

Fairbanks High School



2025-2026

STUDENT/PARENT HANDBOOK

Adopted by the Board of Education on _____.

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SCHOOL/CONTACT INFORMATION

Fairbanks High School
11158 State Route 38
Milford Center, OH 43045
(937)349-9000
Fax: (937)349-2011
Website: www.fairbankspanthers.org/o/hs

25/26 District Academic Calendar: [Click here](#) for the school calendar.

Who Do I Contact: Please click on the link below for who to contact for specific questions/support in the Fairbanks Local School District: : [Who Do I Contact?](#)

District Contacts

Janel Chapman - Superintendent	janelchapman@fairbankspanthers.org
Jerry Obney- HS Principal	jerryobney@fairbankspanthers.org
Teresa Goins - MS Principal	tgoins@fairbankspanthers.org
Ashley Thompson - ES Principal	ashleythompson@fairbankspanthers.org
Jennifer Burton - Supervisor of Sp. Ed.	jbarton@fairbankspanthers.org
Steve Smith - Technology Director	stevesmith@fairbankspanthers.org
Grey Huston - Dir. of Athletics & Facilities	greyhuston@fairbankspanthers.org
Beth Wyckoff - Transportation Coor.	bwycckoff@fairbankspanthers.org
Lorri Mowery - Dir. of Food Services	lmowery@fairbankspanthers.org
Nick Bowsher - ES Dean of Students	nickbowsher@fairbankspanthers.org

High School Contacts:

Jerry Obney, Principal	jerryobney@fairbankspanthers.org
Morgan Cotter, Asst. Principal Grades 6-12	mcotter@fairbankspanthers.org
Lynne Robbins, School Counselor	lynnerobbins@fairbankspanthers.org
Karla Wygle, School Secretary	kwygle@fairbankspanthers.org

Click [HERE](#) for a complete list of High School Staff Emails

Dear Parents and Students,

Welcome to Fairbanks High School! The staff and I are committed to creating a high school experience that meets the individual needs and talents of our students and prepares them for their future goals. To help provide a safe and productive learning environment for students, staff, parents, and visitors, the Fairbanks Board of Education publishes this updated student/parent handbook annually to explain students' rights, responsibilities, and consequences for misbehavior.

Parents are encouraged to take a few minutes to review and discuss the information in this handbook with their school-age children. Administration will also review this handbook with students at the beginning of the school year.

Thank you for taking the time to become familiar with the important information in this handbook. If you have any questions, please contact me.

Go Panthers!

Jerry Obney
FHS Principal

FOREWORD

This Student Handbook was developed to answer many of the commonly asked questions that you and your parents may have during the school year and to provide specific information about certain Board policies and procedures. Please take time to become familiar with the important information contained in this Handbook and keep the Handbook available for frequent reference by you and your parents. If you have any questions that are not addressed in this Handbook, you are encouraged to talk to your teachers or the building principal. This Handbook replaces all prior handbooks and other written material on the same subjects. This Handbook does not equate to an irrevocable contractual commitment to the student, but only reflects the current status of the Board's policies and the School's rules. Copies of the current policies can be obtained from the principal and can also be found on the district's website:

<https://go.boarddocs.com/oh/frbn/Board.nsf/Public?open&id=policies>

This Handbook applies to all students

- On school grounds before, during and after school hours;
- At any other time when the school is being used by a school group;
- Off school grounds at a school activity, function or event;
- On a school bus, a school-sponsored vehicle, or at a school bus stop and as it relates to all District property and vehicles;
- Whenever a student represents his or her school; and
- At all times whenever a student's conduct is related to school or school activities.

MISSION OF THE SCHOOL

“Pride in our past; Passion in the Present; Preparing for the Future”

Vision of Fairbanks Local Schools

- We will engage each learner with diverse and balanced opportunities to maximize individual growth.
- We will empower each learner to create and cultivate connections for a safe physical, academic, social, and emotional environment.
- We will nurture and inspire trusted relationships that allow for transparency leading to community involvement in continuous student growth.
- We will implement frameworks that support ethical, equitable, and efficient distribution of fiscal, human, and physical resources.

SCHOOL DAY

Click [HERE](#) for the 25/26 bell schedule.

Students may enter the building at 7:40 am. All students must clear the building at 3:00 pm. Students entering the building before 7:40 am or remaining in the building after 3:00 pm must be under the direct supervision of a staff member. Students with release must remain off campus during their release time or they must alert the office that they are on campus for a specific purpose with prior Principal approval.

STUDENT RESPONSIBILITIES

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

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

In order to keep parents informed of their child's progress in school, parents will be provided information on a regular basis and whenever concerns arise. Many times, it will be the responsibility of the student to deliver the information. The School, however, may use the email, mail or hand delivery when appropriate. Parents have the option of receiving communication from the School via e-mail and/or facsimile by filling out the appropriate form available in PowerSchool or the School Office. Parents are encouraged to build a two-way link with their child's teachers and support staff by informing the staff of suggestions or concerns that may help their child better accomplish their educational goals.

STUDENT WELL BEING

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

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

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

COMMUNICABLE DISEASES

You must notify the school if your child has been diagnosed with any communicable disease(s). Such as: chicken pox, flu, head lice, fifth's disease, impetigo, mononucleosis, pink eye, meningitis, strep throat, ringworm, scabies, and/or scarlet fever. If your child has been diagnosed with a communicable disease, you will need a note from a doctor stating what your

child has been diagnosed with, and the date that your child may return to school. You will be notified to pick up your child if they are suspected of having a communicable disease or they have an undiagnosed rash. [See Nurse Guidelines](#)

Whenever a student has contact with blood or other potentially infectious material, the student must immediately notify their teacher, who will contact the school nurse and assist the student in completing the requisite documents.

The parents of a student who is exposed will be contacted immediately regarding the exposure and encouraged to have the student's blood tested for Hepatitis B and HIV either by the student's physician or Health Department. The student's parents are encouraged to consult with the student's physician concerning any necessary post-exposure treatment.

The student's parent will also be asked to provide a copy of the test results and any post-exposure treatment for maintenance in the student's educational record in accordance with the Federal and State laws concerning confidentiality.

INJURY AND ILLNESS

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

A student who becomes ill during the school day should request permission to go to the office. An appropriate adult in the office will determine whether the student should remain in school or go home. No student will be released from school without proper parental permission.

IMMUNIZATIONS

Students must be current with all immunizations required by law, including, but not limited to, poliomyelitis, measles, diphtheria, rubella, pertussis, tetanus, and mumps, or have an authorized exemption from State immunization requirements. For the safety of all students, the school principal may remove a student from school or establish a deadline for meeting State requirements if a student does not have the necessary immunizations or authorized exemption. In the event of a chicken pox epidemic, the Superintendent may temporarily deny admission to a student otherwise exempted from the chicken pox immunization requirement. Any questions about immunizations or exemptions should be directed to the school nurse.

SENIOR IMMUNIZATIONS

Students entering 12th grade are required to have a second dose of the meningitis vaccine, MCV4 (meningitis B is not included in this requirement). This must be administered prior to twelfth grade entry. Per state law, a student without this immunization will be excluded from school within 14 days of the start of their 12th grade year, unless we have an exemption form on file.

EMERGENCY MEDICAL AUTHORIZATION

A complete Emergency Medical Authorization Form must be on file with the School in order for a student to participate in any activity off school grounds, including field trips, spectator trips, athletic and other extracurricular activities, and co-curricular activities. The Emergency Medical

Authorization form is provided at the time of enrollment and at the beginning of each school year.

USE OF MEDICATIONS

Students who must take prescribed medication during the school day, must comply with the following guidelines:

- A. Parents should, with the counsel of their child's prescriber, determine whether the medication schedule can be adjusted to avoid administering medication during school hours.
- B. The appropriate form must be filed with the respective building office before the student will be allowed to begin taking any medication during school hours or to use an inhaler to self-administer asthma medication. Such forms must be filed annually and as necessary for any change in the medication.
- C. All medications must be registered with the Principal's Office and must be delivered to school in the original containers in which they were dispensed by the prescribing physician or licensed pharmacist, labeled with the date, the student's name, and the exact dosage to be administered.
- D. Medication that is brought to the office will be properly secured. Except as noted below, medication must be delivered to the Principal's Office by the student's parent or guardian or by another responsible adult at the parent or guardian's request. Students may carry emergency medications for allergies and/or reactions, or asthma inhalers during school hours provided the student has written permission from a parent or physician and has submitted the proper forms. In the case of epinephrine autoinjectors ("epi pens"), in addition to written permission and submission of proper forms, the parent or student must provide a backup dose to the school nurse. Students are strictly prohibited from transferring emergency medication, epi pens, or inhalers to any other student for their use or possession.
- E. Any unused medication unclaimed by the parent will be destroyed by school personnel when a prescription is no longer to be administered or at the end of a school year.
- F. The parent shall have sole responsibility to instruct their child to take the medication at the scheduled time.
- G. The school office will maintain a log noting the personnel designated to administer medication, as well as the date and the time of day that administration is required. This log will be maintained along with the prescriber's written request and the parent's written release.

NON PRESCRIBED (Over-the-Counter) MEDICATIONS

No staff member will dispense non prescribed, over-the-counter (OTC) medication to any student without prior parent authorization. Parents may authorize administration of a non

prescribed medication on forms that are available from the Principal's Office. Physician authorization is not required in such cases.

If a student is found using or possessing a non-prescribed medication without parent authorization, the student will be brought to the school office while the student's parents are contacted for authorization. The medication will be confiscated until written authorization is received.

Any student who distributes medication of any kind or who is found in possession of unauthorized medication is in violation of the School's Code of Conduct and will be disciplined in accordance with the drug-use provision of the Code.

A student may possess and use a metered dose inhaler or a dry powder inhaler to alleviate asthmatic symptoms or before exercise to prevent the onset of asthmatic symptoms, at school or at any activity, event, or program sponsored by or in which the student's school is a participant if the appropriate form is completed and on file in the Principal's Office.

A student who is authorized to possess and use a metered dose or dry powder inhaler may not transfer possession of any inhaler or other medication to any other student.

STUDENTS WITH DISABILITIES

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

The laws define a person with a disability as anyone who:

- A. has a mental or physical impairment that substantially limits one or more major life activities;
- B. has a record of such an impairment; or
- C. is regarded as having such an impairment.

The District has specific responsibilities under these two (2) laws, which include identifying, reviewing and, if the child is determined to be eligible, affording access to appropriate educational accommodation.

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

A student can access special education and related services through the proper evaluation procedures. Parent involvement in this procedure is important and required by Federal (IDEIA, A.D.A. Section 504) and State law. Contact Jenny Burton at 937-349-9000, jbarton@fairbankspanthers.org to inquire about evaluation procedures, programs, and services.

HOMELESS STUDENTS

Homeless students will be provided with a free and appropriate public education in the same manner as other students served by the District. Homeless students are eligible to receive transportation services, participate in education programs for students with disabilities or limited English proficiency, participate in gifted and talented programs, and receive meals under school nutrition programs. Homeless students will not be denied enrollment based on lack of proof of residency. For additional information contact the liaison for Homeless Students at Jenny Burton 937-349-9000, jbarton@fairbankspanthers.org.

CHILDREN AND YOUTH IN FOSTER CARE

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

PROTECTION AND PRIVACY OF STUDENT RECORDS

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

Subject to a public records request, Fairbanks Schools is required to release "directory information" regarding a student's educational record and it will disclose that information without prior written consent, except where the request is for a profit-making plan or activity.

"Directory Information" may include: name, address, date of birth, phone number, major field of study, dates of attendance, extracurricular participation, achievement awards and honors, weight, height, athletic team participation and date of graduation.

The family Education Rights and Privacy Act (FERPA) provides parents, guardians, or adult students the right to prevent disclosure of directory information. If you do not wish to have directory information about your student released, please submit an opt out form to the administrative office.

Please note that by opting out, your student's directory information will not be released to educational, military, and scholarship institutions.

STUDENT FEES AND FINES

Students will be provided necessary textbooks for courses of instruction without cost. In accordance with State law, Fairbanks Local Schools charges specific fees for the following activities and materials used in the course of instruction: [25/26 School Fees](#)

Charges may also be imposed for loss, damage, or destruction of school apparatus, equipment, musical instruments, library materials, textbooks, and for damage to school buildings or

property. Students using school property and equipment can be fined for excessive wear and abuse of the property and equipment.

