

**OSSEO-FAIRCHILD  
MIDDLE/SENIOR HIGH SCHOOL**

**STUDENT HANDBOOK**

*2020-2021*

## Mission Statement

The mission of the Osseo-Fairchild Middle/High School is to create an environment which prepares all students for lifelong learning by developing the personal, social and intellectual skills needed to be responsible, productive citizens.

## Goals

Students shall:

- demonstrate proficiency of academic standards
- accept responsibility for their own actions and learning
- demonstrate respect for self, others and environment
- demonstrate ability to work as part of a team
- be an effective communicator
- be a lifelong learner
- have a career plan
- establish a lifelong wellness program and appreciation for the arts
- demonstrate higher level thinking and problem solving
- be a contributing member of society
- be a quality worker

## General Regulations

Our school is like a community and must have certain policies, rules and regulations in order to operate effectively for the total school population. Section 120.13 of the Wisconsin General Code invests Board of Education with both power and duty to adopt rules and regulations for the government and conduct of the schools under their jurisdiction. The Board of Education, therefore, has the authority, power and obligation to set and regulate the following policies and regulations. Rules and regulations may be adopted at various times during the school term. Students will be advised of all rule changes via verbal announcement and posted notices. Please be aware of this procedure. Once a rule is read and posted you are expected to know and follow it.

## Student Social Conduct – Safety

**Please Review “Covid-19 Safety Guidelines and Procedures Addendum” for a comprehensive list of safety measures. All details included within the “Covid-19 Safety Guidelines and Procedures Addendum” supersede the guidelines within this handbook.**

All Osseo-Fairchild students have the right to receive an education that is free of discrimination and disruption. Students are expected to be respectful toward themselves, faculty and staff, and others as well as all others' property. They should display self-discipline and be responsible and accountable for their actions. The community and school personnel expect all students to take pride in their work and achievements, and we expect all students' behavior to reflect standards of good citizenship.

Students and staff have a right to work, learn and/or teach in an environment of mutual respect, and to be free from threats against their emotional and physical well being and property. Students have a responsibility to respect authority, and the rights of other students - at school, en route to or from school, and at school related activities. In order to provide an appropriate environment where true learning can take place, the staff and administration of Osseo-Fairchild Middle/Senior High School has adopted these five fundamental tenants for its

discipline philosophy:

## **Be Respectful – Be Responsible – Be Ready**

**In order to obtain the greatest good from the educational experience at Osseo-Fairchild, it is vital for students to attend every hour of every day and be focused on the educational activity occurring in the classroom.** Frequent absence from the classroom learning experience disrupts the continuity of the educational process for the students who miss and the rest of the class. When students miss school they deny everyone the opportunity to maximize the benefits of school. We strongly encourage that students be in school and actively participate in their education every day. If it should become necessary for a student to miss school we require verification from parents or guardians as to the reason for the absence.

### **Attendance/Truancy Policy**

**In order to obtain the greatest good from the educational experience at Osseo-Fairchild, it is vital for students to attend every hour of every day and be focused on the educational activity occurring in the classroom.** Frequent absence from the classroom learning experience disrupts the continuity of the educational process for the students who miss and the rest of the class. When students miss school they deny everyone the opportunity to maximize the benefits of school. We strongly encourage that students be in school and actively participate in their education every day. If it should become necessary for a student to miss school we require verification from parents or guardians as to the reason for the absence.

In accordance with state law, all children between six and eighteen years of age must attend school full time until the end of the term or semester in which they become eighteen years of age, unless they have a legal excuse, fall under one of the exceptions outlined in the state statutes, or have graduated from high school.

The Osseo-Fairchild School District expects that students will attend all classes, assemblies, and required meetings unless properly excused by a parent or guardian. Students are required to report to school and classes on time and to remain on the school campus during regular school hours unless excused by the office.

“**Truancy**” is defined as any absence of part or all of one day from school during which the school attendance officer or principal has not been notified of the legal cause of such absence by the parent or guardian of the absent pupil.

A “**habitual truant**” is a pupil who is absent from school without an acceptable excuse, based on the district attendance policies, on part or all of five or more days during school semester.

Students who are enrolled in **Virtual Instruction** are held to the same standards in regards to attendance. Students who are receiving **Simultaneous Virtual Instruction** are expected join the livestream of each class. Failure to do so will result in an unexcused absence. Students who are receiving **Non-Parallel Virtual Instruction** are expected to stay current with the completion of their assignments. Failure to meet due dates for assignments will result in unexcused absences. **Non-Parallel** students will receive an unexcused absence for each assignment that is not turned in by the due date.

