

Fulton Middle School Student Handbook

2009-2010

All information contained in this handbook is to be used as a guide for the students and building administrator to follow. The building administrator can vary from this handbook regarding decisions and applications, when deemed appropriate

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PHILOSOPHY OF FULTON MIDDLE SCHOOL

The purpose of Fulton Middle School is to provide students in grades 7 and 8 a transition that meets each student’s needs as they travel from the self-contained elementary school to the independent high school.

This is to be accomplished through the use of research-based, middle school concepts. These concepts include creating small communities for learning and teaching a core of academic knowledge that provides success for students. In addition the middle school operates within a flexible schedule that allows school personnel to adapt to varying student and educational needs. The professional staff is trained to educate these youth within the school and community, with the cooperation of the parents.

It is desired by the middle school staff that students who enter this program will learn, grow, and be prepared to move forward, successfully, in school and in their lives.

FULTON MIDDLE SCHOOL MISSION STATEMENT AND GOALS

Fulton Middle School, in alliance with our communities, provides students with a successful academic and social transition from elementary to high school. All students will develop a sense of responsibility for themselves and their larger community, while gaining a sense of belonging and identity. This will lead to a lifetime of discovery and learning. Our mission will be achieved by:

- 1) Establishing guidelines for academic and social behavior.
- 2) Providing a safe and supportive environment.
- 3) Building on the established foundation of academic success.
- 4) Evaluating goals and objectives.
- 5) Providing opportunities for career exploration.

ACADEMIC INFORMATION

Grades are reported to parents and student 8 times during the school year and are available at anytime on the "TeacherEase" web page. Report Cards 4 times (at the end of each nine weeks) and Progress Reports 4 times (in the middle of each marking period). Report cards will be out on the Friday following the end of the marking period. The purpose of the report card is to have the student and the student's parents informed of his or her progress. It will not be necessary to return this card to the school.

GRADES ARE AS FOLLOWS:

A+	97-100%	C+	77-79%
A	93-96%	C	73-76%
A-	90-92%	C-	70-72%
B+	87-89%	D+	67-69%
B	83-86%	D	65-66%
B-	80-82%	F	below 65%

An incomplete (I) for any semester or marking period must be made up within two weeks of the issuance of the grade. Should extended illness or unusual circumstances arise, extension of this period must be arranged with the teacher. Failure to remove an incomplete satisfactorily or to make appropriate arrangements, within the allotted times, will result in a failing grade for the assignment missed. If an incomplete grade is issued at the end of the school year, the student will have two weeks from the end of that same school year to complete the assignment missed.

Semester grades are based on the grades received throughout the semester. Each marking period will count 50% toward the semester grade. A semester grade will be entered into the student's cumulative record for each class taken per semester.

In addition to the letter grades given on the report card, there is a column for citizenship. In this column, teachers will put a citizenship number, which will correspond to a level of appropriate citizenship/behavior on the report card.

Students applying to transfer to Fulton Middle School from another district without establishing residency must meet the following guidelines:

-Meet the guidelines of the Gratiot-Isabella RESD "Schools of Choice" program and Fulton Board of Education policy for acceptance between June and August

-Once school begins, enrollment will be with the building principal and Superintendent's permission only. The student must have a written release from their resident district and enrollment must take place before the student audit enrollment date in the appropriate semester.

STUDENTS' RIGHTS, RESPONSIBILITIES, & LIMITATIONS

STUDENT RIGHTS

Students in the school have rights such as those outlined in the Constitution and the laws of the United States and the State of Michigan, within the limitation of their age. After they reach legal adulthood, at the age of 18 years, they have the full rights, responsibilities, and liabilities of those with the respect that any human being deserves. There are, however, some rights which perhaps need to be emphasized.

