

FARMINGTON CENTRAL HIGH SCHOOL



Student Handbook *2016 - 2017*

Mission Statement: "Central High School provides our diverse student population with a supportive and caring learning environment. Students are encouraged to achieve their highest personal and academic potential as responsible contributors and life long learners in our rapidly changing world."

Farmington Central High School

30415 Shiawassee Road

Farmington Hls, MI 48336

Phone: 248-489-3333

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www.farmington.k12.mi.us



Dear Student and Parent:

The staff of Farmington Central High School welcomes you and your family to **YOUR** school. Our goal is to ensure a vibrant future by helping you reach your full potential as a student, and member of the greater Farmington/Farmington Hills community.

In an effort to assist you, we have designed this handbook to also serve as a resource that will encourage your use of the many services available at Central High and our affiliate learning institutions, and to communicate expectations that are designed to promote positive learning communities while you prepare for our global society. We are confident that these resources will be beneficial as you plan for your 2016-17 school year, graduation, and beyond.

Vision Statement for Farmington Central High School

The Farmington Central High School community will ensure a safe, rigorous, and extended learning environment for all learners, which instills belief in personal success, both academically and relationally, by employing success strategies with staff, peers, and the community, promoting accountability to themselves and others, and requiring commitment as the primary-agent in their learning success (current and future) while becoming productive members of our society.

Another Choice. Another Chance.

Characteristics of FCHS Cougars

Courageous
Outstanding
Underestimated
Growing
Awesome
Responsible





History of Farmington Central High School

The FPS alternative education program began in 1991 as the Farmington Alternative Academy under the leadership of Terry Klenczar (director) and Diane Duthie (supervisor). The program started with 25 students, 4 teachers, and 3 classrooms. The program has been housed at Ten Mile School, Maxfield Training Center (on Thomas), and we are currently located at the Farmington Community School. Today, we serve approximately 150 students, with 7 classrooms, on-line course options, 6 teachers, and a counselor. Our mascot is the powerful Cougar, and our colors are red and white.

Historically, students have been recommended to FCHS by their counselor, however all students who desire an independent approach to high school, that can not be attained in one of our comprehensive sister high schools, are welcome to explore the services of Central. All district extra-curricular programming that is available at our comprehensive high schools is available to Central learners, along with leadership programming that is offered at Central. FCHS graduates meet the core graduate requirements established by the FPS Board of Education. Some of the awards our graduates have been recipients of are Scholastic Art Awards, Superintendent Turn-Around Awards, Optimistic Student Achievement Awards, and scholarships from Michigan education institutions.

Cougars receive the many benefits of smaller class sizes to support individual learning needs and programs, and the flexible and extended learning options that are available to Central Cougars are numerous!!

At Central, we are another choice; another chance. Recognizing the high cost of post-secondary education, the challenges and demands of today's job market for our youth, and the changing landscape of retirement planning for this iGeneration, we work to provide a variety of opportunities for our students to choose from; our goal is to collaboratively design and execute a plan for attaining a high school diploma and to partner with community organizations to prepare students for the successful realization of future career goals and lifestyle.

Characteristics of Central:

- Alternative instructional approaches
- Personalized Education Planning
- Flexible/individualized learning program
- Small Class Size
- Open Campus Opportunities
- Work/Independent Study Credit Options
- Common Core Standards
- Post-Secondary Preparation
College and Workforce

Central offers each student the opportunity to attain a standard Farmington Public School diploma through an individualized education plan. Learning opportunities may be tailored through elective learning options based on students' career goals and learning preferences. Central prides itself on our differentiated instructional methods, creative and blended learning programs, and a supportive, caring staff that values relationships built on the unique characteristic of each Cougar.