A court referral may be initiated and/or citation issued for a student who is habitually truant.

## **Excused Absences**

A student's parent or guardian may call the school office at **597-3141 ext. 1406** anytime day or night to report an absence, unless the absence has been previously approved by an advanced make-up slip. Parents are expected to report, within 24 hours, any excused absence; otherwise, the absence will be considered unexcused.

Phone calls from parents or written excuses after an absence will be accepted only for the following reasons:

- Evidence that the child is not in proper physical or mental condition to attend school or an educational program. The district may request the parent or guardian to obtain a written statement from a physician or licensed practitioner as proof of the physical or mental condition of the child.
- A death in the immediate family or funerals for close relatives or friends.
- A court appearance or other legal procedure which requires the attendance of the student.
- The first day of an unforeseen family emergency.

## **Pre-Excused Absences**

All other absences require a written or phone request from a parent or guardian prior to the student's absence if the absence is to be considered legally excused. No more than 10 pre-excused absences for all or part of a day are permitted in a single year. Beyond 10 pre-excused absences parents or guardians must meet with the principal to discuss the circumstances; otherwise, the absences are considered unexcused. The reason for these pre-arranged, excused absences include but are not limited to the following:

- Religious holidays or attendance at special family celebrations.
- Family trips that are taken during the normal school term.
- Medical, dental, chiropractic, optometric or other valid professional appointments.
- College/technical school visits.
- Driver's license examinations.
- Non-participating sports tournaments.

## **Unexcused Absence**

All absences that do not fall under the definition of an excused absence are considered unexcused. Sleeping late, car trouble and missing "just a study hall" (or "HAMR Time") are not excused absences. Students who are unexcused from a single class more than 10 times in a semester may be withdrawn from the class and receive no credit.

For any first time unexcused absence the student will be assigned detention. The amount of time skipped will be equal to that time in detention. Second, and subsequent absences, will receive in-school-suspension time, to be determined by the Principal. The teacher's record will determine the official number of absences in each class. The O-FHS attendance officer will determine if absences are excused or unexcused. **In addition, if a student is not consistently decreasing their detention minutes, he/she will not be allowed to participate in any school sponsored extra-curricular activity or event.**

Senior students with more than 5 unexcused absences must have absences excused prior to participating in the graduation ceremony. Failure to do so may result in the student not being able to participate in senior activities including the class picnic and/or the commencement ceremony.

## **Tardiness**

A student who is unexcused and is less than 5 minutes late will be considered tardy. A student who is unexcused and 5 or more minutes late will be considered absent. After the 3rd tardy a 15 minute detention will be assigned. After the 6th tardy a 45 minute detention will be assigned. Chronic tardy students will be referred to the Principal.

### **Middle/Senior High School Breakfast/Lunch Policy**

#### **8500 – FINANCIAL MANAGEMENT FOR SCHOOL BREAKFAST AND/OR LUNCHES**

1. The breakfast/lunch prices for students and adults shall be reviewed and/or established by the Board of Education prior to the beginning of each school year. Prices are subject to change at any time by the Board of Education if deemed necessary.
2. Free and reduced breakfasts/lunches shall be offered in accordance to State and Federal regulations. Reduced lunch prices shall be reviewed and/or established by the Board of Education prior to the beginning of each school year and shall not exceed the maximum price established by State or Federal regulations.
3. When an individual or family account is at (20.00) or less, a notification is sent to the parent(s) as a reminder that the account is getting low. Parents also have the ability to access their account balance online at any time. Families and staff are expected to prepay and have sufficient funds in their account to cover the cost of meals or additional ala carte items purchased.
  - a) At the elementary level, parent(s) are notified when the account is in the negative, indicating that additional money must be added to the account in order to continue receiving breakfast/lunch for the student(s). Accounts due should not be allowed to exceed one week, and when it does, the parent(s) should send a sack lunch or money for their student(s).
  - b) At the middle and high school level, students are notified when their account is negative and reminded to either add to the account or bring a sack lunch. Accounts due should not be allowed to exceed one week, and when it does, the parent(s) should send a sack lunch or money for their student(s).
  - c) After one week if the account is still in the negative, no further purchases will be allowed to be made on the account.
4. Students who qualify for free breakfast/lunch shall not be denied participation in the program because of an outstanding account. However, ala carte items will not be permitted if funds are not available in the family account to pay for ala carte items.
5. Breakfast/lunch money collected at each building site should be deposited with the district business office as soon as possible.
6. Payment accounts shall be maintained by the building secretary or aide, when appropriate, and the assistant bookkeeper. Online payments are an option, as well as the availability to view account activity and balance information.