1. The right of free speech. Students have the right to express their opinions and seek answers to their questions. This is limited by common sense. For instance, if the teacher asks the class to be quiet and a student continues to talk, it ceases to be freedom of speech and becomes a disruption.
2. The rights of due process and legal representation. If a problem arises which the office must deal with, students are protected by the due process procedure, and they do have the right to seek legal representation, especially in a situation where the consequences are important.
3. They have the right to expect that information given to a counselor, teacher, or administrator will remain confidential and be given only to those people to whom it is relevant.
4. Students have the right to expect their school records to remain confidential and to be open to the student and only those school employees who need to have access to them. Students may expect that upon request a transcript be made available to them without due delay.

STUDENTS' RESPONSIBILITIES

Students, like everyone else in school, have the responsibilities of treating others with respect and fairness and to show common sense in all situations. There are, in addition, other areas in which students have specific responsibilities in the school setting. These include:

1. The responsibility of taking pride in and care of the building and school property. This building has served over 2,500 students. It is the responsibility of the current student body to carry on the fine tradition of proper care and respect for Fulton Schools.
2. Students have the responsibility to keep themselves informed about school in general (rules, rights, policies, due process, and other information in the handbook). They have particular responsibilities to keep informed concerning current classroom situations.
3. They have the responsibility of getting information and assignments missed due to absence.
4. They are responsible for their attendance in school and the classes in which they are enrolled.
5. Students have the responsibility to protect their private property and to respect the private property of others.
6. Students have the responsibility to get as much as possible out of this opportunity by putting forth maximum effort in their studies.
7. Students are constantly representatives of Fulton Middle School, and therefore, proper sportsmanship should be shown at all times during athletic contests, assemblies, and field trips. It is expected that general courtesy will be shown to visitors in our school.

LIMITATIONS OF STUDENTS

The following activities are among those defined as criminal under the laws of the State of Michigan.

1. ARSON - The intentional setting of fire.
2. ASSAULT - Physical threats or violence to persons.

3. BURGLARY - Stealing of school or personal property.
4. EXPLOSIVES - Explosives or threat to use explosives of any kind are not permitted on school property or at any school sponsored events. This includes fireworks of any kind.
 5. EXTORTION, BLACKMAIL OR COERCION - Obtaining money or property by violence or forcing someone to do something against his/her will by force or threat of force.
 6. FIREARMS - (ILLEGALLY USED) Firearms are prohibited on school property or at school sponsored events.
7. LARCENY - THEFT.
8. MALICIOUS MISCHIEF - Property damage.
9. ROBBERY - Stealing from an individual by force or threat of force.
10. SALE, USE OR POSSESSION OF ALCOHOLIC BEVERAGES OR ILLEGAL DRUGS.
11. TRESPASS - Being present in an unauthorized place or refusing to leave when ordered to do so.
12. UNLAWFUL INTERFERENCE WITH SCHOOL AUTHORITIES - Interference with administrators or teachers or staff by force or violence, or by threat of force or violence.

The commission of, or participation in such activities in a school building, on school property, or at school-sponsored events is prohibited. The police may be contacted and asked to assist in dealing with these activities.

The school, regardless of whether or not criminal charges result, will take disciplinary action. In addition, any student with knowledge of criminal activity is required to report the activity to a staff member. Otherwise, the students may be considered an accessory to the crime and be disciplined accordingly.

DISCIPLINARY AREAS AND PROCEDURES

Discipline in the classroom is the responsibility of the teachers and the students. Disruptive conduct by students in a classroom can result in various discipline measures such as contacting parents, disciplinary reports, detention, in-school suspensions assigned by the classroom teacher, not allowed to attend field trips or school functions.

Three (3) recorded discipline incidents of a student within a 9-week marking period will result in a two (2) hour Saturday-school detention. Every recorded discipline incident of a student beyond the 3 in a marking period will result in an additional Saturday detention assignment. Students will not be allowed to participate in "Reward Trips" if they have been assigned a Saturday detention. Other specific situations are as follows:

A. SMOKING

Students are strictly prohibited from smoking and participating as accessories in the smoking act (chewing tobacco; visibly carrying tobacco products in the school building, on school grounds, or at school functions away from the premises). Violators will be suspended from school for a minimum period of five (5) days on the first offense, minimum of ten (10) days on the second offense, and on the third offense will be suspended pending a referral to the superintendent for possible Board of Education action. The police will be contacted and criminal charges will be pursued.