Staff Contact Information

	Hall Monitor		248-426-7409
Suzanne Alousi	English	suzanne.alousi@farmington.k12.mi.us	248-888-6257
Denise Cadwell	Business	denise.cadwell@farmington.k12.mi.us	248-426-2676
Chris Deyonke	Teacher Consultant	christopher.deyonke@farmington.k12.mi.us	248-426-2905
Ellen Ely	Math	ellen.ely@farmington.k12.mi.us	248-426-2972
Laura Galloway	Secretary	laura.galloway@farmington.k12.mi.us	248-426-4762
Terri Haas	Social Studies	terri.haas@farmington.k12.mi.us	248-426-5250
Lisa Salowich	Science	lisa.salowich@farmington.k12.mi.us	248-426-2296
DeeAnn Lacy	Principal	deeann.lacy@farmington.k12.mi.us	248-426-2996
Elisa Maher	Counselor	elisa.maher@farmington.k12.mi.us	248-426-2994
Monica Niemiec	Visual Art	monica.niemiec@farmington.k12.mi.us	248-426-1141

2016-17 Bell Schedules

Regular Day Schedule 8:00AM – 2:50PM

Half Day Schedule 8:00AM – 11:20AM

Regular School Day	
PLUS	8:00 – 8:30 am (25 min)
1st Hour	8:35 - 9:28 am (53 min)
2nd Hour	9:33 - 10:26 am (53 min)
3rd Hour	10:31 – 11:24 am (53 min)
LUNCH	11:24 – 11:54 am (30 min)
4th Hour	11:57 – 12:50 pm (53 min)
5th Hour	12:55 – 1:48 pm (53 min)
6th Hour	1:53 – 2:46 pm (53 min)
PLUS	2:46 - 2:50 pm (4 min)

Half Day Schedule	
All Classes	
PLUS	8:00 - 8:10 (10 min)
1st Hour	8:15 – 8:40 am (25 min)
2nd Hour	8:45 - 9:10 am (25 min)
3rd Hour	9:15 - 9:40 am (25 min)
4th Hour	9:45 - 10:10 am (25 min)
5th Hour	10:15 - 10:40 am (25 min)
6th Hour	10:45 - 11:10 am (25 min)
PLUS	11:15 - 11:20 (5 min)

Half Day Schedule	
Morning Classes	
PLUS	8:00 - 8:10 (10 min)
1st Hour	8:15 – 9:10 am (55 min)
2nd Hour	9:15 – 10:10 am (55 min)
3rd Hour	10:15 – 11:10 am (55 min)
PLUS	11:15 - 11:20 (5 min)

Half Day Schedule	
Afternoon Classes	
PLUS	8:00 - 8:10 (10 min)
4th Hour	8:15 – 9:10 am (55 min)
5th Hour	9:15 – 10:10 am (55 min)
6th Hour	10:15 – 11:10 am (55 min)
PLUS	11:15 - 11:20 (5 min)

FCHS Tentative PD Calendar 16-17

week of	M	T - PD	W	H	F
28-Aug		Staff PD	Staff PD	Staff PD	No School
4-Sep	Labor Day	Full 1st day			
11-Sep			FCHS/NFHS OPHs	HHS OPHs	Evac Drill
18-Sep	Evac Drill				1/2 Day
25-Sep		NWEA	NWEA	Field Day	Picture Day
2-Oct			Count Day	Evac Drill	
9-Oct			LockDn		
16-Oct				Tornado	
23-Oct	College Operation Application Week				
30-Oct	Spirit Week				
6-Nov		Staff PD	ASVAB test		
13-Nov					1/2 Day
20-Nov		Theme Day-Deserts	Thankg Break	Thankg Break	Thankg Break
27-Nov				LockDn	
4-Dec					
11-Dec					
18-Dec			Pancake Breakfast	Winter Break	Winter Break
25-Dec	Winter Break	Winter Break	Winter Break	Winter Break	Winter Break
1-Jan	Winter Break	Winter Break			
8-Jan			Open Hse		1/2 Day
15-Jan	King Day - No Sch				
22-Jan			1/2 Day	1/2 Day	1/2 Day
29-Jan					
5-Feb			Count Day	LockDn	
12-Feb		Valentine Carnations			1/2 Day
19-Feb	MidWinter Break	MidWinter Break			
26-Feb					
5-Mar			Tornado		
12-Mar			PTCs		1/2 Day
19-Mar					
26-Mar	Testing Palooza Week				
2-Apr	Spring Break	Spring Break	Spring Break	Spring Break	Spring Break
9-Apr		MME Testg	MME Testg		Good Friday
16-Apr					
23-Apr			Evac Drill		
30-Apr				Evac Drill	
7-May			Open Hse		
14-May					1/2 Day
21-May			Soft Ball	Sr's Last Day	
28-May	Memorial Day				
4-Jun					SrAwardLunch
11-Jun			1/2 Day	Graduation 1/2 Day	1/2 Day
18-Jun	No School				