### **Middle/Senior High School Head Lice Policy**

- The infestation of head lice is considered a communicable disease (Wis. State 143.04). It is not a sign of uncleanliness and it is not responsible for the spread of disease.

- The Osseo and Fairchild Schools follow the evidence-based recommendations of the Center for Disease Control, the National Association of School Nurses, and the American Academy of Pediatricians. Data does not support school exclusion for nits or lice.
- If it is discovered that a child is infested with head lice, the parent/guardian will be notified and asked to treat his/her child. They will also be advised to check all members of the household.
- Immediate removal is not necessary. The student should be restricted from activities that involve close contact. They may be sent home at the end of the school day. They should be allowed to ride the bus home. The child will be sent home with Head Lice Information along with the Treatment Verification form.
- A student should not miss more than one day of school for the purpose of treatment unless additional time is needed as determined by the principal and/or the school nurse.
- The parent/guardian should send the completed Treatment Verification form back to school on the day the student returns to school.
- The student will be checked upon return to school as a courtesy measure to the parent/guardian. They will be updated as to the findings.

### **Due To Covid-19 Restrictions – Open Campus Will Not Be Allowed**

#### Closed Campus/Open Campus/Leaving School Grounds/Vehicle Use

*Osseo-Fairchild has a closed campus policy for students in grades 6<sup>th</sup>-12<sup>th</sup> grade, however, 11<sup>th</sup> and 12<sup>th</sup> grade students who have met the academic, behavior, and attendance criteria will be eligible to leave school during lunch with parent approval. In order to be eligible for open campus privileges, the following criteria must be met:*

- 11<sup>th</sup> or 12<sup>th</sup> grade student
- Parent permission
- Possession of THOR Card
  - o 3.1 GPA previous quarter
  - o 0 Major Behavior Referrals (previous and current quarter)
  - o No unexcused absences

*Students not meeting the Open Campus criteria, are not to leave the school premises or be in the parking lot for any reason during school hours without approval of the office. In ALL cases students must obtain permission from the office, in the form of a blue slip, to leave the school premises and upon return must sign in at the office. Students who leave school grounds without first obtaining permission from the office may receive a discipline consequence even if parents excuse the behavior at a later time.*

Students who drive to school will be expected to park only in the lot east of the school. Students who park vehicles in any other area of the school will be subject to disciplinary action and may have their vehicles towed or ticketed.

Use of the vehicle during the school day will be permitted only upon request of the parent and permission of the principal. Students who fail to follow this procedure will be subject to disciplinary action.

### **18-Year-Old Attendance**

Any student that has reached the age of 18 and is not living with their parent/guardian will be granted permission, after meeting with the principal, to excuse themselves from school for legitimate reasons. If the

school feels the student is abusing that right, a meeting between the administrator, counselor, and parent/guardian will be set up to discuss possible options for the student. If the student attendance does not improve, alternative placement for the student will be discussed.

### **Due To Covid-19 Restrictions – Students Will Have New Guidelines for Hallway Use**

#### **Passes**

*Activities in academic classes are of the utmost significance and take priority over all other school activities. Passes for students to leave class, other than those from the office, do not have to be honored by classroom teachers, particularly if the student has been chronically absent or is in poor academic standing in the class.*

*Every student in the corridors at other than passing time must carry a valid pass. Any student who leaves a classroom must sign out of the class on a form provided by the teacher. In the event of emergency, information about your location is critical.*

### **Due To Covid-19 Restrictions – Field Trips Will Be Cancelled**

#### **Field Trips**

*Field trips are an extension of the classroom and provide critical learning opportunities for students. Field trips, however, are not any more important than the learning happening in regular classes. Students may be denied the opportunity to attend a field trip if they are not demonstrating academic responsibility in all of their classes.*

### **Classroom Practices and Homework Policy**

**Once in class students are expected to fully participate in all classroom activities. Effective participation can only occur if students are properly equipped with the materials/resources needed for class, a positive attitude and any required class/homework completed.**

Each classroom teacher will establish their own set of academic and behavioral expectations for their class. These expectations will be shared with students and parents at the beginning of each semester/quarter. As part of these expectations, teachers will discuss homework practices and policies. Class/homework which does not meet acceptable standards may be deemed unacceptable and returned to the student for additional work.