B. ALCOHOLIC BEVERAGES AND/OR ILLEGAL DRUGS

The school has a "Drug Free" zone that extends 1000 feet beyond the school boundaries as well as to any school activity and transportation. This means that any activity-sale, use, distribution, or use of drugs, alcohol, fake drugs, steroids, inhalants, or look-alike drugs is prohibited. If caught, the student will be suspended for a minimum of 10 days, law enforcement officials will be contacted, and the student may be considered for expulsion by the school board. Sale also includes the possession or sale of over-the-counter medication to another student.

The student suspended due to violation of the alcohol or illegal drug prohibition must undergo an approved counseling assessment. An appointment must be made by the student/parents and be confirmed by administration. If the student and family fail to seek treatment and/or follow the recommendation of the assessment team, one or both of the following actions shall be taken:

1. Recommendation for expulsion, or
2. Notification of a law enforcement official.

Second offenders of either of the above will be referred to the Board of Education and permanent expulsion recommended.

C. DRESS AND APPEARANCE

While fashion changes, the reason for being in school does not. Students are in school to learn. Any fashion (dress, accessory, or hairstyle) that disrupts the educational process or presents a safety risk will not be permitted.

Students should consider the following questions when dressing for school:

- Does my clothing expose too much?
- Does my clothing advertise something that is prohibited to minors?
- Would I interview for a job in this outfit?
- Am I dressed appropriate for the weather?
- Do I feel comfortable with my appearance?

Shirts and tops with sleeves are required. Full-length shirts and shoes are required of all students. Halters, hats, head coverings, low cut tops that reveal cleavage, "see-through" clothing, sunglasses, and tank tops are not considered proper attire for school. Undergarments should not be exposed. Hats or clothing that advertise the use or sale of alcohol, drugs or tobacco products are not appropriate for the school setting and will not be allowed. Shorts and skirts should be no shorter than approximately a 4" inseam.

If a student has selected a manner of appearance that does not meet our guidelines the student will be requested to come into compliance as soon as possible or may be removed from the school setting. Coats and book bags are to be kept in lockers and not in the classroom.

D. DISRUPTIVE CONDUCT

Conduct that materially or substantially interferes with the educational process of the school is prohibited. Recorders or radios, including headphone sets mp3 players are not to be played until after school dismisses.

E. COOPERATION WITH SCHOOL PERSONNEL

Students must obey the lawful instructions of school district personnel, and students' actions will show respect for teachers and other personnel at all times. Students will display this cooperation in class by giving an honest effort to meet class requirements and to obey the teachers' requests. Insubordinate behavior will not be tolerated.

F. REFUSAL TO IDENTIFY SELF

All persons must, upon request, identify themselves to proper school authorities in the school building, on school grounds, or at school sponsored events.

G. CHEATING

Cheating and Plagiarism are strictly prohibited. Each offense of cheating will result in an automatic zero for the work or test. A second offense will result in an in-school suspension assignment. A third offense can result in the lowering of the marking period grade by one full letter grade. Allowing another student to copy ones work is cheating.

H. INAPPROPRIATE DISPLAY OF AFFECTION

Displays of affection in the building and on the school grounds are in poor taste and are unacceptable. Violations will be dealt with in a three (3)-step process. These include: (1) Students involved will be called in for a conference with the principal. (2) The principal will make contact with the parents to explain and discuss the problem. (3) Discipline assignment.

I. STUDENT RESPONSIBILITY FOR BOOKS, LOCKS, LOCKERS

When a student is given a book, lock or locker by the school, it becomes the student's responsibility. The student is responsible for any damages or loss. Students are expected to keep their lockers locked throughout the day. Students are responsible for the contents of their locker.

