efficient operations of the district may be dismissed by the superintendent without providing final resolution other than noting the dismissal. There is no appeal from dismissals made pursuant to this section.

Computer Network Use by Students

COMPUTERS, TELECOMMUNICATION, INTERNET AND NETWORK ACCEPTABLE USE GUIDELINES

1. **Acceptable use:** The purpose of access to the district's computer, telecommunication, Internet and network capabilities is to support research and education in and among academic institutions by providing access to unique resources and the opportunity for collaborative work. All use at Fullerton Public School must be in support of education and research and consistent with the educational objectives as set forth by the school. Use of Fullerton Public School's computer, telecommunication, internet and network capacities by for-profit institutions for commercial purposes is generally not acceptable. Use for product advertisement or political lobbying is also prohibited.
2. **Privileges:** The use of computers, telecommunication, internet and network is a privilege, not a right, and inappropriate use will result in disciplinary action up to, and including, loss of access, suspension, and/or expulsion for students and loss of access, suspension, termination, non-renewal or cancellation of the contract of administrators, teachers, or other school employees.
3. **Etiquette:** Users are expected to abide by the generally accepted rules of network etiquette. These include, but are not limited to, the following:
 - a. Be polite and use appropriate language.
 - b. Do not reveal your personal address or phone number or those of other students or colleagues.
 - c. Electronic mail (e-mail) is not guaranteed to be private.
 - d. Do not use the network in such a way as to disrupt the use of the network by other users.

- e. Student users should never give their password to another. All users should understand that they will be held responsible for all activity involving their password-protected files and accounts.
- 4. **Vandalism:** Vandalism will result in immediate disciplinary action up to, and including, loss of access, suspension, and /or expulsion for students and loss of access, suspension, termination, non-renewal, or cancellation of the contract of administrators, teachers, or other school employees. Vandalism is defined as any malicious attempt to harm or destroy any hardware, software, or data belonging to the school or another user. This includes the uploading or creation of computer viruses.
- 5. **Security:** Security is a high priority especially when the system involves many users. Attempts to log in to the system as any other user will result in cancellation of user privileges. Do not use another individual's internet account (with the exception that teachers may allow students access under the individual teacher account). Attempts to log in to internet or the school network as a system administrator will result in cancellation of user privileges as well. Any user identified as a security risk or having a history of problems with other computer systems may be denied individual access.
- 6. **Indemnity:** Fullerton Public Schools makes no warranties of any kind, whether expressed or implied, for computer telecommunication, internet or network service. Fullerton Public School will not be responsible for damages users suffer. This includes loss of data while using the district's computers, telecommunication, internet or network connections. Fullerton Schools will not be responsible for any financial charges incurred by an account user or someone else using the account. Use of any information obtained via internet is at the user's risk. Fullerton Public School specifically denies any responsibility for the accuracy or quality of information obtained through its services.
- 7. **Unlawful Purposes:** Users shall not use the district's electronic capacity for unlawful purposes, such as illegal copying or installation of unauthorized software.
- 8. **Electronic Hardware and Software:** Users shall not take home electronic hardware or software without written permission of the network administrator.

Acceptable Use - Computer Use and Conduct Guidelines

The primary goal of FPS's available technology is to enrich the learning that takes place in and out of classrooms. In particular, technology offers opportunities for exploration and analysis of academic subjects in ways that traditional instruction cannot replicate. However, certain legal and ethical restrictions apply. Also, the limited supply of both hardware and software requires us to set priorities for use. Academic work for courses always takes priority over any other use of the computer equipment. The following is a list of rules and guidelines which govern the use of FPS computers and network resources.

Network Resources refers to all aspects of FPS's owned or leased equipment, including, but limited to, computers, printers, scanners and other peripherals, as well as email, Internet services, servers, network files and folders, and all other technology-related equipment and services. These rules apply to any use of FPS's network resources whether this access occurs while on or off campus.

Students may not use network resources:

- o to create, send, access or download material which is abusive, hateful, harassing or sexually explicit;
- o to download, stream or listen to Internet-based music, video, and large image files not required for school work, as this slows the performance of the network for all users. The school will monitor the network for violations.

- o to send file attachments that are greater than 5MB in size (the transfer process can hinder network speed and access to others - if you need to transfer large files, please contact the LAN Manager or Assistant LAN Manager to make special arrangements);
- o to alter, add or delete any files that affect the configuration of a school computer other than the laptop assigned for personal use;
- o to conduct any commercial business unless specifically approved by the LAN Manager, Assistant LAN Manager or building principal;
- o to conduct any illegal activity (this includes adhering to copyright laws);
- o to access the data or account of another user (altering files of another user is considered vandalism);
- o to install any software onto FPS computers; to copy FPS school software (copying school owned software programs is considered theft);
- o clear Internet history in any browser;
- o attempt to bypass or bypass the school filtering system.

Privacy Information:

- o You should expect only limited privacy in the content of your personal files on the District system. Routine maintenance and monitoring of the network may lead to discovery that you have violated this policy, the board policies, or the law.
- o An individual search will be conducted if there is reasonable suspicion that you have violated any policies or laws.
- o Parents or Guardians of students have the right at any time to request to see the contents of your files.
- o You have a right to due process for any violations of any of the policies listed here, in the student handbook, teacher handbook, or board policies. Remember when you are using the Internet or the network, you leave "electronic footprints" and your actions can be traced.

Student Safety Protection measures:

- o Students will not post personal information about yourself or other people. Personal contact information includes your address, telephone, school address, work address, or any other information that would allow someone to find you in person.
- o Students will not give password(s) to anyone
- o Students will not post anonymous messages
- o You will not agree to meet with someone you have met online without your parent's/guardian's approval. Your parent/guardian should accompany you to this meeting.
- o You will promptly disclose to your teacher or other school employee any message you receive that is inappropriate or makes you feel uncomfortable.
- o You will not make deliberate attempts to disrupt the computer system or destroy data on the network or Internet.
- o You will not use the network or Internet to engage in any other illegal act such as arranging for drug sales or the purchase of alcohol, engaging in criminal activity, threatening the safety of other people, etc.
- o You are responsible for your individual account and should take all reasonable precautions to prevent others from being able to use your account. Under no conditions should you provide your password to another person.
- o You will immediately notify a teacher or the system administrator if you have identified a possible security problem.

- o You will not use obscene, profane, lewd, vulgar rude, inflammatory, threatening or disrespectful language. You will not engage in personal attacks or harassment, including prejudicial or discriminatory attacks.

Legal Issues and Jurisdiction

Because FPS owns and operates the equipment and software that compose our network resources, the school is obligated to take steps to ensure that all facilities are used legally. Hence any illegal use of network resources is prohibited. All content created, sent, accessed or downloaded using any part of FPS's network resources is subject to the rules stated in this policy. FPS has the ability to monitor our network and may find it necessary to investigate electronic incidents even if they happen after hours and outside of school. As the owners of our network resources, the school administration and network staff reserve the right, if needed, and at its discretion, remotely access, to open, examine and/or delete electronic files that violate this Computer Use Policy.

Disclaimer

The FPS does not have control of the information on the Internet or incoming email, nor does it provide any technical barriers to account holders accessing the full range of information available. Sites accessible via the Internet may contain material that is defamatory, inaccurate, abusive, obscene, profane, sexually oriented, threatening, racially offensive, illegal or otherwise inconsistent with the mission of the Fullerton Public School District. While FPS's intent is to make Internet access available for educational goals and objectives, account holders will have the ability to access other materials as well. At FPS, we expect students to obey the Computer Use Policy when using the Internet. Students found in violation of the policy will be disciplined.

In addition, FPS account holders take full responsibility for their access to FPS's network resources and the Internet. Specifically, FPS and ESU 7 make no warranties with respect to school network resources nor take responsibility for:
the content of any advice or information received by an account holder;
the costs, liability or damages incurred as a result of access to school network resources or the Internet; any consequences of service interruptions.

Fullerton High School (7-12) Acceptable Use and Internet Safety Policy/Rule

Please read this entire policy carefully.

This policy defines the acceptable use of computers and Internet access at the Fullerton School District. This applies to the student receiving a laptop ("Student"), and his/her parents(s) or legal guardian ("Parent"). The Student and Parent(s), in consideration of being provided with a laptop computer, software, and related materials (the "Computer") for use while a student is at Fullerton School District, hereby agree as follows:

1 Equipment

- 1.1 Ownership:** FPS retains the sole right of possession of the Computer and grants permission to the Student to use the Computer according to the guidelines set forth in this document. Moreover, Fullerton staff retains the right to collect and/or inspect the Computer at any time, including via electronic remote access; and to alter, add or delete installed software or hardware.
- 1.2 Equipment Provided:** Efforts are made to keep all laptop configurations the same. All Computers include a DVD/CD-RW, ample RAM and hard-disk space, a protective laptop case, software, and other miscellaneous items. FPS will retain records of the serial numbers of provided equipment.
- 1.3 Substitution of Equipment:** In the event the Computer is inoperable, FPS has a limited number of spare laptops for use while the Computer is repaired or replaced. However, it

cannot guarantee a loaner will be available at all times. This agreement remains in effect for such a substitute. The Student may NOT opt to keep a broken Computer or to avoid using the Computer due to loss or damage. Please note that if the student forgets to bring the Computer or power adapter to school, a substitute will not be provided.

- 1.4 Responsibility for Electronic Data:** The Student is solely responsible for any non-FPS installed software and for any data stored on the Computer. It is the sole responsibility of the Student to backup such data as necessary. FPS provides a means for backup along with directions, but FPS does not accept responsibility for any such software.

2 Damage or Loss of Equipment

- 2.1 Responsibility for Damage:** The Student is responsible for maintaining a 100% working Computer at all times. The Student shall use reasonable care to ensure that the Computer is not damaged. Refer to the Standards of Proper Care document for a description of expected care. Refer to the Fullerton Schools Anytime/Anywhere 2019-20 Computer Loan Agreement for additional insurance and fee information.

FPS reserves the right to charge the Student and Parent the full cost for repair or replacement when damage occurs due to gross negligence as determined by administration.

Examples of gross negligence include, but are not limited to:

- o Leaving equipment unattended and unlocked. This includes damage or loss resulting from an unattended and unlocked laptop while at school. (See the Standards for Proper Care document for definitions of "attended," "unattended," and "locked.")
 - o Lending equipment to others other than one's parents/guardians.
 - o Using the equipment in an unsafe manner. (See the Standards for Proper Care documents for guidelines of proper use.)
- 2.2 Responsibility for Loss:** In the event the Computer is lost or stolen, the Student and Parent may be billed the full cost of replacement. Students not participating in Fullerton Schools Anytime/Anywhere are not to remove computers from school property.
- 2.3 Actions Required in the Event of Damage:** Report the problem immediately to the LAN Manager, Assistant LAN Manager or Building Principal. If the Computer is stolen or vandalized while not at FPS or at a FPS sponsored event, the Parent shall file a police report.
- 2.5 Technical Support and Repair:** FPS does not guarantee that the computer will be operable, but will make technical support, maintenance and repair available.

3 Legal and Ethical Use Policies

- 3.1 Monitoring:** FPS will monitor computer use using a variety of methods - including electronic remote access - to assure compliance with FPS's Legal and Ethical Use Policies.
- 3.2 Legal and Ethical Use:** All aspects of FPS Computer Use Policy remain in effect, except as mentioned in this section.
- 3.3 File-sharing and File-sharing Programs:** File-sharing and File-Sharing Programs: The installation and/or use of any Internet-based file-sharing tools is explicitly prohibited. File-sharing programs and protocols like BitTorrent, Limewire, Kazaa, Acquisition and others may not be used to facilitate the illegal sharing of copyrighted material (music, video and images). Individuals with legitimate, school-related needs to use these tools may seek prior approval from the LAN Manager, Assistant LAN Manager or Building Principal. Students who violate the File Sharing rules will also have their hard drives restored to the original settings
- 3.4 Blocking and/or Filtering:** FPS shall use a technology protection measure that blocks and/or filters Internet access to prevent access to Internet sites that are not in accordance with the policies of the school. An authorized staff member may override the technology protection measure that blocks and/or filters Internet access for bona fide research or

other lawful purposes during which time the student will be monitored directly by a staff member.

3.5 Allowable Customizations:

- o The Student is permitted to alter or add files to customize the assigned Computer to their own working styles (i.e., background screens, default fonts, and other system enhancements).
- o The Student is permitted to download music to iTunes, but cannot download or install any other software without permission from the FPS LAN Manager or Assistant LAN Manager.

Standards for Proper Computer Care

This document is an important addendum to the Student Laptop Program Acknowledgement Form. Read it carefully prior to signing. You are expected to follow all the specific guidelines listed in this document and take any additional common sense precautions to protect your assigned Computer. Loss or damage resulting in failure to abide by the details below may result in full-financial responsibility.

Following the standards below will lead to a Computer that will run smoothly and serve as a reliable, useful and enjoyable tool.

Your Responsibilities:

- o Treat this equipment with as much care as if it were your own property.
- o Bring the Computer and charging unit to FPS during every school day. (If you forget them, substitutes will NOT be provided.)
- o Keep the Computer either secured (i.e., home or other secure place where others do not have access) or attended (with you or within your sight) at all times. Keep the Computer stored in a secure place (i.e., locked in a locker in the locker room or other suitable place) when you cannot directly monitor it. For example, during athletic events, games, practices and trips, store the Computer in a secure place assigned by your coach/sponsor and arrange to return to school to retrieve it after the activity. Laptops left in unattended classrooms are considered "unattended" and may be confiscated by school personnel as a protection against theft. **Unattended and unlocked equipment, if stolen - even at school - will be your full-financial responsibility.**
- o Avoid use in situations that are conducive to loss or damage. For example, never leave Computers in school vehicles, in the gym, in a locker room, on playing fields or in other areas where it could be damaged or stolen. Avoid storing the Computer in a car other than in a locked trunk, but be aware of extreme temperatures. **Avoid leaving the Computer in the environments with excessively hot or cold temperatures.**
- o Do not let anyone use the Computer other than your parents or guardians. Loss or damage that occurs when anyone else is using your assigned Computer will be your full responsibility.
- o Adhere to FPS's Computer Use Policy at all times and in all locations. When in doubt about acceptable use, ask the LAN Manager, Assistant LAN Manager or Building Principal.
- o Back up your data. Never consider any electronic information safe when stored on only one device.
- o Read and follow general maintenance alerts from school technology personnel.

How to Handle Problems

- o Promptly report any problems to the LAN Manager, Assistant LAN Manager or Building Principal.
- o Don't force anything (e.g., connections, popped-off keys, DVD/CDs). Seek help instead.
- o When in doubt, ask for help.

General Care

- o Do not attempt to remove or change the physical structure of the Computer, including the keys, screen cover or plastic casing. Doing so will void the warranty, and families will be responsible for 100 percent of the repair or replacement cost.
- o Do not remove or interfere with the serial number or any identification placed on the computers (e.g., labels).
- o Do not do anything to the Computer that will permanently alter it in any way.
- o Keep the equipment clean. For example, don't eat or drink while using the computer.

Carrying the Computer

- o Always completely close the lid and wait for the Computer to enter Sleep mode before moving it, even for short distances. Movement while the computer is on can result in permanent damage to the hard-drive and therefore the loss of all data.
- o Always store the Computer in the laptop bag provided.
- o Do not grab or squeeze the Computer, as this can damage the screen and other components.
- o Never move the Computer while a CD or DVD is actively being used

Screen Care

The Computer screen can be easily damaged if proper care is not taken. Broken screens are NOT covered by warranty and can cost over \$800 to replace. Screens are particularly sensitive to damage from excessive pressure.

- o Do not touch the Computer screen with anything (e.g., your finger, pen, pencil, etc.) other than approved Computer screen cleaners.
- o Clean the screen with a soft, dry anti-static cloths or with a screen cleaner designed specifically for LCD type screens.
- o Never leave any object on the keyboard. Pens or pencils left on the keyboard are guaranteed to crack the screen when the lid is closed, thus resulting in a possible charge of over \$800 to the family.

DVD/CD-RW (Optical Drive)

- o Never force a disc into the slot. This can cause permanent damage and voids the warranty.
- o Keep discs clean and store them in a cover to prevent dust from entering the Computer. Always remove CDs and DVDs when they are not in use - this preserves battery life.
- o Avoid using CDs or DVDs unless the Computer is connected to a power source with the charging unit - CD/DVD use dramatically lowers battery life.

Battery Life and Charging

- o Arrive to school each day with a fully charged battery. Establish a routine at home whereby each evening you leave your Computer charging overnight.
- o Avoid using the charger in any situation where you or another is likely to trip over the cord. Don't let the battery completely drain. Immediately shutdown if you are unable to connect to the charger.
- o Close the lid of the Computer when it is not in use, in order to save battery life and protect the screen.

Personal Health and Safety

- o Avoid extended use of the Computer resting directly on your lap. The bottom of the laptop can generate significant heat and therefore cause temporary or permanent injury. Use a barrier - such as a book or devices made specifically for this purpose - when working on

your lap. Also, avoid lap-based computing while connected to the power adapter as this will significantly increase heat production.

- o Avoid lengthy use involving repetitive tasks (such as typing and use of the track-pad). Take frequent breaks as well as alter your physical position (typing while standing, sitting, leaning, etc.) to minimize discomfort. If possible, set up a workstation at home with an external keyboard and mouse that allows you to situate the screen at eye-level and keyboard at lap-level.
- o Read the safety warnings included in the Apple user guide.

Computer Discipline Policy

Fullerton Public Schools will be utilizing a White List and Red List policy for computer discipline. If a student is placed on the White List they may lose some or all of their computer privileges for a period of time determined by the school administrator. If a student is placed on the Red List, they will lose privileges for the remainder of the semester (or longer if determined by the administration).

White List

Possible Violations: (This list is not inclusive and is only meant to provide examples.)

- o unattended laptop
- o unauthorized games
- o attempting to bypass the filter
- o appearing on the downlist for two consecutive weeks in two classes
- o inappropriate desktop background image
- o poor treatment of computer
- o recreational browsing or accessing web sites not related to educational purposes or with inappropriate content
- o printing of materials not used for educational purposes
- o violating file sharing rules

Possible Loss of Privileges: (This list is not inclusive and is only meant to provide examples.)

- o iTunes
- o iDVD
- o iMovie
- o Internet
- o Garageband
- o Photobooth
- o Widgets
- o iPhoto
- o DVD Player
- o Hard drive may be restored to original settings

*At teacher's request, a student may use one of the white listed programs for classroom use.

Red List

Students will be placed on the Red List for extreme or repeated violations of the white list policy. These violations will be handled by the building administration on a per issue basis. A student placed on the Red list may lose all computer privileges.

Conferences

Students' academic success has been closely linked to parental involvement in school. The school district has formal parent-teacher conferences at the end of the first quarter and during the third quarter.

In addition to formal conferences, classroom teachers will communicate with parents as necessary. Parents are encouraged to communicate with their student's teacher or the building principal to discuss parental concerns, student needs or any other issue.

Using 3rd Party Apps

At Fullerton Public Schools, staff sometimes use or implement online applications and software that might share a student's information with third party applications. Federal and state law impose requirements on the student data that can (and cannot) be shared with outside entities. In addition, parents and guardians may opt out of any online program or software that shares student data with any third-party application. Unless a parent or guardian opts out of any program or software, the District will assume that parents and guardians consent to their students accessing the applications and software tools at school.

Copyright and Fair Use

The school district complies with federal copyright laws. Students must comply with copyright laws when using school equipment or working on school projects and assignments. Federal law prohibits the unauthorized reproduction of works of authorship, regardless of the medium in which they were created.

The "fair use" doctrine allows limited reproduction of copyrighted works for educational and research purposes. "Fair use" of a copyrighted work includes reproduction for purposes such as criticism, news reporting, teaching (including multiple copies for classroom use), scholarship, or research. Students who are unsure whether their proposed reproduction of copyrighted material constitutes "fair use" should consult with their teacher or building principal, review the school district's copyright compliance policy, and review *Copyright for Students* found at <https://www.whoishostingthis.com/resources/student-copyright/>. You can find more information on copyright compliance requirements and permitted uses from the U.S. Copyright Office and the Library of Congress at the following site: <http://www.loc.gov/teachers/usingprimarysources/copyright.html>.

Damage to School Property

Students who damage school property either intentionally or unintentionally may be required to pay to replace or restore the property, at the discretion of the administration.

Dating Violence

Dating violence, as that term is defined by Nebraska law, will not be tolerated by the school district. Students who engage in dating violence on school grounds, in a school vehicle or at a school activity or that otherwise violates the Nebraska Student Discipline Act will receive consequences consistent with the Act and the district's student discipline policies.

The school district shall provide dating violence training to staff deemed appropriate by the administration and in accordance with Nebraska law.

Discrimination and Harassment

Students who believe that they have been the subject of unlawful discrimination or harassment due to their disability should contact the following Special Education Coordinator, Tammy Carlson at 308-526-2431, tcarlson@fullerton.esu7.org or in person at school. Students who believe that they have been the subject of unlawful discrimination or harassment due to their sex should contact the following Title IX Coordinator: Mrs. Tammy Carlson at 308-536-2431, tcarlson@fullerton.esu7.org, PO Box 225, Fullerton, NE 68638 or in person at school. Students who believe that they have been the subject of any other unlawful discrimination or harassment should contact Mr. Joél Ruybalid at 308-526-2431, lynnjohnson@fullerton.esu7.org or in person at school. Students may report discrimination or harassment to any staff member who will then forward it on to the appropriate coordinator or administrator. The staff member will follow school district policies to respond to the report.

Driving and Parking Personal Vehicles

Students of Fullerton Schools driving to school are required to park their vehicles in the student parking lot. No vehicle driven to school shall be moved by a student from its parking space after arrival in the morning until after dismissal at the end of the day without written approval from the principal or superintendent. Students bringing a car to school at noon hour are expected to drive directly to school and park the vehicle in the student parking lot.

To comply with state law, pupils driving cars on school permits must drive directly to and from school and school activities. Driving at any other time is a violation of the permit and may result in the loss of the permit.

Students are not allowed to be in or around the vehicles during school hours without special permission.

Cars driven to school must be parked in the parking area provided southwest of the high school building. Student are discouraged from driving on the streets east and south of the school buildings between the hours of 8:00 a.m. and 4:00 p.m. on school days for reasons of safety to other students, especially the younger elementary students. The alley east of the elementary building should be avoided by all vehicles during the times when buses are loading and unloading. Students driving recklessly in or out of the parking lot may lose their driving privilege.

The student parking lot is under the control of Fullerton Public Schools and vehicles driven to school shall be subject to the Student Handbook and Board Policy. Students shall abide by all rules established by the principal or superintendent and shall park according to the procedures established. Any student violating procedures may lose their privileges, be referred to the local law enforcement agency, and/or disciplined under the student conduct code in the student handbook. The principal or superintendent will decide the severity of the offense and determine which penalty to administer to enforce the parking lot procedures.