Students or parents interested in the district homework policy (IKB) should check with administration. As a general rule, the district supports meaningful homework and asks teachers to attempt to follow time guidelines when giving students homework. The general guidelines for homework for middle school are 30 – 75 minutes per day and for high school are 60 – 100 minutes.

**BE RESPECTFUL – Respect is fundamental to all human relationships and, therefore, a cornerstone of our educational philosophy and behavioral expectations. All negative interactions can be avoided if we choose to infuse the following respect standards into our daily actions.**

#### **Respect Standards**

Our students and staff worked together to develop a set of guidelines concerning the relationships that exist

within our building. All of the adults and students are committed to promoting a positive, healthy environment that supports the needs and rights of all people. Core to that desire is the need to be respectful of others thoughts, actions, and property. To aid in the promotion of a respectful school environment the following standards have been established as the basis of our expectations of each other:

- Accept people for who they are and how they act, not for whom they are with.
- Show respect for all and expect it from all.
- Behaviors are judged through the eyes of others; your actions should not be seen as ridiculing, embarrassing, or poking fun at another person, their ideas or feelings.
- Treat all people fairly; expect more from yourself and be willing to forgive more from others.
- Standards of behavior apply to everyone, what we expect of others we must demand of ourselves.
- Own your actions; apologize if you have offended another. Never blame others or try to excuse your poor behavior.
- Every action adds to or subtracts from the respect you have earned. Encroaching on someone's personal space, misusing others property or violating another's trust will lead to a loss of respect.

**The following actions are deemed inappropriate and subject to consequences; as would any actions that would violate the respect standards.**

**Threatening or intimidating acts** - verbally or by gesture threatening the well being of any student or staff.

**Physical attack/fighting** - physically assaulting or attempting to injure any student or staff.

**Disrespect or verbal abuse** - to insult, call derogatory names, direct obscenities toward any student or staff

**Bullying** – Unprovoked behavior intended to intimidate or humiliate another, whether committed person to person or through the use of technology.

**Swearing, use of obscene language or gestures, or possession of obscene pictures**

**Harassment** - continuous and unwanted verbal or physical behaviors directed at another person or group.

**Sexual Harassment** - unwanted sexual advances or intimidation directed at another person, including touching, inappropriate verbal comments, gestures or notes.

**Inappropriate displays of affection** - kissing, embracing, or inappropriate touching. Good taste and respect for others should be the guideline for public displays of affection. The behaviors mentioned above are not appropriate for school.

**Property damage, vandalism, misuse, abuse or theft**

**Cheating** - stealing a test, tampering with a grade book, copying someone else's work etc.

**Hazing** - inappropriate initiation that humiliates, degrades, abuses or endangers a student; behavior that embarrasses or causes discomfort and interferes with the health and safety of students and a positive school environment.

**Insubordination** - the willful failure to carry out a reasonable request by authorized school personnel.

**Being in an unauthorized/unsupervised area** - in the hallway, gymnasium, library, computer lab, or the parking lot without a pass. Being in the locker area during lunch.

**Repeated or serious disruption of classrooms, assemblies, and other school activities**

**Possession, Use, Sale or Distribution of Alcohol, Tobacco, and other Illegal Drugs** - Each student has the right to be educated in an environment which is free from and to associate with students who are free from the use of alcohol, tobacco and drugs. It is the district's position that the school environment be orderly and safe in order for students to learn. The Osseo-Fairchild School District prohibits students from possessing, using, selling, distributing, or being under the influence of alcohol, tobacco and other illegal drugs. The use or sale of non-prescription drugs, prescription drugs without a medication consent form, alcoholic beverages, tobacco or nicotine dispensing devices like E-Cigarettes, whether a student is an adult or not, is prohibited on school grounds, on school trips, in school vehicles, as well as at or before school sponsored activities.