J. GLASS BOTTLES AND POP

Glass bottles of any type are STRICTLY PROHIBITED in the school buildings and on school grounds before, during, or after school hours. POP is not permitted in classrooms, lockers or the hallways of the school building. POP found in these areas will be taken and disposed of immediately by school staff. POP is only allowed in the student commons area of the building.

K. LOCKER ASSIGNMENTS

Students are not to change lockers from the one they were assigned unless this change has been authorized by the principal's office. Students found in violation may be assigned detention or suspension.

L. THEFT

Proper respect for the property of others is to be shown at all times. Theft will not be tolerated, and students caught stealing will be dealt with severely with the 1st offense calling for a (5) day suspension, and a 2nd offense a ten (10) day suspension. Students are asked not to keep sums of money on their person or in their locker. The office is available to keep valuables or money under secure conditions. When appropriate the authorities will be contacted in acts of theft.

M. DESTRUCTION OF PROPERTY / VANDALISM

At no time will destruction or damaging of property be tolerated. Extreme cases will result in suspension with the possibility of expulsion being recommended. It is the intention of the Board of Education to seek damages in all cases of malicious destruction or damage of school property (books, lockers, desks, etc.) Criminal charges will be pursued.

N. POSSESSION OF/THREATS TO USE FIREWORKS OR EXPLOSIVES OF ANY TYPE ON SCHOOL GROUNDS

No student shall threaten to use, possess, sell, transfer, or ignite any explosive device at school or at school activities. Violators will be suspended with a likely referral to the police and may lead to a recommendation for long-term suspension or expulsion by the school board. Threats include phone calls, written communication or verbal statements made to lead people to believe there is a concern for the safety of the students and staff at school. Such threats will be pursued to the full extent of the law.

O. CLASSROOM DETENTION POLICY

Detentions may be assigned for disciplinary actions before and/or after school. If a detention is not attended, or make up arrangements made, a second detention will be added. If a student fails to make up these assigned detentions, this will result in Saturday detention or suspension from school.

P. FORGERY

Students found to be utilizing forged communications will face disciplinary action. Involvement in forgery includes writing a communication for another student.

Q. PHYSICAL/VERBAL ASSAULT

Physical assault at school against a District employee, volunteer or any other student which may or may not cause injury may result in charges being filed and the student subject to suspension and/or expulsion. Physical assault is defined as "intentionally causing or attempting to cause physical harm to another through force or violence." Verbal assault at school against a District employee, volunteer or any other student or similar threats directed at a school building, property or school activity may result in suspension and expulsion. Verbal assault is a communicated intent and ability to act on the threat.

R. AIDING OR ABETTING VIOLATION OF SCHOOL RULES

If a student assists another student in violating any school rule, she/he will be disciplined and may be subject to suspension or expulsion. Students are expected to resist peer pressure and exercise sound decision-making regarding their behavior.

S. POSSESSION OF ELECTRONIC EQUIPMENT

Students are not allowed to use electronic toys, cellular phones, laser pens or like items that cause a disruption to the educational setting during the school day. Radios, headsets, music players, should be kept in student lockers unless teacher permission is given to use in their classroom. Cell phones can be carried for emergency purposes only, but must be turned off during the school day and kept out of sight. A first offense will cause the item to be confiscated and it will be returned to the student at the end of the day. A second offense in the same classroom will cause the phone to be taken away and the student's parent will need to pick it up. If additional offenses occur, the item will be confiscated for one week by school authorities and will be returned to the student's parent after this time period.

Inappropriate use of an Electronic Equipment Device includes receiving or sending abusive, profane, threatening, racist, sexist, or pornographic materials or messages during school hours or during school activities and is not allowed. A student inappropriately using any device to take or transmit images will face disciplinary action up to and including out-of-school suspension, loss of privileges, and may be recommended for expulsion in certain cases.