Drug Free Schools

The board of education has adopted policies to comply with the Federal Drug-Free Schools and Communities Act. Students are prohibited from using, possessing, or selling any drug, alcohol, or tobacco while on school grounds, at a school activity or in a school vehicle. In addition, students who participate in the school's activities program should refer to the Activities Code which prohibits the use or possession of alcohol, controlled substances and tobacco at all times.

Any student who violates any school policy regarding drug, alcohol, and tobacco use will be disciplined, up to and including short-term suspension, long-term suspension, or expulsion from school and/or referral to appropriate authorities for criminal prosecution.

Emergency Contact Information

Parents must complete an emergency information card for each child enrolled in the district. The card should list the family physician's name, where parents or a responsible adult can be located, and any necessary emergency instructions. Parents must promptly inform the school if this contact information changes during the school year.

Evacuations

The school district will hold routine evacuation drills throughout the school year. Classroom teachers will provide students with detailed instructions on building evacuations.

Eye Exams

All students enrolling in kindergarten or transferring into the school district from out of state must undergo a visual examination by a physician, a physician assistant, an advanced practice registered nurse, or an optometrist, which consists of testing for amblyopia, strabismus, and internal and external eye health, with testing sufficient to determine visual acuity, except that no such physical examination or visual evaluation shall be required of any child whose parent or guardian objects in writing. They must provide evidence of the vision examination within six months prior to entrance. The cost of such physical examination and visual evaluation shall be borne by the parent or guardian of each child who is examined.

Food Service Program

The school lunch program is designed as a nutrition program which provides an adequate meal and at the same time provides educational experience for students. Through the lunch program, students may learn to eat many foods not included in the regular family diet. Students eating a well-balanced meal, day after day, soon develop a taste for a variety of foods.

Food service charge privileges are denied any student, receiving regular or reduced price who is delinquent in his/her payment by \$10.00.

The cost of a student meal will be announced when school starts. This price will depend on the federal funding the program receives. Breakfast will be served on a pay as you go basis. If your child qualifies for free or reduced priced meals, he/she also qualifies for free or reduced breakfast. Breakfast is served from 7:30 a.m. until 7:55 a.m.

Parents are encouraged to visit

<https://www.fns.usda.gov/healthierschoolday/tools-schools-focusing-smart-snacks> for a list of healthy snack items.

Collection of Delinquent Meal Charge Debt

The school district is required to make reasonable efforts to collect unpaid meal charges. The building principal or his or her designee will contact households about unpaid meal charges and notify them again of the availability of the free and reduced meal program and/or establish payment plans and due dates by telephone, e-mail, or other written or oral communication. If these collection efforts are unsuccessful, the school district may pursue any other methods to collect delinquent debt as allowed by law.

Collection efforts may continue into a new school year.

Notice of Non-discrimination

In accordance with federal law and U.S. Department of Agriculture policy, this institution is prohibited from discrimination on the basis of race, color, national origin, sex, age, disability, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA. To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

- (1) Mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410
- (2) Fax: (202) 690-7442; or
- (3) Email: program.intake@usda.gov

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the school district. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

Field Trips

Classes occasionally take field trips off school property for educational enrichment. A student's parent, or "caregiver" as that term is defined in the Nebraska Strengthening Families Act, must authorize a student to participate in a field trip by signing a permission slip and providing it to the school before the field trip. Students who have not completed classroom work on time may not be allowed to attend field trips. Students must comply with the student code of conduct, any applicable extracurricular conduct codes, and all directives by trip chaperones.

First-Aid

First-aid items may only be used by school staff. Students who need first aid should ask for assistance from their classroom teacher or the nearest staff member.

Halls and Stairs

The practice of courtesy in the halls and stairs will result in orderly passing to and from classes and at dismissal time. Running, shoving, shouting, whistling and loafing are examples of unbecoming behavior. Students are expected to maintain good order in the halls at all times so any visitor might gain a good impression of us.

Head Lice

Students found to have head lice, louse eggs, or nits will not be permitted at school and will be sent home. Upon discovering the presence of any indication of lice, louse eggs, or nits, the student's parent(s) or guardian(s) will be notified, and if appropriate will be asked to pick up the student from school immediately.

Students will not be permitted to return to school until the district finds that no live lice, eggs, or nits can be detected. The parent(s) or guardian(s) will be required to treat the student and accompany the student to school to be examined. The student cannot ride the school bus until the district has cleared the student to return to school.

Health Problems Limiting Activities

Parents who do not want their children to play outdoors or participate in physical education for health reasons must send a written request to school. If a student persistently requests to be excused from these activities, the building principal or classroom teacher may require a doctor's verification. Parents should notify principal or superintendent if their student has any special health problems such as diabetes, asthma, or the like.

Homebound Instruction

The school district may provide a student with instruction in his or her home and under parental supervision if the student is physically or mentally ill or injured and unable to attend regular

classes for an extended period of time. Homebound instruction shall be provided when the student's physical and mental condition are such that the student can benefit from instruction and no other provision will meet the student's educational needs. If you believe that homebound instruction is appropriate for your child, please contact the building principal to initiate the appropriate process to determine eligibility.

Homeless Children and Youth

Homeless students generally include children who lack a fixed, regular, and adequate nighttime residence, as further defined by applicable state and federal law.

It is the school's policy not to stigmatize or segregate homeless students on the basis of their status of being homeless. Transportation for homeless students who enroll in the district shall be furnished by the district under the same guidelines applying to other students or if such transportation is necessary for compliance with federal law.

Each homeless child shall be provided services for which the child is eligible comparable to services provided to other students in the school selected regardless of residency. Homeless children shall be provided access to education and other services that such children need to ensure that they have an opportunity to meet the same student performance standards to which all students are held.

If a homeless child registered to attend school in the district is receiving family reconciliation services pursuant to state law, the district will work in cooperation with any county or department of social services in the district to jointly develop an educational program for the child. The district's homeless coordinator is Mr. Joél Ruybalid who may be contacted at 308-536-2431.

Illness or Injury at School

Students who feel ill or are hurt while at school should seek immediate assistance from their classroom teacher or the nearest staff member. The school will contact parents to pick students up from school whenever necessary. When school officials determine that a student needs immediate medical attention but the parents cannot be reached by phone, emergency services will be summoned or the student will be taken directly to the doctor and/or hospital. Parents must complete an emergency information card for each child enrolled in the district. The card should list the family physician's name, where parents or a responsible adult can be located, and any necessary emergency instructions.

Immunizations

All students must furnish the following to school officials:

- proof of adequate immunizations for mumps, measles, rubella; diphtheria, pertussis, tetanus; polio; and hepatitis B series.

Initiations and Hazing

Initiations and hazing by members of classes, clubs, athletic teams, or any other organization affiliated with the district are prohibited except as otherwise permitted by this policy. Any student engaging in hazing or non-approved initiations is subject to discipline as permitted by policy and law.

Initiations are defined as any ritualistic expectations, requirements, or activities placed upon new members of a school organization for the purpose of admission into the organization, even if those activities do not rise to the level of "hazing" as defined below. Initiations are prohibited except by permission of the superintendent.

Hazing is defined as any activity by which a person intentionally or recklessly endangers the physical or mental health or safety of an individual for the purpose of initiation into, admission into, affiliation with, or continued membership in any school organization. Hazing activities include, but are not limited to, whipping, beating, branding, an act of sexual penetration, an exposure of the genitals of the body done with the intent to affront or alarm any person, a lewd fondling or caressing of the body of another person, forced and prolonged calisthenics, prolonged exposure to the elements, forced consumption of any food, liquor, beverage, drug, or harmful substance not generally intended for human consumption, prolonged sleep deprivation, or any brutal treatment or the performance of any unlawful act that endangers the physical or mental health or safety of any person.

Leaving the Building

Students are not to leave the building without permission from the building principal, **and are required to sign out of the building at the office.**

Lockers and Other School Property

The school district owns and exercises exclusive control over student lockers, desks, computer equipment, and other such property. Students should not expect privacy regarding usage of or items placed in or on school property, because school property is subject to search at any time by school officials. Periodic, random searches of lockers, desks, computers, and other such property may be conducted at the discretion of the administration. The assignment of a locker is on a temporary basis and may be revoked at any time. School officials may inspect student lockers without any particularized suspicion or reasonable cause.

The physical features of any school do not determine its effectiveness, but attractive surroundings contribute to the well-being and happiness of pupils. One cannot help but look with disfavor upon the student who is careless and thoughtless about the school building and grounds. To destroy flowers and shrubs, to mar the desks by writing or cutting, to deface any school property is to bring discredit upon our entire student body. Destruction of school property is a misdemeanor, punishable by law.

School pride and appreciation for the invested money of the taxpayers, our parents, demand the effort of every pupil for the careful preservation of the buildings and school property.

**This is your school. Why not make it a point to take good care of it?
Do not permit pupils to deface your property.**

In order to effectively discourage lack of respect and improper care of school property, a record is made at the beginning of the year of all property assigned to each pupil -- his/her textbooks, desks, band and athletic property, etc. For any property which shows excessive wear and abuse, a fine will be assessed and must be paid before school records will be cleared.

Lost and Found

Lost items should be reported at either office. It should be thoroughly understood by all patrons and pupils that the pupil is responsible for his/her own property and that the school cannot assume responsibility for the loss of personal property. However, every effort will be made to help the students locate and recover property which has been lost. All articles found should be taken to one of the offices. The offices will seek to return items turned in to the rightful owner. Unclaimed articles will be given to charity at the end of the year.

Medications

Whenever possible, parents should arrange medication schedules to eliminate the need for giving medication during school hours. When it is necessary for school personnel to administer medication to students, the school district will comply with the Nebraska Medication Aide Act, the requirements of Title 92, Nebraska Administrative Code, Chapter 59, (promulgated by the Nebraska Department of Education and entitled *Methods of Competency Assessment of School Staff Who Administer Medication*), and all state and federal regulations. Parents and guardians who wish to have their child receive medication from school personnel must comply with the following procedures:

Prescription medication. (1) Parents/guardians must provide a physician's written authorization for the administration of the medication. (2) Parents/guardians must provide their own written permission for the administration of the medication. (3) The medication must be brought to school in the prescription container and must be properly labeled with the student's name, the physician's name, and directions for administering the medication.

Non-prescription medication. (1) Parents/guardians must provide written permission for the administration of the medication. (2) The medication must be brought to the school in the manufacturer's container. (3) The container must be labeled with the child's name and with directions for provision or administration of the medication

The district reserves the right to review and decline requests to administer or provide medications that are not consistent with standard pharmacological references, are prescribed in doses that exceed those recommended in standard pharmacological references, or that could be taken in a manner that would eliminate the need for giving them during school hours. The district may request parental authorization to consult with the student's physician regarding any medication prescribed by such physician.

Media Center

Students must check out materials from the media staff on duty. Each borrower is responsible for all books checked out in his/her name. A fine of five cents per day per book may be charged for overdue books. Each student is responsible for any fine that accumulated on a book charged to him/her. If a book is lost and not found by the end of the semester, the student must pay for it. Students must also pay for any damage they cause to library books.

If parents wish to receive email notifications of books that are checked by their child, they may contact the school for the request form.

Memorials

Memorials or plaques honoring deceased students are generally not allowed in or on the school grounds unless authorized by board policy. Dedications to students will not be allowed.

Scholarships in the deceased person's name will not be set up by the school. Scholarships set up by outside organizations or individuals, such as a foundation, will be allowed.

National Honor Society

Membership in the National Honor Society is both an honor and a responsibility. Students eligible for membership demonstrate the qualities of scholarship, service, leadership, and character. Membership in the Fullerton National Honor Society is reserved for juniors and seniors. Specifically, the selection criteria are defined as follows:

- An accumulated grade point average of 93% for all course work completed through a minimum of four semesters of high school, except classes in physical education and/or music.

- National Honor Society members should be effective leaders and should be willing to serve others while striving to display positive character.

Students must submit an application for National Honor Society to the high school principal with a due date established each semester. Students will be selected to the National Honor Society during both the fall and spring of each year, and are expected to participate in the induction ceremony held in the spring. This allows those selected for membership to include this academic honor on their resumes and to participate in various community service activities before graduating.

Physical Education

The school district requires students to receive physical education to assist them in developing gross and fine motor skills. Students are not required to wear P.E. uniforms, but are encouraged to wear tennis shoes for P.E.

Physical Exam

Students entering kindergarten and the seventh grade, and those entering school from another state, are statutorily required to show evidence that they have had a physical examination within six months prior to the date of entering school. Health screenings will be handled following state statute and board policy.

Pictures

The school district arranges for a photographer to be present at school in the fall to take class pictures. Parents will be notified of the date. Included in the individual packet is a class composite. Parents who want pictures of their students or of their student's class composite may purchase them directly from the photographer.

Playground Rules

Students must follow these rules to keep the playground safe when they are using the playground as part of the school day:

1. Students must obey the playground supervisor at all times.
2. Students may not enter the street/highway to retrieve a ball unless given permission by the playground supervisor.
3. Students must play away from the school windows.
4. Touch and flag football are permitted, but tackle football is prohibited. Students may only play football on grassy areas.

5. Students may throw balls and other authorized play equipment. They may not throw rocks, gravel, snowballs, and clothing.
 6. Students must use the playground equipment properly and in a safe manner.
 7. Students may not leave the playground after they have arrived at school for the day.
- Students who violate these rules will be disciplined with the loss of recess or other privileges, detention, and/or other consequences.

The school's playgrounds, equipment, and surrounding areas are generally not supervised. Staff will supervise students when the students are using these areas as part of the school day or as part of a school activity. At all other times and in all other circumstances, the school district does not provide supervision of its playgrounds, equipment, and surrounding areas.

Police Questioning and Apprehension

Police or other law enforcement officers may be called to the school at the request of school administration, or may initiate contact with the school in connection with a criminal investigation. Members of the school district staff will comply with board policy regarding police questioning of students. The school district shall inform parents when law enforcement officers seek access to their student prior to the student being questioned unless the officers are investigating charges that the student has been the victim of abuse or neglect. Members of the school district staff will comply with board policy regarding police questioning of students.

Protection of Student Rights

The Board of Education respects the rights of parents and their children and has adopted a Protection of Pupil Rights policy in consultation with parents to comply with the Protection of Pupil Rights Amendment (PPRA). The policy is available upon request from the district's administrative office. Parents may opt their child out of participation in activities identified by the Protection of Pupil Rights policy by submitting a written request to the superintendent. There may be various dates scheduled during the school year when a survey is requesting personal information as defined in the Protection of Pupil Rights policy. Parents may have access to any survey or other material described in the Protection of Pupil Rights policy by submitting a written request to the superintendent.

ACT Exam

Students taking the ACT Exam will be prompted to complete a short, optional questionnaire addressing a number of topics. If you wish to review this questionnaire prior to the administration of the exam, please submit a written request to the superintendent.

Public Displays of Affection

Students may not engage in public displays of affection that are disruptive to the school environment or distracting to others. Prohibited conduct includes hugging, kissing, touching or any other display of affection that a staff member determines to be inappropriate.

Organizational Meetings

Organizational meetings will be held as needed when requested by the president of the organization with approval of the sponsor(s). Permission must be secured from the principal before the meeting can be held. All actions must meet with the approval of the sponsors and the school administration before adoption.

Restrooms

There are two restrooms on each floor, one for the boys at the west end of the halls, and one for the girls at the east end of the halls.

The custodians do a fine job of maintaining clean restrooms for use. We can show our appreciation to them by discarding waste paper properly and refraining from making marks on the walls. Please do not waste restroom supplies. They are costly and are not plentiful.

Rights of Custodial and Non-Custodial Parents

The school district will honor the parental rights of natural and adoptive parents unless those rights have been altered by a court.

The term "custodial parent" refers to a biological or adoptive parent to whom a court has given primary physical and legal custody of a child, and a person such as a caseworker or foster parent to whom a court has given legal custody of a child.

The district will not restrict the access of custodial and non-custodial parents to their students and their students' records, unless the district has been provided a copy of a court order that limits those rights. If the district is provided such a court order, school officials will follow the directives set forth in the order.

The district will provide the custodial parent with routine information about his or her child, including notification of conferences. The district will not provide the non-custodial parent with such information on a routine basis, but will provide it upon the non-custodial parent's request unless it has been denied by the courts.

A non-custodial parent who wishes to attend conferences regarding his or her child will be provided information about conference times so both parents may attend a single conference. The district is not required to schedule separate conferences if both parents have been previously informed of scheduled conference times.

If either or both parents' behavior is disruptive, staff members may terminate a conference and reschedule it with appropriate modifications or expectations.

School Day

The school day typically begins at 8:00 a.m. and ends at 3:30 p.m. Students are to leave the school grounds after dismissal. **There will be no supervision provided by the school before or after these times.** Parents must arrange for their children to leave school promptly at the end of the day.

Secret Organizations

Secret organizations are prohibited. School officials shall not allow any person or representative of any such organization to enter upon school grounds or school buildings for the purpose of rushing or soliciting students to participate in any secret fraternity, society, or association.

Self-Management of Diabetes or Asthma/Anaphylaxis

Subject to school policy, the school district will work with the parent or guardian in consultation with appropriate medical professionals to develop a medical management plan for a student with diabetes, asthma, or anaphylaxis. Parents desiring to develop such a plan should contact the school nurse.

Smoking and Tobacco

The use or possession of any tobacco product, including cigarettes, cigars, or other tobacco or tobacco derivative products; vapor products or electronic nicotine delivery systems; alternative nicotine products; or any other such look-alike or imitation product, is not permitted on school property at any time.

Sniffer (Drug) Dogs

The administration is authorized to use sniffer dogs to minimize the presence of illicit items on school grounds. Students and staff are specifically notified of the following:

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

Standardized Testing

Norm-referenced tests and/or state assessments will be administered annually to determine student achievement and probability for individual success.

Student Assistance

Parents who believe their students have any learning, behavior, or emotional needs that they believe are not being addressed by the school district should contact the student's teacher. If appropriate, the teacher may convene the Student Assistance Team (SAT). The SAT can explore possibilities and strategies that will best meet the educational needs of the student.

Student Fee Policy

The school district shall provide free instruction in accordance with the Nebraska State Constitution and the Nebraska statutes. The district also provides activities, programs, and services that extend beyond the minimum level of constitutionally required free instruction. Under the Public Elementary and Secondary Student Fee Authorization Act, the district is permitted to charge students fees for these activities or to require students to provide specialized equipment and attire for certain purposes. This policy is subject to further interpretation or guidance by administrative or board regulations. Students are encouraged to contact their building administration, their teachers or their coaches, and sponsors for further specifics.

Please reference the Fullerton Public Schools website at the following address for the full policy (5045) and application.
<https://www.fullertonpublicschools.org/vnews/display.v/ART/649db71230e4a>

Student Illness

Students who suffer from a significant illness which has an actual or expected duration of six months or more may be eligible for accommodations and supports under Section 504 of the Rehabilitation Act or under the Individuals with Disabilities in Education Act. The school will provide accommodations to students who are returning to school after a prolonged absence due to illness, including pediatric cancer, through a 504 plan or an IEP, as appropriate. The student's plan will include informal or formal accommodations, modifications of curriculum and monitoring by medical or academic staff as determined by the student's IEP team or 504 committee. Parents and staff will engage in ongoing communication about the needs of a student who is facing these circumstances.

Students who become ill at school will be sent to the building office where the school nurse or other school employee will determine the appropriate response. When a child is too ill to remain at school, a school employee will contact the child's parent(s) and arrange for the child to be picked up or sent home. If an illness or injury requires immediate medical attention, school officials shall attempt to contact the child's parent(s) regarding treatment for the child. If the parents cannot be contacted, school officials may have the child treated by an available physician. Students who show symptoms of a contagious disease may be sent home, and the district may require a physician's statement before allowing such students to return to school.

Student Government

Students are encouraged to formulate and participate in elective and representative student government activities. The organization, operation, and scope of the student government shall be administered by the superintendent or designee.

Student Records

The Family Education Rights and Privacy Act ("FERPA") provides parents certain rights with respect to their student's education records. These rights include the right to inspect and review the student's education records within 45 days of the date the school receives a request for access; and the right to request the amendment of the student's education records that you believe to be inaccurate.

If parents believe one of their student's records is inaccurate, they should write to the school principal, clearly identify the part of the record they want changed, and specify why they believe it is inaccurate. If the school decides not to amend the record as requested, it will notify the parents of the decision and advise them of their right to a hearing regarding the request for amendment.

Transfer of Records Upon Student Enrollment

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

Complaints

Individuals who wish to file a complaint with the U.S. Department of Education concerning alleged failures by the School to comply with the requirements of FERPA may contact the Office that administers FERPA:

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

Student Schedule Changes

Student schedule changes may be made without penalty during the first three days of each semester. Drop and Add slips are to be obtained from the office of the High School Principal and must be signed by the guidance counselor and building principal before they are presented to the teacher of the class that is to be added or dropped. Parent approval may be needed to add or drop any class.

Tardiness

A student is tardy any time during the day if he/she is not in his/her assigned class and seat when the class period begins. A student that is 20 minutes or more tardy will be counted as absent for that period.

Teachers will not excuse tardy students to class without a tardy slip signed by the previous teacher explaining the reason for the tardiness or by the Principal excusing the tardiness.

For each semester:

1. For the first four tardies combined, it is an unexcused absence for semester testing for all periods.
2. At eight tardies combined, student must semester test for all periods.
3. At twelve tardies, student receives an ISS and a 1% grade point reduction for each class for the semester, and will lose open campus lunch privileges.
4. For every four tardies to follow, the student receives an ISS and a 1% grade point reduction for each class.
5. Principal discretion may be authorized for emergency situations.

Telephone Calls

In Calls: Students will not be called to the telephone from a class except in cases of extreme emergency. If it is necessary to talk to a student, the message will be written down and delivered to him/her at the earliest convenience. Calls should not be made to the school by patrons and students during stormy days. This tends to jam the telephone lines so it is impossible to get messages to and from rural patrons and to the radio and television stations. Students may not use a cellular telephone while at school without the permission of the high school principal.

Out Calls: Students finding it necessary to make a telephone call are welcome to use the telephone in the lower southeast hallway before or after school and during the noon hour. Do not ask to use office telephones during school hours, except in emergencies.

Threat Assessment and Response

The board of education is committed to providing a safe environment for members of the school community. Students, staff and patrons are urged to immediately report any statements or behavior that makes the observer fearful or uncomfortable about the safety of the school environment.