Fees may be waived in situations where there is financial hardship. Students can avoid late fines by promptly returning borrowed materials.

Failure to pay fines, fees, or charges may result in the withholding of grades and credits. This may also result in loss of privileges such as: field trips, senior trip, reward day activities, school dances, prom, walking in the graduation ceremony, and other school sponsored events at the discretion of the principal.

Participation fees for clubs and athletics must be paid before the first official activity or contest.

Additionally, students should review the FHS Course Supply List: Click [here](#).

STUDENT FUND-RAISING

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

STUDENT VALUABLES

Students should not bring items of value to school. Items such as jewelry, expensive clothing, electronic equipment, and the like, are tempting targets for theft and extortion. The School is not liable for any loss or damage to personal valuables. Students will be provided with a student locker. The locker should be locked and secured at all times. The school cannot be responsible for valuables, purses, money, etc., brought to school by students. Valuables should never be left in an unlocked locker.

STUDENT LOCKERS

Lockers are school property and are under the control of the school. Students accepting use of the lockers must also accept the related responsibilities including keeping the assigned locker clean both inside and outside. The contents of the locker and the student's belongings are subjected to a search at any time when there is reasonable suspicion that the contents may violate the student code of conduct or when the health, safety or welfare of other students may be at risk. The School assumes no responsibility for lost or stolen property or money kept in hallway or locker room lockers. Lockers are assigned to specific students and should not be shared with another student.

FOOD SERVICE

The School participates in the National School Lunch Program and makes lunches available to students for a fee of **\$3.50** regular/reduced **\$.40**. Ala carte items are available. Students may also bring their own lunch to school to be eaten in the School's cafeteria, but not to be shared with others due to safety. No student may leave school premises during the lunch period without specific written permission from the Principal.

For information regarding meal charging procedures, click [here](#).

Applications for the School's Free and Reduced-Priced Meal program are distributed to all students. If a student does not receive an application form and believes they are eligible, contact Lorri Mowry, 937-349-9000, lmowery@fairbankspanthers.org.

SAFETY AND SECURITY

- A. All visitors must report to the office when they arrive at school to sign in.
- B. All visitors are given and required to wear a building pass while they are in the building.
- C. Staff are expected to question people in the building whom they do not recognize and who are not wearing a building pass, and to question people who are "hanging around" the building after hours.
- D. Students and staff are expected to immediately report to a teacher or administrator any suspicious behavior or situation that makes them uncomfortable.
- E. Students will uphold the Code of Conduct including the dress code.
 - The dress code includes prohibition of bookbag use during the course of the school day. Students may store bookbags, coats, and other personal belongings in lockers.
 - Students' faces should not be obstructed from view. Hats and hoods are not permitted to be worn in the building.
- F. ALL outside doors are locked during the school day.
- G. All District employees are to wear photo-identification badges while in District schools and offices or on District property.

FIRE, TORNADO, AND SAFETY DRILLS

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

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

EMERGENCY CLOSING AND DELAYS

If the District must be closed or the opening delayed because of inclement weather or other conditions, the School will notify families via phone calls and text messages. Parents and Guardians should ensure that contact information is accurate and updated in PowerSchool. Please contact the building secretary with changes. The information stored in PowerSchool will be used to provide notice of such closing or delay. Information concerning school closings or delays can also be found on the District webpage at <https://www.fairbankspanthers.org/>. This includes calamity day and remote learning plans that could be implemented following the fifth missed day of school.

Parents and students are responsible for knowing about emergency closings and delays.

VISITORS

Visitors, particularly parents, are welcome at the School. Visitors must report to the office upon entering the School to sign in and obtain a pass. Any visitor found in the building without signing in or without a pass shall be reported to the Principal. If a person wishes to confer with a member of the staff, the person should call for an appointment prior to coming to the School in order to schedule a mutually convenient meeting time. Students may not bring visitors to school without prior written permission from the Principal.

LOST AND FOUND

The lost and found area is in the cafeteria. Students who have lost items should check there and may retrieve their items if they give a proper description. Unclaimed items will be given to charity or disposed of at the close of each semester.

CELL PHONES

Students may be allowed to possess cell phones while on school property or while attending school sponsored activities on school property as long as the device is not used during academic classes and is not a distraction. Teachers will have a place for all students to place their cell phone when entering a classroom. At the end of the period students can pick up their cell phone. An exception may be made for use in the classroom as a classroom instructional tool. All personal cell phones, used in educational settings, are subject to the same restrictions as any other equipment within the district.

Students are not permitted to use their cell phone during the school day to make any calls inside or outside the school without office permission. Office personnel will initiate all calls on behalf of the students when necessary. Students are to report to the office for any outgoing phone calls. Students who feel ill should **NOT** use their cell phone to call or text parents, that will be done by the office.

- First Offense - Staff may instruct the student to put the cell phone away.
- Second Offense - Staff may assign a detention and have the student place the cell phone in the pocket of a cell phone caddy or in the office safe.

- Third Offense - A detention may be assigned. The student may not be permitted to bring a cell phone to school. If the cell phone comes to school, it may be locked in the school safe for the day and additional consequences may be assigned.

Anyone found using a camera phone inappropriately (this includes text messaging) or taking inappropriate pictures or pictures without permission of the subject at any time not only will have the phone confiscated, but may also face disciplinary action for the inappropriate actions/pictures. This could include suspension and/or expulsion, and the possibility of legal action filed by the offended party.

“Sexting” is prohibited at any time on school property or at school functions. Sexting is the electronic transmission of sexual messages or pictures, usually through cell phone text messaging. Such conduct not only is potentially dangerous for the involved students, but can lead to unwanted exposure of the messages and images to others, and could result in criminal violations related to the transmission or possession of child pornograph. Such conduct will be subject to discipline and possible confiscation of the cell phone.

The School will supply any electronic equipment or devices necessary for participation in the educational program. Students shall not use or possess any electronic equipment on school property or at any school sponsored activity without the permission of a building principal. Examples of prohibited devices include but are not limited to radios, MP3 players, iPods, iPads, portable TV’s, electronic games/toys, cell phones or other electronic communication devices, and the like. Unauthorized electronic equipment will be confiscated from the student by school personnel and disciplinary action may be taken.

The District will allow students to bring their own non-disruptive technology devices to use for educational purposes at specified times during the school day. The use of approved non-disruptive devices to enhance learning in the classroom will be pursued when deemed appropriate at each individual teacher’s discretion. Students should be aware that these devices are to be used for educational purposes. Each teacher will have the discretion to limit or forbid the use of students’ non- disruptive personal electronic devices in their classroom. A student’s use of their non-disruptive personal electronic device on school property is a privilege, not a right. Students may be denied access at any time.

ACCEPTABLE USE POLICY (AUP) FOR DISTRICT TECHNOLOGY

For purposes of this policy, “District” refers to the Fairbanks Local School District. “Technology” refers to all forms of technology including networking equipment, online services, software, hardware, computing devices, printers, broadband connections and all other smart devices. “User” refers to any person (student, staff or other person acting on the District’s behalf) using or accessing District owned Technology. This policy also applies to students using personal devices while on school property or while participating in the District’s programs or activities. Such personal devices are subject to a search and seizure while investigating any violations of District policies, procedures, codes of conduct and or the law as determined by a school administrator.)

The District provides Technology so that Users have access to up to date resources from around the world for educational and administrative purposes. Technology can provide tremendous opportunities for enhancing, extending and rethinking the learning process. The goal in providing these resources is to promote educational excellence in the District by facilitating resource sharing, innovation, and communication with the support and supervision of parents, guardians and staff.

The District uses filtering software In accordance with the Children's Internet Protection Act. While every attempt is made to limit access to materials that are obscene, pornographic, harmful to minors, inappropriate or disruptive to the educational process, no guarantee can be made that filtering software will successfully block access to all such material. The use of filtering software does not negate the obligations of the User to abide by the terms of this policy and to refrain from accessing inappropriate materials.

Users should not expect that any communication or data stored or transmitted using District Technology to be private. The District reserves the right to log all use, to examine Users' files and materials, and to block or delete materials.

Technology is part of the curriculum and is provided for educational and administrative purposes. The actions of Users accessing the internet through the District reflects on the District; therefore, Users are responsible for their behavior when using the District's Technology and should adhere to the following guidelines. All District Technology is to be used in a responsible, efficient, ethical and legal manner. Violations of this policy, board policy, codes of conduct, and/or any administrative guidelines governing the use of Technology may result in disciplinary action which could include loss of access to Technology, suspension, expulsion, or other appropriate disciplinary action.

Users who access District Technology shall:

- Do so primarily for educational and administrative purposes;
- Comply with all copyright laws and software licensing agreements;
- Be responsible at all times for the proper use of their access;
- Acknowledge and protect the privacy of others and maintain the confidentiality of all staff and student records in accordance with Ohio and Federal law.

Users shall not use District Technology to:

- Violate State and Federal laws or Board policy, including but not limited to applicable codes of conduct;
- Violate anyone's rights to privacy, including unauthorized disclosure, use and dissemination of personal information;
- Use for personal financial gain, political, commercial or illegal activity;
- Access, create, display or distribute harmful, indecent, offensive, pornographic, or otherwise inappropriate messages, pictures or materials;
- Take photos, videos or access data of others without their consent;
- Use profanity, obscenity or other language which may be offensive or intended to harass, intimidate or bully others;
- Use or attempt to gain unauthorized access to another Users' account or data;
- Engage in "hacking" or attempt to bypass or disable District monitoring security and filtering software;

- Encourage the use of drugs, alcohol, vaping or tobacco or to promote unethical practices.

Pursuant to Federal law, students shall receive education about appropriate on-line behavior, including:

- Access by minors to inappropriate matter on the Internet;
- The safety and security of minors while interacting with other individuals on social Networking websites, using e-mail, chat rooms, other forms of direct electronic communications, and cyberbullying awareness and response;
- Unauthorized access (e.g., "hacking") and other unlawful activities by minors online;
- Unauthorized disclosure, use, and dissemination of personal information regarding minors; and
- Measures restricting minors' access to materials harmful to them.

Students should take steps to ensure their safety on the internet, including the following precautions:

- Students should never give out or post identifying information such as name, age, address, telephone number or provide pictures to anyone on the internet;
- Students should never arrange a face-to-face meeting with someone they meet on the internet;
- Students should never respond to messages that are suggestive, obscene, belligerent, threatening, or make the student feel uncomfortable. If a student receives such a message, it should be reported to a parent, guardian or staff member.
- Students, parents and guardians should take steps to protect the student's identity, profile and personal information. Students, parents and guardians are encouraged to review the Department of Justice Guidelines for Internet, Mobile Phones, and Texting Safety.

1:1 Student Device Guidelines

The District issues all students a device for school-related use. Students in grades 3-12 take their device home and will keep their device over all breaks, including summer. Students are responsible for the appropriateness of all use on their account and assigned device. Although devices are logged and filtered on and off campus, it is still the responsibility of the student to use good judgment when using the device. Students, parents and guardians must take reasonable care to protect issued devices. Among other things, this means:

- Students are responsible for the device assigned to them at all times.
- Students are expected to bring their devices fully charged to school daily.
- Devices should not be left in extreme heat or cold.
- Do not write or draw on the device; stickers and protective cases are acceptable.
- Do not remove or cover any identifying labels on the device.
- Do not disassemble or attempt to repair the device.
- Avoid putting too much pressure on top of the device as it may crack the screen.
- Do not carry the device around when it is open.
- Students are authorized to possess and use the device so long as they follow the Acceptable Use Policy, but the District maintains ownership of the device.

The District understands that with the implementation of the 1:1 program that there are some

maintenance costs that are inevitable given the number of devices involved and, as a result there is a need to protect the investment in Technology. A device fee is charged to all students to cover the cost of repairs due to device failure and one major accident per school year. Examples of a major accident would be a broken/cracked screen or broken casing, usually resulting from a dropped device. If you experience any technical problems or damage, report it when it happens. If you are given a spare device to use while yours is being repaired, all device policy agreements remain in effect for the spare device.