REGISTRATION AND ACCEPTANCE PROCEDURE

1. Interested students should complete the FCHS application in its entirety and submit to FCHS via mail, fax, or hand deliver. Remember to include a copy of the birth certificate and immunization records. Complete application packets will include a counselor referral form. Out of district students must include transcripts and discipline form.
2. Upon submission of the completed application packet, FCHS will schedule an entry interview. We ask for your patience as this process may take a few weeks.
3. BOTH the student and a legal guardian are required to attend the Entry Interview, even when students are 18 years of age. Interested students will meet with an FCHS counselor and the principal so we can learn about your aspirations, and to share our program's expectations. The student should be prepared to explain his expectations for progress at FCHS toward post-secondary career goals.
4. If it is determined that FCHS is an appropriate fit for the student, he/she and the parent/guardian will be asked to complete some preliminary paperwork. After the meeting, comprehensive education plan will be completed and communicated and a date/time will be determined for the student to begin his program.
5. Students should remain active in their regular school until this process is complete. Students accepted into FCHS will be required to officially transfer their enrollment from their home high school to FCHS. This includes returning books and completing withdrawal forms and procedures at their home high school.

*FCHS reserves the right to deny entry to students who have not been truthful on their application and/or throughout the process.

*FCHS only registers new students at the beginning of each semester. Should an application be submitted once a trimester has begun, the student will be considered for entry for the following semester.

*In district students are given priority consideration.

Graduation Requirements

FCHS follows the Michigan Merit Curriculum (MMC) as set by the Michigan Department of Education. Graduation requirements for the **Class of 2017** are as follows (complete graduation charts for each "graduating class" are available in the counseling office or on-line):

English	4 credits
Math	4 credits
Science	3 credits
Social Studies	3 credits
Health/ P.E.	1 credit
Fine/ Applied Art	1 credit
World Language	2 credits
<u>Electives</u>	<u>2.5 credits</u>
Total for Class of 2017	20.5 Credits
Total for Class of 2018	19 Credits

Credit Options (see your Counselor for Scheduling Options)

Students earn credit by completing 5 academic classes and 1 mentoring class in our program. These classes are worth .5 credit each. Our mentoring class, which is called PLUS, is 20 minutes long and students are eligible to earn .25 credit in this class through participation. A student who passes all classes, including PLUS can earn 6.5 credits in a school year. **Students may earn credit toward graduation or program completion in the following ways:**

1. Full schedule of FCHS classes:
One PLUS class and 5 academic classes= 2.75 credits per trimester.
2. Work Credit: Students can earn 0.5 credits for 90 hours worth of work when they complete an essay about their work experience and turn in a copy of their pay stub and/or W-2. Students can earn up to 3 credits for work depending on their total hours.
3. On-line or Blended Study Credit:
Students fulfill the weekly required learning standards for on-line study on or off campus and access their learning at FCHS, based upon their planned schedule. Some options include:
A. E 20 20: On-line course work during the regular school day each semester. Incomplete course work within the semester result in an “F” grade on their report card.
B. Correspondence Credit: To makeup elective credits, students may take correspondence classes through American School or approved programs. All selections must be preapproved by administration.
C. Michigan Virtual High School Credit: Students who have a desire to take additional required credits may also choose to take a class through MI Virtual HS. This is an on-line program that is offered through the State of Michigan. All selections must be preapproved by administration.
D. Graduation Alliance – a year around, on-line option.
E. Oakland Opportunity Academy – a blended instructional model during afternoon/evening hours.
4. Oakland Schools Technical Center (O.S.T.C.) Clusters: a) Biotechnology and Environmental Science, b) Business, Management, Marketing and Technology, c) Construction Technology, d) Culinary Arts/Hospitality, e) EET (Engineering/Emerging Technologies), f) Health Sciences, g) Human Services/Cosmetology, h) Transportation Technology, i) Visual Imaging Technology, k) Students attend these programs each morning, earning 1.5 credits per trimester.
5. College Credit/Dual Enrollment/High School Guest Credit:
Eligible juniors and seniors may earn credit by successfully completing classes at a local college. Students may earn both high school and college credit. A 3 or 4 credit college course transfers back to high school as 0.5 credit. All selections must be preapproved by administration.