**Possession of weapons or other illegal/inappropriate objects**

**Other acts which disregard school rules or endanger the health, safety or property of others at school, on school busses, or at school sponsored activities**

**BE RESPONSIBLE – As students mature and are provided with greater freedoms and choices they also gain more responsibility for their actions, to advocate for themselves and to care for their fellow human beings.**

**Attendance**

When students have excused absences, including Out-of-School Suspensions, they are required by law the opportunity to make up all work missed in accordance with the following guidelines:

- It is the student's responsibility to contact teachers to make arrangements to complete assignments prior to the absence when possible and make arrangements for making up work missed during an absence from school.
- Teachers will grant the number of days absent plus one for make-up time for assignments given during the absence. This provision applies only to work assigned during absence unless an exception is granted by the principal due to extenuating circumstances.
- Examinations missed during an absence will be taken at a time mutually agreed upon by the student and the teacher.
- Failure to make up all work within the time allowed may result in no credit.

If a student is determined to be unexcused:

- The student may receive a zero for all work, except major exams, missed during the unexcused absence.
- Students have the obligation to obtain, understand, and retain for future reference and use, all materials presented during their unexcused absence.
- If a student believes they were marked unexcused absent inappropriately they will have one week to confirm that the absence was excused. After one week any consequences earned, except truancy referrals, will remain even if absences are ultimately excused.
- Consequences for unexcused absences will depend on the individual case but may include suspension from school.

## **Behavior**

We realize behavioral issues will arise that will impact the educational setting. If they do we expect students to accept responsibility for their actions, to be honest during any investigation, and agree to the consequence(s) given. Corrective actions may be taken by the classroom teacher in accordance with their classroom policies. If inappropriate student behavior persists or the rule infraction is of a serious nature, the incident shall be referred to a principal for investigation and action. The severity of the consequences applied by the principal depends upon two (2) factors: 1) the seriousness of the offense, and 2) the previous disciplinary record of the student. In an effort to effectively curb inappropriate behavior for all students, a variety of consequences have been adopted. It is the responsibility of the principal, working with staff, parents and other social organizations, to use meaningful consequences to curb individual behaviors and promote an orderly and safe environment throughout the school.

A disciplinary file will be kept for each student. The file will contain any/all contacts made by the office with an individual student regardless of the outcome. When dealing with a disciplinary situation, school officials will take appropriate action including, but not limited to, the following:

**Conferencing** - with the student, with the student and parent or with the student, parent and appropriate staff members.

### **Notification of Parent/Guardian**

**Loss of Privileges** - including but not limited to field trips, computer use, participation in extra curricular, co-curricular or class activities, open campus, work permits, bus privilege, hall passes, attendance at dances, graduation ceremony, etc.

**Confiscation of Inappropriate/ Illegal Items** – Any and all property of the Osseo-Fairchild School District is subject to search at any time. This includes but is not limited to lockers, electronic media and devices, and materials distributed by the Osseo-Fairchild School District. In certain cases where the staff becomes aware of a safety issue or threat, privacy rights become secondary to resolving the threat to either property or person(s). Students found in possession of items that are inappropriate for school will have those items confiscated. Confiscated items become the property of the school and do not have to be returned. Most confiscated items will be returned at the end of the day. Repeated offenses could result in the permanent loss of an item. Cell phones, which are confiscated more than once, will be returned only to parents.

**Loss of Full Time Student Status** – Students removed from courses for disciplinary or other reasons may lose full time student status and right to participate in all school activities.

**Detention** – Detention is earned by those students who choose not to follow the expectations set by the school administration. All detentions assigned by a teacher will be served with that teacher in their classroom, at their discretion. Detentions assigned by administration will be served in the pre-determined detention room at lunch Monday through Friday, **or before and after school by appointment with the Principal or Dean of Students.** Please note: The O-F MS & HS uses a progressive discipline system. This means that as the offenses multiply the consequences become more severe. Detention assigned by administration **MUST** be served on the designated date and time. If the student is not consistently reducing detention minutes, an in-school suspension or other disciplinary actions will be assigned. In addition, if a student is not consistently reducing their

detention minutes, he/she will not be allowed to participate in or attend any school sponsored extra-curricular activity or event.

**Restitution** - Payment for damages to school or personal property, whether damage was caused accidentally or intentionally.

**Canine Search** - For the safety of students and staff, random drug searches may occur throughout the school year using specially trained drug dogs. These animals could be used to conduct periodic random searches of student lockers and school parking areas.

**Breathalyzer or Other Drug Test** - Each student has the responsibility to keep his or her mind and body in a sound, healthy condition. If a staff member has a reasonable belief a student has been using alcohol or other drugs, a breathalyzer or other drug test may be required.