The device fee, however, is not meant to cover the cost of everything that may go wrong with your assigned device, especially when those costs are the result of negligent or willful acts. You will be responsible for paying for the following costs, which are excluded from the device fee program, unless otherwise determined by the Director of Technology in his sole discretion:

- Chargers. Replacement chargers can be purchased from the school or another retailer
- Intentional damage
- Damage caused as a result of liquid spills or negligence
- Lost devices
- Not reporting damage by the following school day.
- Loss or damages caused by fraudulent, intentional or criminal acts
- Costs of more than one major accident per school year

The parent/guardian will be responsible for costs associated with lost devices and damage. Repairs will be billed at the cost of replacement parts without any markup. An invoice will be placed on the student's MySchoolBucks account for the cost of the repair.

For devices which are permitted to leave school grounds, the parent/guardian may wish to carry their own personal insurance to protect the device in cases of theft, loss, or accidental damage. Please consult with your insurance agent for details about your personal coverage. However, the student's liability is limited only by Fairbanks policies, not the private policy. If the private policy will not cover the full cost of the damage or loss, the parent/guardian will be responsible for the difference.

Any student who withdraws, terminates enrollment or is expelled must return their device and accessories immediately. If the device and accessories are not returned, the parent/guardian will be responsible for the replacement cost of missing items.

FIELD TRIPS

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

Attendance rules apply to all field trips. If a student chooses to not attend a field trip they will be marked absent for the school day. While the District encourages students to participate in field trips, alternative assignments will be provided for any student whose parent does not give permission for the student to attend.

Students who violate school rules may lose the privilege to go on field trips.

Students with outstanding school fees or those with poor attendance may have limited eligibility to participate in field trips per Principal discretion.

ACADEMICS

GRADUATION REQUIREMENTS

GRADUATION REQUIREMENTS CLASS OF 2023 & BEYOND

Fairbanks High School Credits Required for Graduation Class of 2023 & Beyond		
Subject Area	Credits	Requirements
English	4	
Math	4	Includes Algebra 2 or equivalent.
Science	3	Includes Physical Science, Life Science & Advanced Science.
Social Studies	3	Includes World History, US History & US Government.
Fine Arts	1	Must be taken at the high school level.
Physical Education	.50	Or PE Waiver which requires earning an additional .50 elective credit.
Health	.50	
Personal Finance	.50	May be earned through the Personal Financial Management course.
Electives	4.5	
	Total Credits = 21	

Students must also meet the following [State of Ohio Graduation Requirements](#):

- Earn competency scores on the ELA II and Algebra I State Exams
- Earn 2 Diploma Seals: one must be a state seal
- All students must receive instruction in economics and financial literacy during Grades nine (9) – twelve (12).
- Additionally, all students must receive instruction in cardiopulmonary resuscitation and the use of an automated external defibrillator from an approved source during Grades nine (9)-twelve (12) unless the student is exempted from such training due to disability or by written request of the parent.

Course Credit will be earned by: A. completing coursework; B. testing out of or demonstrating mastery of course content; or C. pursuing one (1) or more educational options in accordance with the District's Credit Flexibility Program.



OHIO'S GRADUATION REQUIREMENTS

CLASS OF 2023 AND BEYOND

Ohio's long-term graduation requirements take effect for the class of 2023. For students entering ninth grade on or after **July 1, 2019**, Ohio's new high school graduation requirements provide more flexibility to choose a graduation pathway that builds on a student's strengths and passions – one that ensures students are ready for their next steps after high school. Students in the classes of 2018 through 2022 may also use these requirements as a pathway to graduation.

As a part of this pathway to graduation, students must show that they have completed all three parts of these requirements.

1. Credit Requirements:

Students must earn a **minimum total of 20 credits** in specified subjects and take your required tests. Schools can locally require more than 20 credits. Schools are still required to administer all the high school end-of-course assessments. These are: English Language Arts II, Algebra I (or Integrated Math I), Geometry (or Integrated Math II), Biology, American History, and American Government.

2. Competency:

Students can demonstrate competency by earning a passing score on Ohio's high school Algebra I (or Integrated Math I) and English language arts II tests. Students who do not pass the test will be offered additional support and must retake the test at least once. If students have not met the competency score on these tests, there are four additional ways to show competency.

Option 1	Option 2	Option 3	Option 4	Option 5
Algebra I and ELA II	Career Readiness	College Credit Plus	Military Enlistment	ACT or SAT

Option 1. To demonstrate competency using Ohio's state tests, students must earn a score of 684 or above on both the Algebra I (or Integrated Math I) and English language arts II end-of-course exams.

Option 2. To demonstrate competency by Career Readiness, students must demonstrate two career-focused activities, at least one must be a foundational option.

- Foundational options: 1. Cumulative score of proficient on 3 or more WebXams. 2. Earn 12-points of industry credential. 3. Complete a registered pre-apprenticeship, an apprenticeship, or show evidence of acceptance into an approved apprenticeship. 4. State-issued license for a practice in a vocation.
- Supporting options: 1. Work-Based Learning. 2. Earn the workforce readiness score on the Workkeys. 3. Earn the OhioMeansJobs Readiness Seal

Option 3. To demonstrate competency through the College Credit Plus Program, students must earn credit in a non-remedial math or English course for the subject area not passed.

Option 4. To demonstrate competency through Military Enlistment, students must provide evidence of enlistment in a branch of the armed forces to demonstrate competency.

Option 5. To demonstrate competency using the ACT or SAT, students must obtain a remediation-free score in the math and/or English subject area on the ACT or SAT. To demonstrate competency in English, a student must be remediation-free in the subjects of English and reading on the ACT or SAT.

3. Readiness:

Students can meet the readiness requirement by earning two diploma seals. In alignment with their graduation plan, students should be choosing seals that align with their goals and interests. These seals give students the chance to demonstrate academic, technical and professional skills and knowledge that align to their passions, interests and their post-high school pathway.

Of the two seals students are required to earn, at least one of the two must be State-Defined. Ohio's 12 diploma seals are:

- OhioMeansJobs Readiness Seal (State-Defined)
- Industry-Recognized Credential Seal (State-Defined)
- College-Ready Seal (State-Defined)
- Military Seal (State-Defined)
- Citizenship Seal (State-Defined)
- Science Seal (State-Defined)
- Honors Diploma Seal (State-Defined)
- Seal of Biliteracy (State-Defined)
- Technology Seal (State-Defined)
- Community Service Seal (Locally-Defined)
- Fine and Performing Arts Seal (Locally-Defined)
- Student Engagement Seal (Locally-Defined)



Want to learn more?

Contact your school counselor or
visit education.ohio.gov/graduation

COURSE OFFERINGS

Please click on the link below to view the many course offerings at Fairbanks High School.

Fairbanks High School [Course Offerings 2025-2026](#)

EDUCATIONAL OPTIONS

Fairbanks High School provides alternative means by which a student can achieve the goals of the District, as well as the student's his/her personal educational goals. A list of the approved Educational Options is available in the Guidance Office and may be found in the Fairbanks High School Course Offerings Book.

Any student who would like to participate in or earn credit from one of the approved options shall complete the Educational Option Application and submit it to the principal prior to enrollment in the class.

The application shall describe the option to be pursued, list the requirements for successful completion, identify the individual who will be evaluating the student's completed work, and specify the deadline by which the work must be submitted. The principal shall approve or disapprove an application to participate in or earn credit from an approved educational option.

Upon successful completion of the educational option, the principal/guidance counselor shall record the credit earned on the student's transcript.

COLLEGE CREDIT PLUS PROGRAM

Any student in grades seven (7) through twelve (12) may enroll in a College Credit Plus postsecondary program provided the student meets the requirements established by law and by the participating college or university. Student participation requires written consent of the Superintendent and, for students under eighteen (18), written consent of the parents or attendance in counseling services offered with this educational option. Any interested student should contact the guidance office to obtain the necessary information. A completed Intent to Participate Form is due to the guidance office by April 1st the semester prior to participation in the College Credit Plus Program.

PROMOTION, PLACEMENT AND ACCELERATION

GRADE CLASSIFICATION SCALE

Fairbanks High School has adopted the following scale for determining a student's grade classification. The year a student enters high school is the student's graduation cohort.

Grade 9 - Promotion from Grade 8 (**0 – 5 credits**)

Grade 10 - Students with at least **5 ¼** credits

Grade 11 - Students with at least **10 ¼** credits

Grade 12 - Students with at least **15** credits or students who have a plan approved by the principal that will allow for completion of the minimum requirements for graduation by the end of the current school year.

MINIMUM OF COURSES PER YEAR

- Grades 9, 10, 11: Minimum of 6 credit granting periods each semester.
- Grade 12: Minimum of 5 credit granting periods each semester.

A student may be accelerated (either by whole-grade or by subject area) when the student's performance and measured ability significantly exceeds that of their grade level peers. Students can be nominated for acceleration by teachers, administrators, parents, and the student requesting acceleration. Decisions regarding acceleration are based on the following criteria:

An acceleration team will be convened to determine decisions regarding acceleration and/or create a written acceleration plan which may be based on the following criteria.

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

Inquiries may be made regarding acceleration should be directed to Hunter Burnett at 937-349-9000 or hunterburnett@fairbankspanthers.org

GRADING SCALE

Percent	Standard
A+ = 98 – 100	A+ = 4.00
A = 93 – 97	A = 4.00
A- = 90 – 92	A- = 3.67
B+ = 87 – 89	B+ = 3.33
B = 83 – 86	B = 3.00
B- = 80 – 82	B- = 2.67
C+ = 77 – 79	C+ = 2.33
C = 73 – 76	C = 2.00
C- = 70 – 72	C- = 1.67
D+ = 67 – 69	D+ = 1.33
D = 63 – 66	D = 1.00
D- = 60 – 62	D- = .67
F = Below 60	F = .00

- *Incomplete grades may be given only under extenuating circumstances with administrator approval.*
- *Incompletes may not be used to extend the grading period.*

Fairbanks High School has a standard grading procedure, as well as additional notations that indicate work in progress or incomplete work. Grades indicate the extent to which the student has acquired and demonstrated the necessary learning. In general, students are assigned grades based upon test results, homework, projects, and classroom participation. Each teacher may place a different emphasis on these areas when determining a grade and will inform the students at the beginning of the course. If a student is not sure how their grade will be determined, the student should ask the teacher. Students and parents are able and encouraged to monitor academic grades and progress via PowerSchool.

The School applies the following grading system:

A = Excellent Achievement
B = Good Achievement
C = Satisfactory Achievement
D = Minimum-Acceptable Achievement
F = Failure
I = Incomplete
P = Acceptable Achievement

CCP COLUMBUS STATE GRADING SCALE

Percent	Standard
A = 90 – 100	A = 4.00
B = 80 – 89	B = 3.00
C = 70 – 79	C = 2.00
D = 60 – 69	D = 1.00
F = Below 60	F = .00

CCP Grading Scale: The grading scale for CCP courses is determined by the college.

GRADE CARDS & INTERIM REPORTS

Grade cards are released on PowerSchool at the end of each nine weeks. Hard copies of interims will be mailed to homes when a student is failing a class. Parents who do not have online access to PowerSchool, may request a hard copy of grades be sent home with their student. Parents and students are encouraged to monitor student progress regularly through PowerSchool. Parents needing PowerSchool login information should contact the high school office. The following percentages will be equated with corresponding letter grades for each nine-weeks grade. *Please note that CCP Courses do not issue quarter grades.*

AP and CCP ADD-ON

Students who take an AP (Advanced Placement) course and pass the course will receive an add-on to their cumulative GPA of .025 at the completion of each semester to account for the difficult level of the course. The combined .025 add-on for both semesters will be the equivalent of the .05 add-on that was previously given for yearlong courses. Any CCP (College Credit Plus) course in the same subject area as an AP course that receives the add-on, will also receive .05 added to their cumulative GPA at the successful completion of the course. *Please note that not every CCP course qualifies for the add-on.*

SEMESTER GRADING

Beginning with the 2022-23 school year, all courses at Fairbanks High School will be graded as semester courses. Traditional yearlong courses will be divided into two semester courses. Students will be enrolled in both semesters of the traditional yearlong course (ie: English, Math, Science, Social Studies, World Language, Agriculture, Choir, Band, etc.) and will receive .5 credit for each semester. They will receive a final letter grade each semester which will factor into their cumulative grade point average.

GRADE POINT AVERAGE CALCULATION

For courses with semester exams, each quarter grade is worth 40% and the exam is worth 20%. The quarter grades and exam grades are averaged to create the semester grade. The semester grade is posted on the official transcript and averaged to calculate the GPA. For courses without semester exams, each quarter grade is worth 50%. The quarter grades are averaged to create the semester grade. The semester grade is posted on the official transcript and averaged to calculate the GPA.