STUDENT SERVICES

BREAKFAST/LUNCH: NUTRITION SERVICES

- **FPS breakfast** is provided for students with free/reduced lunch services only. All students may apply for free or reduced lunch expense. Free and Reduced Nutrition Application can be found at:
<https://www.farmington.k12.mi.us/nutrition>
- **FPS lunches** are available and students are encouraged to bring their own lunch. Students have accounts available to them allowing parents to pre-pay for meals. All students may apply for free

or reduced lunch expense.

Open-campus lunch is a privilege allowed to FCHS students; however, it is important that students come back on time and ready to learn to their 4th hour class. Students tardy will receive a lunch detention.

Students are expected to contribute to a safe/clean eating environment by clearing and cleaning after themselves and to act in an appropriate manner, both in Central and in the community.

COMMUNICATION MEDIUMS

School information is communicated to families via our ListServ, School Messages Phone System, and the FCHS website.

COUNSELING AND GUIDANCE

These services help students regarding class schedules, college or career information, self-knowledge and transitional programming. Regularly visit your counseling office or website for:

EDUCATIONAL DEVELOPMENT PLANS (EDP'S)

Career Cruising is an online tool that engages and inspires people of all ages to achieve their full potential in school, career and life. An EDP is an Educational Development Plan that students may update in Career Cruising at any time. You can explore career options, plan a four-year educational plan, research schools throughout the U.S. (undergraduate, career and technical, & graduate), search for scholarships, and create a resume. It includes a Learning Style Inventory, an Ability Profiler and an Employment Guide. The Employment Guide will prompt students to evaluate professional skills, interests, values and personal characteristics, as well as employment and lifestyle goals in order to map out a career path that is right for them. It also includes an on-line job search. Students have access to their EDP and other tools in Career Cruising for five years after they graduate. Be sure to keep your EDP up to date!

INDIVIDUALIZED DEVELOPMENT PLAN (IDP)

This contract is designed to assist students in long-term goal setting, which will help students in designing short term goals, particularly as they relate to school relevancy for life-long learning.

SCHEDULING (Class Selection)

Scheduling information is distributed and explained to all students early in the second semester. Students should consult with parents, current teachers, and counselors and use their EDP for appropriate course selection for the following school year. Our course selection process is designed to be inclusive of students and parents. A four year high school plan is available on Career Cruising. It is important that all deadlines are honored so each student's requests are considered in preparing the school's master schedule. Granting course changes that are submitted after these deadlines must follow the schedule change policy and requires administrative approval.

OUTSIDE CREDITS

Dual enrollment is a program available for students: options include (but not limited to) on-line, adult education, college and O.S.T.C. course work, and courses from other districts. All extended learning options must meet the Michigan Merit Curriculum Standards. All selections must be preapproved by administration.

COLLEGE, CAREER AND TRANSITION INFORMATION

College application information is available on the FPS website. College, career and military advisors are scheduled throughout each year to meet with interested students.

STUDENT ASSISTANCE

Students who willingly come forward requesting personal assistance with alcohol, drugs, anger,

depression, etc. will be dealt with in a **confidential** manner and will be referred to appropriate agencies for help.

PARENT CONNECT

This is a vital on-line service that allows parents and students to monitor academic progress, attendance, scheduling, food services, emergency and immunization records, and discipline. Contact the counseling office for additional information about this service.

PERSONAL CURRICULUM

Students who feel they cannot meet the new Michigan Merit Curriculum standards for a diploma may contact the office for state-approved waivers. There are very specific guidelines and circumstances in which waivers can be granted.

SPECIAL EDUCATION and 504 ACCOMMODATIONS

Special accommodations are limited but available through our Special Education and counseling.