**Removal from Class** – Students may be removed from class for discipline reasons by the teacher. Removal from class will require the student to discuss the issue with the administration before returning to class. Consequences for removal will vary depending on each situation but could result in permanent removal from class with a failing grade, among other consequences.

**In-School Suspension or Out-of-School Suspension (1 to 10 days)** – Suspension may be assigned by the administration when deemed necessary.

**Referral to Police or Social Services, including Citations** – Some situations may require referral to other authorities by the school. The Administration may also find it necessary to receive support from the police or social services in some cases. The result could include a citation along with school discipline.

**Expulsion** – The administration reserves the right to recommend any student for expulsion if they believe it is in the best interest of the school.

### **Due Process**

Students accused of a violation of school policies will meet with the principal or his designee to discuss the accusation(s). Each student has the right to hear the accusations against him or her and to present their perception of the events surrounding the accusation. If after the investigation it is deemed that the student's behavior warrants one of the consequences listed above, the student will be informed of the type of consequence and when that consequence will be served. A student and his or her parent/guardian have the right to appeal the decision made by the principal. The appeal must be in writing and presented to the superintendent within 5 days of the decision. The superintendent then has 10 days to respond to the appeal.

### **Discrimination/Harassment/Complaint Procedure**

Discrimination is defined as any action, policy, or practice which is detrimental to a person or group of persons, or which limits or denies them opportunities, privileges, roles or rewards based, in whole or in part, on a protected class status; this includes bias, stereotyping, and harassment. Harassment is the continuous and unwanted verbal or physical behaviors directed at another person or group.

If students believe they are the victims of either discrimination or harassment, we expect them to see one of the guidance counselors or the principals to discuss the matter immediately. Students will be asked to fill out a

complaint form so the situation can be properly documented and investigated. Upon investigation any student or adult found to be harassing another person or group will be subject to serious disciplinary consequences, ranging from suspension to possible expulsion/termination. A copy of the district student discrimination and harassment policies and forms may be obtained in the office or from either of the guidance counselors. If there are further questions, please contact the High School Principal.

### **Directory Information**

State law allows the release of directory information to parties outside the school district unless parents/guardians request exception to its release. Unless notified in writing within 14 days of the date of publication the following directory data may be released to authorized parties: pupil's name, date and place of birth, telephone number, participation in officially recognized school activities, height and weight information of members of athletic teams, attendance data, photographs, and graduation information. Osseo-Fairchild is required to release a student's name and phone number to military recruiters or institutions of higher learning unless a parent/guardian requests that information not be disclosed in writing. If interested in prohibiting the release of information to outside agencies, please fill out a **Student Opt Out Form** in the high school office.

### **Student Records**

Students and parents have the right to inspect and review a student's educational record. They may also seek to amend any records that they believe to be inaccurate, misleading or in violation of the student's privacy rights. Parents or students who wish to review or amend any information in a student's record must make a requesting in writing to the school principal.

### **School Building and Property**

Each pupil is entitled to a well-equipped, well-maintained, clean and aesthetically pleasing school environment, and is responsible to respect and help maintain the appearance and cleanliness of the facility. One of the marks of good citizenship is that each person in our school takes a real interest in the care of the facilities provided for their benefit. This includes proper disposal of waste, recycling when appropriate, leaving work areas and equipment in the same or better condition than before use, putting materials away when done using them.

Individual teachers have the discretion to allow water in their rooms during the day. During lunch and nutrition break students may eat only in the commons.

### **Equipment Care**

Books, equipment and other materials are provided by the School District for your use and should be given the utmost care. You are responsible for all equipment checked out to you. The school district attempts to provide students with the highest quality items it can afford. These items are to be used so as to be of greatest educational value to you and others that may use them in the future. Therefore, students will be charged up to the replacement cost for all lost or damaged materials.

### **Locker Rooms**

Locker rooms are considered private areas for use by students and school staff members only. Adults, other than school staff members or volunteers, are not allowed in the locker rooms during the school day or at school

activities without permission of school administration. At no time may any video recording device, including cell phones, be used in a locker room to capture, record, or transfer a picture of someone in the locker room.