T. POSSESSION OF A FIREARM, ARSON, AND CRIMINAL SEXUAL CONDUCT

In compliance with State law, the Board shall permanently expel any student who possesses a dangerous weapon or commits either arson or criminal sexual conduct in a District building, including school busses or other school transportation.

A dangerous weapon is defined as a "firearm, dagger, dirk, stiletto, knife with a blade over three (3) inches in length, pocket knife opened by a mechanical device, iron bar, or brass knuckles' or other devices designed to or likely to inflict bodily harm.

SEARCH AND SEIZURES

1. There should be reasonable cause or evidence for school authorities to believe that the possessions of an item or items constitute a crime or rule violation.
2. General searches of school property may be conducted at any time. However, if property assigned to a student is searched, the student should be present.
3. Search of an area assigned to a student should be for a specific item and be in his or her presence in most situations.
4. School authorities may seize firearms, weapons or other possessions reasonably determined to be a threat to the safety or security of others.
5. Items that are used to disrupt or interfere with the educational process may be temporarily removed from the student's possession for a period of up to one week.
6. Officers of the law, appearing with duly processed search warrants, should be accorded the right to search or inspect according to the order. The superintendent shall be notified of such a search as soon as possible, and parents of the student shall be informed.
7. In case of specific searches of a student's locker, desk, person, or personal belongings, the student should be permitted to have another student or person in attendance with him/her. It is also advisable for the person conducting the search to have another adult present.

SATURDAY DETENTION

A Saturday detention is an alternative to either an in-school or out-of-school suspension that results from an infraction of the rules listed in our student handbook. The kinds of violations that may call for a Saturday detention include, but would not be limited to:

Truancy - Including failure to report to each class during the school day.

Show of disrespect.

Improper use of a vehicle.

Persistent disruptive behavior or misconduct.

Failure to display an effort to meet class requirements.

Persistent tardiness.

The building principal will assign Saturday detention, in-school suspension and out-of-school suspension.

Failure to report for an assigned Saturday detention will call for a minimum (2 day) in-school suspension.

Any student, who is assigned an in-school suspension, by the principal, will not be allowed to compete in that day's athletic contest.

SUSPENSION AND EXPULSION PROCEDURES

SUSPENSION PROCEDURES

On the basis of the current status of the present school law, the principal of Fulton Middle School is delegated the authority to temporarily separate or suspend a student from school. Suspensions of more than ten (10) days are to be discouraged. In such actions, the following precepts shall be adhered to:

1. A student shall be fully informed of the charges brought against him or her and will be given the opportunity to respond to charges and present information to refute them.
2. The student shall be informed of resulting action and the rationale for action.
3. When a student is under temporary separation or suspension for all classes for a full day or more, the following conditions shall apply:
 - a. The student will be carried on the rolls of the school but will be reported absent for the period of the exclusion.
 - b. During the exclusion the student will not participate in any extra-curricular activity or be present on school property (unless with parent or guardian for a prearranged conference with an administrator or by written permission of an administrator of the school district).
 - c. The student is responsible for all work missed during the suspension period and should hand in this completed work prior to return to class when possible.

- d. If the period of exclusion extends beyond the current school year, the remaining period of suspension may extend into the following school year.
4. The parents shall be notified if the student is to be temporarily separated or suspended from school. Written notification of such contact shall be in the student's cumulative file. Notification shall include charges and conditions of suspension.
5. The superintendent or administrative officer designated by him shall be notified immediately of any separation or suspension.
6. Parents shall be notified in writing of appeal procedures, which shall include the following:
 - a. Parents may request a conference with the principal. Such requests shall be made within the period of separation or suspension. The principal shall affirm or modify the term of his action within two (2) school days from the date of the conference. The principal's decision in case of temporary separation shall be final.
 - b. Within five (5) school days from the principal's decision the parent may appeal such decision to the superintendent of schools or his designee. The superintendent shall affirm or modify the decision of the principal within two (2) school days from hearing the appeal.
 - c. The superintendent's decision may be appealed to the Board of Education within five (5) school days of such decision.
 - d. The Board of Education shall schedule a hearing within ten (10) school days and shall notify the parents that said hearing shall be conducted under the following rules and procedures:
 1. Written notice shall be given of the time, date, and place of the hearing.
 2. The student or parent may be represented by an attorney or other adviser of his choosing.
 3. Witnesses may be presented at this time.
 4. The hearing is not a court proceeding, and court rules of evidence shall not be enforced at such hearing.
 5. There may be present at the hearing: the principal, the Board of Education's attorney, and such resource person as the president of the Board of Education deems essential to the proper adjudication of the case.
 6. The Board of Education shall render a written opinion of its determination within two (2) school days from the date of the hearing. Such written opinion shall be forwarded to all parties concerned.