REPEAT CREDIT

A student may apply to repeat a course(s) for a better grade under the following circumstances:

- The highest grade will be calculated in the GPA.
- Credit will be granted only once for the course repeated.

- Classes repeated for a higher grade (unless repeating a failed course) do not count as one of the five equivalents needed for athletic eligibility.
- Request a "Repeat Credit Form", fill it out, and return it to your counselor which must be approved by the principal and a team of teachers.
- The repeated course must be taken at Fairbanks High School or through a vendor approved by the principal/teacher team. Students should not enroll in/pay for a course prior to receiving approval from Fairbanks High School.
- A student not meeting behavioral and academic expectations will be removed from the course.

TOLLES CAREER & TECHNICAL CENTER ADMISSION REQUIREMENTS

Students planning to attend Tolles must have completed one or two years of full time enrollment in an approved high school curriculum and must have earned eight overall credits with a minimum of six of those credits being within the Ohio Core Credits, including Algebra I.

The following credits are recommended for Tolles admission:

Courses	Recommended Credits
English	2 credits
Mathematics	2 credits (including Algebra I)
Science	2 credits
Social Studies	2 credits*
Health	.5 credit
Phys Ed	.5 credit
Personal Financial Mgmt	.5 credit

*Tolles students need 3 credits of social studies including 1 credit of Government to graduate

EARLY GRADUATION

Students who want to graduate from high school in less than the normal four-year period must meet the requirements set forth by the Fairbanks Board of Education.

Early High School Graduation - General

Application for early high school graduation must be submitted to the high school principal. The principal may honor this request if all conditions for high school graduation are met and the student fulfills the high school graduation requirements.

Early High School Graduation – Advanced Learners

1. Any student residing in the district may be referred for early high school graduation by a staff member or parent/guardian to the principal. Students may refer themselves or a peer through a staff member who has knowledge of the referred child's abilities.
2. Students referred for early high school graduation will be evaluated in a prompt manner. Normally, changes in a student's schedule will only occur at the start of a semester.
3. Before a student is evaluated the principal (or his/her designee) must obtain written permission from the student's parent/guardian.

4. An acceleration evaluation committee will determine the appropriateness of early high school graduation for the student. The committee shall include the following:
 - a) a parent/legal guardian of the referred student
 - b) a gifted education coordinator or gifted intervention specialist, or, if neither is available, a school psychologist or guidance counselor with expertise in early high school graduation
 - c) a principal or assistant principal from the student's current school
 - d) a current teacher of the referred student
5. Students shall be evaluated based on past academic performance, measures of achievement based on State academic content standards, and successful completion of State mandated graduation requirements. The acceleration evaluation committee will consider the student's own thoughts on possible accelerated placement in its deliberations.
6. Appeals must be made in writing to the Superintendent within thirty (30) calendar days of the parent/guardian receiving the committee's decision.
7. If the student is recommended for early high school graduation, the acceleration evaluation committee will develop a written acceleration plan designed to allow the student to complete high school graduation requirements on an accelerated basis. The plan may include the provision of educational options in accordance with A.C. 3301-35-06(G), waiving District graduation requirements that exceed those by the State, and early promotion to sophomore (or higher) status to allow the student to take the state graduation test.
8. A staff member will be assigned to oversee implementation of the written acceleration plan and to monitor the adjustment of the student to the accelerated setting.
9. A student who completes the requirements for early high school graduation may participate in the graduation ceremonies with his/her designated class or the class graduating in the year in which s/he completes the District's requirements for high school graduation.

NATIONAL HONOR SOCIETY

The National Honor Society recognizes students who have excelled in the classroom, service for school and community, leadership, and citizenship. Membership application is open to all students from the sophomore year status to graduating seniors. The selection process is outlined in the National Honor Society Constitution.

In order to receive consideration a student must:

- Meet the established minimum GPA of 3.5.
- Complete the NHS application
- Submit three references letters (two from current faculty members and one from a community member)

Please Note: A new student that was an NHS member at another school can submit a request for membership. After verification of eligibility the student will be accepted into Fairbanks National Honor Society.

HONORS DIPLOMA

High school students can gain state recognition for exceeding Ohio's graduation requirements through an honors diploma. Students challenge themselves by taking and succeeding at

high-level coursework and in real-world experiences. Ohio students have the opportunity to choose to pursue one of six honors diplomas:

- [Academic Honors Diploma](#);
- [International Baccalaureate Honors Diploma](#);
- [Career Tech Honors Diploma](#);
- [STEM Honors Diploma](#);
- [Arts Honors Diploma](#) (includes dance, drama/theater, music and visual art);
- [Social Science and Civic Engagement Honors Diploma](#).

See the [FHS Course Plan Book 25-26](#) for additional information.

SCHEDULE CHANGE REQUESTS

Fairbanks High School's master schedule is organized around student requests made during the registration period of the previous school year. During registration, students should confer with parents, teachers, and the counselor to assure that they are placed properly. Once the schedule is constructed, changes in requests play havoc with our balance and efficiency, therefore schedule changes of any kind are to be treated seriously. Since the master schedule is based on student interest, any changes after its completion will be limited.

Note:

- A *Schedule Change* form must be completed in order for the schedule change to occur.
- Requests will only be honored if space is available.
- Dropping a class could cause a student to become ineligible for athletics. *It is the student's responsibility to maintain their athletic eligibility.*
- Students in grades 9-11 are required to take a minimum of six classes per semester. Seniors must take a minimum of five courses per semester.
- A student must follow their current schedule until the change is confirmed.

Schedule changes within the first ten days of a course: In a few cases, parent/student initiated schedule changes may be made during the first ten days of a course only with parent permission and counselor or administrative approval.

Schedule changes after the first ten days of a course: If a student wishes to drop a course after the first 10 days, it will result in an "F" for the course. Under rare circumstances, schedule changes may occur after the first ten days of the course with the principal's permission. Dropping a class may result in a study hall being assigned.

Schedule changes from AP to Non AP Classes: Students may request to make a transfer from an AP class to a non-AP class up until the end of the first nine weeks. The student will be required to meet with the principal, AP teacher, school counselor and parent. Available class space will be considered to determine if a transfer can be made. In some cases, a study hall will be assigned if the course is not a requirement for graduation. The grades earned in the AP course will be transferred to the non-AP course.

Exceptions to the rules listed above for a schedule change may be considered by administration.

CCP Schedule Changes: Students enrolling in College Credit Plus (CCP) courses held at FHS, online, or in person at the college will follow the drop/add deadlines of that college or university. It is the CCP student's responsibility to know the drop deadlines and to complete the required

forms. All drop requests must be received by the college prior to the published drop date. Students who drop after the published “drop with no financial penalty” date will be required to reimburse the school district for the dropped course. Most colleges do not allow courses to be added once the semester has begun.

GUIDANCE SERVICES & CAREER ADVISING PROGRAM

School counselors are very interested in helping students with academic or scheduling concerns and with personal problems that students wish to discuss in confidence. Students are strongly encouraged to contact the school counselor whenever they have the need.

School services include:

- Counseling for academic, career or social/emotional concerns
- Assistance in planning future education or school-to-work careers
- College applications and letters of recommendation to colleges
- College/vocational entrance test information and interpretation of testing results
- Occupational/Career information
- Course selection and scheduling assistance
- Assistance in improving study skills
- Connecting with outside resources and supports

CLASS RANK

Each grade, for which a credit is earned, is assigned a point value, and the class rank will be determined by the grade point average. Class rank is computed at the end of a student's first semester and each semester thereafter including a senior's final grades.

STUDENT RECORDS

A student's official record is available to be shown to that student and/or his parents. A parent or eligible student (adult student) has the right to request an amendment of the student's education record if the parent or adult student believes the record is inaccurate, misleading, or otherwise in violation of the student's privacy rights. Requests to see student records should be made to the principal or school counselor. Students may see only their own records. For complete policy, see Fairbanks Board of Education [Policy 8330](#).

WITHDRAWAL FROM SCHOOL

Should it be necessary for a student to withdraw from school, the student is to see a school counselor at least two days before the withdrawal date, obtain a withdrawal form, and have the form signed by a parent or guardian. On the student's last day, the student is to take the form to all classes, turn in textbooks, Chromebooks and other materials. All school materials need to be returned and outstanding fees and fines paid before withdrawing. The completed form is to be returned to the guidance office. Academic, health, special education and other information pertinent to the student will be forwarded to the new school upon that school's request after the student is enrolled there.

CAREER ADVISING

Career advising is an integrated process that helps students understand how their personal interests, strengths, and values might predict satisfaction and success in school and related career fields, as well as how to tie these interests and strengths to their academic and career goals. Students need to have access to comprehensive resources and support to prepare for

their future success. Through relevant classroom instruction, career-related learning experiences, and a program of counseling and advising, students can discover their interests and explore academic and career pathway options. (See [Policy 2413](#)) Students will work with teachers to develop and revise Student Success Plans in grades 3, 6 and 10.

RECOGNITION OF STUDENT ACHIEVEMENT

Students who display significant achievements during the course of the year are recognized for their accomplishments. Areas that may merit recognition include, but are not limited to, academics, attendance, athletics, performing arts, citizenship, and volunteerism. Schools will also recognize and celebrate students who are demonstrating Portrait of a Panther attributes.

HONOR ROLL

High scholarship is recognized by the school through the publication of an honor roll at the end of each quarter. Grade averages of 3.6 and above are placed on the Distinction Honor Roll; grade averages of 3.2 through 3.59 are placed on the Merit Honor Roll. All grades are used to determine placement on the honor roll.

Please note: Fairbanks students attending classes outside of Fairbanks must provide grades from Tolles or their college/university course by the third school day after the end of the nine weeks to be considered for the honor roll.

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

SPECIAL AWARDS: Special awards may be given throughout the year by the grade level staff.

HOMEWORK

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

STUDENT ASSESSMENTS

PSAT

The PSAT will be given at Fairbanks High School on **October 16, 2025**. Interested students should register and pay through the guidance office by **September 1, 2025**. The recommended time for taking the PSAT is fall of the junior year in order to qualify for the National Merit Scholarship Competition.

STATE ACT FOR JUNIORS

All juniors will take the state required ACT on **February 24, 2026**, at Fairbanks High School. There is no fee for testing; scores may be used for college admission.

STATE END OF COURSE TESTING

- April 7, 8, 2026 - ELA II
- April 14, 15, 2026 - Algebra I & Geometry
- April 21, 2026 - Biology
- April 22, 2026 - US History & US Government

ACT & SAT INDIVIDUAL TESTING

It is recommended that students applying to postsecondary institutions take the ACT or SAT during the second semester of the junior year and September/October of the senior year to prepare for college admission. Students may register and self pay for the ACT at www.actstudent.org. Registration and payment information for the SAT may be found at <https://satsuite.collegeboard.org>.

ARMED SERVICES VOCATIONAL APTITUDE BATTERY (ASVAB)

Students interested in taking the ASVAB for career information or military entrance should contact the guidance office.

SCHOOL ASSESSMENTS

- Classroom tests are given to assess student progress and assign grades. These are selected or prepared by teachers to assess student achievement on specific objectives.
- Additional group tests are given to students to monitor progress and determine educational mastery levels. These tests help the staff determine instructional needs.
- Career and interest surveys may be given to identify particular areas of student interests or talent. These are often given by the guidance staff.

SECTION III - STUDENT ACTIVITIES

SCHOOL-SPONSORED CLUBS AND ACTIVITIES

Fairbanks High School provides students the opportunity to broaden their learning through curricular-related activities.

The Board authorizes the following student groups that are sponsored by a staff member.

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

- For a complete list of School Sponsored Clubs please click [HERE](#).
- Please visit the [Fairbanks Athletics Website](#) to view the sports offered at Fairbanks High School.

All students are permitted to participate in the activities of their choosing, as long as they meet the eligibility requirements of their individual clubs/extracurricular groups and are in good standing according to the Student Code of Conduct.

All students who participate in interscholastic athletics shall meet the eligibility requirements described in the Athletic Handbook found on the Fairbanks Athletic Website: <https://oh.8to18.com/fairbanks/home>.

Eligibility requirements for participation in other activities shall be specified in the student handbooks.

No student who has been absent for a school day may participate in an extracurricular activity scheduled for the afternoon or evening of that school day without the approval of the principal.