### **Student Lockers**

School lockers are owned by the Osseo-Fairchild School District and remain in the control of the Board of Education. Lockers are provided for the convenience of the students. Once the school assigns a student a hallway or physical education locker, it is the school's expectation that the student will keep a school padlock on their locker at all times. The school retains the right to conduct both announced and unannounced searches. Among the reasons are suspicions of concealed alcohol, drugs, material of a disruptive nature, stolen property, weapons, or other items which pose a danger to health and/or safety. If your locker is damaged in any way during the school year, report this damage to the office immediately. If damage is not reported, the student to whom the locker is assigned will be held accountable. Students should not put anything in their lockers or carry anything in their possession that they would not want the police to know about. Discovery of illegal materials may result in suspension and/or referral to appropriate authorities.

### **Student Valuables**

Students, not the school, are responsible for their personal property. The school does provide students with personal lockers. Physical education/athletic lockers and a storage area for band instruments, but is not responsible for items left at school. If you are concerned about the security of an item, it would be advisable to bring it home daily. When it becomes necessary to bring large and valuable items to school, you are encouraged to check these items in to the office. A list containing the exact items should be submitted with them.

If there is a problem with a locker you should report it to the office immediately. All school lockers require the use of a padlock. Students will be expected to buy a padlock from school. The lock will then be theirs to keep for the remainder of their school career. Padlocks other than the school's are prohibited.

### **Student Insurance**

Osseo-Fairchild School District does NOT purchase insurance for any of its students. The District has arranged an opportunity for Parents to purchase insurance if they so desire. Information on the student insurance policy is available from the Activities Director or Middle/Senior High School Office. Athletes still should report injury to the coach as soon as possible. If the athlete goes to the doctor or dentist, the injury must be reported to a coach or another authorized person.

### **Study Hall Regulation**

Study halls are designed to be quiet areas where students will be able to work on school projects, homework or read quietly. Students are required to check in at their study hall every day. Students with a pass from a teacher or who desire to go to the library or computer lab must check out with the study hall monitor and then check in when they arrive at their destination. Additional study hall rules will be handed out the first day of school.

### **Telephone**

Students may not use the office or classroom phones for personal calls except in emergency and only with staff permission. In the event a student receives a call, they will be called out of class only in the case of an emergency. Normally, phone calls for students will be handled between classes, during lunchtime, after school

or during study hall.

### **Appropriate Dress**

It is the belief of school administrators that clean, appropriate dress habits are conducive to the development of good citizenship and proper behavior. We ask students to develop dress habits which signify the respect warranted by a school. Students are requested to wear clean clothes and shoes. For reasons of health, safety, hygiene and respect, no headwear, including hoods, outside jackets or blankets, or slippers of any kind will be allowed during the school day. Students will be expected to wear shorts/skirts of reasonable and modest length. Clothing is expected to cover all undergarments and lower garments must stay up unassisted at the top of the student's hipbone or above. Garments must be of appropriate length, and cut and/or fit to meet these requirements while standing, sitting and bending. No clothing or jewelry which portrays alcohol, tobacco or other illegal drugs, demeans any individual or group of people, displays inappropriate sexual images or innuendo, or advertises any illegal activity will be allowed. Hats and headwear must be left in lockers from the first attendance bell to the final attendance bell. Students found in possession of a hat/headwear during the school day, unless they are entering or leaving the building on a pass, will have their hat/headwear confiscated. Otherwise, students may determine their personal dress as long as it is not dangerous to health and safety, indecent according to Wisconsin statutes, or disruptive to the educational process. If a student is unable to find suitable attire, parents will be contacted and asked to bring appropriate clothing for the student to wear. A student may not return to class until they have appropriate attire. Repeat offenders will be subject to more serious consequences.

### **Due To Covid-19 Restrictions – Student Visitors Will Not Be Allowed**

### **Student Visitor Policy**

Visitors are welcome as long as the principal approves their visit at least one day in advance of the visit. There will be no visitors during the first two weeks of school, the last two weeks of school, or on days immediately preceding or following a vacation. Visitors are welcome for one day and are limited to one visit per year. All visitors need to be of school age. The school they attend must not be in session on the day they visit.

### **Computer / Technology Policy**

Student use of technology is to be consistent with the educational objectives of the Osseo-Fairchild School District. Students are to be working in a supervised lab on curriculum related assignments when using district technology. The use of technology is a privilege, not a right. All communication over the District's networks is considered property of the school and subject to review by school personnel. Misuse of District technology may result in the loss of technology privileges and/or other disciplinary action. Misuse of the internet will result in the loss of internet privileges. Illegal uses of the internet are also subject to criminal action.