TEACHER INITIATED SUSPENSION

A teacher may suspend a student from class, subject, or activity for up to one (1) full school day for certain conduct as specified in the Code of Conduct. The teacher shall immediately remove the student from the class or activity. As soon as possible after the suspension, the teacher shall schedule a parent-teacher conference regarding the suspension as well as inform the student of the reason for suspension. The principal may attend upon request of the teacher or parent. The student shall not be returned to the class, subject, or activity that school day without the consent of both the teacher and the principal.

EXPULSION PROCEDURES

The superintendent shall make recommendation for the expulsion of a student from school to the Board of Education. Such action is generally taken upon recommendation of the principal. The principal's recommendation shall be communicated to the superintendent in writing, signed by the principal and accompanied by the student's cumulative file. Except in cases stemming from overt behavior, it is expected that parental conferences would have been held at the building level prior to the exclusion recommendation. These procedures shall be followed:

1. The student shall be under suspension pending the recommendation of the superintendent to the Board of Education.
2. The superintendent's recommendation to the Board of Education shall be in writing. It shall include the essential elements which form the basis of the charge. A copy of the recommendation shall be transmitted to the parent or guardian of the student being considered for expulsion.
3. The Board of Education shall set the date, time, and place of the hearing and shall transmit written notice of same to parent or guardian at least five (5) school days before the day of the hearing.
4. The hearing procedure shall follow that set forth in 6-d of the section entitled Suspension and Expulsion Procedures. Efforts shall be made by the school, but not guaranteed, to provide alternate means by which a student under an extended expulsion or suspension may continue his or her education. Such opportunities may include evening classes, correspondence courses, special programs, or transfer to another school or school system.

ATTENDANCE, EXCUSES, TARDINESS AND TRUANCY

It is imperative that students be in attendance each school day in order not to miss a significant portion of their education. Many important opportunities result from active participation in classroom and other school activities, which cannot be replaced by individual study.

1. Parents are requested to call the school on the morning that they know their son or daughter will be absent. Calls may be made from 7:15 a.m. If a phone call is not possible, then a signed note from the parent, explaining their child's absence, is required upon the student's return to school. Any absence, for which parent contact with the school is not made, is considered unexcused.

2. The following will be considered excused reasons to be absent from school:

ILLNESS

ATTENDANCE AT A WEDDING

ATTENDANCE AT A FUNERAL

DOCTOR AND DENTAL APPOINTMENTS

AUTHORIZED TRIPS WITH PARENTS (pre-excused at east one week in advance)

HUNTING up to two (2) DAYS PER YEAR (notice provided in writing by the parents prior to being absent)

3. Students are expected to make up all work missed during their absence (excused or unexcused) and will receive appropriate credit if completed within the proper time frame (Number of days absent plus one day).

4. In case of illness of over five (5) days, the parent is to contact the Middle School Office to make appropriate arrangements.

5. No student in attendance is to be absent from class without authorization from the teacher and/or the office. Violations of this policy will be subject to a Saturday detention or suspension.

6. A student absent from school grounds without parent and school office authorization is truant and subject to Saturday detention or suspension.