No student may practice or compete in intramural or interscholastic athletics until the student submits a form signed by his/her parent or guardian, or by a person having care or charge of the student, affirming that each has received a concussion and head injury information sheet as prepared by the Ohio Department of Health. (See Form 2431 F1 and Form 2431 F2.)

Participation in these activities is a privilege and not a right, and students may be prohibited from all or part of their participation in such activities by authorized school personnel without further notice, hearing and/or appeal rights in accordance with Board Policy 5610.05.

NON SCHOOL-SPONSORED CLUBS AND ACTIVITIES

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

The application for permission to use school facilities can be obtained from the Principal. Use of school facilities must be approved by the Director of Athletics and Facilities.

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

No non district-sponsored organization may use the name of the school or school mascot on any materials or information.

STUDENT ATTENDANCE AT SCHOOL EVENTS

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

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

ATHLETICS

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

Visit the athletic [website](#) for a list of activities currently being offered. For further information, contact Logan Dunn the Athletic Director, at 937-349-9000.

Please review the Fairbanks Athletic Handbook.

ACADEMIC ELIGIBILITY

In order to participate in any extra-curricular activity, an eligible community or STEM school student must be of the appropriate age and grade level, as determined by the Superintendent. The student will also be subject to the same eligibility requirements (i.e., academic and nonacademic eligibility standards and financial requirements) applied to all other participants. No eligible community or STEM school student will be charged any fees in excess of those fees charged to other students for participation in the same extra- curricular activity. Further, the District will not impose any additional rules upon a student participating under this policy, if those rules do not apply to other students participating in the same extracurricular activity. No student will be denied the opportunity to participate in interscholastic athletics offered by a school in the District because the student has or is participating in college credit.

Please also view District [Policy 2431](#) regarding random drug screening.

SECTION IV - STUDENT CONDUCT

ATTENDANCE

Attendance Policy: Regular attendance is a significant student responsibility at all grade levels. Many studies correlate regular attendance with success in school. Regular attendance means that the academic learning process is not interrupted, less time is spent on make-up assignments, and students benefit from participation and interaction with others in class. Many important lessons are learned through active participation in classroom and other school activities that cannot be replaced by individual study.

When a parent, guardian, or other person having care of a student has failed to initiate a telephone call or other communication notifying the school or building administration of the student's excused or unexcused absence within 120 minutes after the beginning of the school day, the attendance officer or designee for each school building shall make at least one (1) attempt to contact the parent, guardian, or other person having care of any student who is recorded as absent without legitimate excuse within 120 minutes after the beginning of each school day by a method designated by the Superintendent in accordance with Ohio law (see AG 5200).

Establishing a pattern of good attendance will benefit the student in school and in the workplace. Attendance is important in the development of a high quality work ethic, which will be a significant factor in a student's success with future employers. One of the most important work habits that employers look for in hiring and promoting a person is the person's dependability in coming to work every day on time. This is a habit the School wants to help students develop as early as possible.

Board [Policy 5200](#): Attendance

ABSENCES

EXCUSED ABSENCES

The following reasons for excused absences are established by state law, and by regulations of the Ohio Department of Education and are adhered to by Fairbanks High School.

- (a) Illness of the child. A written statement of a physician/mental health professional may be required if it is deemed appropriate;
- (b) Illness in the family necessitating the presence of the child. A written statement of a physician and an explanation as to why the child's absence was necessary may be required, if it is deemed appropriate;
- (c) Quarantine of the home. The absence of a child from school under this condition is limited to the length of quarantine as determined by the proper health officials;
- (d) Death of a relative. The absence arising from this condition is limited to a period of eighteen school hours unless a reasonable causes may be shown by the applicant child for a longer absence;
- (e) Medical or dental appointment. A written statement of a physician or dentist may be required if it's deemed appropriate;
- (f) Observance of religious holidays. Any child shall be excused if his/her absence was for the purpose of observing a religious holiday consistent with his/her truly held religious beliefs;
- (g) College visitation. Written verification of the date and time of the visitation by the college, university, or technical college may be required;
- (h) Absences due to a student's placement in foster care or change in foster care placement or any court proceedings related to their foster care status;
- (i) Absences due to a student being homeless;
- (j) Emergency or other set of circumstances in which the judgment of the superintendent of schools constitutes a good and sufficient cause for absence from school.

EXAMPLES OF UNEXCUSED ABSENCES

The following reasons for absences are not considered legitimate reasons for absence and will not be excused. Students will not receive credit for class work missed due to an unexcused absence.

- a) Oversleeping
- b) Car trouble
- c) Missed bus
- d) Shopping, haircuts, etc.
- e) Babysitting
- f) Having senior pictures taken
- g) Truancy
- h) Other absences not listed as excused
- i) Driver's Tests lasting longer than 1/2 day
- j) Personal or Family Business without prior approval. (Emergency circumstances will be taken into consideration by the principal.)
- k) Driver's Education (classroom education or in-car driving)

- l) Working
- m) Job Interview

ABSENCE LIMIT TO RECEIVE COURSE CREDIT

If a student accumulates more than 10 absences in a course during a semester, he/she may be denied academic credit for the semester. It is the responsibility of the student and his/her parents/guardians to track the number of absences and not exceed 10 absences in a course during a semester. Students accumulating 10 class absences may be required to meet with the principal and/or provide official documentation for future absences. Vacation absences do count toward the 10 absence limit.

The following is a list of absences that do not count toward the 10 class absences limit:

- A doctor excused absence with the official written documentation
- Mandatory court appearance with the official written documentation
- Death of a parent, sibling or grandparent up to three days. (Written documentation may be requested). Approval for more than three days requires permission from the principal.
- Out of School Suspension
- Approved College visitation with documentation from the college (three per junior year/three per senior year)

EXCESSIVE ABSENCES/TRUANCY (HB 410)

With the passage of HB 410 truancy has been redefined as listed below. After a student is deemed a habitual truant an attendance intervention plan may be put into place. Failure to follow this plan can result in the student and parent being referred to the courts. If a student is absent for 38 hours in a month or 65 hours in a year with medical excuses, the district is not required to notify the student's parent or guardian in writing.

	Consecutive Hours	Hours per school month	Hours per school year
Habitual Truancy	30 without legitimate excuse	42 without legitimate excuse	72 without legitimate excuse
Excessive Absences	--	38 non-medical excuse or without legitimate excuse	65 non-medical excuse or without legitimate excuse
Chronic Absenteeism	--	--	10% of total hours with or without legitimate excuse

- **Excused or With a Legitimate Excuse** includes when a parent notifies the school of absence for reason of funeral, student staying home for illness but NOT seen by a physician, etc. This absence is excused, but still counts in hours away from school. **Following 65 hours of absence the district will require a physician's note to excuse further absences.**
- **Medical Excuse** is marked for a student who misses school for any reason documented by a note from a doctor (dentist, eye, physician, psychologist, etc.) It does NOT adversely count in hours away from school. HB166 (2019) allows student absences for medical reasons to not be counted into the absence total for either Excessive Absence or Truancy.
- **Unexcused** is any absence with no reason reported by a guardian or physician

Attendance Process

- **At 65 hours absent: The parent/guardian will receive an attendance notification letter. A meeting will be scheduled to develop a Truancy Intervention Plan aimed at supporting the student's attendance.**
- **At 90 hours absent: A mediation meeting may be initiated in collaboration with the courts to address continued attendance concerns.**
- **At 110 hours absent: A formal truancy filing with the courts may occur, which could result in a required court appearance.**

ABSENCE REPORTING

Each day a student is absent from school, **a parent/guardian must call or email the office** by 9:00 a.m. to report the absence and provide an explanation for the absence. If the school is not contacted by the parent/guardian, the school will make a reasonable attempt to contact the parent at home or work.

ASSIGNMENTS FOR ABSENT STUDENTS

When a student is absent, the student or parent should access PowerSchool/Schoology for assignments. If assignments are not updated by a teacher, the parent/student should contact the teacher. If online access is impossible for the student or parent, the parent can contact the HS office. In these situations, please allow at least 24 hours before the assignments can be picked up. Students are allowed up to one day per day of absence to make up the work.

ATTENDANCE AT SCHOOL-SPONSORED EVENTS

Attendance at any school sponsored activity is directly related to attendance at school that day. If a student is absent from school, **the student is not allowed to attend the school event**. A student who is absent from school but attends an after school event (without the approval of the principal) will not receive credit for the day's work. If there is an extenuating circumstance, this needs to be cleared with the principal in advance.

CLASS CUT

Any time a student is out of a class without permission of the teacher or principal, it will be considered a class cut. A disciplinary consequence will result from a class cut.

CAREER AND COLLEGE VISITS

Juniors and seniors who are seriously considering attending college or wanting to explore a career can request a *Career and College Visitation Form* from the Guidance Office or download a form from the school's website. The application must be completed and returned at least two school days prior to the scheduled visit. Students should make arrangements with their teachers prior to the visit. Juniors and seniors may take up to 3 visits per year. Career and college visits may not take place during exam weeks. Students who can show official documentation of being recruited for a special talent may take more than the allotted days with permission from the principal. Approved career and college visitation days with proper documentation will not count toward the 10 day absence limit.

CHRONIC ILLNESS PROCEDURES

If a student has been diagnosed by a physician with a chronic illness or condition that may result in excessive absences, written official documentation from the primary attending physician must be submitted to the principal. Included in the documentation must be the following:

- Approximate beginning of the condition
- The date the physician began treating the student
- Estimated length of the condition
- The condition that is resulting may result in absences
- Physician's original signature

COLLEGE CREDIT PLUS (CCP)

Any obligations to College Credit Plus outside the regular approved time, must be pre-approved by the principal. High School curriculum always receives top priority.

EARLY DISMISSAL/DOCTOR APPOINTMENTS

It is strongly encouraged that doctor appointments be made before or after school hours. In the event that this is not possible, **the student should bring a dated excuse provided by the doctor's office upon return to school.** Students are to check in the office upon returning to school.

PARTICIPATION IN SCHOOL SPONSORED ACTIVITIES

Participation in any school sponsored activity is directly related to daily attendance. Students must be in class by 9:00 a.m. and complete the remainder of their scheduled school day in order to participate in any extracurricular or co-curricular activity. On weather delay days, students must be in by the start of their first scheduled class. A student who is absent on Friday may not participate in a school activity over the weekend unless a parent/legal guardian has made an attendance call and the absence is verified. A student who leaves school early must provide a doctor's note or obtain approval from the principal to be cleared for participation. Attendance exceptions will be made with a note from a doctor or approved by administration. Extenuating circumstances need to be cleared with the principal in advance.

PLANNED ABSENCE/VACATION

- 1) The Fairbanks Local Board does not believe that students should be excused from school for non-emergency trips out of the district. Board policy states: *Students who are taken out of school for trips or vacations will not be given permission to do so by the school. The responsibility for this will rest with the parents and they must not expect any work missed by their child to be re-taught by the teacher.*
- 2) Students are required to give prior notice for any planned absence. If prior approval is not obtained, the absence will be counted as unexcused and credit will not be given for the work missed. A Planned Absence form must be signed and completed by the parent/guardian, teacher and principal. Emergency situations will be dealt with on an individual basis.
- 3) Teachers shall have the option of giving assignments prior to the student's absence and to require that all work be turned in upon completion OR waiting until the return of the student and allowing a reasonable amount of time for completion of make-up work.
- 4) ***Days taken for vacation purposes will count toward the 10 course absences limit.***
- 5) According to state guidelines, vacation days will be entered as "Unexcused" in PowerSchool. However, with proper notification, work missed due to vacation days may be made up for full credit.

SICKNESS WHILE IN ATTENDANCE

If a student becomes ill at school, he or she must report to the office. The office will contact the parent or the parent's designee (as recorded on the emergency medical form). The parent or designee must provide permission for the student to leave school.

SIGN OUTS

Leaving the building or grounds is forbidden unless **permission has been obtained from the office.** No "sign outs" will be given without parent permission either in writing or by phone. Students must have legitimate reasons for leaving school that fall under the guidelines of the State of Ohio's reasons not to be in school. (See list of "Excused Absences.")

TARDIES

Tardies to School - Any student who arrives at school after the 8:00 a.m. bell (or after the tardy bell of their first scheduled class) will be counted tardy. Upon receipt of the third tardy per nine weeks, a

student will receive a **Wednesday School (detention from 3-4:30 pm)**. Upon receipt of the fourth tardy per nine weeks, a student will be assigned a day of ALC (Alternative Learning Center). Continued habitual tardiness may result in further consequences and referral to the proper authorities. Four unexcused tardies will equal one day of absence.