1. Definitions

- a. A **threat** is an expression of a willful intent to physically or sexually harm someone or to damage property in a way that indicates that an individual poses a danger to the safety of school staff, students or other members of the school community.
 - i. The threat may be expressed/communicated behaviorally, orally, visually, in writing, electronically, or through any other means.
 - ii. A **transient threat** is an expression of anger or frustration that can be quickly or easily resolved.
 - iii. A **substantive threat** is an expression of serious intent to harm others which includes, but is not limited to, any threat which involves a detailed plan and means.
- b. A **threat assessment** is a fact-based process emphasizing an appraisal of observed (or reasonably-observable) behaviors to identify potentially dangerous or violent situations, to assess them and to manage/address them. Threat assessment is the process of identifying and responding to serious threats in a systematic, data-informed way.
 - i. The threat assessment process is distinct from student disciplinary procedures. The mere fact that the district is conducting a threat assessment does not by itself necessitate suspension, expulsion or emergency exclusion without complying with state law and board policy related governing those actions.
 - ii. The threat assessment process is distinct from specialized instruction which a student with a disability may receive from the school district. The school district will not change a student's educational placement as that term is used in the Individuals with Disabilities in Education Act *solely* as part of a threat assessment.

2. Obligation to Report Threatening Statements or Behaviors.

All staff and students must report **substantive threats** to a member of the administration immediately and comply with any other mandatory reporting obligations. Staff and students who are unsure whether a threat is substantive or transient should report the situation. Staff and students must make such report regardless of the nature of the relationship between the individual who initiated the threat or threatening behavior and the person(s) who were threatened or who were the focus of the threatening behavior. Staff and students must also make such reports regardless of where or when the threat was made or the threatening behavior occurred.

THREATS OR ASSAULTS WHICH REQUIRE IMMEDIATE INTERVENTION SHOULD BE REPORTED TO THE POLICE AT 911.

3. Threat Assessment Team

The team is responsible for investigating all reported threats to school safety, evaluating the significance of each threat, and devising an appropriate response. The threat assessment team shall work closely with the crisis team in planning for crisis situations. The threat assessment team shall be familiar with mental health resources available to students, staff and patrons and shall collaborate with local mental health service providers as appropriate.

4. Threat Assessment Investigation and Response

When a threat is reported, the school administrator shall initiate an initial inquiry/triage and, in consultation with members of the threat assessment team, make a determination of the seriousness of the threat as expeditiously as possible. The school administrator must contact law enforcement if the administrator believes that an individual poses a clear and immediate threat of serious violence.

If there is no reasonably apparent imminent threat present or once such an imminent threat is contained, the threat assessment team will meet to evaluate and respond to the threatening behavior. The team may, but is not required to, review the following types of information:

- Review of the threatening behavior and/or communication;
- Interviews with the individuals involved including students, staff members, and family members as necessary and/or appropriate;
- Review of school and other records for any prior history or interventions with the students involved;
- Any other investigatory methods that the team determines to be reasonable and useful.

At the conclusion of the investigation, the team will determine what, if any, response to the threat is appropriate. The team is authorized to disclose the results of its investigation to law enforcement and to the target(s) of any threatened acts. The team may refer the individual of concern to the appropriate school administrator for consequences under the school's student discipline policy or, if appropriate, report the results of its investigation to the student's individualized education plan team.

Regardless of threat assessment activities, disciplinary action and referral to law enforcement will occur consistent with board policy and Nebraska law.

5. Communication with the Public about Reported Threats

The team will keep members of the school community appropriately informed about substantive threats and about the team's response to those threats. This communication may include oral announcements, written communication sent home with students, or communication through print or broadcast media. However, the team will not reveal the identity of the individual of concern or of any target(s) of threatened violence unless permitted by law.

6. Coordination with the Crisis Team After Resolution of Threat

The threat assessment team will confer with the district's crisis team after a threat has been investigated to provide the crisis team with information that the crisis team may use in assessing or revising the district's All-Hazard School Safety Plan.

IN AN EMERGENCY TAKE ACTION



HOLD! In your room or area. Clear the halls.

STUDENTS

Clear the hallways and remain in room or area until the "All Clear" is announced
Do business as usual

ADULTS

Close and lock the door
Account for students and adults
Do business as usual



SECURE!

Get inside. Lock outside doors.

STUDENTS

Return to inside of building
Do business as usual

ADULTS

Bring everyone indoors
Lock outside doors
Increase situational awareness
Account for students and adults
Do business as usual



LOCKDOWN! Locks, lights, out of sight.

STUDENTS

Move away from sight
Maintain silence
Do not open the door

ADULTS

Recover students from hallway if possible
Lock the classroom door
Turn out the lights
Move away from sight
Maintain silence
Do not open the door
Prepare to evade or defend



EVACUATE! (A location may be specified)

STUDENTS

Leave stuff behind if required to
If possible, bring your phone
Follow instructions

ADULTS

Lead students to Evacuation location
Account for students and adults
Notify if missing, extra or injured students or adults



SHELTER! Hazard and safety strategy.

STUDENTS

Use appropriate safety strategy for the hazard

Hazard

Tornado
Hazmat
Earthquake
Tsunami

Safety Strategy

Evacuate to shelter area
Seal the room
Drop, cover and hold
Get to high ground

ADULTS

Lead safety strategy
Account for students and adults
Notify if missing, extra or injured students or adults

Transportation Services

The district operates school buses as a convenience for students and parents. They represent a substantial investment, and students are expected to care for and respect them.

Transportation to School

Students who ride the bus to school will arrive in time for them to eat breakfast at school. Parents must contact their bus driver if a student will not ride the bus on a given day. Bus drivers endeavor to adhere to their schedule, and will wait for riders only a short period of time so as not to jeopardize the time remaining for the rest of their schedule.

Buses transport children who live beyond the town limits to school. Other students ride the buses to participate in school sponsored events. Please help us develop proper, safe bus-riding habits in our children.

Bus Regulations

Riding school vehicles is a privilege, not a right. The bus drivers have the same authority as teachers while transporting students. Students must comply with the following rules and all school conduct rules and directives while riding in school vehicles. In addition, students must also comply with the student code of conduct while riding in school vehicles. If misconduct is recurring, the student will not be allowed to ride the bus.

If you have any questions, please call the school at 308-536-2431.

Students will ride the bus in an orderly and quiet manner. They should watch carefully for traffic when boarding or leaving a bus. Buses usually start arriving at school about 7:45 a.m. If a bus is late, the children riding on it are not counted tardy. The buses scheduled to leave school at 3:40 p.m.

a) Rules of Conduct on School Vehicles:

- 1) Students must obey the driver promptly.
- 2) Students must wait in a safe place for the bus to arrive, clear of traffic and away from where the vehicle stops.
- 3) Students are prohibited from fighting, engaging in bullying, harassment, or horseplay.
- 4) Students must enter the bus without crowding or disturbing others and go directly to their assigned seats.
- 5) Students must remain seated and keep aisles and exits clear while the vehicle is moving.
- 6) Students are prohibited from throwing or passing objects on, from, or into vehicles.
- 7) Students may not use profane language, obscene gestures, tobacco, alcohol, drugs, or any other controlled substance on the vehicles.
- 8) Students may not carry weapons, look-a-like weapons, hazardous materials, nuisance items, or animals onto the vehicle.
- 9) Students may carry on conversations in ordinary tones, but may not be loud or boisterous and should avoid talking to the driver while the vehicle is in motion. Students must be absolutely quiet when the vehicle approaches a railroad crossing and any time the driver calls for quiet.
- 10) Students may not open windows without permission from the driver. Students may not dangle any item (e.g. legs, arms, backpacks) out of the windows.
- 11) Student must secure any item or items that could break or produce injury if tossed about the inside of the vehicle if the vehicle were involved in an accident.
- 12) Student must respect the rights and safety of others at all times.
- 13) Students must help keep the vehicle clean, sanitary, and orderly. Students must remove all personal items and trash upon exiting.

- 14) Students may not leave or board the vehicle at locations other than the assigned stops at home or school unless approved prior to departure by the superintendent or designee.
- 15) Video cameras may be placed on buses, at random, to monitor student behavior on the bus.
- 16) Students should begin watching for the bus to arrive at their house approximately 10 minutes before their scheduled pickup.
- 17) If a student does not make the departure time of 3:40 p.m., the student will have to make alternative arrangements to get home as the drivers will not come back to pick them up.

b) **Consequences**

Drivers must promptly report all student misconduct to the administration. These reports may be oral or written. Students who violate the Rules for Conduct will be referred to their building principal for discipline. Disciplinary consequences may include a note home to parents, suspension of bus riding privileges, exclusion from extracurricular activities, in-school suspension, short term or long term suspension from school, and/or expulsion.

These consequences are not progressive, and school officials have discretion to impose any listed punishment they deem appropriate, in accordance with state and federal law and board policy.

c) **Records**

Records of vehicle misconduct will be forwarded to the appropriate building principal and will be maintained in the same manner as other student discipline records. Reports of serious misconduct may be forwarded to law enforcement.

Requests to be dropped off at a point **not** on the regular route will not be accommodated, unless extenuating circumstances arise and the request is approved by the transportation director or administration.

Students who are not regular route riders may not ride the bus home with a friend, unless the parent of the non-route student presents written permission to the bus driver ahead of time. The written permission should include the date, the non-route rider's name, the signature of the non-rider's parent, and the place approved for drop off. Such requests may not be granted if they cause overcrowding of the vans or buses.

Transportation to Activities

The school district provides transportation to students who are participating in school-sponsored events and they must ride to those events in a school vehicle. Students who wish to take private transportation home from a school event must submit a release form to the sponsor that has been signed by that student's parent and handed to the sponsor by the parent at the event.

Video Surveillance and Photographs

The Board of Education has authorized the use of video cameras on school district property to ensure the health, welfare, and safety of all staff, students and visitors, and to safeguard District facilities and equipment. Video cameras may be used in locations deemed appropriate by the Superintendent. If a video surveillance recording captures a student or other building user violating school policies or rules or local, state, or federal laws, it may be used in appropriate disciplinary proceedings against the student or other building user and may also be provided to law enforcement agencies.

Unless otherwise authorized by board policy or law, students are prohibited from making audio or video recordings during the school day on school grounds; when being transported to and from school activities or programs in a vehicle owned, leased, or contracted by a school being used for a school purpose by a school employee or by his or her designee; or at a school-sponsored activity or athletic event, unless the recording is made in a manner permitted by the school for members of the public. In such an instance, the students remain subject to the district's appropriate use and student discipline policies. For example, students are not prohibited from making recordings of an athletic event for their personal use similar to a parent or other patron are permitted, subject to other applicable board policy. However, this policy generally prohibits students from using smart-speakers or other devices which actively or passively create or transmit audio or video recordings, including Google Home, Amazon Alexa, Apple HomePod, and AngelSense devices.

Parents/guardians and patrons may make recordings of school activities intended to be public in a non-disruptive manner including things like athletic contests and school board meetings to the extent permitted by law unless otherwise lawfully restricted by the administration. Parents/guardians or patrons may not make recordings if they are volunteering or visiting school during the school day without permission of the administration or supervising staff member and subject to this policy, such as recording their child's classroom activities or recess. Parents may not record meetings with administrators or staff, including meetings related to a student's IEP or 504 Plan. Violation of this policy will result in immediate termination of any meeting that is being recorded and may be grounds for exclusion from school property, loss of volunteer privileges, or other restrictions deemed appropriate by the administration.

In no event shall photographs or video recordings be taken or made in restrooms, locker rooms, or other areas where there is a reasonable expectation of privacy. Students who violate this policy may be subject to discipline up to and including expulsion.

Weather-Related School Closing

In order to clarify any misunderstanding in regard to bad weather, we wish to inform you that *school will be held unless announced otherwise* on Channel 10 T.V., Lincoln and Blackboard Connect at or before 7:00 a.m.

Students who do not come because of weather will be counted absent. Students riding on the bus will not be counted absent on days when the bus does not run. Students riding on the bus are not counted tardy if the bus arrives late.

Withdrawal From School

Students who are moving from the district must notify the school office.

SECTION FOUR

ACADEMIC INFORMATION

Academic Recognition

A student with an overall average of 94% or above in all qualifying classes and having all "A's" is recognized by being named to The Roll of Excellence.

A student with an overall average of 92% or above, no grade below 78%, and no more than two grades below an 87% in two qualifying classes is recognized by being named to The Honor Roll.

A student with an overall average of 88% or higher, no grade below 78%, and no more than two grades below 82% in qualifying classes is recognized by being named to The Honorable Mention Honor Roll. This is for internal recognition only and is not released to the news media.

Grades earned in instrumental music, vocal music, physical education, and weight training are not considered in calculating averages that determine placement of a student on any of the recognition lists.

In addition, any "F", "D", conditional or incomplete grades disqualify the student for placement on any of the three honor lists.

Class Rank New/Transfer Students:

Students who are new or transfer to the district will be eligible to be included in the class ranking after three semesters of attendance. Seniors who have not been attending the district for three semesters are not eligible for class ranking listed on transcript as well as the top 10% award at graduation.

Academic Lettering

A student in grades 9-12 is eligible for an academic letter if he/she achieves Honor Roll or Roll of Excellence status any three of the last four quarters. This letter will be given at the end of the school year. One chenille letter will be given to the student while in high school. Special certificates of recognition will be given each year the achievement is attained.

Classroom Discipline (Daily Class Management Procedures for Grades 7-12)

In general, discipline policy is designed so the degree of home-school supervision and resource support are directly related to student performance choices. Discipline policy is also constructed so student freedoms are solidly linked to their performance choices. When students choose to perform according to basic administrative and classroom goals, parent-faculty supervision and resource support are minimized. Under these conditions, student freedom of choices at school are maximized. However, when students choose not to perform according to expectations, parent and school staff supervision and support continue to increase until the student reforms his/her behavior. In this case, student freedom and choices continue to decrease until they choose to perform adequately or an appropriate educational environment is identified.

Classroom discipline policy is primarily aimed at maintaining a quality learning environment. Classroom discipline is conducted by classroom teachers with assistance of the Student Assistance Team (SAT), administrators, guidance counselor, school psychologist and outside agencies when necessary. To maintain a quality learning environment, students are expected to perform the following goals:

Arrive to class prepared
Use work time appropriately
Complete assigned tasks on-time

Demonstrate respect for people and property
Respond appropriately to staff directives

It is expected that all students at Fullerton High School will behave according to five "Student Performance Goals". If a student chooses to perform according to these goals, he/she will retain the freedom to interact with teachers and students with minimal supervision. However, if a student chooses not to perform according to these basic expectations, he/she can be assured that teachers, parent(s)/guardian(s) and administration will systematically increase home-school supervision and support until student performance is improved or an appropriate educational environment has been identified. Under these conditions, students will experience a methodical removal of freedoms until satisfactory performance is achieved.

Response Levels

Level I	Verbal warning and/or stay after school.
Level II	Stay after school and the teacher will contact parents of the student.
Level III	One day out of class and two points will be deducted from the student's quarter grade. The parents will again be informed.
Level IV	Student will be removed from class for three days. Two points will be deducted from the student's quarter grade for each day. Parents will be required to attend a conference with school officials before the student may return to class. Parents will be notified in writing by the building principal of the significance of being on Level IV and it will be explained that at the next stage, Level V, the student will be removed from class for the remainder of the semester.
Level V	Student will be dismissed from the class for the remainder of the semester resulting in no credit for the class. The student will be assigned to study hall with no privileges. Parents will be notified in writing by the building principal of the permanent removal of their child from a class. Notification will occur prior to exclusion or as soon as possible if the parents are unavailable.

Students are expected to bring all needed materials to class. If they come to class without them:

1. Students will not be allowed to leave class to get needed materials.
2. Students will be held accountable for classroom activities and material covered.

Any student who damages school property, or the property of others, will be required to pay for the repair or replacement of this property. Teachers will document information concerning each incident.

No liquids or food items will be allowed in classrooms at any time without advance permission from the principal. *No coffee or pop. Only drinks with a screw on lid.

Any student observed cheating may receive a zero in that class for that day. The teacher will contact the parents of the student(s) as soon as possible after the incident. A conference with the parent(s), student(s), teacher, and principal will take place if the cheating continues. The teacher will make every effort to counsel the student concerning all negative aspects of cheating.

Any student who alters a pass or uses a pass improperly will be denied the use of a pass under similar circumstances.

If a student is asked to stay after school and does not, he/she will be expected to stay after for double the time originally assigned and the student's parents will be informed of the situation and possible further penalty. The student will not be allowed back into class until the time is made up.

Any absence from class resulting from refusal to make up time will be treated as an unexcused absence and will result in two points per day being deducted from the quarter grade.

Teachers and students are encouraged to emphasize and create an awareness, at all time, of correct oral and written expression, including grammar, spelling, and sentence structure.

Grades

Fullerton High School's grading system is as follows:

A	-	Superior	100% - 94%
B	-	Above Average	93% - 87%
C	-	Average	86% - 78%
D	-	Unsatisfactory or Below Average	77% - 70%
F	-	Failing (no credit)	69% - 0
I	-	Incomplete	

Inc.-- Incomplete

An incomplete grade is earned by a student who fails to complete classroom assignments. Any student in grades 7 - 11 who receives an incomplete grade will have this grade recorded on his/her permanent record until the required work is completed to the satisfaction of the teacher. An incomplete earned by a student in grades 7 - 11 which is not removed by completing the minimum classroom assignments will be calculated as a failing grade in determining grade point average.

An incomplete which has not been removed from a student's permanent record by completing the work assigned within two weeks of the end of the grading period will become a failing grade and may only be made-up by taking the entire semester of the course again. The two-week period may be extended by mutual agreement of the teacher, principal, and student.

A student receiving an incomplete grade during his/her senior year must satisfactorily complete the classroom assignments to participate in the graduation ceremony. Seniors having incompletes will not be dismissed from school attendance until such time that the classroom assignments are completed to the satisfaction of the teacher.

Cond. -- Conditional (no credit)

Used during the first three quarters and/or the first semester. The high school principal may issue a conditional grade to any student who has completed the course work but is failing. A student receiving a conditional grade can receive credit if satisfactory work is shown the following quarter/semester. Conditional grades are considered as failing grades for eligibility, if given the first semester.

Graduation Requirements

To receive a high school diploma, a student must successfully complete 230 semester hours of credit. Of the required 230 semester hours of credit, 160 semester hours must be earned as solid academic credits.

Successful completion of all classes marked with an asterisk (*) below is required for graduation from Fullerton High School. All required classes must be completed with a passing grade.

Students who do not successfully complete the required classes or do not accumulate the minimum hours necessary to receive a high school diploma will receive an attendance certificate which only verifies enrollment in school. Any student who receives a certificate of attendance will not be permitted to participate in commencement exercises. Any student who receives such a certificate may return to school to complete the graduation requirements.

An enhanced curriculum is provided to the student body through Distance Education (two-way interactive technology) and NEB-SAT. Students are encouraged to take those classes which are eligible for dual enrollment. Students with dual enrollment will take the class for college and high school credit at the same time. Dual enrollment classes will meet a period each day for the entire week. Dual enrollment classes are demanding. Class meets five days per week and are demanding of a student.

45 Semester Hours of Language Arts:

	Sem Hrs
*9th Grade English	10
*10th Grade English	10
*11th Grade English	10
*12th Grade English or	10
Written Composition I/II	5
Introduction to Literature	5
*Speech	5
Creative Writing/Media	5
Journalism/Media	5

30 Semester Hours of Social Science:

*11th Grade American History	10
*12th Grade American Government	5
*12th Grade Economics	5
Sociology	5
Psychology	5
World Geography	10
World History I	10

30 Semester Hours of Science:

	Sem Hrs
*9th Grade Physical Science	10
*10th Grade Biology	10
*Health Education I	5
*Integrated Science & Studies	5
Physiology	10
Chemistry	10
Physics	10

30 Semester Hours of Mathematics:

Applied Algebra I	10
Applied Algebra II	10
Algebra II	10
Geometry	10
Advanced Math	10
Applied Geometry	10
Consumer Math	10
Senior Math	10
Algebra I	10

40 Semester Hours of Practical Arts, Fine Arts, and/or Foreign Language:

	Sem Hrs		Sem Hrs
Computer Graphics I & II	10	Introduction to Agricultural Science	10
Woods I	10	Agricultural Business	5
Woods II	10	Animal Science (Alternate Years)	5
Spanish I	10	Livestock Production (Alternate Years)	5
Spanish II	10	Natural Resources (Alternate Years)	5
Family & Consumer Science I	10	Plant Science	5
Nutrition	5	Crop Production (Alternate Years)	5
*Personal Finance	5	Vet Science (Alternate Years)	5
Lifespan Nut. And Wellness	5	Floriculture (Alternate Years)	5
Child Development	5	Ag Communications	5
Interpersonal relationships	5	Introduction to Mechanics	5
		Basic Metals	5
		Wildlife Management	5
Art I	10	Band (per year)	10
Art II	10	Vocal Music (per year)	10
Art III	10	College/Career	10
Art IV	10	SASP	2.5

10 Semester Hours of Physical Education:

*9th Grade Physical Education 10
Advanced Physical Education (per year) 10

Other Requirements:

1. Students in grades 9-12 must enroll in eight classes each semester. Four of the eight classes must be from the academic curriculum.
2. Credit is not awarded for participation in activities such as sports, speech, drama, etc.; however, all such activities in which the student participates, as well as honors earned, are noted on the student's permanent record.
3. Credit is awarded to students serving as teacher or office aides, however those students must be enrolled in seven classes. No more than ten semester hours of credit earned for serving as an aide may apply toward graduation.
4. The Superintendent and/or high school Principal may waive any semester hour credit requirements which, if waived, are judged to be beneficial to the educational progress of any student.

Comprehensive examinations, in addition to daily and weekly tests, will be given at the end of each semester. Examinations will cover the entire semester. Progress reports will be sent to parents of students about the fifth week of each quarter.

Classroom teachers will often assign homework. Parents who have questions about homework or concerns about class work should contact the teacher. Questions not resolved by the teacher should be referred to the administration.

Each pupil is expected to spend some time on the preparation of studies outside of school hours. The amount of time needed depends upon the pupil's degree of efficiency. Normally, at least an hour a day should be spent in the preparation of the average assignment. Since the capacity to learn varies, no definite limit can be set for the amount of home study needed except that required for completion of the assignment. If work is not completed within a reasonable time, the student is encouraged to seek the help and advice of his/her teachers and consult with the principal and/or the guidance counselor. If the pupil abides by these suggestions, he/she should be successful in all his/her course work and happy with school in general.

Mid-Term Graduation

Students are required to attend four years of high school (eight semesters) to receive a high school diploma. The board of education, upon receiving administrative recommendation, may grant mid-term exit from high school to students who have completed the requirements for graduation. To be considered for mid-term exit from high school, the student and his/her parents or guardian should apply during the second semester of the student's junior year. The board of education will act on all requests at their September meeting.