MAKE UP WORK

It will be the student's responsibility to contact the teacher and to arrange for make up of any work missed. Completion date of make-up work shall be equal to the absence plus one day unless other arrangements are made with the teacher. Teachers are to be contacted the day the student returns to school after an absence to arrange make up work.

EXAMPLE: If you are absent three (3) days, you will have a maximum of four (4) days to make up the work. However, students absent the day of a test, which has been announced in advance, are to take the test the day of return. Students on out-of-school suspension are expected to hand in all possible make-up work upon the day of return to school.

TARDINESS

Tardiness of more than ten (10) minutes will be considered an absence. The teacher will notify the student when such tardiness is recorded as an absence. Each teacher is responsible for handling penalties for tardiness of less than ten minutes. This may include staying after school (the student is responsible for his or her own transportation home). Students earning three (3) unexcused tardies in a nine-week period will be assigned a Saturday detention.

Tardiness is defined as not being in your assigned location when the teacher begins class. Regular bus riders are not counted tardy if the bus is late and students are not in their proper places when the last bell rings. Since the school furnishes transportation, car trouble will not be excused.

TRUANCY

Absence from school (truancy) is not acceptable. After 10 days of truancy in any marking period, a student will be considered an "habitually absent" student which can result in a referral to the County Truancy Officer for further action by local authorities.

STUDENT PROGRAMS

STUDENT COUNCIL

The Fulton Middle School has a Student Council made up of elected representatives from each grade. This group functions as a voice to the principal from the students; activity organizers for the school; a learning opportunity for the students; an aid in the decision making process in the school.

DRIVER EDUCATION

Driver education is offered by the school and is open to Fulton School District students who have obtained the age of 15 by the last day of scheduled driver education classes, and who have met the eligibility requirements as set forth by the Board of Education (no more than one failure in the previous semester) and have met the basic physical requirements set forth by the State of Michigan.

STUDENT FEES

Students in grades 7/8 will be charged a \$10.00 book deposit fee to cover lost or damaged books and equipment. This book deposit must be paid before any book or equipment will be issued. If a problem exists in paying this deposit, special arrangements may be made through the principal's office.

The book deposit will be held through high school. If damage or loss occurs with regard to books or other equipment assigned to an individual, the amount of the damage will be subtracted from the \$10.00. The student will be expected to return his or her account to a \$10.00 balance, with no outstanding debts, at the beginning of each year.

GUIDANCE PROGRAM

The guidance office is open from 7:45 to 3:15 P. M. Information on careers, jobs, schools, and training opportunities are available for students and parents.

The counselor will talk with students and parents about school programs or problems, career and educational plans, and personal decisions.

Students who wish to go to the guidance office should see the counselor before school or at noon. Parents who wish to see the counselor for an appointment may call 236-7232. Evening appointments for parents who work during the day may be arranged.

ATHLETICS

The Fulton Middle School offers the opportunity to every student to participate in our Middle School Athletic Program. The purposes of our athletic program are to provide the chance to participate in an organized team activity, to learn the basic skills of the sport, and to grow and mature physically, mentally, socially and emotionally.

ASSEMBLY BEHAVIOR

At any meeting of larger groups for non-athletic events in the school, such as class meetings, school wide meetings, or registration for classes, students are asked to particularly pay attention to their behavior. Even though our assemblies must be held in an athletic facility, the proper behavior is not that of an athletic event. It should more nearly approximate that of a classroom. The reason for this is both for politeness and respect for the program participants as well as efficient conducting of business or effective appreciation of the program. Please follow these guidelines:

1. Do not indulge in yelling, whispering, or excessive noise before, during, or after the program.
2. Please cease talking immediately when it is apparent that the speaker or program is about to begin.
3. Do not talk during the presentation.
4. Treat the participants with politeness and respect at all times.

Teachers are asked to discipline students who behave inappropriately and to report the incident to the principal.