Other Tardies - Tardies to class (other than tardies to school), are left to the discretion of the teacher and will be handled according to classroom rules.

TRUANCY

Truancy includes leaving school without permission, being absent from school without a parent's knowledge, being absent from class without the school's permission, obtaining a pass to go to a specified place and failing to report there, coming to school but not attending classes, refusal to come to school, or any other circumstances that would meet the definition of truancy under Ohio Law.

SUSPENSION FROM SCHOOL HB 318 AND 491

The pupil is permitted to submit missed work during suspension for at least partial credit. The missed work is to be completed by the agreed upon due date of the classroom teacher or students are allowed up to one day per day of absence to make up the work.

WORKING AT HOME

Working at home is an excused absence when it is approved in **advance in writing**. The intent is to assist the rural community when a student is needed at home. A student must be **passing all** subjects and have **good attendance**. Three days per year may be requested with **two (2) days in a row being the maximum at any one time**. (If there are extenuating circumstances, principal approval is needed.)

EQUAL EDUCATION OPPORTUNITY

This District provides an equal educational opportunity for all students.

Any person who believes that they have been discriminated against on the basis of their race, color, disability, religion, gender, or national origin while at school or a school activity should immediately **contact the district office at 937-349-9000 and you will be connected with the district's compliance officer.**

Complaints will be investigated in accordance with Board Policy. Any student making a complaint or participating in a school investigation will be protected from retaliation.

CODE OF CONDUCT

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

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

Fairbanks Local School District and the Union County Sheriff's Office provide a School Resource Officer on grounds throughout the school year. The SRO supports school functions as well as law enforcement duties.

Expected Behaviors

- Students are expected to:
- act courteously to adults and fellow students;
- be prompt to school and attentive in class;
- work cooperatively with others when involved in accomplishing a common goal regardless of the other's ability, gender, race, or ethnic background;
- complete assigned tasks on time and as directed;
- help maintain a school environment that is safe, friendly, and productive;
- act at all times in a manner that reflects pride in self, family, and in the School.

Classroom Environment

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

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

DRESS AND GROOMING

The Board of Education recognizes that each student's mode of dress and grooming is a manifestation of personal style and individual preference. The Board will not interfere with the right of students and their parents to make decisions regarding their appearance, except when their choices interfere with the educational program of the schools. The Board authorizes the Superintendent to establish a reasonable dress code in order to promote a safe and healthy school setting and enhance the educational environment. The dress code shall be incorporated into the Student Code of Conduct or Discipline Code.

Accordingly, the Superintendent shall establish such grooming guidelines as are necessary to promote discipline, maintain order, secure the safety of students, and provide a healthy environment conducive to academic purposes. Such guidelines shall prohibit student dress or grooming practices that:

- A. present a hazard to the health or safety of the student himself/herself or to others in the school;
- B. materially interfere with school work, create disorder, or disrupt the educational program;
- C. cause excessive wear or damage to school property;
- D. prevent the student from achieving the student's educational objectives because of blocked vision or restricted movement.

Such guidelines shall establish the dress requirements for members of the athletic teams, bands, and other school groups when representing the District at a public event.

The Superintendent shall develop administrative guidelines to implement this policy that:

- A. designate the principal as the arbiter of student dress and grooming at the building level;
- B. instruct staff members to demonstrate by example and precept wholesome attitudes toward neatness, cleanliness, propriety, modesty, and good sense in attire and appearance.

Students who violate the foregoing rules will not be admitted to class and may be suspended from school.

If a student disagrees with a principal's decision concerning enforcement of the dress code (i.e., with respect to the student's compliance with the dress code), the student may appeal the principal's decision to the Superintendent, who will meet with the student within ten (10) school days to discuss the nature of the student's disagreement. The Superintendent will issue a written decision on the matter within five (5) school days of the meeting.

The Superintendent's decision shall be final.

Fairbanks High School Dress Code

- Students must wear shoes or sandals and be fully clothed.
- Shoes shall be worn for health and safety reasons. Footwear that protects the foot is recommended.
- Clothing is to be neat and clean.
- Hair should be clean and well groomed at all times. Extreme styles which may cause health, safety hazards or distractions will not be allowed.
- All shirts must have a sleeve/strap that is, at minimum, the width of the school issued student ID card,
- Students are not permitted to bare midriffs, cleavage or side flanks.
- No inappropriate short clothing is permitted.
 - Shirts should be able to be tucked in while in a relaxed position. Shirts that expose the stomach, back and/or sides are not acceptable.
 - Shorts/skirts/dresses must be worn at or below the student's fingertip length when arms are extended at the sides.
- Coats, jackets and other articles of clothing classified as outerwear should be kept in the student's locker until the end of the day.
- Pants are to be worn at the hips or above.
- No oversized clothing which is excessive or compromises the safety of students is

permitted.

- No apparel with profane or offensive pictures or slogans is permitted.
- No clothing depicting or promoting items, products, or services that violate school policies, i.e., drugs, alcohol, tobacco products, etc. is permitted.
- No see-through clothing is permitted. (This includes sheer clothing or other clothing which permits undergarments (including camisoles) or other sleeveless garments to be seen.
- No holes or tears are permitted on clothing above fingertip length when arms are extended at the sides.
- No sunglasses are permitted unless prescribed by a physician or as part of a spirit day designated by the principal.
- There shall be nothing done to the face to cause any distractions to students and staff. Face paint is only allowed on days designated by the principal.
- No chains or studded accessories are permitted.
- No spiked neck collars or wristbands, or dog collars are permitted.
- No hats, caps, bandanas, or headwear are permitted to be worn in the building.
- Students are not permitted to have blankets with them during the school day.
- Costumes may only be worn on preapproved days and meet specific guidelines for costumes days. No facial coverings are permitted.
- Bookbags/backpacks must be stored in lockers during the school day. Purses or computer bags, smaller than a textbook, may be carried to and from classes.

GANGS

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

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

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

CARE OF PROPERTY

Students are responsible for the care of their own personal property. The School is not responsible for personal property. Valuables such as jewelry or irreplaceable items should not be brought to school.

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

BULLYING, HARASSMENT, AND INTIMIDATION

The Board of Education is committed to providing a safe, positive, productive, and nurturing educational environment for all of its students. The Board encourages the promotion of positive interpersonal relations between members of the school community.

Harassment, intimidation, or bullying toward a student, whether by other students, staff, or third parties is strictly prohibited and will not be tolerated. This prohibition includes aggressive behavior, physical, verbal, and psychological abuse, and violence within a dating relationship. The Board will not tolerate any gestures, comments, threats, or actions which cause or threaten to cause bodily harm or personal degradation. This policy applies to all activities in the District, including activities on school property, on a school bus, or while enroute to or from school, and those occurring off school property if the student or employee is at any school-sponsored, school- approved or school-related activity or function, such as field trips or athletic events where students are under the school's control, in a school vehicle, or where an employee is engaged in school business.

This policy has been developed in consultation with parents, District employees, volunteers, students, and community members as prescribed in R.C. 3313.666 and the State Board of Education's Model Policy.

Harassment, intimidation, or bullying means:

- A. any intentional written, verbal, graphic, electronic, or physical act that a student or group of students exhibits toward another particular student(s) more than once and the behavior both causes mental or physical harm to the other student(s) and is sufficiently severe, persistent, or pervasive that it creates an intimidating, threatening, or abusive educational environment for the other student(s); or
- B. violence within a dating relationship.

"Electronic act" means an act committed through the use of a cellular telephone, computer, pager, personal communication device, or other electronic communication device.

Aggressive behavior is defined as inappropriate conduct that is repeated enough, or serious enough, to negatively impact a student's educational, physical, or emotional well being. This type of behavior is a form of intimidation and harassment, although it need not be based on any of the legally protected characteristics, such as sex, race, color, national origin, marital status, or disability. It would include, but not be limited to, such behaviors as stalking, bullying/cyberbullying, intimidating, menacing, coercion, name calling, taunting, making threats, and hazing.

Harassment, intimidation, or bullying also means cyberbullying through electronically transmitted acts (i.e., internet, e-mail, cellular telephone, personal digital assistance (PDA), or wireless hand-held device) that a student(s) or a group of students exhibits toward another particular student(s) more than once and the behavior both causes mental and physical harm to the other student and is sufficiently severe, persistent, or pervasive that it creates an intimidating, threatening, or abusive educational environment for the other student(s).

Any student or student's parent/guardian who believes s/he has been or is the victim of aggressive behavior should immediately report the situation to the building principal or assistant principal, or the Superintendent. The student may also report concerns to teachers and other school staff who will be responsible for notifying the appropriate administrator or Board official.

Complaints against the building principal should be filed with the Superintendent. Complaints against the Superintendent should be filed with the Board President.

Every student is encouraged, and every staff member is required, to report any situation that they believe to be aggressive behavior directed toward a student. Reports may be made to those identified above.

All complaints about aggressive behavior that may violate this policy shall be promptly investigated. The building principal or appropriate administrator shall prepare a written report of the investigation upon completion. Such a report shall include findings of fact, a determination of whether acts of harassment, intimidation, and/or bullying were verified, and, when prohibited acts are verified, a recommendation for intervention, including disciplinary action shall be included in the report. Where appropriate, written witness statements shall be attached to the report.

If the investigation finds an instance of harassment, intimidation, and/or bullying/cyberbullying by an electronic act or otherwise, has occurred, it will result in prompt and appropriate remedial and/or disciplinary action. This may include suspension or up to expulsion for students, up to discharge for employees, exclusion for parents, guests, volunteers, and contractors, and removal from any official position and/or a request to resign for Board members. Individuals may also be referred to law enforcement officials.

If, during an investigation of a reported act of harassment, intimidation and/or bullying/cyberbullying, the Principal or appropriate administrator believes that the reported misconduct may have created a hostile learning environment and may have constituted unlawful discriminatory harassment based on a Protected Class, the Principal will report the act of bullying and/or harassment to one of the Anti-Harassment Compliance Officers so that it may be investigated in accordance with the procedures set forth in

Policy 5517 - Anti-Harassment.

Retaliation against any person who reports, is thought to have reported, files a complaint, or otherwise participates in an investigation or inquiry concerning allegations of aggressive behavior is prohibited and will not be tolerated. Such retaliation shall be considered a serious violation of Board policy and independent of whether a complaint is substantiated. Suspected retaliation should be reported in the same manner as aggressive behavior. Retaliation may result in disciplinary action as indicated above.

Deliberately making false reports about harassment, intimidation, bullying and/or other aggressive behavior for the purpose of getting someone in trouble is similarly prohibited and will not be tolerated. Deliberately making false reports may result in disciplinary action as indicated above.

If a student or other individual believes there has been aggressive behavior, regardless of whether it fits a particular definition, s/he should report it and allow the administration to determine the appropriate course of action.

The District shall implement intervention strategies (AG 5517.01) to protect a victim or other person from new or additional harassment, intimidation, or bullying and from retaliation following such a report.

This policy shall not be interpreted to infringe upon the First Amendment rights of students (i.e., to prohibit a reasoned and civil exchange of opinions, or debate, that is conducted at appropriate times and places during the school day and is protected by State or Federal law).

The complainant shall be notified of the findings of the investigation, and as appropriate, that remedial action has been taken. If after investigation, acts of bullying against a specific student are verified, the building principal or appropriate administrator shall notify the custodial parent/guardian of the victim of such finding. In providing such notification care shall be taken to respect the statutory privacy rights of the perpetrator of such harassment, intimidation, and/or bullying.

If after investigation, acts of harassment, intimidation, and/or bullying by a specific student are verified, the building principal or appropriate administrator shall notify in writing the custodial parent/guardian of the perpetrator of that finding. If disciplinary consequences are imposed against such student, a description of such discipline shall be included in the notification.

Complaints

Students and/or their parents/guardians may file reports regarding suspected harassment, intimidation, or bullying. Such reports shall be reasonably specific including person(s) involved, number of times and places of the alleged conduct, the target of suspected harassment, intimidation, and/or bullying, and the names of any potential student or staff witnesses. Such reports may be filed with any school staff member or administrator, and they shall be promptly forwarded to the building principal for review, investigation, and action.