STUDENT STORE –Store operations are an extension of our marketing curriculum. The school store is open during lunch and on special occasions.

TRANSPORTATION - FPS transportation is provided for attending some classes at FHS, HHS and OTC. Students may provide their own transportation to facilities. **SMART Bus transportation** is available for Farmington residents at a cost of \$2.00 per occurrence. Riders must call to schedule transportation. [Contact information is 866-962-5515.](tel:866-962-5515)

ATHLETICS and ACTIVITIES:

All Cougars can be eligible for athletics and activities at their home school. Before an athlete may participate in any athletics or club sports, he/she must have a physical on file certifying that the student is capable of participation and meet eligibility requirements. We recommend all athletes be covered by accident insurance. The district will assess a pay-to-participate fee for athletics, which covers a student in one or more sports (see our website for additional details).

FCCHS Extracurricular-Leadership

Student Government

These student leaders will meet with a designated school staff at regular intervals. If you are not officially on this committee, your opinion still counts and will be heard. Your student government representatives are responsible for reporting back to you all the happenings of Central events and allowing your voice to be heard.

Spirit Week

Each semester FCCHS will have a spirit week. It is a chance to create community amongst the students and staff.

Yearbook

Each year the students of FCCHS create, sell and distribute a yearbook or video. It is a great opportunity to explore your creativity and have your memories captured. Sign up for the club if interested.

Guest Speakers, Career Day, College Tours and Field Trips

FCCHS does this as often as possible. Often fundraising is involved and a great way to realize a trip that you have always wanted.

MAEO Stars

Michigan Alternative Education Organization is comprised of strictly alternative students. This group gets to travel and be a part of many great competitions as well as creating a well sought after portfolio comprised of a resume and other creative writings and projects. Don't miss out on this

opportunity to find support amongst students like you.

Bowling (late Sept to Feb) Softball (April to June)

Students must have good attendance and must be passing their classes. This wonderful teambuilding experience has great opportunity for the students to have fun and learn without judgment. These sports have mandatory after school practice as long as your student is in school and participates in all games, which are usually during school.

High School Athletic Eligibility:

High School students must pass four (4) out of five (5) classes to be eligible each trimester. A student who fails two (2) classes at the end of a trimester shall be ineligible for 90 school days unless the deficiencies are made up during a subsequent trimester, summer school session, night school, by correspondence, online or by tutoring. Eligibility may be reinstated during the next semester when the school accepts the credit.

NCAA Clearinghouse:

A student-athlete who is planning to enroll in college as a freshman and wishes to participate in Division I or Division II athletics, must be certified by the NCAA Initial-eligibility Clearinghouse.

Please see your counselor. Also visit the FPS website (see pg 2) or the NCAA website at

<https://web3.ncaa.org/ecwr3/>

FALL SPORTS

Boy's Soccer*

Cross-country

Boy's Tennis

Football*

Girl's Golf

Girl's Swimming/Diving

Girl's Volleyball

Cheerleading

WINTER SPORTS

Boy's and Girl's Basketball*

Boy's Swimming/Diving

Bowling

Wrestling

Competition Cheerleading

Hockey

Gymnastics

Skiing

SPRING SPORTS

Girl's Tennis

Softball*

Boy's Golf

Lacrosse

Baseball

Girl's Soccer*

Track

Educational Material about CONCUSSIONS:

Parents and students, please visit www.cdc.gov/concussion for required MDCH information for all athletics/activity participants and parents about Concussion related injuries.

SCHOOL POLICIES

This handbook is used in conjunction with FPS Student Code of Conduct, not in lieu of it

FPS Student Code of Conduct:

<https://www.farmington.k12.mi.us/student-code>

FPS Athletic Code of Conduct:

https://www.farmington.k12.mi.us/cms/lib/MI01808718/Centricity/Domain/64/code_of_conduct.pdf

“FCHS 5” Expectations: you are creating lifetime habits!!