Any student who is granted mid-term exit from high school forfeits all privileges of high school enrollment, except the right to participate in commencement exercises.

Outstanding and Unsatisfactory Lists

1. Weekly reports will be determined from PowerSchool grade lists each Friday morning. The weekly report will list students doing unsatisfactory or failing class work.
2. A student's name will appear on the list if he/she is doing unsatisfactory work in a subject for the week.
3. The unsatisfactory list will not be used as a disciplinary tool.
4. A list of students doing outstanding work will be published Monday of each week.

Report Cards

Report cards are sent home the week following the end of the nine-week reporting period. Mid-quarter reports are also sent to parents of students who are having difficulty in an academic subject.

Semester Tests

Comprehensive semester tests will be given for each class at the end of each semester. Students are allowed to miss up to 5 days - exhausted for any and all reasons. For any days after exhausting the first 5 days, doctor written excuses for students that should not be in school due to medical reasons will be accepted. Students may also be allowed to miss additional days due to extenuating circumstances as determined by the principal (bereavement, family emergencies, etc). Court and state protected groups would be excluded from the 5-day rule. Siblings of students who qualify for NSAA State Championship Events would be excluded from the 5-day rule on those days of competition and/or related travel to and from those events. Junior Varsity athletes and Varsity participants of an activity who do not qualify for the NSAA State Championship Event of that activity would be excluded from the 5-day rule on those days of competition and/or related travel to and from those events if they choose to attend. Semester tests will be spread out over two days to prevent students from being overloaded with several tests in one day. School sponsored absences do not count toward the five absent limit. Students who meet these criteria may opt out of semester tests. Students who are failing a class may not opt out of semester tests.

Seventh and Eighth Grade Requirements for Promotion

- 1) Seventh and eighth grade students must successfully complete all core classes. Core classes are math, science, language arts and social studies. To successfully complete a class a student must earn a grade of 70 percent or higher.
- 1) Seventh and eighth grade students must earn 120 semester hours of credit in a two-year time frame, successfully complete each elective taken and retake any core class which they may fail while in junior high. Students not successfully completing a core class will be required to repeat the core classes they fail.
- 3) Students with special education Individual Education Plans (IEP) will be reviewed by the Multiple Disciplinary Team for compliance of these requirements in reference to their stated plans.
- 4) Students who do not successfully complete the core courses or acquire the 120 credits will have the following options available:
 - o Attend summer school.
 - o Repeat class failed during the school year as his or her schedule will allow.
- 5) Students entering Fullerton Public Schools as transfer students during their 7th or 8th grade years will have their academic record reviewed by the counselor and will be issued semester hours of credit based on work successfully completed in the send school system(s).
- 6) The Superintendent and/or high school principal may waive any semester hour credit requirements which, if waived, are judged to be beneficial to the educational progress of any student.

NOTE: In order to be promoted from the seventh grade to the eighth grade in the Fullerton Public Schools, seventh grade students must complete the following requirements:

Each student must obtain a passing grade in each of their core classes. Seventh grade core classes are; English 7, History 7, Life Science and Math 7. These classes are worth 10 credit hours each, for a total of 40 credit hours. A total of 60 credit hours is needed by each student to go onto eighth grade. The remaining 20 credit hours will be obtained by taking the following courses; Art 7, Physical Education, Family & Consumer Science, Industrial Arts, Agricultural Education 8, Junior High Band, Junior High Chorus or Junior High Music.

NOTE: Eighth grade students will be required to accumulate 60 semester credit hours to be promoted to ninth grade.

Student Selection of Classes

All students should select their class schedules each year based on their future aspirations. The school counselor has all freshmen complete tentative class schedules for each year of high school. This four -year plan is modified annually as individuals solidify their future plans.

Students are urged to take advantage of their high school educational opportunity. Students should give strong consideration to taking as many advanced mathematics and science courses as possible. Advanced mathematics and science classes have prerequisites that necessitate offering classes at specific grade levels. It is very difficult to register to take one of these classes at a grade level different from those reported above. Normally conflicts with other required classes cause the problem.

Entrance requirements for each college, university, and technical school vary. It is important that students planning to continue their education identify as early as possible which colleges, universities, or technical schools they might attend. Once this is done, students should register for high school classes that will meet the entrance requirements of the institutions where they plan to continue their education.

Study Hall

A study period is held each day. A small number of regulations or policies are necessary in study halls in order to avoid confusion and to create an atmosphere conducive to a fair and equitable situation for all students involved:

1. All students should be in their assigned seats when the last period begins. No one is allowed to leave his/her seat until roll is taken. Students need to obtain the permission of the study hall teacher to leave their seats or to speak with another student.
2. Permission to speak must be given by the supervisor. The supervisor will limit the number of speaking students on the floor at any one time.
3. Any student that wishes to leave study hall must have a **pre-signed** pass from the teacher the student wants to see.
4. If a student is on the **downlist**, they are not to check out of study hall. They may be allowed to see the instructor(s) of those classes they are down in, provided they have a pre-signed pass from that instructor.
5. No student is allowed to be out of any room during a class period without a properly signed and authorized pass.
6. Students must return to their assigned seats before the dismissal bell. Once everything is in order, the supervisor will dismiss the students.

Textbooks

Textbooks will be issued to the pupils by the classroom teachers. Pupils damaging books beyond ordinary wear will be required to pay for more than the ordinary damage or wear incurred.

W.A.R.R.I.O.R.S. PROGRAM

The W.A.R.R.I.O.R.S. program has been created to help students develop good study habits and accountability for assigned homework. The program will take place Monday through Friday. The program is designed to encourage students to get their work in on time, all the time. The consequences for late work will result in the student participating in the W.A.R.R.I.O.R.S. program and a 10% grade reduction on the assigned work. Our ultimate goal is to have every student get all of his or her assigned work turned in when it is due.

Failure to attend the W.A.R.R.I.O.R.S. program will result in a "Double" W.A.R.R.I.O.R.S., wherein the student will be required to attend two W.A.R.R.I.O.R.S. sessions. Failure to attend the "Double" will result in parent notification and "Double Double" wherein the student will be required to attend 4 W.A.R.R.I.O.R.S. sessions. If the student fails to attend his "Double Double" they will immediately become ineligible for extracurricular activities until the sessions are completed.

The following detailed description will help explain how the W.A.R.R.I.O.R.S. program will work. When a student fails to turn in a completed assignment at the time it was due, the following occurs:

- The student's teacher will fill out and sign a triplicate W.A.R.R.I.O.R.S. form.
- The white copy of the form will be given to the student to bring home.
- The other copies go to the W.A.R.R.I.O.R.S. teacher and classroom teacher.
- The student will report to the W.A.R.R.I.O.R.S. program immediately after school or 7:15 a.m. the next school day.
- Attendance will be taken by the W.A.R.R.I.O.R.S. supervisor and assignments will be completed and turned into the supervisor by 4:30 p.m.
- If an assignment is not completed by 4:30 p.m., it needs to be finished at home and turned into the classroom teacher before school starts at 8:00 a.m.
- If the assignment is not completed the next morning, the student will need to participate in the W.A.R.R.I.O.R.S. program again.
- Parents are responsible to ensure their son or daughter has a place to go, or to make arrangements to pick them up. The W.A.R.R.I.O.R.S. supervisor will be leaving at 4:30 p.m.

Each student in grades 7 through 12 will receive one coupon per semester that maybe redeemed throughout the year. If a student has a late assignment on a certain day, they may use a coupon and not stay for the W.A.R.R.I.O.R.S. program. The student will still receive the 10% grade reduction on the late work. The coupons are for students to use in case of an emergency. We encourage students to not use the coupons until it is absolutely necessary.

The W.A.R.R.I.O.R.S. program will begin on **Monday, August 17th**. This will give students five school days to get acquainted with their teachers and homework expectations. Our goal with the W.A.R.R.I.O.R.S. program is to help ensure students at Fullerton Public Schools get the best education possible. Helping students develop responsibility and accountability in the classroom will make them more productive individuals.

SECTION FIVE

STUDENT DISCIPLINE

General Discipline Philosophy

The school district has the authority to discipline students who behave inappropriately on the way to school, at school, during lunch, on the way home, and at all school activities (home and away or any time while on school or district property).

The school district's discipline is guided by the following principles:

1. The school district's discipline policy is intended to ensure that students take responsibility for their behavior.
2. Behavior expectations and the consequences for failing to meet those expectations will be clearly communicated to all students and their parents.
3. The severity of consequences for violating behavior expectations will generally be progressive in nature. That is, sanctions will increase with each instance of misconduct; however, each instance will be assessed on its own facts, and sanctions will be imposed based on the severity of the misconduct.
4. Parents play a vital role in supporting and reinforcing the school district's expectations of their students.
5. Behavior expectations apply to all students; consequences are enforced consistently without regard to a student's academic record or achievement.

Extracurricular activities including athletics, cheerleading, band, chorus, and club activities, are governed by the Student Activity Handbook. Students who are involved in extracurricular activities may face consequences related to the activity in addition to the consequences discussed in this handbook.

The school district reserves the right to refer to the appropriate non-school agency any act or conduct of its students which may constitute a crime under federal, state, county, or local law. The administration will cooperate with these agencies in their investigations.

Student Discipline Code

Students are expected to respect both teachers and each other. When respect is present there are fewer problems. Any employee may correct, reprimand or discipline any student for a violation of school rules. It is also expected that students will respond to directions from all employees.

The following types of behavior will result in disciplinary action which may include in-school suspension, short- or long-term suspension, and/or expulsion from school. Long- or short-term suspensions are unexcused absences and credit for classes may be denied.

1. Fighting, disrupting, or interfering with curricular or extracurricular activities.
2. Damaging, destroying, or defacing the school's property, another student's property or property belonging to other schools or building users.
3. Assaulting or exhibiting disrespect for any school employee, student, or other person while in custody and control of the school, or in the course of school related activity.
4. Weapons, knowingly possessing, handling, or transmitting any object or material that is ordinarily or generally considered a weapon. Expulsion from school for a period of not less than

one (calendar) year or any student who is determined to have knowingly and intentionally possessed, used or transmitted a firearm:

- (a) on school grounds,
 - (b) in a vehicle owned, leased, or contracted by a school being used for school purposes or in a vehicle being driven for a school purpose by a school employee or his or her designee or,
 - (c) at a school-sponsored activity or athletic event (Ref. 79-263 (1)).
5. Possession, using or being under influence of narcotics, alcoholic beverages, tobacco, vapor products/e-cigarettes and other controlled substances while on school premises, or while in the custody and control of the school, or in the course of a school related activity.
 6. Violation of rules of conduct for school buses.
 7. Violation of the dress code.
 8. Stealing or attempting to steal school property or private property while on school premises, or while in the custody and control of the school, or in the course of a school related activity.
 9. Abuse of student driving and parking privileges including reckless operation of a motor vehicle on or near school premises.
 10. Insubordination, showing disregard, and/or showing disrespect toward any school employee.
 11. Inappropriate display of affection while on school grounds, or in the course of a school related activity.
 12. The use of any form of profanity, lewdness, or with sexual content written or verbal. Included in this prohibition would be the use of obscene gestures, signs, pictures or publications.
 13. Engaging in acts which intimidate, threaten, bully, degrade or disgrace fellow students, visitors or staff members.
 14. Truancy as defined by LB 1250.
 15. Sexual Harassment. Forms to report an incident of sexual harassment may be obtained in the high school principal's office.
 16. Any form of gang graffiti, symbols, signs, apparel, or behavior is unacceptable. The building principal may take actions regarding student behavior which are reasonably necessary to aid the student, further school purposes, or prevent interferences with the educational process. The principal shall have the authority to conduct investigations and to question students pertaining to infractions of school rules and state laws, whether or not the alleged conduct is of a criminal nature.
 17. Threats of terrorism made by telephone, internet or in spoken/written word to any student, staff member or other users of the facility or school grounds.

If the investigation determines that other students contributed to, participated in/or assisted in a student's violation of school policy, then those students may be disciplined according to the school policy or state laws when such activity occurs on school grounds or during an educational function or event off school grounds.

Student Use of AI Tools

As used in this section, artificial intelligence tools ("AI Tools") mean machine-based resources that use computer science, algorithms, large language models, and/or machine learning to perform tasks, answer questions, collect information, and respond to human-directed tasks, queries, and objectives. AI Tools include, but are not necessarily limited to, commercially-available resources like ChatGPT, Gemini, Claude and similar programs.

AI Tools may be useful to student learning. However, students and staff must ensure that student use of AI Tools should focus on using such tools as a resource and for background material, rather than using the AI Tools to complete the assignment. Therefore, AI Tools may only be used by students in accordance with the following requirements:

1. Students may not use AI tools on any assignment, test, or project unless the staff member has given express permission for the student to do so. Staff Member permission to use an AI tool on one assignment does not carry over to other assignments. Individual staff members will decide for each individual assignment the extent to which students may use AI Tools.
2. If a student uses any AI Tools in connection with a school assignment, the student must:
 - a. Give proper attribution to the specific AI Tool(s) used to the same extent that students are expected to give proper attribution to other sources of information such as books, texts, encyclopedias, secondary sources, and other traditional media. Such attribution may include, but is not necessarily limited to, accurate quotations, citations, footnotes, endnotes, and/or bibliography entries.
 - b. Never copy and paste the output from the AI Tool into the student's work as if the student wrote such a section himself or herself.
3. Students may never use AI Tools to:
 - a. Cheat on any assignment, test, or quiz;
 - b. Help answer questions on a test or quiz without staff member permission;
 - c. Make or share deepfakes or fake images, audio, or video of any real person;
 - d. Make or share sexual, nude, or intimate images of any real person—even if the image is fake or AI-made;
 - e. Bully, harass, threaten, intimidate or impersonate any person;
 - f. Place another student or staff member name, photo, voice, or personal information into an AI Tool without staff member authorization;
 - g. Use AI Tools to bypass accommodations, content filters, or school security.
4. A student may use AI Tools as an accommodation if his/her IEP team or Section 504 committee has approved use of the tool. The student must disclose the use of AI Tools to the staff member grading the assignment.
5. A student's failure to meet the requirements stated in this policy will constitute a violation of the district's prohibitions against cheating plagiarism and/or academic dishonesty, including but not necessarily limited to such prohibitions stated in the Student Handbook, which violation will subject the student to discipline up to and including expulsion.
6. The student requirements stated above are the minimum requirements for any student assignment. An individual teacher may impose more stringent requirements for any specific academic assignment or coursework.

Forms of School Discipline

Administrative and teaching personnel may take actions regarding student behavior that are reasonably necessary to aid the student, further school purposes, or prevent interference with the educational process. Such actions may include, but need not be limited to, counseling of students, parent conferences, referral to restorative justice practices or services, rearrangement of schedules,

requirements that a student remain in school after regular hours to do additional work, restriction of extracurricular activity, or requirements that a student receive counseling, psychological evaluation, or psychiatric evaluation upon the written consent of a parent or guardian to such counseling or evaluation. The actions may also include in-school suspensions during the day. When in-school suspensions, after-school assignments, or other disciplinary measures are assigned, the student is responsible for complying with such disciplinary measures; a failure to serve such assigned discipline as directed will serve as grounds for further discipline, up to expulsion from school. District administrators may develop building-specific protocols for the imposition of student discipline.

In this section, references to "Principal" shall include building principals, the principal's designee, or other appropriate school district administrators.

For purposes of this section, "Parent" means parent, guardian, or educational decisionmaker of the student. "Educational decisionmaker" means a person designated or ordered by a court to make educational decisions on behalf of a child.

Any statement, notice, recommendation, determination, or similar action specified in this section may be effectively given at the time written evidence thereof is delivered personally to or upon receipt of certified or registered mail or upon actual knowledge by a student or his or her parent.

Any student who is suspended or expelled from school pursuant to this section may not participate in any school activity during the duration of that exclusion including adjacent school holidays and weekends. The student activity eligibility of a student who is mandatorily reassigned shall be determined on a case-by-case basis by the principal of the building to which the student is reassigned.

After School Sessions and Detentions

Teachers and administrators may require students to stay after school or to serve a detention when the student violates any of the rules contained in this handbook or violates classroom-specific conduct rules set by individual teachers.

Students who ride the bus home from school will be given a 24-hour notice of after-school time or a detention so that the parents may make plans to pick up the student the following day.

- After-school sessions will not exceed 60 minutes from the time of dismissal and are to be served in the teacher's room. A student who fails to attend an after school session may be given a detention by the teacher or may face additional disciplinary consequences up to and including long-term suspension and/or expulsion. A student who has a conflict with an after-school session is responsible for working it out with the teacher.
- Detentions will not exceed 60 minutes, served in the high school office or the detention room designated by the building principal.

In-School Suspension

Any student who is suspended must be given an opportunity to complete any classwork and homework missed during the period of suspension, including, but not limited to, examinations ("makeup work"). Any makeup work must be completed and turned in within 2 school days after completion of the suspension. This makeup guideline shall be provided to the student and a parent or guardian at the time of suspension. Suspended students may not be required to attend the school's alternative program for expelled students in order to complete classwork or homework.

The building administrator may require a student to serve in-school suspension. Students may be required to attend up to six hours per day of school-sponsored suspension a day at a designated

location where they will study and participate in campus clean up. There will be zero tolerance for behavior problems from students placed in in-school suspension. Students not completing their In-School Suspension will face further disciplinary action.

Emergency Exclusion

Students may be emergency excluded from school pursuant to the board's separate policy on emergency exclusion or state law.

Short-Term Suspension

The Principal or the Principal's designee may exclude a student from school or any school function for a period of up to five school days (short-term suspension) on the following grounds:

1. Conduct constituting grounds for expulsion as hereinafter set forth; or
2. Other violations of rules and standards of behavior adopted by the board of education or the administrative or teaching staff of the school, which occur on or off school grounds, if such conduct interferes with school purposes or there is a nexus between such conduct and school.

The following process will apply to short-term suspensions:

1. The Principal shall make a reasonable investigation of the facts and circumstances. Short-term suspension shall be imposed only after a determination that the suspension is necessary to help any student, to further school purposes, or to prevent an interference with school purposes.
2. After the principal has determined that a short-term suspension is necessary, but prior to commencement of the short-term suspension, the student and the Parent will be given oral and written notice of the charges against the student. They will be advised of what the student is accused of having done, an explanation of the evidence the authorities have, and an opportunity to present evidence of the student's version of the facts.
3. Within 24 hours or such additional time as is reasonably necessary following the suspension (not to exceed an additional 48 hours), the Principal will send a written statement to the student and the student's Parent, describing: the student's conduct, misconduct, or violation of the rule or standard; the reasons for the action taken; the actions made by the school to try to discontinue or alleviate the behavior of the student prior to considering suspension; resources the school is able to provide or recommend to assist the student; and how the school plans to handle such behavior in the future, including an actionable plan aimed at maximizing strategies to keep the student in school.

An opportunity will be given to the student, and the student's Parent, to have a conference with the Principal ordering the short-term suspension before or at the time the student returns to school and shall document such effort in writing. The Principal shall determine who, in addition to the Parent, is to attend the conference. If no conference has been held, a Parent may submit a written request to the suspending principal before the student returns to school.

4. Students who are short-term suspended must be given the opportunity to complete classwork, and homework missing during the period of suspension.

Firearms. No student may bring, possess, handle or transmit a firearm on school grounds, in a school owned vehicle, or at a school activity or event off school grounds, except as permitted by this policy.

Definition of Firearm. The term "firearm, as defined in 18 U.S.C. 921, means 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, the frame or receiver of any such weapon, any firearm muffler or firearm silencer, or any destructive device.

Exceptions Regarding Firearms. The only exceptions for a student to bring or possess a weapon, including a firearm, are as follows:

1. The issuance of firearms to or possession of firearms by members of the Reserve Officers Training Corps when training or
2. Firearms which may lawfully be possessed by the person receiving instruction under the immediate supervision of an adult instructor who may lawfully possess firearms.

Consequences - Firearm. Any student who brings a firearm, as that term is defined in 18 United States Code 921, to school will be expelled from school for one calendar year. The superintendent of schools and the board of education shall have the authority to modify the expulsion requirement on a case-by-case basis.

Long-Term Suspension

Students may be excluded by the Principal from school or any school function for a period of more than five school days but less than twenty school days (long-term suspension) for any conduct constituting grounds for expulsion as hereinafter set forth. The process for long-term suspension is set forth below.

Expulsion

1. **Meaning of Expulsion.** Expulsion means exclusion from attendance in all schools, grounds and activities of or within the system for a period not to exceed the remainder of the semester in which it took effect unless the misconduct occurred (a) within ten school days prior to the end of the first semester, in which case the expulsion shall remain in effect through the second semester, or (b) within ten school days prior to the end of the second semester, in which case the expulsion shall remain in effect for summer school and the first semester of the following school year, or (c) unless the expulsion is for conduct specified in these rules or in law as permitting or requiring a longer removal, in which case the expulsion shall remain in effect for the period specified therein. Such action may be modified or terminated by the school district at any time during the expulsion period.
2. **Summer Review.** Any expulsion that will remain in effect during the first semester of the following school year will be automatically scheduled for review before the beginning of the school year. The review will be conducted by the hearing officer who conducted the initial expulsion hearing, or a hearing officer appointed by the Superintendent in the event no hearing was previously held or the initial hearing officer is no longer available or willing to serve, after the hearing officer has given notice of the review to the student and the student's parent or guardian. This review shall be limited to newly discovered evidence or evidence of changes in the student's circumstances occurring since the original hearing. This review may lead to a recommendation by the hearing officer that the student be readmitted for the upcoming school year. If the school board or board of education or a committee of such board took the final action to expel the student, the student may be readmitted only by action of the board. Otherwise, the student may be readmitted by action of the Superintendent.
3. **Suspension of Enforcement of an Expulsion:** Enforcement of an expulsion action may be suspended (i.e., "stayed") for a period of not more than one full semester in addition to the balance of the semester in which the expulsion takes effect, and as a condition of such suspended action, the student may be assigned to a school, class, or program/plan and to such other consequences which the school district deems appropriate.

4. **Alternative School or Pre-expulsion Procedures.** The school shall provide either an alternative school, class or educational program for expelled students or shall follow the pre-expulsion procedures outlined in Neb. Rev. Stat. 79-266.
5. **Conclusion of Expulsion.** At the conclusion of an expulsion, the school district will reinstate the student and accept nonduplicative, grade-appropriate credits earned by the student during the term of expulsion from any Nebraska accredited institution or institution accredited by one of the six regional accrediting bodies in the United States.