#### **Prohibited Behaviors when using District Technology include, but are not limited to:**

- using the network for any illegal activity, including copyright violation or other contracts.
- adding or deleting software from the network or individual workstations.
- degrading or disrupting equipment or system performance.
- vandalizing data of another user.
- gaining access to unauthorized resources or entities.
- invading the privacy of another user.

### **Smart Device Policy**

A “Smart Device” is any device which may be used for communication, to obtain internet access, or to play music.

Smart devices have become an integral tool in our technological world. In an effort to stay in tune with the world our students will enter and to maintain an appropriate educational environment, Smart devices may be used as a form of communication during nutritional break, lunch, and passing time. Smart device use during class time for non-communication purposes only, will be at the discretion of the classroom teacher or study hall supervisor. The school expects students using their smart device to display appropriate behavior and decorum. Individual students who are unable to demonstrate responsible behavior will have their device confiscated and will not be allowed to retrieve the device until the end of the day. Repeat offenders will not be allowed to retrieve their smart device at the end of the day and will be required to have a parent pick up the device.

The use of these devices to play music is always at the discretion of the teacher or adult supervisor. Furthermore, if students are allowed to use these devices, adults do have the right to inspect the contents for inappropriate material. Failure to comply will result in the loss of the privilege.

### **Graduation / Promotion Requirements**

**Education ultimately is about student growth academically, socially, psychology and physically. Our goal is to challenge every student to develop the skills and attitudes necessary to become responsible, productive citizens.**

To be eligible to graduate for Osseo-Fairchild High School, students need to meet the following graduation requirements:

Class of 2021 – 25.5

Class of 2022 – 26

Class of 2023 & Future Classes - 27

The following credits and courses are required for graduation.

Language Arts (English 9, 10, 11 12 or College Writing)	4 credits
Social Studies (US History, World Cultures, Civics, Sociology)	3 credits
Science (Biology)	3 credits
Mathematics	3 credits
Health	0.5 credits
Physical Education	1.5 credits
Personal Finance	0.5 credits

### **Promotion Policy**

In order to be promoted to the next grade at the end of the school year, a student must meet the following criteria:

#### **Middle School**

Students must pass Core and Encore classes each quarter in order to be promoted. At the end of each quarter, students will be provided with an opportunity to remediate any course for which they received a failing grade. Students who fail to remediate any course within the allotted time may be required to attend summer school to advance. Students who fail to remediate during summer school may be required to re-take the course(s) failed the following school year or may need to repeat the entire year.

**High School**

Students need to meet a minimum credit requirement in order to graduate. If a student fails a course they may need to retake that course to fulfill graduation requirements. It is possible, and likely, that high school courses would have students from different grade levels in the same class. Students must be aware of credit and course requirements while working towards graduation.

**Graduation Policy**

Any senior who does not show satisfactory progress toward the completion of the required credits/courses specified in District policy at the end of the third quarter will be notified that they will not be allowed to participate in the graduation ceremonies. If that student can show satisfactory progress by 15 school days from graduation, he/she will be notified that they may participate in graduation ceremonies; however, if their grades drop within that 15 days, and they fail to meet the graduation requirements, they will not receive a diploma.

Any senior showing satisfactory progress at the end of the third quarter will be allowed to participate in the graduation ceremony. This, however, does not guarantee they will receive a diploma. All graduation requirements will need to be met after the end-of-the year grades are posted in order to receive a diploma.

The school will recognize three levels of honor students. The students will be selected solely on the basis of grade point average. The minimum g.p.a. for each of the levels of honors is as follows: Highest Honors -3.8; High Honors - 3.5; Honors - 3.1

**High School Academic Letters and Pins**

Grade 9	3.8	Gold	3.8
Grade 10	3.6	Silver	3.5
Grade 11	3.4	Bronze	3.1
Grade 12	3.3	Platinum	0.5 above their cumulative g.p.a.

**Honor Roll Determination**

A Honor Roll	-	Quarter/Semester g.p.a. of 3.818
B Honor Roll	-	Quarter/Semester g.p.a. of 3.0

At Osseo-Fairchild High School no student will be discriminated against in any curricular, extra-curricular, pupil service, or other program or activity on the basis of sex, race, color, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, physical, mental, emotional or learning disability.