Students, parents/guardians, and school personnel may make informal or anonymous complaints of conduct that they consider to be harassment, intimidation, and/or bullying by verbal report to a teacher, school administrator, or other school personnel. Such complaints shall be reasonably specific including person(s) involved, number of times and places of the alleged conduct, the target of suspected harassment, intimidation, and/or bullying, and the names of any potential student or staff witnesses. A school staff member or administrator who receives an informal or anonymous complaint shall promptly document the complaint in writing, including the information provided. This written report shall be promptly forwarded by the school staff member and/or administrator to the building principal for review, investigation, and appropriate action.

Individuals who make informal complaints as provided above may request that their name be maintained in confidence by the school staff member(s) and administrator(s) who receive the complaint. Anonymous complaints shall be reviewed and reasonable action shall be taken to address the situation, to the extent such action may be taken that (1) does not disclose the source of the complaint, and (2) is consistent with the due process rights of the student(s) alleged to have committed acts of harassment, intimidation, and/or bullying.

When an individual making an informal complaint has requested anonymity, the investigation of such complaint shall be limited as is appropriate in view of the anonymity of the complaint. Such limitation of investigation may include restricting action to a simple review of the complaint subject to receipt of further information and/or the withdrawal by the complaining student of the condition that his/her report be anonymous.

Privacy/Confidentiality

The School District will respect the privacy of the complainant, the individual(s) against whom the complaint is filed, and the witnesses as much as possible, consistent with the Board's legal obligations to investigate, to take appropriate action, and to conform with any discovery or

disclosure obligations. All records generated under this policy and its related administrative guidelines shall be maintained as confidential to the extent permitted by law.

Reporting Requirement

At least semi-annually, the Superintendent shall provide to the President of the Board a written summary of all reported incidents and post the summary on the District website (if one exists). The list shall be limited to the number of verified acts of harassment, intimidation, and/or bullying, whether in the classroom, on school property, to and from school, or at school-sponsored events.

Allegations of criminal misconduct and suspected child abuse will be reported to the appropriate law enforcement agency and/or to Child Protective Services in accordance with statute. District personnel shall cooperate with investigations by such agencies.

Immunity

A School District employee, student, or volunteer shall be individually immune from liability in a civil action for damages arising from reporting an incident in accordance with this policy and R.C. 3313.666 if that person reports an incident of harassment, intimidation, and/or bullying promptly, in good faith, and in compliance with the procedures specified in this policy. Such immunity from liability shall not apply to an employee, student, or volunteer determined to have made an intentionally false report about harassment, intimidation, and/or bullying.

Notification

Notice of this policy will be annually circulated to and posted in conspicuous locations in all school buildings and departments within the District and discussed with students, as well as incorporated into the teacher, student, and parent/guardian handbooks. At least once each school year a written statement describing the policy and consequences for violations of the policy shall be sent to each student's custodial parent or guardian.

The statement may be sent with regular student report cards or may be delivered electronically.

The policy and an explanation of the seriousness of bullying by electronic means shall be made available to students in the District and to their custodial parents or guardians.

State and Federal rights posters on discrimination and harassment shall also be posted at each building. All new hires will be required to review and sign off on this policy and the related complaint procedures.

Education and Training

In support of this policy, the Board promotes preventative educational measures to create greater awareness of aggressive behavior, including bullying and violence within a dating relationship. The Superintendent or designee shall provide appropriate training to all members of the School District community related to the implementation of this policy and its accompanying administrative guidelines. All training regarding the Board's policy and administrative guidelines about aggressive behavior and bullying in general, will be age and content appropriate.

Annually, the District shall provide all students enrolled in the District with age-appropriate instruction regarding the Board's policy, including a written or verbal discussion of the consequences for violations of the policy to the extent that State or Federal funds are appropriated for this purpose.

Students in grades seven (7) through twelve (12) shall receive age-appropriate instruction in dating violence prevention education, including instruction in recognizing dating violence warning signs and characteristics of healthy relationships. Parents, who submit a written request to the building principal to examine the dating violence prevention instruction materials used in the school, will be afforded an opportunity to review the materials within a reasonable period of time.

The District shall provide training, workshops, and/or courses on this policy for school employees and volunteers who have direct contact with students, to the extent that State or Federal funds are appropriated for these purposes. Time spent by school staff in these training programs shall apply toward mandated continuing education requirements.

In accordance with Board Policy 8462, the Superintendent shall include a review of this policy on bullying and other forms of harassment in the required training in the prevention of child abuse, violence, and substance abuse and the promotion of positive youth development.

The Superintendent shall develop administrative guidelines to implement this policy. Guidelines shall include reporting and investigative procedures, as needed. The complaint procedure established by the Superintendent shall be followed.

TITLE IX SEXUAL HARASSMENT

Please see the Title IX Policy here: [PO 2266](#)

Title IX Coordinators

The Board designates and authorizes the following individuals to oversee and coordinate its efforts to comply with Title IX and its implementing regulations:

Title IX Coordinator
937-349-3731
11158 State Route 38 Milford Center
tgoins@fairbankspanthers.org

Treasurer
937-349-3731
11158 State Route 38 Milford Center
ajohnson@fairbankspanthers.org

The Title IX Coordinator shall report directly to the Superintendent. Questions about this policy should be directed to the Title IX Coordinator.

ZERO TOLERANCE

No form of violent, disruptive, or inappropriate behavior, including excessive truancy, will be tolerated. A suspension issued at the career center for violation of their code of conduct may also be enforced at the home school.

STUDENT DISCIPLINE CODE

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

1. Possession/Use of drugs and/or alcohol

Possessing, using, transmitting, or concealing, or displaying evidence of consumption of any alcoholic beverage, controlled substance including, but not limited to, narcotics, mood altering drugs, counterfeit controlled substances, lookalikes, over the counter stimulants or depressants, anabolic steroids, or drug related paraphernalia.

2. Possession/use of tobacco

Possession, consumption, distribution, purchase or attempt to purchase, and/or use of tobacco products or electronic cigarettes or similar devices in school, on school grounds, on school buses, in Board-owned vehicles, within any indoor facility owned or leased or contracted for by the Board, and at any interscholastic competition, extra-curricular event, or other school sponsored event. Tobacco products include, but are not limited to cigarettes, cigars, pipe tobacco, chewing tobacco, snuff or any other matter or substance that contains tobacco. The term "tobacco" includes any product containing, made of, or derived from tobacco or nicotine (including synthetic nicotine) that is intended for human consumption or is likely to be consumed, whether inhaled, absorbed, or ingested by any other means including, but not limited to, a cigarette, a cigar, pipe tobacco, chewing tobacco, snuff, or snus; any electronic smoking device and any substances that may be aerosolized or vaporized by such device, whether or not the substance contains nicotine; an e-cigarette (including, but not limited to, "JUUL", "NJOY," "BREEZE," "Puff Bar," etc.), e-cigar, e-pipe, vape pen, or e-hookah; but does not include any cessation product approved by the United States Food and Drug Administration for use as a medical treatment to reduce or eliminate nicotine or tobacco dependence.

3. Use and/or possession of a firearm

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

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

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

an object and that it is a firearm, or knowingly displaying or brandishing the object and indicating it is a firearm.

4. Use and/or possession of a weapon

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

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

5. Use of an object as a weapon

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

6. Knowledge of dangerous weapons or threats of violence

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

7. Arson

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

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

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

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

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

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

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

11. Misconduct off school grounds

Students may be subject to discipline for their misconduct even when it occurs off school property when the misconduct is connected to activities or incidents that occurred on property owned or controlled by the District.

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

12. Extortion

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

13. Gambling

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

14. Falsification of school work, identification, forgery

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

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

15. Bomb Threats, and other false alarms and reports

Making a bomb threat (i.e., intentionally giving a false alarm of a bomb) against a school building or any premises at which a school activity is being held at the time the threat is made may result in expulsion for a period of up to one (1) school year. Additionally, intentionally giving a false alarm of a fire, or tampering or interfering with any fire alarm, is prohibited. It should be remembered that false emergency alarms or reports endanger the safety forces that are

responding to the alarm/report, the citizens of the community, and the persons in the building. What may seem like a prank, is a dangerous stunt that is against the law and will subject the student to disciplinary action.

16. Terroristic Threat

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

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

Possessing or using any compound or mixture, the primary or common purpose of which is to function by explosion, with substantially instantaneous release of gas and heat (including, but not limited to, explosives and chemical-reaction objects such as smoke bombs and poppers). Additionally, possessing or offering for sale any substance, combination of substances, or article prepared to produce a visible and/or audible effect by combustion, explosion, deflagration, or detonation.

18. Trespassing

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

19. Theft, or knowingly receiving or possessing stolen property

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

20. Insubordination

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

21. Damaging property (Vandalism)

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

22. Persistent absence or tardiness

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

23. Unauthorized use of school or private property

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

24. Refusing to accept discipline

Students failing to comply with disciplinary penalties may face enhanced penalties for such action.

25. Aiding or abetting violation of school rules

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

26. Displays of affection/sexual activities

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

27. Possession of electronic equipment

The School will supply any electronic equipment or devices necessary for participation in the educational program. Students shall not use or possess any electronic equipment on school property or at any school sponsored activity without the permission of the Principal. Examples of prohibited devices include, but are not limited to cameras (photographic and/or video), laptops, tablets, smartphones, e-readers, personal digital assistants (PDAs), lasers, laser pens or pointers, radios, "boom-boxes", headphones, portable CD/MP3 players, portable TV's, electronic games/toys, pagers/beepers, other paging devices and/or recording devices, or other devices with one- or two-way audio communication technology.

Unauthorized electronic equipment will be confiscated from the student by school personnel and disciplinary action will be taken.

28. Violation of individual school/classroom rules

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

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

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

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

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

The Board encourages the promotion of positive interpersonal relations between members of the school community. Harassment and/or aggressive behavior (including bullying/cyberbullying) toward a student, whether by other students, staff, or third parties, is strictly prohibited and will not be tolerated. This prohibition includes physical, verbal, and psychological abuse, and any speech or action that creates a hostile, intimidating, or offensive learning environment. The Board will not tolerate any gestures, comments, threats, or actions which cause or threaten to cause bodily harm or personal degradation. Individuals engaging in such conduct will be subject to disciplinary action.

32. Hazing

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

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

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

33. Violent Conduct

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

34. Improper Dress

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

35. Careless or Reckless Driving

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

36. Burglary

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

37. Fighting

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

38. Lighting Incendiary Devices

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

39. Possession of Pornography

Possessing, transmitting, and/or posting sexually explicit material.

40. Unauthorized use of vehicles

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

41. Other Conduct. Because this code of conduct cannot list every conceivable action which may be properly subject to discipline, students may be disciplined for conduct not specifically set forth in this code and which substantially and materially disrupts or interferes with the good order, discipline, operation, or educational process taking place in the school or which substantially and materially is or poses a threat to the safety of persons or property.

42. Felony, Misdemeanor and Violation of Ordinances. A student shall not violate any law or ordinance when the student is properly under the authority of school personnel.

DISCIPLINE

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

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

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

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

INFORMAL DISCIPLINE

Informal discipline takes place within the School. It includes:

- writing assignments
- change of seating or location
- pre-school, lunch-time, after-school detention (Wednesday School)
- in-school discipline
- Saturday school
- Alternative Learning Center

This list is not exhaustive. School administration will work with students to evaluate on a case by case basis.

DETENTIONS

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

In-School Discipline

Wednesday School (after school detention) will be in session from 3:00pm to 4:00pm.

Assigned students will attend a continuous 1 hour period during which time they will be permitted two (2) 5 minute breaks. Each student shall arrive with sufficient educational materials to be busy during this study period.

A student missing any portion of the assigned time in Wednesday School may be given an additional after school detention. Failure to timely serve Wednesday School may lead to suspension from school for a period not to exceed three days. Any such suspension shall be in accordance with District guidelines on suspension and expulsion.

The following rules apply to Wednesday School:

- Students are required to have class assignments with them.

- Students are not to communicate with each other unless given permission to do so.
- Students are to remain in their designated seats at all times unless permission is granted to do otherwise.
- Students shall not be allowed to put their heads down or sleep.
- No electronic communication devices, radios, CD/MP3 players, cards, magazines, or other entertainment/recreational articles or devices shall be allowed in the room.
- No food or beverages shall be consumed.
- Any student who has not passed all of the State-mandated assessment tests will be required to actively work on a study guide for one (1) or more of the unpassed tests.
- Transportation from Wednesday School is the student's/parent's responsibility.