Grounds for Long-Term Suspension, Expulsion, or Mandatory Reassignment:

The following conduct constitutes grounds for long-term suspension, expulsion, or mandatory reassignment, subject to the procedural provisions of the Student Discipline Act, Neb. Rev. Stat. § 79-254 through 79-296, when such activity occurs on school grounds, in a vehicle owned, leased, or contracted by a school being used for a school purpose or in a vehicle being driven for a school purpose by a school employee or by his or her designee, or at a school-sponsored activity or athletic event:

1. Use of violence, force, coercion, threat, intimidation, or similar conduct in a manner that constitutes a substantial interference with school purposes; The board has determined that the use of synthetic media such as deepfakes may constitute "similar conduct"
2. Willfully causing or attempting to cause substantial damage to property, stealing or attempting to steal property of substantial value, or repeated damage or theft involving property;
3. Causing or attempting to cause personal injury to a school employee, to a school volunteer, or to any student. Personal injury caused by accident, self-defense, or other action undertaken on the reasonable belief that it was necessary to protect some other person shall not constitute a violation of this subdivision;
4. Threatening or intimidating any student for the purpose of or with the intent of obtaining money or anything of value from such student;
5. Knowingly possessing, handling, or transmitting any object or material that is ordinarily or generally considered a weapon (*see also board policy on weapons and firearms*);
6. Engaging in the unlawful possession, selling, dispensing, or use of a controlled substance or an imitation controlled substance, as defined in section 28-401, a substance represented to be a controlled substance, or alcoholic liquor as defined in section 53-103.02 or being under the influence of a controlled substance or alcoholic liquor (*note: the term "under the influence" for school purposes has a less strict meaning than it does under criminal law; for school purposes, the term means any level of impairment and includes even the odor of alcohol on the breath or person of a student; also, it includes being impaired by reason of the abuse of any material used as a stimulant*);
7. Public indecency as defined in section 28-806, except that this prohibition shall apply only to students at least twelve years of age but less than nineteen years of age;
8. Engaging in bullying as defined in section 79-2,137 and in these policies;
9. Sexually assaulting or attempting to sexually assault any person if a complaint has been filed by a prosecutor in a court of competent jurisdiction alleging that the student has sexually assaulted or attempted to sexually assault any person, including sexual assaults or attempted sexual assaults that occur off school grounds not at a school function, activity, or event. For purposes of this subdivision, sexual assault means sexual assault in the first degree as defined in section 28-319, sexual assault in the second degree as defined in section 28-320, sexual assault of a child in the second or third degree as defined in section 28-320.01, or sexual assault of a child in the first degree as defined in section 28-319.01, as such sections now provide or may hereafter from time to time be amended;
10. Engaging in any other activity forbidden by the laws of the State of Nebraska which activity constitutes a danger to other students or interferes with school purposes; or

11. A repeated violation of any of the following rules, or a single violation if the conduct amounts to a criminal act, if such violations constitute a substantial interference with school purposes:
- a. The use of language, written or oral, or conduct, including gestures, which is profane or abusive to students or staff members. Profane or abusive language or conduct includes, but is not limited to, that which is commonly understood and intended to be derogatory toward a group or individual based upon race, sex, national origin, or religion;
 - b. Dressing or grooming in a manner which violates the school district's dress code and/or is dangerous to the student's health and safety, a danger to the health and safety of others, or which is disruptive, distracting or indecent to the extent that it interferes with the learning and educational process;
 - c. Violating school bus rules as set by the school district or district staff;
 - d. Possessing, using, selling, or dispensing tobacco, drug paraphernalia, an electronic nicotine delivery system, or a tobacco imitation substance or packaging, regardless of form, including cigars, cigarettes, chewing tobacco, and any other form of tobacco, tobacco derivative product or imitation, or electronic cigarettes, vapor pens, etc.;
 - e. Possessing, using, selling, or dispensing any drug paraphernalia or imitation of a controlled substance regardless of whether the actual substance possessed is a controlled substance by Nebraska law;
 - f. Possession of pornography; including creation, possession, dissemination, accessing, sale or any other use of synthetic media, such as deepfake
 - g. Sexting or the possession of sexting images (a combination of sex and texting - the act of sending sexually explicit messages or photos electronically); including creation, possession, dissemination, accessing, sale or any other use of synthetic media, such as deepfake
 - h. Engaging in initiations, defined as any ritualistic expectations, requirements, or activities placed upon new members of a school organization for the purpose of admission into the organization, even if those activities do not rise to the level of "hazing" as defined below. Initiations are prohibited except by permission of the superintendent;
 - i. Engaging in hazing as defined by state law and this policy. Hazing is defined as any activity by which a person intentionally or recklessly endangers the physical or mental health or safety of an individual for the purpose of initiation into, admission into, affiliation with, or continued membership in any school organization. Under state criminal law, hazing activities include, but are not limited to, whipping, beating, branding, an act of sexual penetration, an exposure of the genitals of the body done with the intent to affront or alarm any person, a lewd fondling or caressing of the body of another person, forced and prolonged calisthenics, prolonged exposure to the elements, forced consumption of any food, liquor, beverage, drug, or harmful substance not generally intended for human consumption, prolonged sleep deprivation, or any brutal treatment or the performance of any unlawful act that endangers the physical or mental health or safety of any person. For purposes of school rules, hazing also includes any activity expected of someone joining a group, team, or activity that humiliates, degrades or risks emotional and/or physical harm, regardless of the person's willingness to participate; personal servitude; restrictions on personal hygiene; yelling, swearing and insulting new members/rookies; being forced to wear embarrassing or humiliating attire in public; consumption of vile substances or smearing of such on one's skin; binge drinking and drinking games; sexual simulation and sexual assault;

- j. Bullying which shall include cyber-bullying, defined as the use of the internet, including but not limited to social networking sites such as Facebook, cell phones or other devices to send, post or text message images and material intended to hurt or embarrass another person. This may include, but is not limited to; continuing to send e-mail to someone who has said they want no further contact with the sender; sending or posting threats, sexual remarks or pejorative labels (i.e., hate speech); ganging up on victims by making them the subject of ridicule in forums, and posting false statements as fact intended to humiliate the victim; disclosure of personal data, such as the victim's real name, address, or school at websites or forums; posing as the identity of the victim for the purpose of publishing material in their name that defames or ridicules them; sending threatening and harassing text, instant messages or emails to the victims; and posting or sending rumors or gossip to instigate others to dislike and gang up on the target;
- k. Violation of the district's computer acceptable computer use policy are subject to discipline, up to and including expulsion;
- l. Knowingly possessing, handling, or transmitting any object or material that is ordinarily or generally considered a simulated or "look-a-like" weapon;
- m. Using any object to simulate possession of a weapon;
- n. Knowingly making a false statement or knowingly submitting false information during the Title IX grievance process or any other school investigation or making a materially false statement in bad faith in the course of a Title IX grievance proceeding or any other school investigation; and
- o. Any other violation of any board policy, handbook provision or, a rule or regulation established by a school district staff member pursuant to authority delegated by the board.
- p. Violation of the school's audio and video recording policy.

The length of any suspension, expulsion, or mandatory reassignment shall be as provided or allowed by law.

Reporting Requirement to Law Enforcement

Violations of this section will result in a report to law enforcement if:

- 1. The violation includes possession of a firearm;
- 2. The violation results in child abuse;
- 3. It is a violation of the Nebraska Criminal Code that the administration believes cannot be adequately addressed by discipline from the school district;
- 4. It is a violation of the Nebraska Criminal Code that endangers the health and welfare of staff or students; or
- 5. It is a violation of the Nebraska Criminal Code that interferes with school purposes.

Due Process Afforded to Students Facing Long-term Suspension or Expulsion

The following procedures shall be followed with regard to any long-term suspension, expulsion, or mandatory reassignment.

- 1. The decision to recommend discipline shall be made within two school days after learning of the alleged student misconduct. On the date of the decision to discipline, the Principal shall file with the Superintendent a written charge and a summary of the evidence supporting such charge.

2. The Principal shall serve the student and the student's parent with a written notice by registered or certified mail or personal service within two school days of the date of the decision to recommend long-term suspension or expulsion. The notice shall include the following:
 - a. The rule or standard of conduct allegedly violated and the acts of the student alleged to constitute a cause for long-term suspension, expulsion, or mandatory reassignment, including a summary of the evidence to be presented against the student;
 - b. The penalty, if any, which the principal has recommended in the charge and any other penalty to which the student may be subject;
 - c. Resources the school is able to provide or recommend to assist the student;
 - d. How the school plans to handle such behavior in the future, including an actionable plan aimed at maximizing strategies to keep the student in school;
 - e. A statement that, before long-term suspension, expulsion, or mandatory reassignment for disciplinary purposes can be invoked, the student has a right to a hearing, upon request, and that if the student is suspended pending the outcome of the hearing, the student may complete classwork and homework, including, but not limited to, examinations, missed during the period of suspension pursuant to district guidelines which shall not require the student to attend the school district's alternative programs for expelled students in order to complete classwork or;
 - f. A description of the hearing procedures provided by the act, along with procedures for appealing any decision rendered at the hearing;
 - g. A statement that the principal, legal counsel for the school, the student, the student's parent, or the student's parent has the right (i) to examine the student's academic and disciplinary records and any affidavits to be used at the hearing concerning the alleged misconduct and (ii) to know the identity of the witnesses to appear at the hearing and the substance of their testimony; and
 - h. A form on which the student or the student's parent may request a hearing, to be signed by such parties and delivered to the principal or superintendent in person or by registered or certified mail to the address provided on the form.
3. When a notice of intent to discipline a student by long-term suspension, expulsion, or mandatory reassignment is filed with the superintendent, the student may be suspended by the principal until the date the long-term suspension, expulsion, or mandatory reassignment takes effect if the principal determines that the student must be suspended immediately to prevent or substantially reduce the risk of (a) interference with an educational function or school purpose or (b) a personal injury to the student himself or herself, other students, school employees, or school volunteers.
4. Nothing in this policy shall preclude the student and the student's parent, from discussing and settling the matter with appropriate school personnel prior to the time the long-term suspension, expulsion, or mandatory reassignment takes effect.
5. If a hearing is requested within five days after receipt of the notice, the Superintendent shall recommend appointment of a hearing examiner within two school days after receipt of the hearing request. The student or the student's parent may request designation of a hearing

examiner other than the hearing examiner recommended by the superintendent if notice of the request is given to the superintendent within two school days after receipt of the superintendent's recommended appointment. Upon receiving such request, the superintendent must provide one alternative hearing examiner who is not an employee of the school district or otherwise currently under contract with the school district and whose impartiality may not otherwise be reasonably questioned. The student or the student's parent must, within five school days, select a hearing examiner to conduct the hearing who was recommended or provided as an alternative hearing examiner, and shall notify the superintendent in writing of the selection. The superintendent must appoint the selected hearing examiner upon receipt of such notice.

6. The hearing examiner must, within two school days after being appointed, give written notice to the principal, the student, and the student's parent of the time and place for the hearing.
7. The hearing shall be held within a period of five school days after appointment of the hearing examiner, but such time may be changed by the hearing examiner for good cause with consent of the parties. No hearing shall be held upon less than two school days' actual notice to the principal, the student, and the student's parent, except with the consent of all the parties.
8. The principal or legal counsel for the school, the student, and the student's parent have the right to receive a copy of all records and written statements referred to in the Student Discipline Act as well as the statement of any witness in the possession of the school board or board of education no later than forty-eight hours prior to the hearing.
9. If a hearing is requested more than five school days following the receipt of the written notice, but not more than thirty calendar days after receipt, the Superintendent shall appoint a hearing examiner. The hearing will be held according to the requirements of section 79-269. The student shall be entitled to a hearing but the consequence imposed may continue in effect pending final determination.
10. If a request for hearing is not received within thirty calendar days following the mailing or delivery of the written notice, the student shall not be entitled to a hearing.

In the event a hearing is requested, the hearing, hearing procedures, the student's rights and any appeals or judicial review permitted by law shall be governed by the applicable provisions of the Nebraska Student Discipline Act (NEB. REV. STAT. § 79-254 to 79-294).

SECTION SIX

EXTRACURRICULAR ACTIVITIES

Alcohol and Drugs

Board of Education Policy addresses drugs, alcohol, and tobacco. This policy prohibits the use or possession of alcohol, controlled substances, vapor products/e-cigarettes or tobacco on school premises or at school activities where Fullerton Public School participates. In addition, students who elect to participate in the school's activities program must sign an Activities Code which prohibits the use or possession of alcohol, controlled substances, and tobacco at all times. Please refer to the Activities Code of page **86 & 87** of this handbook.

The following agencies offer Drug/Alcohol evaluations.

St. Francis Alcohol and
Drug Treatment Center
640 North Darr
Grand Island, NE 68803
(308) 398-5427

South Central Counseling
3810 Central Avenue
Kearney, NE 68847
(308) 463-7575

St. Francis, Kearney Office
3720 Avenue "A", Suite G
Kearney, NE 68847
(308) 234-3693

Mary Lanning Memorial Hospital
715 North St. Joseph
Hastings, NE 68901

Richard Young Hospital
4600 17th Avenue
Kearney, NE 68847
(308) 236-2000

The remaining list of referral resources is general in nature and will reflect a number of agencies and responsibilities of those agencies.

Mid-Plains Center for Professional Services 914 Bauman Drive Grand Island, NE 68803 (402) 564-1113	Department of Social Services Courthouse Building Columbus, NE 68601
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St. Joseph Center for Mental Health
819 Dorcas Street
Omaha, NE 68108
1-800-726-5700

The Crisis Line
(402) 341-91111 or
(402) 341-9112

Nebraska Children's Home Society
908 North Howard Avenue
Grand Island, NE 68803
(308) 381-0568

Abuse Hotline
1-800-652-1999

Anorexia Nervosa & Associated Disorders
National Hotline: (312) 831-3438
(308) 536-2300

Fullerton AA Chapter/Al-A Teen
United Methodist Church
(308) 536-2300

The parents of a student who demonstrates behavior which indicates use of or who is found to be in possession of illicit drugs, alcohol, and/or tobacco, vapor products/e-cigarettes while at school or a school activity will be notified immediately by the building principal. In addition, the student will be removed from classes or from the activity under a short-term suspension.

The Fullerton Community and School Intervention Program is a drug/alcohol program which has as its major purposes:

1. Identification of students who are having problems that interfere with their ability to learn and whose problems may be related to alcohol or other drugs.
2. To connect students having problems and their families to appropriate resources for assistance.
3. To provide students and their families support once the problems have been addressed by outside agencies.
6. To assist the community to establish a drug/alcohol network capable of identifying, intervening and supporting students struggling with alcohol and other drugs.

The School District on a need basis will form Insight, Teen Talk, and After Care Support groups. The Insight Support Group is mandatory for those students who violate the district's rules regarding possession, use, distribution, or being in the presence of without parent supervision or under the influence of an illicit drug or alcohol while at school. Teen Talk is a voluntary group intended to help students assess their own involvement with drugs and alcohol. Participation in Teen Talk requires parental permission. The After Care Support Group is intended for those students who have chosen to maintain a drug/alcohol free life style. Students interested in any of these groups should contact the guidance counselor.

NSAA Eligibility Standards

In order to represent a high school in interscholastic athletic competition, a student must abide by eligibility rules of the Nebraska School Activities Association.

If you do not understand a summary of these rules listed below or you need an explanation of other requirements, consult the high school principal.

1. Student must be an undergraduate.
2. Student must be enrolled in at least five hours of credit per week during each semester and be regular in attendance.
3. Student must be enrolled in some high school on or before the 11th school day of the current semester.
4. Student is ineligible if nineteen years of age before August 1 of current school year.
5. After a student's initial enrollment in grade nine, he/she shall be ineligible after eight semesters of school attendance. After a student's initial enrollment in grade ten, he/she shall be ineligible after six semesters of school attendance.
6. Student must have been enrolled in school the immediate preceding semester.
7. Student must have twenty semester hours of credit on record the previous semester in order to eligible.

8. Once the season of sport begins, a student shall compete only in athletic contests/meets in that sport which are scheduled by his/her school. Any other competition will render the student ineligible for the remainder of the season in that sport.
9. A student shall not participate in sports camps or clinics during the season of a sport in which he/she is involved, either as an individual or as a member of a team.
10. A student shall not participate on an all-star team while a high school undergraduate.
11. A student shall be ineligible to represent a school in interscholastic competition at the varsity level if the school is located in a school district other than the district in which his/her parents maintain their residence. Check with school administrator for an interpretation of rule if the school district where parents reside has no high school or if there are two or more high schools in the district.
12. A student is ineligible if his/her parents have changed their residence to another school district and the student has remained in former school which is in a different school district. Exception: If parents have moved after school has started, the student will be eligible to compete for the remainder of the school year, or if parents have moved during the summer which immediately precedes the school year and the student is in grade twelve and has attended the high school for two or more years, the student is eligible for that school year in the school district from which the parents moved.
13. A student shall not participate in a contest under an assumed name.
14. A student must maintain his/her amateur status.
15. Band, chorus, physical education, teacher aide, or other "activity" type credits do not apply toward the twenty semester hours referred to in Item 7 above.

NSAA Conduct

Unsportsmanlike conduct shall include physical or verbal assault upon any participant, game official or spectator, or any acts which may endanger the personal safety of individuals involved, or acts which hinder the normal progress of a contest or lead to the restriction or discontinuance of a contest.

If a student, participant, patron, and/or staff member representing a member school in acts in a manner constituting unsportsmanlike behavior during such competition the member school and/or individuals shall be subject to penalties as set out in Section 2.11. A student, participant, patron, and /or staff member may not be permitted to attend activities if involved in unsportsmanlike conduct.

Fullerton's Activities Program

Fullerton Public Schools provide their students with the opportunity to participate in a comprehensive activities program. This activities program includes opportunities in athletics, fine arts, and select clubs or organizations associated with academic areas.

The major purpose of Fullerton's activities program is to help the students further develop the following values:

1. **Cooperation.** The ability to identify and work together to achieve a common goal.
2. **Loyalty.** The trust we have in and for each other.
3. **Responsibility.** The ability to choose between right and wrong.

4. **Trust.** The ability to place confidence in one's teammates, school, community, and government.
5. **Dedication.** The ability to commit the energy and time needed to achieve a goal that may not be immediately realized.
6. **Self-Discipline.** The ability to regulate or correct oneself for the sake of improvement.
7. **Self-Confidence.** The belief held by the individual that he/she has the abilities to accomplish the task at hand.
8. Students and coaches are encouraged to play each game to win. At the same time, they are reminded that at the junior high, freshman, and reserve levels we want to develop the skills that each participant needs to be successful at the varsity level. With this in mind it is our goal to provide all participants at the junior high, freshmen and reserve levels the opportunity to participate in each competitive activity.

The fine arts portion of Fullerton's activities program includes competitive and/or performance opportunities in vocal and instrumental music, drama, and speech. The athletic portion of the program provides competitive opportunities in girls volleyball, boys football and baseball, cross country, wrestling, basketball, golf and track for both. Select clubs or organizations associated with an academic program include, but are not limited to Future Farmers of America and Student Council. In addition, each class is an organization.

In addition to providing competitive and performance opportunities, the activities program strives to help each student develop an understanding and appreciation of sportsmanship while at practice, in a contest, or during a performance. Consequently, each participant is expected to:

1. Consider all opponents as guests of Fullerton Public Schools and to treat their guests as they themselves would like to be treated.
2. Accept the decision of the officials or judges without question.
3. Refrain from using abusive, irritating, and/or obscene remarks or gestures.
4. Accept victory without boasting and defeat without excuses.
5. Place a higher value on team success than upon individual success.
6. Conduct him/herself in a manner which at all times brings credit to the team, school, community, and individual.
7. Strive for victory through fair play in accordance with the rules of competition.

The activities program for Fullerton Public Schools has a tradition. This tradition was not built overnight, but rather has been built over the years by former students of your school. All participants in the activities program are challenged to do all they can do to build upon the values of the activities program so that they will leave an activities tradition that is equal to or better than the tradition left for them.

Rules and Regulations Used in the Operation of Fullerton's Activities Program

Activities on Church Night and/or Sundays

Practices will be organized so that all participants are showered, dressed and/or leave the facilities by 6:45 p.m. on Wednesday nights. An exception to this guideline would be when a team, group of students, or an individual may be required to participate in an activity sponsored by the conference, district, or state on a Wednesday night.

Sunday practice sessions are discouraged by the school. A sponsor or coach may schedule a Sunday practice only when a varsity team, group of students, or individual is scheduled to compete or perform on a Monday. Practices scheduled for a Sunday must have the prior approval of the superintendent of schools.

Appearance

Participants in the activities program will be neat, clean, and well-groomed while representing Fullerton Public Schools. All participants will dress in a manner representative of the student body and community. Dress requirements may be instituted by the sponsor or coach of an activity. Dress which infringes upon the rights of other players, students, and the community at large will not be permitted.

Attendance at Practices and Contests

Participants in the activities program are expected to be on time and at all practices or meetings scheduled by the coach or sponsor. An excused absence is any absence resulting from student illness, a death in the family, a doctor's appointment, court appearance, or other absences arranged in advance. The coach, sponsor, or director of an activity may require a participant who has an excused absence to complete an alternate assignment for missing a practice, meeting, event, performance, or contest. Should a participant not be able to attend a scheduled practice, meeting, or game, he/she must contact the coach or sponsor in advance. An exception to advance notification is when the participant is absent from school. An absence from or tardiness to practice is excused if the reason for such an absence or tardiness is for academic help that the student needs. Please remember that the coach or sponsor is interested in you, and is appreciative of knowing why you were absent from school.

All practices are important, not only to the individual participant, but to the team or group of students as a whole.

Students absent from school for all or a part of the last three periods will not be permitted to practice, participate in an athletic contest, or activity performance that night unless excused by the principal. In the event a participant misses a scheduled contest or performance, the coach or sponsor may suspend the participant from the activity for the remainder of the season or length of the activity. The coach or sponsor will consider the following in determining the outcome of missing a scheduled game or performance:

1. Was it reasonably possible for the participant to have notified the coach/sponsor before missing a scheduled game or performance?
2. With prior notification, would the absence have been excused?

Regular Sleep Habits

Participation in the activities program places demands upon the student's time and body. The body must be given the time to regenerate the energy needed to safely contend with demands of participation in both the regular school day and the activities program.

To perform at peak ability in school and in the activities program, a participant needs his/her rest. It is recommended that all participants receive at a minimum eight hours of rest per night.

Academic Performance

Participation in the activities program is a privilege available to any student who is eligible per the Nebraska School Activities Association and local guidelines. Like any privilege, participation in the Fullerton's Activities Program activities program may be denied. All coaches and sponsors of Fullerton Public Schools expect and will demand that the participants in their activity approach their schoolwork with the same enthusiasm and sincerity that they approach preparing for participating in a part of the activities program. A participant who is not serious about his/her education often is the type of individual that is not serious about doing the best in a game or contest.