ATHLETIC EVENT BEHAVIOR

During any athletic event, students are expected to exhibit sportsmanlike conduct at all times. Guidelines for proper behavior include (1) helpfulness and politeness to visitors, (2) respect toward other teams and officials, (3) no gross behavior or booing during foul shots in basketball, no foul language, etc. (Please remember to remove hats, stand quietly and face the flag during the National Anthem.)

MISCELLANEOUS INFORMATION

USE OF FACILITIES

Students are not to use any room or equipment in the school without adult supervision.

VISITORS AT SCHOOL

Any visitor to the building is first required to check with the office and obtain permission to be in the school. Visitors are discouraged from regular patterns of attendance or attendance in classes.

MEDICINE, MEDICATION AND TREATMENT AT SCHOOL

Any and all medicine or medical treatment for students must be given to the office and dispensed from the office. Parents are requested to inform the office personnel and have all appropriate forms completely filled out prior to dispensing any medicines at the school.

TECHNOLOGY, COMPUTERS AND THE INTERNET

All students by exercising their right to access computer technology imply acceptance of the responsibility to respect and maintain the computer property of the school district. Students will be given the appropriate district policies and fully expected to comply with all requirements and expectations. Penalties for noncompliance will be fully explained within the policies.

STUDENT CONDUCT ON SCHOOL BUSES

The following procedures will be used in dealing with misbehavior on the school's buses:

1. For minor offenses an incident report will be filled out by the driver, the parent will be contacted, and a copy of the report will be sent to the parent, building principal and transportation director.
2. A 2nd offense will result in a suspension of up to five (5) days of bus riding privileges. This fact will be noted in the student's file, parents will be contacted and, in case of a suspension, parents will assume responsibility for student's transportation to and from school.
3. A 3rd offense will result in a suspension of up to ten (10) days of bus riding privileges. This fact will be noted in the student's file, parents will be contacted and, in case of a suspension, parents will assume responsibility for student's transportation to and from school.
4. Each referral thereafter will result in further disciplinary action up to and including a bus expulsion.

Since some offenses on the bus are very dangerous to all riders and could result in serious accident, the commitment of these offenses could result in the immediate suspension of up to fifteen (15) days on the first or later offense.

Students are expected to follow the following rules on the bus:

1. Observe the same conduct as in the classroom.
2. Be courteous, use no profane language.
3. Do not eat or drink on the bus.
4. Keep the bus clean.
5. Cooperate with driver.
6. Do not be destructive.
7. Stay in your seat.
8. Keep head, hands and feet inside the bus.
9. Bus driver is authorized to assign seats.

HARRASSMENT

Harassment of students is prohibited, and will not be tolerated. This includes inappropriate conduct by other students as well as any other person in the school environment, including employees, Board members, parents, guests, contractors, vendors, and volunteers. It is the policy of the District to provide a safe nurturing educational environment for all of its students. This policy applies to all activities on school property and to all school-sponsored activities whether on or off school property.

Harassment 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 would include harassment based on any of the legally protected characteristics, such as sex, race, color, national origin, religion, height, weight, marital status, or disability. This policy, however, is not limited to these legal categories and includes any harassment that would negatively impact students. This would include such activities as stalking, bullying, name-calling, taunting, hazing, and other disruptive behaviors.

See Board Policy 5517 for complete policy statement.

NONDISCRIMINATION AND ACCESS TO EQUAL EDUCATIONAL OPPORTUNITY

These guidelines shall be used to ensure that the Board of Education's policy on nondiscrimination (Policy 2260) is implemented properly and in compliance with Federal and State laws and regulations, particularly Part 104 of Section 504 of the Rehabilitation Act of 1973 (34 C.F.R.). A copy of Part 104 is provided as AG 2260A.

That policy states:

The Board of Education does not discriminate on the basis of religion, race, color, national origin, sex, disability, or age in its programs, activities, or employment.

The following person(s) have been designated to handle inquiries regarding the non-discrimination policies of the District or to address any complaint of discrimination:

Mr. R. Chuck Mungall
Superintendent
Fulton Schools
8060 Ely
Middleton, MI 48856
989-236-7300