Formal Discipline

Formal discipline involves removal of the student from school. It includes emergency removal for up to three (3) school days, suspension for up to ten (10) school days, expulsion for up to eighty (80) school days or the number of days remaining in a semester, whichever is greater, and permanent exclusion. Expulsions may carry over into the next school year. Any student who is expelled from school for more than twenty (20) days, or for any period of time if the expulsion will extend into the following semester or school year, will be provided with information about services or programs offered by public and private agencies that work toward improving those aspects of the student's attitude and behavior that contributed to the incident that gave rise to the student's expulsion. The Superintendent, at the Superintendent's discretion, may require/allow a student to perform community service in conjunction with or in place of an expulsion. The Superintendent may impose a community service requirement beyond the end of the school year in lieu of applying the expulsion to the following school year. Removal for less than one (1) school day without the possibility of suspension or expulsion may not be appealed. Suspension, expulsion, and permanent exclusion may be appealed.

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

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

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

DUE PROCESS RIGHTS

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

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

Suspension from School

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

During the appeal process, the student shall not be allowed to remain in school.

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

Emergency Removal

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

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

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

Expulsion from School

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

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

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

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

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

Permanent Exclusion

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

- A. conveying deadly weapons onto school property or to a school function;
- B. possessing deadly weapons onto school property or at a school function;
- C. carrying a concealed weapon onto school property or at a school function;
- D. trafficking in drugs onto school property or at a school function;

- E. murder, aggravated murder on school property or at a school function;
- F. voluntary or involuntary manslaughter on school grounds or at a school function;
- G. assault or aggravated assault on school property or at a school function;
- H. rape, gross sexual imposition or felonious sexual penetration on school grounds, or at a school function, when the victim is a school employee;
- I. complicity in any of the above offenses, regardless of the location.

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

Discipline of Students with Disabilities

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

Removal of Bus Riding/Transportation Privileges

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

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

SEARCH AND SEIZURE

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

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

VIDEO SURVEILLANCE

All students, parents and staff are advised that as a public school facility, students, parents, staff, and building visitors do not have the expectation of privacy in connection with their actions and activities while in, on or about the campus. In an effort to increase school district security, provide greater safety for students, parents, staff and building visitors, and to reduce vandalism and theft, many areas of the high school campus, both internally and externally, shall be subjected to video surveillance 24 hours a day, 7 days a week. The recordings of such observations shall be available for use by the administrative staff if necessary to enforce the student Code of Conduct provisions by the school district and the law.

INTERROGATION OF STUDENTS

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

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

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

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

STUDENT RIGHTS OF EXPRESSION

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

- A. Material cannot be displayed if it:
 - 1. is obscene to minors, libelous, or pervasively indecent or vulgar;
 - 2. advertises any product or service not permitted to minors by law;

3. intends to be insulting or harassing;
 4. intends to incite fighting; or
 5. presents a clear and present likelihood that, either because of its content or manner of distribution or display, it will cause or is likely to cause a material and substantial disruption of school or school activities, a violation of school regulations, or the commission of an unlawful act.
- B. Material may not be displayed or distributed during class periods, or between classes. Permission may be granted for display or distribution during lunch periods, and/or before or after school in designated locations, as long as exits are not blocked and there is proper access and egress to the building.

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

SECTION V - TRANSPORTATION

BUS TRANSPORTATION TO SCHOOL

The School provides transportation for all students who live within the district boundaries. The transportation schedule and routes are available by contacting Beth Wycoff at 937-349-9000.

Students may only ride assigned buses and must board and depart from the bus at assigned bus stops. Students will not be permitted to ride unassigned buses for any reason other than an emergency, except as approved by the Principal.

The Principal may approve a change in a student's regular assigned bus stop to address a special need. Parents should send a note to the Principal stating the reason for the request and the duration of the requested change.

BUS CONDUCT

Students who are riding to and from school on District-provided transportation must follow all basic safety rules. This applies to school-owned buses as well as any contracted transportation.

The driver may assign seating or direct students in any reasonable manner to maintain transportation safety.

Students must comply with the following basic safety rules:

Prior to loading (on the road and at school)

- Each student shall:
- be on time at the designated loading zone (10 minutes prior to scheduled stop);

- stay off the road at all times while walking to and waiting for school transportation;
- line up single file off the roadway to enter;
- wait until the school transportation is completely stopped before moving forward to enter;
- refrain from crossing a highway until the driver signals it is safe to cross;
- properly board and depart the vehicle;
- go immediately to a seat and be seated.

It is the parents' responsibility to inform the bus driver when their child will not be aboard school transportation. Drivers will not wait for students who are not at their designated stops on time.

During the trip

- Each student shall:
- remain seated while the school transportation is in motion;
- keep head, hands, arms, and legs inside the school transportation at all times;
- not push, shove, or engage in scuffling;
- not litter in the school vehicle or throw anything in, into, or from the vehicle;
- keep books, packages, coats, and all other objects out of the aisle;
- be courteous to the driver and to other riders;
- not eat or play games, cards, etc.;
- not use nuisance devices (e.g., laser pointers) on the bus in a way that disrupts the safe transportation of students and/or endangers students or employees;
- not tamper with the school vehicle or any of its equipment (including, but not limited to, emergency and/or safety equipment).

Exiting the school vehicle

Each student shall:

- remain seated until the vehicle has stopped;
- cross the road, when necessary, at least ten (10) feet in front of the vehicle, but only after the driver signals that it is safe;
- be alert to a possible danger signal from the driver.

The driver will not discharge students at places other than their regular stop at home or at school unless the driver has proper authorization from school officials.

VIDEO RECORDINGS ON SCHOOL BUSES

The Board of Education has installed video cameras on school buses to monitor student behavior.

If a student misbehaves on a bus and the student's actions are recorded, the recording will be submitted to the Principal and may be used as evidence of misbehavior.

Penalties for Infractions

A student who misbehaves on the bus shall be disciplined in accordance with the Student Discipline Code and may lose the privilege of riding on the bus.

TRANSPORTATION OF STUDENTS BY PRIVATE VEHICLE

When transportation by District vehicle is either not available or feasible, there may be a need to provide transportation to students by private vehicle. However, no students will be permitted to ride in a private vehicle unless written consent is provided by each student's parent using Form 8660 F2 – Parental Consent for Transportation by Private Vehicle. Upon request, parents of participating students will be given the name of the driver, the owner of the vehicle, and the description of the vehicle.

DRIVING TO SCHOOL/PARKING

Parking of Vehicles Driven By Students

- A student shall not park a motor vehicle without a proper parking permit, including any motorized conveyance, in any visitor or faculty parking area or in any location on school premises other than in the designated student parking lot between the hours of 7:30 a.m. and 3:30 p.m.
- A vehicle driven by a student shall be parked immediately upon arrival on the school premises. No loitering in car or parking lot.
- To facilitate identification, vehicles shall be parked with the front end headed into the designated parking space.
- Students may not park in designated NO PARKING areas or staff/faculty parking areas.
- Students may not take up more than one parking space.
- The parking lot is an extension of the school, therefore all school rules apply.

Registration of Vehicles Driven By Students

- A student who desires to drive to and park a motor vehicle on school premises shall make an application for and purchase a parking permit for a fee of \$10.00 per year. **Registration form must be completed in full and a valid driver's license must be presented at the time of application.**
- The vehicle/s to be driven to school must be registered in the office during the first week of school (or when a student begins to drive to school). The parking pass is not to be transferred to another person or vehicle, other than those vehicles listed on the school form. The office is to be notified if a different vehicle is driven to school.

- The assigned parking pass must be properly hung from the rear view mirror daily.
- A lost or stolen permit must be reported immediately to the office. Because of possible theft, it is highly recommended that car doors be locked. **Replacement cost of the permit is \$10.00.**
- Students properly licensed, who hold valid parking passes, are permitted to drive to school (unless restricted by the school for disciplinary reasons). Parking spaces are limited and will be issued on a first come/first serve basis.

General Regulations for Student Driving and Parking

- A student shall not violate any law or ordinance regarding the operation of a motor vehicle or any regulation set forth herein while on school premises, under school authority, or at any school-sponsored activity, function or event. No speeding, reckless operation or unnecessary honking/noise making is permitted on school property.
- A student shall operate a motor vehicle on school premises safely and at a speed consistent with existing conditions.
- A student operating a motor vehicle on school premises shall yield right-of-way to pedestrians, school buses, and the directions of any school personnel.
- A student who operates a motor vehicle on school premises shall have a valid operator's license and the motor vehicle shall be insured against liability for personal injury and property damage caused by the student driver. The Board of Education shall not be liable for the student driver or for the vehicle and its contents.
- A motor vehicle parked on school premises in violation of parking and driving regulations may be towed away at the owner's expense.
- Any student who has had parking privileges revoked may not park on campus by any other means.
- Students are to enter and exit school property at the High School end. Students are NOT permitted to drive through the back area of the school before, during, or immediately after school. Middle School students who ride with HS students are to enter the building with the HS student.
- Students are to report to school on time daily. Repeated tardiness will result in loss of parking permit.
- Students are not to leave school grounds without permission. All students leaving school property during the school day must obtain permission through the office. Students who leave school property without permission are truant.
- Oversized vehicles or hitched items are not allowed on school property without prior administrative approval.
- School officials reserve the right to search student vehicles parked on school property in order to maintain health, safety, and welfare of students and staff according to Ohio Revised Code Section 3313.20
- Students are not to be in the parking lot at lunchtime.
- Students are not permitted to smoke in cars or anywhere on school property.
- Students are to operate motor vehicles in a safe manner at all times on school property.
- All students, pedestrians, and drivers shall follow the direction of staff members and abide by school regulations.

Disciplinary Action for Violation of these Regulations

Disciplinary action may result from the violation of any of the regulations set forth herein. The circumstances of a particular offense may result in the suspension or revocation of a student's registration permit without refund, or more severe disciplinary action may result.

1. The first offense may result in a two-week suspension of driving privileges.

2. The second offense may result in a nine-week suspension of driving privileges.
3. A third offense may result in a revocation of the privilege to park and drive on school premises.

However, the student shall be subject to other disciplinary action as appropriate and the sequence of disciplinary action herein shall be subject to alteration.

Car Searches

In connection with a student's permit to park an automobile on school premises, all students that drive a vehicle consent to the unlocking, opening, and inspection of the automobile and its contents while on school premises if requested by the principal or his/her designee. The student must agree to make any and all lock keys available to the principal, School Resource Officer or designee for this purpose. Except in extreme circumstances, the student will be informed and shall be present during the search.

Students Transporting Other Students

In compliance with state law, student drivers under the age of 17 years old are not permitted to transport more than one person who is not a family member unless the driver is accompanied by his/her parent, guardian, or custodian. Therefore, the Fairbanks Board of Education discourages students from transporting other students to and from student activities, events, and programs.

NOTE: Be advised that the following forms must be available in the School Office as they are referenced in the Student/Parent Handbook:

- **Title VI, IX, 504 Grievance Form 2260 F1**
- **Notice of Nondiscrimination and Grievance Procedures for Title II, Title VI, Title VII, Title IX, Section 504 and ADA Form 2260 F2**
- **Authorization for Prescribed Medication or Treatment Form 5330 F1**
- **Authorization for Nonprescription Medication or Treatment, Secondary Version Form 5330 F1a**
- **Authorization for the Possession and Use of Asthma Inhalers Form 5330 F3**
- **Authorization for Nonprescription Medication or Treatment, Elementary Version Form 5330 F1b**
- **Parent/Student Acknowledgement of Student Handbook Form 5500 F1**
- **Memorandum to Parents Regarding School Board Policy on Drug-Free Schools Form 5530 F2**
- **Notification to Parents Regarding Student Records Form 8330 F9**
- **Notification to Parents on Blood-borne Pathogens Form 8453.01 F5**

- **Student Network and Internet Acceptable Use and Safety Agreement Form 7540.03 F1**
- **Application To Drive Vehicles On School Property Form 5515F1**
- **Parental Authorization and Release From Liability Form 5515 F2**
- **Request that Directory Information Not Be Released to Recruiters Without Prior Written Consent Form 8330 F13**
- **Parent Permission for the District to Communicate About a Student with the Parent Via Facsimile and/or E-mail Form 8330F4a**



Derek Nicol - Board President
Angie Bouic - Board Vice President
Lisa Adkins - Board Member
Brian Phelps - Board Member
Mark Lippencott - Board Member