Equipment

Each participant in the athletic portion of the activities program will be issued a locker to store his/her personal and school equipment that has been checked out. Combination locks are available and should be obtained to secure the participant's locker.

Each participant is responsible for all equipment checked out to him/her. The individual will be assessed the replacement cost for school equipment that has been checked out to him/her and is lost or stolen.

Dressing Rooms

Dressing rooms are to be used to dress before and after practices and contests. Horseplay has no place in these facilities. Practical jokes are dangerous to the health of a participant and can result in injuries that limit the participant's availability to compete or perform.

Changing Sports

An athlete will be allowed to transfer from one sport to another during the same season only upon agreement of the head coaches involved and with the approval of the Activities Director.

Injury

In the event of an injury, the student should report the injury to the coach or sponsor. Any type of injury, if not properly treated, may lead to complications that are harmful to the student's physical well-being and can be detrimental to his/her recovery time for practice, competition, or performance.

Availability of Activities Program to Students

The activities program is available to all students who wish to participate in any of the programs. Students will not be cut from any athletic program. Coaches and/or sponsors will assess the abilities of all participants so that they may help each student determine his/her strengths and weaknesses in reference to the skill level needed to receive playing and/or performance time.

Coaches and sponsors are expected to encourage students to participate in the activities program. In the fine arts program, the director(s) will select the participants from those students who audition. Recruitment to fill the cast will only occur after auditions if the cast is not complete or a cast member is unable to continue with practice.

Student Manager, Helpers, or Directors

Participants are reminded that classmates often volunteer to be of assistance to a coach or sponsor of an activity. The help of these students is priceless. Everyone must realize that these individuals are there to help and are not there to be treated in an inferior manner. A good student manager, helper, or director is an asset to any program. Participants are expected to treat these students with respect.

Transportation

A team that practices together and travels as a unit will have more success than a team that approaches practice and necessary travel in a disorganized way.

All participants are expected to ride to and from away activities by means of approved school transportation. The principal will arrange all transportation schedules to and from these activities.

Participants are not to drive their automobiles to the different practice fields used by the athletic department.

Parents are discouraged from requesting to take their children home after an away contest or performance. Travel to and from an event provides time for the students to further develop a strong team concept. A student who travels home with his/her parents misses this opportunity.

Lettering Requirements for Athletics

All who have qualified for their first varsity letter will be presented the standard "F" chenille letter representative of athletic performance at Fullerton High.

The following guidelines will be used in determining the athletes eligible for lettering:

Football: The athlete must participate in twelve quarters of varsity play, complete the season, and/or have the recommendation of the head coach.

Volleyball: The athlete must participate in 33% of the total games, complete the season, and/or have the recommendation of the head coach.

Cross Country: Cross Country athletes are required to finish the season in good standing with the head coach, and must earn a minimum of **80 points** to be awarded a letter in cross country. Under unusual circumstances (e.g., ---injury, illness, etc.), a cross country athlete may be awarded a letter on the recommendation of the head coach. Points toward lettering will be awarded for the following:

IN-SEASON POINTS

+50 points	<i>Participating in Cross Country for the full season</i>
+5 points	<i>Participating as a varsity member in a varsity meet</i>
+5 points	<i>Being counted on the team score at a varsity meet</i>
+10 points	<i>Placing in a varsity meet</i>
+10 points	<i>Continuing to run with varsity members after your season is competed</i>
+10 points	<i>Perfect attendance</i>
+15 points	<i>Running Log Book completely filled out</i>
+5 points	<i>Improvement in time and/or finish place from previous meet based per meet on number of runners.</i>

(Points awarded by the coach)
(Ex. 1st meet 30th/50 runners, 2nd meet 35th/80 runners.)

MINUS POINTS

-5 points	<i>Running on wrong side of road/cutting/cheating</i>
-10 points	<i>Unexcused absence from practice or competition</i>
-10 points	<i>Inappropriate behavior at any time the athlete is representing the Fullerton Cross Country Team</i>

Basketball: The athlete must participate in 25% of the total games, complete the season, and/or have the recommendation of the head coach.

Track: The athlete must average 1.5 points per meet scheduled, participate in 50 % of all the meets, or place in an individual event at the conference or district meets, or be a member of a relay team which places 3rd or higher in the conference or district meets, or participate as a member of a relay team at the state meet, complete the season, and/or have the head coach's recommendation.

Wrestling: The athlete must accumulate 15 varsity team points, or place in a major varsity tournament (eight teams or more), or wrestle in at least five varsity competitions, have the recommendation of the head coach, and complete the season.

Boys & Girls Golf: The athlete must participate in 33 percent of the varsity meets, have his/her score contribute to the team score in at least one varsity meet, complete the season and/or have the recommendation of the head coach.

Dance Team: The following guidelines will be used in determining the dancer’s eligibility for lettering:
 The dancer must:
 1. Participate in all scheduled dance events.
 2. Teach set number of routines to the team based on the number of performances for the year. This may be done with another member.
 3. And/Or receive the recommendation of the directors.

Cheerleading: The following guidelines will be used in determining the cheerleader’s eligibility for lettering:
 The cheerleader must cheer 75% of events and/or receive the recommendation of the sponsors.

Student Managers: The student manager must complete the season and have the recommendation of the head coach of the sport involved.

Any senior who has participated in the sport for four years, completed each season and has the recommendation of the coach will be eligible for a letter.

Lettering Requirements for Fine Arts

The following guidelines are used to determine letter recipients in the fine arts program.

Instrumental Music

1. Students must maintain an average of 94% or better all four grading periods.
2. Students must demonstrate good daily rehearsal and performance habits, exhibit a positive attitude towards band, and show respect for fellow classmates.
3. Students must attend all required parades, concerts, and contests, unless previously excused by director.
4. Students must earn 100 points for performances/activities. Points will be recorded on a progress chart.

<u>ACTIVITY</u>	<u>POINTS</u>
• Audition for All-State Band or Orchestra.	10
• Selection and participation in All-State Band or Orchestra.	20
• Audition for any director-approved college/university honor band.	10
• Selection to and participation in any director-approved college/university honor band which requires an audition.	15
• Selection to and participation in Goldenrod Conference Honor Band.	10
• Selection to and participation in Platte Campus Honor Band.	10
• Perform (memorized and correctly) major or minor scale on your instrument (Woodwind, Brass, keyboard percussion players).	2/ea.
• Perform drum rudiment on snare drum (percussionists only).	2/ea.
• Private lesson (20 minutes) to be scheduled with director before or after school or during study hall (preferably weekly).	2/ea.
• Earn a I on a solo at District Music Contest.	15
• Earn a II on a solo at District Music Contest.	10
• Earn a III on a solo at District Music Contest.	5

• Earn a I on a duet, trio, quartet, etc. at District Music.	10
• Earn a II or III on a duet, trio, quartet, etc. at District Music.	5
• Perform a solo at a concert.	10
• Perform a duet, trio, quartet, etc. at a concert.	10
• Perform a duet, trio, quartet, etc. at the nursing home (pre-approved by director).	8
• Perform in pep band.	2/ea.
• Work at concession stand 1/2 game PLUS: setup OR cleanup.	2/ea
• Student aide in good standing (pre-approved by director).	10/sem.
• Work in the music room cleaning, filing, etc. 20 minutes before or after school, or during study hall (not detention).	2/ea.
• Special research project (pre-approved by director).	5/ea.
• Write article for Nance county Journal or School Newsletter on band activities (pre- approved by director).	5/ea.
• Create and distribute locker posters before parades, concerts, and contests (pre- approved by director)	2/event
• Create and distribute concert fliers prior to home concerts (pre-approved by director).	2/event
• Correctly name the notes of the treble clef (proficiency exam).	5
• Correctly name the notes of the bass clef (proficiency exam).	5
• Correctly perform a rhythmic exercise from the director's rhythmic series.	1/ea.

Vocal Music

1. Students must maintain an average of 94% or better all four grading periods.
2. Students must demonstrate good daily rehearsal and performance habits, exhibit a positive attitude towards choir, and show respect for fellow classmates.
3. Students must attend all required concerts, contests, and events unless previously excused by director.
4. Students must earn 75 points for performances/activities. Points will be recorded on a progress chart.

ACTIVITY

POINTS

• Audition for All-State Chorus.	10
• Selection and participation in All-State Chorus.	20
• Audition for any director-approved college/university honor band.	10
• Selection to and participation in any director-approved college/university honor choir which requires an audition.	15
• Selection to and participation in Platte Campus Choir.	10
• Private lesson (20 minutes) to be scheduled with director before or after school or during study hall (preferably weekly).	2/ea.
• Earn a I on a solo at District Music Contest.	15
• Earn a II on a solo at District Music Contest.	10
• Earn a III on a solo at District Music Contest.	5
• Earn a I on a duet, trio, quartet, etc. at District Music.	10
• Earn a II or III on a duet, trio, quartet, etc. at District Music.	5
• Perform a solo at a concert.	10
• Perform a duet, trio, quartet, etc. at a concert.	10
• Perform a duet, trio, quartet, etc. at the nursing home (pre-approved by director).	8
• Student aide in good standing (pre-approved by director).	10/sem.
• Work in the music room cleaning, filing, etc. 20 minutes before or after school, or during study hall (not detention).	2/ea.
• Special research project (pre-approved by director).	5/ea
• Write article for Nance county Journal or School Newsletter on choir activities (pre- approved by director)	5/ea.
• Create and distribute locker posters before concerts and contests (pre-approved by director).	2/event

- Create and distribute concert fliers prior to home concerts (pre-approved by director). 2/ev
- Correctly name the notes of the treble clef (proficiency exam). 5
- Correctly name the notes of the bass clef (proficiency exam). 5
- Correctly perform a rhythmic exercise from the director's rhythmic series. 1/ea.

Competitive Speech and Drama

Earn 100 points through participating in competitive speech and/or dramatic productions and/or receive the recommendations of the speech and drama coach. Points are awarded as follows:

Dramatic Productions

- Competitive Performance 10 points
- Non-Competitive Performance 5 points
- Lead role 10 points
- Major role 8 points
- Minor role 5 points
- Walk-on 3 points
- Technical Crew 3-10 points

Placing

Superior Rating 3 points

REGULAR-SEASON PLACING

1st Place	4 points
2nd Place	3 points
3rd Place	2 points
4th Place	1 point
1st at Districts/ Conference	10 points
2nd at Districts/Conference	5 points
Best Actor/Actress	6 points
Best Supporting Actor/Actress	5 points
Outstanding Performer	4 points
1st at State	20 points
2nd at State	15 points

Speech Contests

5 points per contest per event

Placing at Speech Contest

1st	6 points
2nd	5 points
3rd	4 points
4 th	3 points
5th	2 points
6th	1 point
Qualifying for Finals	1 point
Superior Rating at Conference/District Competition	3 points
Double the points for placing in District Competition	
Triple the points for placing in State Competition	
Receive a Superior rating at State Competition	5 points

Points earned during each year may carry over and accumulate toward earning the student's first fine arts letter.

Weight Area

The weight area has been developed to help each athlete, student, or adult in the community maintain a level of physical fitness. No one is to use the weight equipment without proper supervision.

The school will develop a schedule for use of the weight area by athletes during the school year and during the summer months.

The weight area is a high demand area within the school facilities. The following guidelines will help determine the priorities in reference to use if more than one group desires to use the facility at the same time:

1. Physical Education instruction
2. By the team sports which are in season
3. Conditioning programs for athletes not currently out for a sport
4. Summer conditioning programs
5. Adult education

Levels of Competition

Each individual has different abilities and skills. To ensure that each participant is provided an opportunity to perform at his/her ability and skill level, we offer competition at the varsity, reserve, freshman, and junior high levels.

Seventh and eighth grade students are eligible to participate on either of the two competitive teams offered for junior high students. Freshmen may participate at either the varsity, reserve, or freshman levels. Sophomore students may participate at the varsity or reserve levels. In some prearranged cases, the opponent may agree with school officials to use sophomore students in freshman competitive contests. Junior students may participate on either the varsity or reserve squads, while senior participation is limited to participation at the varsity level only.

The Athletic Department does not offer reserve or freshman competitive opportunities in track, therefore, all athletes in grades 9-12 will compete at the varsity level.

Practices

All starting times of practices will be scheduled by the individual head coach or sponsor in cooperation with the high school principal. All participants are expected to be ready at the time set by the coach or sponsor.

In order that the athletes and their parents may plan accordingly and for the welfare of the athlete, the following guidelines concerning the length of practices are utilized:

- | | | |
|----|--------------------|-----------|
| 1. | Senior High Sports | 2 hours |
| 2. | Junior High Sports | 1.5 hours |

In addition to the time set for practice, high school students may also need to spend one-half hour per day lifting weights or attending team meetings.

In those instances where the head varsity coach holds practice for varsity/junior high at the same time, the junior high practice session will be the same length as the varsity practice.

Each head coach or sponsor will set up schedules on a monthly basis. These schedules will be followed as closely as possible, but may be changed as circumstances change.

Pre-Practice and Contest/Performance Obligations

To be eligible to practice, a student must satisfy the following requirements:

1. Submit to the coach or sponsor a signed Activities Code which verifies a physical has been completed and that the student and parent(s) understand the school's position regarding the use or possession of alcohol, tobacco, and other related drugs by a student.
2. Furnish the high school principal proof of insurance.
3. Submit to the superintendent's office a signed NSAA consent form.
4. Submit to the coach or sponsor a signed Rehabilitative services authorization form.

Each student participating in the activities program must either purchase an activities pass or pay the admission price of the home activity before competing or performing for Fullerton Public Schools.

The absence of a completed *Activities Code* when discovered will be grounds to hold an individual out of an activity. The absence of a completed Code does not excuse a student from following the rules.

Initiation

Every student who goes out for an activity is an important individual and should be accorded respect by his/her teammates and the coaches and/or sponsors. Coaches and sponsors will not tolerate student behavior which belittles or demoralizes any participants.

Behavior in the Classroom

Each student is responsible for his/her own behavior. Participants in the activities program are reminded that improper behavior in the classroom may cause them to miss practice time. Participants are also reminded that missing practice time will cause a reduction in their performance or playing time. We will depend on students who accept the responsibility for their own behavior.

Individual Training Rules and Rules of Conduct

Each head coach or sponsor may develop additional training rules or rules of conduct for their activity. The head coach is responsible for having these rules approved by the high school principal and distributed to all participants.

Eligibility

Each participant in the activities program must meet Nebraska State Activities Association (N.S.A.A.) guidelines concerning scholastic eligibility. A participant must have 20 semester hours of credit on record for the immediate preceding semester to be eligible. Credits issued for band, chorus, physical education and teacher aide do not apply toward the semester hours of credit needed to determine a student's eligibility. During the first semester, all incoming freshmen who attended school the immediate preceding semester are eligible to participate in the activities program. In addition, the participant must be registered for 5 semester credit hours and be in regular attendance to be eligible.

In addition, a student must be passing in a minimum of six classes each week to remain eligible to participate in any portion of the activities program. The first week of non-compliance will result in the student being placed on academic probation. A second consecutive week of non-compliance will result in the student being declared ineligible to compete in interscholastic competition and/or performance for a period of one week. While declared ineligible, the student must attend practices.

Students and their parents will be notified whenever a student is placed on probation or declared ineligible. Weekly eligibility for each class is monitored on a semester basis using the student's cumulative grade point average. Weekly ineligibility may not be carried from semester to semester.

Prom and Homecoming Dances

A homecoming dance for grades 9-12 will be held in the fall semester. All homecoming royalty candidates must be enrolled full-time at Fullerton Public Schools. All 9th-12th graders are invited to attend. Students may invite guests from out of school ranging in age from a 9th grader in high school to guests younger than 21 years of age. All attendees will sign up for the dance in the main office. Payment for dance tickets can be made in the main office prior to the dance or at the door on the night of the dance. Mandatory breathalyzer tests will be given for entrance into the dance.

A prom dance for the junior and senior class will be held in the spring semester. A junior or senior may invite guests ranging from a 9th grader in high school through an out of school guest younger than 21 years of age. All attendees and invites must be signed up through the junior class sponsor. Students must attend the prom dance in order for participation in post prom activities. Post prom activities are not sponsored by the school district. Mandatory breathalyzer tests will be given for entrance into the dance and post prom.

Conflict Management

The following procedures should be used by students and/or their parents to reduce conflicts in the school's activities program:

- Level I: Discuss the conflict with the head coach or sponsor.
- Level II. Submit in writing a summary of the conflict to the high school (7-12) principal.
- Level III. Submit a written summary outlining facts surrounding the conflict to the superintendent of schools.
- Level IV. Submit a written summary outlining the facts surrounding the conflict to the Fullerton Board of Education.
- Level V. Exercise legal remedies that may exist under the laws of the State of Nebraska.

In reference to Levels I through IV, the conflict may not be reviewed at a higher level without first having been reviewed at the level immediately before. For example, the conflict may not be reviewed by the principal at Level II if discussion with the head coach or sponsor the student and/or parent has not occurred.

Concussion Policy



Recognizing and Monitoring Signs & Symptoms of a Concussion

In some instances, Signs & Symptoms of a concussion may not become apparent until several hours or even days after the injury. Therefore, your son/daughter needs to be monitored closely over time, and checked for any of Signs and Symptoms listed on the front side of this form. A good guideline is to note signs/symptoms that worsen, and behaviors that seem to represent a change in your son/daughter. Please be especially observant for Signs and Symptoms listed below. The following indicate the need to report immediately to the nearest emergency department for medical care, or in an emergency, to activate Emergency Medical Services (EMS) by dialing 911:

1. Headaches that increase in intensity
2. Vomiting
3. Decreased or irregular pulse OR respiration
4. Unequal, dilated, unreactive pupils
5. Slurred speech
6. Seizure activity
7. Changes in level of consciousness, very drowsy, difficulty awakening, or losing consciousness
8. Can't recognize people or places, or becomes increasingly confused

If you have any question or concern about the signs or symptoms you are observing, contact your family physician for instructions, or seek medical attention at the closest emergency department. Otherwise, you can follow the instructions outlined below.

It is OK to:

- Go to sleep
- Rest; periodic naps when fatigued/tired
- Use acetaminophen (Tylenol) for headaches
- Use ice pack on head & neck for comfort
- Eat a light diet, carbohydrates
- Drink fluids, stay hydrated

There is NO need to:

- Check eyes with a flashlight
- Wake up every hour, unless directed by physician/LHCP
- Test reflexes
- Stay in bed

DO NOT:

- DO NOT exercise or lift weights
- DO NOT do strenuous activity including PE, at work, play sports, video games, texting, or use computer
- DO NOT take ibuprofen, aspirin, naproxen or other non-steroidal anti-inflammatory medications (NSAID)
- DO NOT drive vehicle while having symptoms
- DO NOT drink alcohol

Adapted from National Athletic Trainers Association Position Statement: Management of Sports-Related Concussion. J Athl. Trng. 2014;49(2):245-265.

Returning to School (refer to Return To Learn Guidelines)

In some circumstances, the following recommendations may be indicated by the licensed healthcare professional (LHCP) treating your son/daughter, with supportive accommodations provided by school personnel.

1. No school; shortened school day; time restriction on school day.
2. Shortened class time; limit work on computer, focused reading, or analytical problem solving; withhold from PE.
3. Extra time to complete coursework/assignments/tests; assistance with instruction.
4. Reduced homework load; time restriction on homework.
5. Refrain from significant test taking, or standardized testing.
6. Frequent rest breaks during day as needed.
7. Consider Individualized Educational Plan (IEP) or 504 Plan if recovery is likely to be prolonged.

Symptoms are to be monitored regularly during recovery. Gradually increase school activity when symptoms begin to subside/decrease. Decrease school activity if symptoms increase or return at any time.

Returning to Sport

Once an athlete is removed from activity due to a suspected concussion, the following steps must be followed for returning to full sports participation and playing in contests.

1. Evaluation by an appropriate licensed healthcare professional (LHCP), i.e. MD/DO, Athletic Trainer, or Neuropsychologist.
2. Athlete must first be symptom-free at rest, and then remain symptom-free during progressive physical and mental exertion.
3. Written clearance from designated LHCP, and written clearance from parent/guardian.
4. When available, Post-Injury Neurocognitive Test Scores (ImPACT Test) return to normal (baseline).
5. Follow and complete "Stepwise Return to Play Progression" while remaining symptom-free before playing in contests.

**Fullerton Public Schools
Activities Code
2026-2027**

_____, a student at Fullerton Public Schools, understands that the policies of Fullerton Public Schools prohibit the possession, use, distribution, or attendance at a party where alcohol, illicit drugs, or controlled substances are present or being under the influence of alcohol, illicit drugs, or tobacco (including vapor products/e-cigarettes) by a student participating in the activities program. The student understands that participation in school sponsored activities or events is a privilege and not a right and that the student must follow Board policy, this code, all the training rules and rules of conduct of the coaches and/or activity sponsors. The student understands that a violation of Board policy, this code, any training rules or rules of conduct of the coaches and/or activity sponsors may be subject to disciplinary action.

A. Definitions. As used in this code, unless the context otherwise requires:

1. Tobacco shall mean cigarettes, snuff, cigars, or chewing tobacco (including vapor products/e-cigarettes) or other similar products.
2. Use and/or possession of vapor products, vapor devices and/or e-cigarettes includes those purchased or homemade.
3. Alcohol shall mean any alcoholic beverage as defined by law.
4. Illicit drugs shall mean any illegal drug or controlled substance as defined by law.
5. Co-curricular activities shall mean any school sponsored performance or competitive opportunity or any other school-sponsored activity or event (this includes all homecoming activities and prom).
6. School-sponsored activity or event shall mean any activity occurring outside the normal classroom in which students participate as representatives of Fullerton Public Schools or while under the supervision of any certificated or non-certificated employee, volunteer, sponsor, chaperone, or coach for or on behalf of Fullerton Public Schools.
7. School term shall mean that period commencing on the first day of fall sports practice through the last day of spring sports practice, events, or attendance at school for a given school year.
8. Activity sponsor shall mean any paid or volunteer sponsor, chaperone, or coach used by or on behalf of Fullerton Public Schools to offer its co-curricular activity or school sponsored activity or event programs.
9. Attendance at a prohibited party shall mean being where alcohol, illicit drugs, or controlled substances are present when your parents are not there and students of school age have unregulated access to illegal substances.

B. Alcohol, Illicit Drugs, and Tobacco Rules.

1. Possession, use, distribution, or attendance at a party where alcohol, illicit drugs, or controlled substances are present or being under the influence of alcohol, illicit drugs, tobacco, vapor products/e-cigarettes or related products at any time during a school term may be grounds for suspension from participation in all co-curricular activities and/or school-sponsored activities or events in which the student is participating or wishes to participate, except required practice for 30 school days. While suspended, the student must continue to participate in practices, as required by the coach or activity sponsor to be eligible for reinstatement to the activity. A second offense for the possession, use, distribution, or attendance at a party where alcohol, illicit drugs, or controlled substances are present or being under the influence of alcohol, illicit drugs, tobacco, vapor products/e-cigarettes or related products during a single school term may result in the suspension of the student from all co-curricular activities or school sponsored activities or events for the balance of the school term.
2. A 30 school day suspension from activities or events for the possession, use, distribution, or attendance at a party where alcohol, illicit drugs, or controlled substances are present or being under the influence of alcohol, illicit drugs, tobacco, vapor products/e-cigarettes or related products may be reduced one time to five school days during the time a student is enrolled in grades 7-12. A student electing a reduced suspension must miss at a minimum

one scheduled contest, performance, or event per activity he/she participates in during the original 30-day suspension. In addition, the student must agree to immediately undergo a chemical dependency evaluation, implement any recommendation from the evaluation and attend a series of insight support group meetings, when directed by a chemical dependency counselor.

3. Depending on the circumstances and seriousness of a violation, a first or any subsequent violation concerning possession, use, distribution, or attendance at a party where alcohol, illicit drugs, or controlled substances are present or being under the influence of alcohol, illicit drugs, tobacco, vapor products/e-cigarettes or related products at a school-sponsored activity or event may result in suspension of the student from all co-curricular activities or school-sponsored activities or events for the balance of the school term.
- C. Coaches and/or activity sponsors shall establish training rules or rules of conduct for participation in or attendance at the activity or event. General training rules or rules of conduct shall be established prior to the activity or event and as the need arises. In addition to more specific rules established by the coach or activity sponsor, the student understands that any conduct which substantially interferes with the educational process or disrupts the activity or event is prohibited. Failure to abide by the coach's and/or activity sponsor's training rules or rules of conduct shall be grounds for suspension from the activity or event, including, at the discretion of the coach or activity sponsor, practices for a period of up to 30 school days.
- D. Prior to any disciplinary action under this activities code, the following procedures shall be followed:
1. The coach or activity sponsor shall make an investigation of the alleged violation, and provide an opportunity for the student to present his or her version of the facts surrounding the alleged violation.
 2. The student and his or her parent or guardian shall be given oral or written notice of the information obtained as a result of the investigation and provided an opportunity to confer with the coach or sponsor and/or principal regarding the incident and any resulting disciplinary action.
 3. The coach or activity sponsor shall make a decision regarding disciplinary action after Steps 1 and 2 have been followed and shall report to and/or consult with the 7-12th grade building principal regarding the decision.
 4. The student or the student's parents shall be given written notice of the disciplinary action taken within 3 days of the decision by the activity sponsor.
- E. A student or the student's parents may, within five school days of the notice of disciplinary action from the coach or activity sponsor, notify the superintendent in writing of their request for a review of the coach or activity sponsor's determination. The superintendent shall review the situation and render a decision within three school days from the date of the request for review. The superintendent's decision shall be in writing and shall be final.
- F. Any student who misrepresents facts regarding any alleged violation of the activities code shall be subject to disciplinary action on the question of such misrepresentation pursuant to the procedures provided herein.
- G. Any parent or student who has questions about board policy, this code, training rules or rules of conduct of coaches or activity sponsors, or the interpretation or application thereof, should consult with the superintendent.

Date_____

Student Signature_____

Date_____

Parent/Guardian Signature_____

SECTION SEVEN

This section contains the Title IX Policy and Local Wellness Policy for the school district.

3057 Title IX

As required by Title IX of the Education Amendments of 1972, it is the policy of the district that no person shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subject to discrimination under any of the district's programs or activities, or in regards to admission or employment. Any person may report sex discrimination, including sexual harassment. This report must be made by any means to the district's Title IX Coordinator whose contact information can be found on the district's website and in the district's student and staff handbooks. Any other inquiries regarding the application of this policy should be referred to the Title IX Coordinator.

5052 Local Wellness Policy

A mission of Fullerton Public Schools ("District") is to provide curriculum, instruction, and experiences in a health-promoting school environment to instill habits of lifelong learning and health. Therefore, the Board adopts the following School Wellness Policy.

1. School Wellness Committee

Committee Role and Membership

The District will convene a representative District Wellness Committee ("DWC") or work within an existing school health committee that meets at least four times per year to establish goals for and oversee school health and safety policies and programs, including development, implementation and periodic review and update of this District wellness policy.

The DWC membership will represent all school levels and may include (to the extent possible), but not be limited to: parents and caregivers; students; representatives of the school nutrition program; physical education teachers; health education teachers; school health professionals or staff; mental health and social services staff; school administrators; school board members; and the general public.

Leadership

The Superintendent or designee(s) will convene the DWC and facilitate development of and updates to the wellness policy, and will ensure each school's compliance with the policy.

• Wellness Policy Implementation, Monitoring, Accountability and Community Engagement

Implementation Plan

The District will develop and maintain a plan for implementation to manage and coordinate the execution of this wellness policy. The plan delineates roles, responsibilities, actions and timelines specific to each school; and includes information about who will be responsible to make what change, by how much, where and when; as well as specific goals and objectives for nutrition standards for all foods and beverages available on the school campus, food and beverage marketing, nutrition promotion and education, physical activity, physical education and other school-based activities that promote student wellness.

This wellness policy and the progress reports can be found at the District's website.

Recordkeeping

The District will retain records to document compliance with the requirements of the wellness policy at the Superintendent's office and/or on the District's computer network. Documentation maintained in this location may include but will not be limited to:

3. The written wellness policy;
4. Documentation demonstrating that the policy has been made available to the public;
5. Documentation of efforts to review and update the Local Schools Wellness Policy; including an indication of who is involved in the update and methods the district uses to make stakeholders aware of their ability to participate on the DWC;
6. Documentation to demonstrate compliance with the annual public notification requirements;
7. The most recent assessment on the implementation of the local school wellness policy;
8. Documentation demonstrating the most recent assessment on the implementation of the Local School Wellness Policy has been made available to the public.

Annual Notification of Policy

The District will actively inform families and the public each year of basic information about this policy, including its content, any updates to the policy and implementation status. The District will make this information available via the District website and/or district-wide communications.

Triennial Progress Assessments

At least once every three years, the District will evaluate compliance with the wellness policy to assess the implementation of the policy and include:

7. The extent to which the District's schools are in compliance with the wellness policy;
8. The extent to which the District's wellness policy compares to the Alliance for a Healthier Generation's model wellness policy; and
9. A description of the progress made in attaining the goals of the District's wellness policy.

The position/person responsible for managing the triennial assessment and contact information is the Superintendent or the Superintendent's designee.

Revisions and Updating the Policy

The DWC will update or modify the wellness policy based on the results of the annual School Health Index and triennial assessments and/or as District priorities change; community needs change; wellness goals are met; new health science, information, and technology emerges; and new Federal or state guidance or standards are issued. The wellness policy will be assessed and updated as indicated at least every three years, following the triennial assessment.

Community Involvement, Outreach and Communications

The District is committed to being responsive to community input, which begins with awareness of the wellness policy. The District will actively communicate ways in which representatives of DWC and others can participate in the development, implementation and periodic review and update of the wellness policy through a variety of means appropriate for that district. The District will also inform parents of the improvements that have been made to school meals and compliance with school meal standards, availability of child nutrition programs and how to apply, and a description of and compliance with Smart Snacks in School nutrition standards. The District will use electronic mechanisms, such as email or

displaying notices on the District's website, as well as non-electronic mechanisms, such as newsletters, presentations to parents, or sending information home to parents, to ensure that all families are actively notified of the content of, implementation of, and updates to the wellness policy, as well as how to get involved and support the policy. The District will ensure that communications are culturally and linguistically appropriate to the community, and accomplished through means similar to other ways that the District and individual schools are communicating important school information with parents.

The District will actively notify the public about the content of or any updates to the wellness policy annually, at a minimum. The District will also use these mechanisms to inform the community about the availability of the annual and triennial reports.

Nutrition

School Meals

The District is committed to serving healthy meals to children, with plenty of fruits, vegetables, whole grains, and fat-free and low-fat milk; that are moderate in sodium, low in saturated fat, and have zero grams *trans* fat per serving (nutrition label or manufacturer's specification); and to meeting the nutrition needs of school children within their calorie requirements. The school meal programs aim to improve the diet and health of school children, help mitigate childhood obesity, model healthy eating to support the development of lifelong healthy eating patterns and support healthy choices while accommodating cultural food preferences and special dietary needs.

All schools within the District participate in USDA child nutrition programs, including the National School Lunch Program (NSLP), the School Breakfast Program (SBP), and any additional Federal child nutrition programs in which the District participates. Students are served a reimbursable meal regardless of whether the student has money to pay or owes money. Applications for free/reduced meals are sent home to all families at the beginning of the school year. The application is also available on the school website.

- Are accessible to all students;
- Are appealing and attractive to children;
- Are served in clean and pleasant settings;
- Meet or exceed current nutrition requirements established by local, state, and Federal statutes and regulations. (The District offers reimbursable school meals that meet USDA nutrition standards.)
- Promote healthy food and beverage choices using at some of the following Smarter Snack Standards;
- Focus on sourcing fresh fruits and vegetables from local farmers;
- Free water is offered at all meals
- Students are afforded a reasonable time to eat after obtaining their food (at least 20 minutes).
- Promote healthy food and beverage choices using at some of the following Smarter Lunchroom techniques: **(NES4 NES 7**
 - Whole fruit options are displayed neatly.
 - Sliced or cut fruit is available daily.
 - Daily fruit options are displayed in a location in the line of sight and reach of students.
 - All available vegetable options have been given creative or descriptive names.
 - Daily vegetable options are bundled into all grab-and-go meals available to students.
 - All staff members, especially those serving, have been trained to politely prompt students to select and consume the daily vegetable options with their meal.
 - White milk is placed in front of other beverages in all coolers.
 - Alternative entrée options (e.g., salad bar, yogurt parfaits, etc.) are highlighted on posters

- or signs within all service and dining areas.
- A reimbursable meal can be created in any service area available to students (e.g., salad bars, snack rooms, etc.).
- Student surveys and taste testing opportunities are used to inform menu development, dining space decor and promotional ideas.
- Student artwork is displayed in the service and/or dining areas.
- Daily announcements are used to promote and market menu options.

Staff Qualifications and Professional Development

All school nutrition program directors, managers and staff will meet or exceed hiring and annual continuing education/training requirements in the USDA professional standards for child nutrition professionals. Staff participate in state food service programs each summer.

Competitive Foods and Beverages

- o Definitions. “Competitive food” means all food and beverages other than meals reimbursed under programs authorized by the Richard B. Russell National School Lunch Act and the Child Nutrition Act of 1966 available for sale to students on the school campus during the school day. For the purpose of competitive food standards implementation, “school day” means the period from the midnight before to 30 minutes after the end of the official school day. USDA Smart Snack standards for beverages sold in elementary and middle schools shall also be followed at the high school. The foods and beverages sold and served outside of the school meal programs (e.g., “competitive” foods and beverages) will meet the USDA Smart Snacks in School nutrition standards, at a minimum. Smart Snacks aim to improve student health and well-being, increase consumption of healthful foods during the school day and create an environment that reinforces the development of healthy eating habits. A summary of the standards and information, as well as a Guide to Smart Snacks in Schools are available at: <http://www.fns.usda.gov/healthierschoolday/tools-schools-smart-snacks>. The Alliance for a Healthier Generation provides a set of tools to assist with implementation of Smart Snacks available at www.foodplanner.healthiergeneration.org.

To support healthy food choices and improve student health and well-being, all foods and beverages outside the reimbursable school meal programs that are sold to students on the school campus during the school day will meet or exceed the USDA Smart Snacks nutrition standards or, if the state policy is stronger, will meet or exceed state nutrition standards. These standards will apply in all locations and through all services where foods and beverages are sold, which may include, but are not limited to, à la carte options in cafeterias, vending machines, school stores and snack or food carts.

- o Applicability. Except as otherwise allowed by the South Dakota Department of Education or applicable law, all competitive foods sold during the school day must meet the USDA Smart Snacks Standards and the nutrition standards found in 7 CFR § 210.11. The competitive food restrictions do not apply to food sold during non-school day hours, weekends, and off-campus fundraising events such as concessions during after-school sporting events, school plays or concerts; or to bulk food items that are sold for consumption at home. (Ex: frozen pizzas, cookie dough tubs, etc.)
- o Fundraiser food or beverages are NOT exempt from the USDA Smart Snacks in School nutrition standards. Therefore, if food is sold as a fundraiser:

- o It shall not be sold in competition with school meals in the food service area during the meal service.
- o It shall not be sold or otherwise made available to students anywhere on school premises during the period beginning one half hour prior to the serving period for breakfast and/or lunch and lasting until one half hour after the serving of breakfast and/or lunch.
- o The sale of food items during the school day shall meet the USDA Smart Snacks in School nutrition requirements
- o This restriction does not apply to food sold during non-school hours, weekends, and off-campus fundraising events such as concessions during after-school sporting events, school plays or concerts; or to bulk food items that are sold for consumption at home. (Ex: frozen pizzas, cookie dough tubs, etc.) Each school is allowed to hold exempt fundraisers per school year during which any food or beverage may be sold.

Celebrations and Rewards

All foods offered on the school campus should meet or exceed the USDA Smart Snacks in School nutrition standards or, if the state policy is stronger, will meet or exceed state nutrition standards, including through. The district will provide the following healthy party ideas to parents and teachers, including non-food celebration ideas. Schools are strongly encouraged to meet the USDA Smart Snacks in School nutrition standards.

1. Celebrations and parties. The District will provide a list of healthy party ideas to parents and teachers, including non-food celebration ideas.
2. Classroom snacks brought by parents. The District will provide or make available to parents a list of foods and beverages that meet Smart Snacks nutrition standards.
3. Rewards and incentives. The District will provide teachers and other relevant school staff a list of alternative ways to reward children or other comparable resources.

Nutrition Promotion

Nutrition promotion and education positively influence lifelong eating behaviors by using evidence-based techniques and nutrition messages, and by creating food environments that encourage healthy nutrition choices and encourage participation in school meal programs. Students and staff have access to free, safe, and fresh drinking water throughout the school day.

Nutrition Education

The District will teach, model, encourage and support healthy eating by all students. Schools will provide nutrition education to all students in grades K-12 and engage in nutrition promotion that:

- Is designed to provide students with the knowledge and skills necessary to promote and protect their health;
- Is part of not only health education classes, but also integrated into other classroom instruction through subjects such as math, science, language arts, social sciences and elective subjects;
- Includes enjoyable, developmentally-appropriate, culturally-relevant and participatory activities, such as cooking demonstrations or lessons, promotions, taste-testing, farm visits and school gardens;
- Promotes fruits, vegetables, whole-grain products, low-fat and fat-free dairy products and healthy food preparation methods;
- Emphasizes caloric balance between food intake and energy expenditure (promotes physical activity/exercise);

- Links with school meal programs, cafeteria nutrition promotion activities, school gardens, Farm to School programs, other school foods and nutrition-related community services;
- Teaches media literacy with an emphasis on food and beverage marketing; and
- Includes nutrition education training for teachers and other staff.

Essential Healthy Eating Topics in Health Education

The District may include in the health education curriculum the following essential topics on healthy eating:

- Relationship between healthy eating and personal health and disease prevention
- Food guidance from MyPlate
- Reading and using FDA's nutrition fact labels
- Eating a variety of foods every day
- Balancing food intake and physical activity
- Eating more fruits, vegetables and whole grain products
- Choosing foods that are low in fat, saturated fat, and cholesterol and do not contain *trans* fat
- Choosing foods and beverages with little added sugars
- Eating more calcium-rich foods
- Preparing healthy meals and snacks
- Risks of unhealthy weight control practices
- Accepting body size differences
- Food safety
- Importance of water consumption
- Importance of eating breakfast
- Making healthy choices when eating at restaurants
- Eating disorders
- The Dietary Guidelines for Americans
- Reducing sodium intake
- Social influences on healthy eating, including media, family, peers and culture
- How to find valid information or services related to nutrition and dietary behavior
- How to develop a plan and track progress toward achieving a personal goal to eat healthfully
- Resisting peer pressure related to unhealthy dietary behavior
- Influencing, supporting, or advocating for others' healthy dietary behavior

Food and Beverage Marketing in Schools

The District is committed to providing a school environment that ensures opportunities for all students to practice healthy eating and physical activity behaviors throughout the school day while minimizing commercial distractions. The District strives to teach students how to make informed choices about nutrition, health and physical activity. Water is offered at all school meals.

• **Physical Activity**

Children and adolescents should participate in physical activity every day. A substantial percentage of students' physical activity can be provided through a comprehensive school physical activity program (CSPAP). A CSPAP reflects strong coordination and synergy across all of the components: quality physical education as the foundation; physical activity before, during and after school; staff involvement and family and community engagement; and the District is committed to providing these opportunities. Schools will ensure that these varied physical activity opportunities are in addition to, and not as a

substitute for, physical education (addressed in “Physical Education” subsection). All schools in the District will be encouraged to participate in Let’s Move! Active Schools (www.letsmoveschools.org), or comparable program, in order to successfully address all CSPAP areas.

Physical activity during the school day (including but not limited to recess, classroom physical activity breaks or physical education) is greatly valued and the District strongly discourages staff from withholding it as a punishment. The District will provide teachers and other school staff with a list of ideas or resources for alternative ways to discipline students.

To the extent practicable, the District will ensure that its grounds and facilities are safe and that equipment is available to students to be active. The District will conduct necessary inspections and repairs.

The District does have a facility use policy that allows for joint-use of the facilities to provide opportunities for physical activity to community members.

The District promotes walking and biking to school by providing adequate bike storage.

Physical Education

The District will provide students with physical education, using an age-appropriate, sequential physical education curriculum consistent with national and state standards for physical education. The physical education curriculum will promote the benefits of a physically active lifestyle. The physical education curriculum for grades K-12 is aligned with established state physical education standards.

All students will be provided equal opportunity to participate in physical education classes. The District will make appropriate accommodations to allow for equitable participation for all students and will adapt physical education classes and equipment as necessary. Physical education for grades K-12 is taught by a certified teacher who is endorsed to teach physical education. All staff involved in physical education are provided opportunities for professional development.

All elementary students in each grade will receive physical education for at least 60-89 minutes per week throughout the school year.

All secondary students (middle and high school) are required to take the equivalent of one academic year of physical education.

Unless otherwise exempted, all students are required to engage in the District’s physical education program.

Essential Physical Activity Topics in Health Education

Health education will be required in all elementary grades and the District will require middle and high school students to take and pass at least one health education course. The District will include in the health education curriculum a minimum of 12 of the following essential topics on physical activity:

- The physical, psychological, or social benefits of physical activity
- How physical activity can contribute to a healthy weight
- How physical activity can contribute to the academic learning process
- How an inactive lifestyle contributes to chronic disease
- Health-related

Recess (Elementary)

All elementary schools will offer at least 20 minutes of recess on all days during the school year. Exceptions may be made as appropriate, such as on early dismissal or late arrival days. If recess is offered before lunch, schools will have appropriate hand-washing facilities and/or hand-sanitizing mechanisms located just inside/outside the cafeteria to ensure proper hygiene prior to eating and students are required to use these mechanisms before eating. Hand-washing time, as well as time to put away coats/hats/gloves, will be built into the recess transition period/timeframe before students enter the cafeteria.

Outdoor recess will be offered when weather and other conditions make it feasible for outdoor play.

Classroom Physical Activity Breaks (Elementary and Secondary)

Students will be offered periodic opportunities to be active or to stretch throughout the day on all or most days during a typical school week.

Active Academics

Teachers will incorporate movement and kinesthetic learning approaches into “core” subject instruction when possible (e.g., science, math, language arts, social studies and others) and do their part to limit sedentary behavior during the school day. Teachers are encouraged to use physical activity as a means of reward and discouraged to use physical activity as a means of punishment.

Before and After School Activities (PEPA12)

The District offers opportunities for students to participate in physical activity either before and/or after the school day through a variety of methods. The District will encourage students to be physically active before and after school by sponsoring or permitting: physical activity clubs and physical activity in free play, intramurals or interscholastic sports.

Other Activities that Promote Student Wellness (EW 1, 2) (IC2)

The District will integrate wellness activities across the entire school setting, not just in the cafeteria, other food and beverage venues and physical activity facilities. The District will coordinate and integrate other initiatives related to physical activity, physical education, nutrition and other wellness components so all efforts are complementary, not duplicative, and work towards the same set of goals and objectives promoting student well-being, optimal development and strong educational outcomes.

The District will coordinate content across curricular areas that promote student health, such as teaching nutrition concepts in mathematics, with consultation provided by either the school or the District’s curriculum experts.

All efforts related to obtaining federal, state or association recognition for efforts, or grants/funding opportunities for healthy school environments will be coordinated with and complementary of the wellness policy, including but not limited to ensuring the involvement of the DWC.

All school-sponsored events will adhere to the wellness policy guidelines. All school-sponsored wellness events will include physical activity and healthy eating opportunities when appropriate.

Community Partnerships

The District will develop, enhance, or continue relationships with community partners (e.g., hospitals, universities/colleges, local businesses, SNAP-Ed providers and coordinators, etc.) in support of this wellness policy's implementation. Existing and new community partnerships and sponsorships will be evaluated to ensure that they are consistent with the wellness policy and its goals.

Community Health Promotion and Family Engagement

The District will promote to parents/caregivers, families, and the general community the benefits of and approaches for healthy eating and physical activity throughout the school year.

Staff Wellness and Health Promotion

The DWC will have a staff wellness subcommittee that focuses on staff wellness issues, identifies and disseminates wellness resources and performs other functions that support staff wellness in coordination with human resources staff.

The District will implement strategies to support staff in actively promoting and modeling healthy eating and physical activity behaviors. The District promotes staff member participation in health promotion programs and will support programs for staff members on healthy eating/weight management that are accessible and free or low-cost.

Professional Learning

When feasible, the District will offer annual professional learning opportunities and resources for staff to increase knowledge and skills about promoting healthy behaviors in the classroom and school (e.g., increasing the use of kinesthetic teaching approaches or incorporating nutrition lessons into math class). Professional learning will help District staff understand the connections between academics and health and the ways in which health and wellness are integrated into ongoing district reform or academic improvement plans/efforts.

EMERGENCY RESPONSE TO LIFE-THREATENING ASTHMA OR SYSTEMIC ALLERGIC REACTIONS (ANAPHYLAXIS)

DEFINITION: Life-threatening asthma consists of an acute episode of worsening airflow obstruction. Immediate action and monitoring are necessary.

A systemic allergic reaction (anaphylaxis) is a severe response resulting in cardiovascular collapse (shock) after the injection of an antigen (e.g. bee or other insect sting), ingestion of a food or medication, or exposure to other allergens, such as animal fur, chemical irritants, pollens or molds, among others. The blood pressure falls, the pulse becomes weak, **AND DEATH CAN OCCUR.** Immediate allergic reactions may require emergency treatment and medications.

LIFE-THREATENING ASTHMA SYMPTOMS: Any of these symptoms may occur:

- Chest tightness
- Wheezing
- Severe shortness of breath
- Retractions (chest or neck "sucked in")

- Cyanosis (lips and nail beds exhibit a grayish or bluish color)
- Change in mental status, such as agitation, anxiety, or lethargy
- A hunched-over position
- Breathlessness causing speech in one-to-two word phrases or complete inability to speak

ANAPHYLACTIC SYMPTOMS OF BODY SYSTEM: Any of the symptoms may occur within seconds. The more immediate the reaction, the more severe the reaction may become. Any of the symptoms present require several hours of monitoring.

- **Skin:** warmth, itching, and/or tingling of underarms/groin, flushing, hives
- **Abdominal:** pain, nausea and vomiting, diarrhea
- **Oral/Respiratory:** sneezing, swelling of face (lips, mouth, tongue, throat), lump or tightness in the throat, hoarseness, difficulty inhaling, shortness of breath, decrease in peak flow meter reading, wheezing reaction
- **Cardiovascular:** headache, low blood pressure (shock), lightheadedness, fainting, loss of consciousness, rapid heart rate, ventricular fibrillation (no pulse)
- **Mental status:** apprehension, anxiety, restlessness, irritability

EMERGENCY PROTOCOL:

1. CALL 911.
2. Summon school nurse if available. If not, summon designated trained, non-medical staff to implement an emergency protocol.
3. Check airway patency, breathing, respiratory rate, and pulse.
4. Administer medications (epinephrine auto injector and nebulized albuterol) per standing order.
5. Determine cause as quickly as possible.
6. Monitor vital signs (pulse, respiration, etc.).
7. Contact parents immediately and prescribing health care practitioner as soon as possible.
8. Any individual treated for symptoms with epinephrine at a school will be transferred to a medical facility.

STANDING ORDERS FOR RESPONSE TO LIFE-THREATENING ASTHMA OR ANAPHYLAXIS:

- Administer epinephrine auto injector junior for any child less than 60 pounds or adult epinephrine auto injector for any individual over 60 pounds into the muscle towards the front and outer side of the thigh.
- Follow with nebulized albuterol while awaiting EMS.
- If symptoms persist, repeat epinephrine auto injector followed by nebulized albuterol every fifteen minutes while awaiting EMS arrival.
- Administer CPR, if indicated.

RECEIPT

This Student Handbook is distributed in accordance with Nebraska State Law, Section 79-262, paragraph three which states in part: "Rules and Standards which form the basis for discipline shall be distributed to students and parents at the beginning of each school year or at the time of enrollment..."

Parents (or guardians) and students are required to sign
& return the receipt form below before August 12th, 2025.

PARENT/STUDENT AGREEMENT

I have received and read the Student Handbook that describes the Fullerton School District's discipline policies, regulations, rules, and expectations to be followed by students enrolled at Fullerton Public Schools. My child and I have discussed these policies and understand that we must comply with them.

RECOGNITION OF POTENTIAL AMENDMENTS OR SUPPLEMENTS

In light of the unique challenges and circumstances posed by the outbreak of the novel coronavirus and the recent promulgation of expansive federal regulations, the rules and information provided in this handbook may be supplemented or amended by the School District's administration at any time, consistent with applicable law and board policy. All parents shall be provided notice of any such changes by the district's regular means of contact. By signing below, you agree that you will read any such information and communications, discuss them with your child, and recognize that you must comply with all rules, procedures, and requirements as they apply at that time.

Student's Signature

Date

Parent/Guardian's Signature Date

Cell Phone Number (Optional)

Parent's Email Address (Optional)

Parent's Email Address (Optional)

ADMINISTRATION FOR PRESCRIPTION MEDICATION BY SCHOOL PERSONNEL PARENTAL CONSENT

General Statement. Prescribed medication shall not be brought to school unless the written directions of a physician, physician assistant, or advanced practice registered nurse state that the prescribed medication must be taken during school hours or during school activities.

IMPORTANT INFORMATION FOR PARENTS/GUARDIANS: Your written consent is required before your child may receive prescription medications at school. Please complete the entire form. By signing below, you acknowledge/submit and agree to the following:

- Submit this request to the principal or school nurse.
- Make certain the Physician's Request for the Administration of Prescription Medication by School Personnel is submitted to the principal or school nurse.
- Make sure personally that the medication is received by the principal or school nurse administering it, in the container in which it was dispensed by the prescribing physician (or other licensed prescriber) or licensed pharmacist.
- Make sure personally that the container in which the medication is in is marked with the medication name, dosage, interval dosage, and date after which no administration should be given.
- Submit a REVISED STATEMENT signed by the physician prescribing the medication to the principal or school nurse IF ANY OF THE INFORMATION PROVIDED BY THE PHYSICIAN CHANGES.
- Provide directions to the school personnel providing the medication.
- Provide monitoring of the medication's effects, and assume full responsibility there of.
- Your child's medication may be provided by a nurse, an unlicensed health technician, or other school personnel, determined competent to provide medication as required by Nebraska law.
- I release the School District and the Board of Directors of the School District and all employees, agents and representatives of the School District from any liability concerning the giving or non-giving of the medication to the student.
- I give permission to share medical information with appropriate school personnel.

Prescription medication must be in the original container, properly labeled with instructions and the name of the prescribing physician (or other licensed prescriber) or licensed pharmacist and not expired. If the prescription changes in any way, a doctor's note must be brought in to verify the change.

I understand the physician may be contacted for further information.

Student Name: _____

Medication: _____

Name of Physician: _____ Phone number: _____

Middle/High School Students only:

- My student may self-carry and administer his/her inhaler. (privilege will be removed if sharing with others)
- My student should report to the nurse's office for his/her inhaler.

Signature of Parent/Guardian: _____ Date: _____

**ADMINISTRATION FOR PRESCRIPTION MEDICATION BY SCHOOL PERSONNEL
PHYSICIAN'S REQUEST**

Date _____

Student's Full Name: _____, is under my care and must take medication which I have prescribed during the school day.

Name of medication being prescribed (as it appears on container in which the medication is stored):

Dosage: _____ Time to be given: _____

Date administration of medication is to Begin: _____ End: _____

Possible adverse reactions to be reported to physician: _____

Special instructions for the provision and storage of the medication

NOTE: Controlled substances may not be self-administered by students:

_____ Medication may be self administered by the student, and the student is competent to self-provide medication, I, or my designee(s), and the student have developed a plan for self-provision of the medication(s), the storage of the medication and a plan for reporting and supervision of self-provision of the medication(s), and deem each to be safe and appropriate, and if applicable authorize the use of hypodermic syringes and needles or similar medical items.

_____ Medication may NOT be self administered by the student, I, or my designee(s), have trained school personnel or approved alternative training as adequate to provide the medication, have evaluated the situation, the storage of the medication, the general administration plan and if applicable, the self administration plan or emergency care plan, and deem each to be safe and appropriate, and if applicable authorize the use of hypodermic syringes and needles or similar medical items.

Print or Type Name of Physician

Signature of Physician

Primary Phone Number

Secondary Phone Number

REQUEST TO PROVIDE MEDICATION DURING SCHOOL HOURS:

IMPORTANT INFORMATION FOR PARENTS/GUARDIANS: Your written consent is required before your child may receive these medications at school. Please complete the entire form. By signing below, you acknowledge the following:

- You have reviewed the information and agree that your child may safely take the medications according to the recommended dose by weight.
- The school nurse has the responsibility of approving your child's use of these medications. In the case of a child with special health care needs, the school nurse may request authorization from your physician.
- A licensed prescriber's authorization will be required if:
 - o Your child requires more than 5 doses of acetaminophen and/or ibuprofen in a 30 day period;
 - o Your child requires more than 5 consecutive doses of acetaminophen and/or ibuprofen
 - o In the judgment of the school nurse, your child is ill and not improving.
- Your child's medication may be provided by a nurse, an unlicensed health technician, or other school personnel, determined competent to provide medication as required by Nebraska law.
- These medications are provided for use during school hours and will be limited to one dose. Purpose of medication is to benefit learning and attendance. **These medications will not be administered the last hour of the school day except at the discretion of the school nurse.**
- **You are responsible to provide the district with any nonprescription medications you wish to be administered in its original container from the manufacturer, which must include legible, unadulterated manufacturer instruction. The container must be labeled with the student's name.**

PARENTAL CONSENT:

I give my permission to the Fullerton Public Schools to administer the following medications to _____ according to approved guidelines (check if approved)

(child's name/names)

- | | |
|---|--|
| ☐ Acetaminophen("Tylenol") | ☐ First-Aid Cream/Ointment/Vaseline |
| ☐ Ibuprofen ("Motrin") | ☐ Teeth gel/Orajel |
| ☐ Cough Drops | ☐ Tums/Pepto-Bismol |
| ☐ Anti-itch cream/Ointment | ☐ Benadryl |

Other medications not listed: _____

Reason for use: As needed or specify other: _____

Please complete the following:

My child () has () has not taken acetaminophen before, without problem.

My child () has () has not taken ibuprofen before, without problem.

My child () is () is not taking other medications at this time (please list). _____

It is the parent's responsibility to notify the school if your child has taken any of these medications prior to coming to school.

High School Students only:

- My student may self-carry and administer OTCs. (privilege will be removed if sharing with others)
- My student should report to the nurse's office for OTCs.

Special instructions concerning my child: _____

(Signature of Parent/Guardian)

(Date)

Fullerton Schools Anytime/Anywhere 2026-27 Computer Loan Agreement - Page 1 of 2

Student/Borrower Name: _____

Student/Borrower Graduation Yr: _____ (First) (Last) Student/Borrower Grade, 2023-24: _____

Parent Name(s): _____ Home Phone: _____

Address: _____
Physical Mailing (if different) Town Zip

Understandings

A laptop computer, charger, and carrying case are being loaned to the named student and are in good working order unless otherwise indicated. It is the student's responsibility to care for the equipment and ensure that it is retained in a safe environment. This laptop computer is an important learning tool and is for educational purposes only. In order to take the laptop computer home each day, the student/parent must be willing to accept responsibilities expressed herein.

The equipment is the property of Fullerton Public Schools of Fullerton, NE, and is being loaned to the student for educational purposes for the Academic School Year. Students may not deface or destroy this property in any way. Inappropriate material/files or unauthorized software on the machine may result in the student losing their right to use this computer. This computer, all files on its hard drive and network storage areas are the property of Fullerton Public Schools. Administrators may review communications/files to maintain system integrity and/or to insure that students are using the system responsibly. There is no presumption of privacy with regard to use of this computer. The equipment will be returned to the school on a date to be requested or sooner if the student is discharged from the school prior to the end of the school year.

A \$65.00 non-refundable rental fee* is assessed to cover the cost of use and for students to be able "take home" (anytime/anywhere agreement) his/her computer during the school year.

While in during the agreement period a computer has "**accidental damage**" as determined by the school, the **student and/or parent are responsible for 50% of the repair costs up to the \$500 deductible school insurance plan (maximum paid by the student/parent will be \$250. The \$65.00 rental fee will be applied).** This includes loss of or damage to the charger and carrying case as well as damage to the computer. Students will be responsible for purchasing any accessory computer equipment and replacement cost will be up to the student (ex. iPod, external drive, flash drive, CDs, disks, etc. **If damage occurs and the \$60.00 non-refundable fee is applied to the repair costs a new prorated rental fee will be reassessed to the student who continues with the anytime/anywhere loan agreement.**

If the laptop is lost, stolen or damaged to the extent it is subsequently declared a total loss, the student/parent shall be responsible for the replacement or repair. The student/parent agrees to indemnify the District against any loss occurring during or resulting from student's possession or use of laptop, including, but not limited to any claim for infringement or violation of applicable trademarks and copyrights attributable to student's use of District Property. Warranty will cover mechanical failure, however in the case of theft, loss, or total damage, the student/parent will be responsible for the school's \$500.00 insurance deductible. All intentional damages are the responsibility of the student/parent. Student agrees that in the event the computer is out of his/her possession for a period of 48 hours or if the student believes the computer has been stolen, [s]he will immediately notify the Superintendent/Principal who shall file a report with the Nance County Sheriff.

The laptop may be used by the student/parent only for non-commercial purposes, in accordance with the District's policies and rules. Any included software may be used only in accordance the applicable license and it is the student/parent's responsibility to be familiar with and to comply with the provisions of such license. ****Families with multiple children in the program shall receive an incrementally decreasing \$5 discount per student (ex: 3 students = \$65, \$60, \$55)***

- Computer Loan Agreement

The student and parent acknowledge and agree that student use of the laptop is a privilege and that by this agreement, the student/parent acknowledges the student's responsibility to protect and safeguard the laptop and to return the same in good condition and repair. Upon completion of these forms the student will be issued a Laptop computer through which (s)he may engage himself/herself in his/her education this year. It is essential that the these guidelines be followed to ensure the safe, efficient, and ethical operation of this computer.

Parents agree to supervise the student's use of the Laptop at home, to discuss the family's values and expectations regarding the use of the Internet, email, Instant Messaging or other web-based communications at home. Parents further agree to assist the student in remembering to charge the Laptop battery nightly and to make sure the student brings the Laptop to school every day. It is understood that if the student comes to school without his/her computer the parent may be called to bring it to school. In accepting this Laptop the student and parent agree to report to the school any problems with the Laptop and to warrant its return to the school when requested or upon the student's withdrawal from Fullerton High School.

Students or parents shall not attempt to repair the Laptop or attempt to clean it with anything other than a soft, dry cloth. Student/parent will not load or attempt to load; delete or attempt to delete, any software from the Laptop.

When using the Laptop at home, at school, or anywhere else the student may take it, the student shall follow the policies of the Fullerton Public Schools— especially the Student Code of Conduct and to abide by all local, state, and federal laws or any other administrative rules which may be subsequently issued with regard to the care of the Laptop.

The student shall treat the Laptop with care by not dropping it, getting it wet, leaving it outdoors, or using it with food or drink nearby and to place the Laptop in its protective sleeve when not in use and when it is being moved. The student shall not lend the Laptop to anyone, not even friends or siblings. Violation of this rule is an assumed risk on behalf of the student who assumes ultimate responsibility, regardless of accidental damage.

The student agrees to honor his/her family's values when using the Laptop. For safety's sake the student shall not give personal information when using the Laptop.

The student agrees to bring the Laptop to school every day and understands that the Internet and web-based communications should be used only for appropriate, legitimate, and responsible purposes. The student shall keep secure all assigned accounts and passwords, and will not share these with any other students.

The District hereby acknowledges receipt of the sum of \$65.00 from student and parent/guardian whose signatures are affixed below affirming the understanding of and agreement to, on behalf of the parent and student, to the terms and conditions of the Fullerton Public Schools 2026-27 Computer Loan Agreement **and** of the the Fullerton Public Schools ACCEPTABLE USE AND INTERNET SAFETY POLICY.

Parent's Signature: _____ Print Name: _____

Student's Signature: _____ Date: _____

Deposit

Check # _____

Cash _____

Accepted by: _____

District Employee Initials

Nebraska statutes 79-737 and 79-2,127 allow the District to obtain reimbursement from, or on behalf of, students for any damage to, loss of, or failure to return school property.

Fullerton High School (7-12)
 Student Laptop Acceptable Use Agreement
 2026-2027 School Year

Review and initial each statement below.

The following items reiterate some of the most important points covered in the Laptop Computer Use Agreement, including the Standards for Proper Care, Computer Use and Conduct Guidelines and Computer Discipline Policy, which you can read in the student handbook.	Student Initial	Parent Initial
I understand that I am responsible for backing up my own files and that important files should always be stored in at least two locations (such as on the laptop, external hard drive, CD, flash drive or file server).		
I will not leave my laptop unattended unless it is locked in a secure place. My family is fully responsible for the cost of replacement should my laptop become lost or stolen due to "gross negligence" as determined by administration. Students not participating in Fullerton Schools Anytime/Anywhere are not to remove computers from school property.		
I understand that my family is financially responsible for up to full cost if damage occurs to the laptop. <i>Please refer to the Computer Use Agreement for details.</i>		
I will not install or use file-sharing programs to download music, video or other media.		
I will not duplicate or distribute copyrighted materials other than a back-up copy of those items I legally own.		
I will keep the laptop lid fully closed whenever it is moved from one point to another.		
I will read and follow the Standards for Proper Computer Care and any general maintenance alerts from school network staff.		
I will report any problems with my laptop to the LAN Manager, Assistant LAN Manager, or to the principal in a timely manner.		
I have read and understand the Computer Discipline Policy, which includes the White List and Red List.		

I have read the Acceptable Use and Internet Safety Policy and agree to its terms.

 Student Name (printed clearly)

 Student Signature + Date

 Parent/Guardian Name (printed clearly)

 Parent/Guardian Signature + Date

Students wishing to participate in the Fullerton Schools Anytime/Anywhere Program must sign the Fullerton Schools Anytime/Anywhere 2026-27 Computer Loan Agreement.

**PLEASE NOTE: [FOR ALL SEVENTH GRADE & NEW
STUDENT'S ONLY]**

RELEASE FORM

**FULLERTON PUBLIC SCHOOL DISTRICT PUBLICATION
RELEASE FORM**

I, the undersigned, having full authority to execute this Release on behalf of _____ of _____ myself and _____ on behalf of _____ hereby grant permission to FULLERTON PUBLIC SCHOOL DISTRICT (hereinafter called "FPS") to use the following materials provided by me or on my child's behalf to FPS, for the purposes identified: name, voice, likeness, quotes, papers, articles, poems or other written material as specified, graphics, photographs, or other artwork as specified.

I warrant and represent that the materials submitted under this agreement are owned by and/or are original to me or my child, and/or I have full authority from the owner of said materials to permit FPS to use said materials in the manner described below: Newspaper, magazines, other print publications, Television or radio, Internet or computer network, Presentation for teaching, staff development or professional conference, Public display or performance.

I understand that FPS is and shall be the exclusive owner of any and all right, title, and interest, including copyright, to any and all materials into which the aforementioned items are incorporated, except as to my preexisting rights in any of the items here in released.

**Parent/Guardian
Signature** _____

Date _____

Student Fee Waiver Application

The school district will waive certain fees for students who qualify for free and reduced lunches under the income guidelines of the United States Department of Agriculture. If you would like the school district to waive specific student fees for your student, you must fill this form out in its entirety and submit it, along with any required documentation, to the office of the Superintendent of Schools.

Part 1: Name of the student on behalf of whom you are requesting a fee waiver:

Part 2: Specific fee(s) for which you are requesting a waiver:

Part 3: Eligibility. Select ONE of the following:

- Check here if your student is eligible for fee waivers because he or she is a foster child. Please attach official documentation from the agency sponsoring the child.
- Check here if your student is eligible for fee waivers because you receive Food Stamps, FDPIR or TANF for the child. Please attach a copy of one of the following:
 - o A Food Stamp, FDPIR or TANF Certification Notice that shows dates of certification
 - o A letter from Food Stamp or Welfare Office confirming your receipt of Food Stamps, FDPIR or TANF
 - o An ATP (Authorization to Participate) card with an expiration date. Do not send your EBT card
- Check here if your student is eligible because your household income is less than 180% of poverty level.

Student Fee Waiver Application, CONT.

Name (list everyone in your household)	Last month's income and how often it was received Example: \$100/monthly \$100/twice a month \$100/every other week				Check if no income
	\$_____/_____	\$_____/_____	\$_____/_____	\$_____/_____	

Student Fee Waiver Application, CONT.

Please attach documents verifying the amount of money your household received last month from each source. The documents you provide must show the name of the person who received the income, the date it was received, how much was received and how often it was received.

Acceptable documentation includes:

Jobs: current paycheck stub or pay envelope that shows how often pay is received; letter from employer stating gross wages and how often they are paid; or business or farming papers, such as a ledger or tax books.

Social Security, Pensions, or Retirement: A notice of eligibility from state employment security office, check stub, or letter from Workers= Compensation Court.

Welfare Payments: A benefit letter from a welfare agency.

Child Support or Alimony: A court decree, agreement, or copies of checks received.

Other income (such as rental income): Information that shows the amount of income received, how often it is received, and the date received.

No income: A brief note explaining how you provide food, clothing and housing for your household and when you expect an income.

Part 4. Signature and Verification

An adult household member must sign this application.

PLEASE READ THIS CERTIFICATION BEFORE SIGNING:

I certify that all information on this application is true and that all income is reported. By my signature on this document, I give school authorities permission to disclose my student's eligibility for fee waivers to school personnel as necessary to affect the fee waiver. I understand that any clothing, equipment, or other materials used by my student during his or her participation in the activity for which student fees have been waived are and will remain the property of the school district.

Sign: _____

Date: _____



2026-2027 School Calendar

Fullerton Public Schools
Home of the Warriors
606 4th Street
Fullerton, NE 68638
(308)536-2431

August 2026						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September 2026						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

October 2026						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November 2026						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December 2026						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Aug 10	Start Fall Practice
Aug 6-11	Teacher In Service
Aug 12	First Day of School
Sep 7	Labor Day - No School
Sep 15	Late Start
Sep 24	12:30 Early Dis. Parent-Teacher Conf
Sept 25	Teacher In Service No School
Oct 13	Late Start
Oct 14	End 1st Qtr
Oct 19	Fall Break - No School
Nov 10	Late Start
Nov 16	Start Winter Practice
Nov 25-27	Thanksgiving Break - No School
Dec 16	Last Day Elementary
Dec 17-18	Semester Tests 7-12
Dec 18	End 2nd Qtr, 1st Sem
Dec 21-Jan 1	Christmas Break - No School
Jan 4	Teacher In Service No School
Jan 5	School Resumes
Jan 12	Late Start
Feb 9	Late Start
Feb 11	12:30 Early Dis. Parent-Teacher Conf
Feb 12	No School
Mar 1	Start Spring Practice
Mar 4-5	Spring Break - No School
Mar 9	Late Start
Mar 12	End 3rd Qtr
Mar 26-29	Easter Break - No School
Apr 13	Late Start
May 8	Graduation
May 12	Last Day Elementary
May 13-14	Semester Tests 7-12
May 14	End 4th Qtr, 2nd Sem
May 17-18	Teacher In Service

January 2027						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February 2027						
S	M	T	W	T	F	S
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13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

March 2027						
S	M	T	W	T	F	S
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7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

April 2027						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

May 2027						
S	M	T	W	T	F	S
						1
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9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					