1. Attend school daily. Regular attendance is a primary factor in program success. There is no adequate substitute for the learning that occurs through social interaction.
2. Be on-time to class, ready to work; a minimal requirement of being cordial, supportive, and respectful of others and yourself. Preparation is physical, material, and mental.
3. Do the work!! Just do it!! Work Ethic and Ability are the two factors of learning. You have

influence on only one of these: if you prepare for class (homework, rest/nutrition, materials), we can ensure your success.

4. Be nice! Treat others as you want to be treated, or better yet, as they want to be treated. IE., respect others, the place, and yourself: be kind (behavior), appear kind (dress code), keep your environment kind (neat). In any situation, remember “Go hard on the problem, easy on the people”, and that “Words matter”. See Classroom Policies.
5. Keep us all safe, we are responsible for each other. Follow the FPS security procedures. This includes start end times for being on campus.

If you follow these simple expectations, there will be no need for the FPS Code of Conduct; however, to ensure a safe learning environment, the FPS Code of Conduct is always in effect.

Special consideration – Reportable Violations (see FPS Code of Conduct).

Family Responsibilities in Program Success

To support student success in our non-traditional program,

Parent’s involvement is required in:

- The development and updates of the student’s education plan,
- Comprehensive reviews,
- Maintaining current (emergency) contact information with the school

Parent/family involvement is highly recommended in:

- Staying updated via our website, Listservs, Facebook, and Parent Connect for grades and attendance.
- Homework support
- Attending Open House and Parent Teacher Council Sessions
- Providing prior notice of absences (excusing absences for instructional planning)

For student success, please see FCHS Expectations above. Because of the collaborative nature of our programming, family commitment to each student’s success is critical. When students are not meeting program expectations, **a comprehensive review** will be conducted. The review will include:

- Student attendance patterns.
- Student performance/grade data
- Student behavior data
- Student agency information
- Parent support data
- Family Involvement data
- FCHS Enrollment history

The result of this review may include restriction of privileges, academic probation, and/or a request to return to the home school.

ATTENDANCE

Since absences occur even for the most diligent of students an attendance policy is required. The primary responsibility for student attendance rests with parents and students. There is no substitute for actual attendance. Academic activities, student:student interactions, student:teacher interactions, lectures, exercises and drills, performance/lab work, assessments, etc. are all vital to academic success and learning. Successful completion of course work at Central High School is two-fold: the student must meet both the academic and engagement standards required by FPS and the State of Michigan. Excessive attendance concerns/misbehavior may result in an Oakland County Family Services referral, and/or in-school suspension or out-of-school suspension.

Documentation of absences

Procedures are in place for families to notify the FCHS regarding student absences. Parents are encouraged to call in, however, please note that a phone call does not necessarily excuse an absence. Acceptable documentation includes (but is not limited to):

- (a) A medical doctor's note or an office visit receipt
- (b) An orthodontist/dentist's note or office visit receipt
- (c) A death in family (newspaper obituary, funeral home card, death certificate, etc.)
- (d) Court appearances (copy of court documents required, note from probation officer)
- (e) Military appointments (orders, travel forms)
- (f) College visits/interviews (valid, dated proof of visit)

Any parent call to excuse an absence must be made within 24 hours.

Tardy Policy

Students tardy for class will be expected to remain in their current class for an additional 2 minutes to receive information/instruction they missed. Lack of will result in a lunch detention for the following day. If you are late to a class 3 times, persistent misconduct, you will receive a lunch detention. Excessive tardies will result in an in/out-school suspension. Any tardy from lunch to 4th hour will result in, at minimum, an immediate lunch detention for the following day, loss of open-campus privileges.

Signing Out During the Day

If for any reason you have to go home due to an illness or emergency, you must report to the hall monitor so a phone call from a district office can be made to ensure that notification/permission is provided. Only a parent/guardian that is listed on your emergency card has the authorization to release you from school. If you leave the building during class, and **DO NOT** follow proper Sign-Out procedures, your absence will be unexcused and you will be in violation of the FPS Student Code of Conduct.

DRESS CODE (Applies to regular school day and all school activities)

Students will dress appropriately in a manner conducive to a scholarly atmosphere. Student dress must not be overly distracting to others or dangerous in any way. Those students deemed to be dressed improperly will be asked to go home and change.

Unacceptable attire includes, but is not limited to:

- A. Dressing in a manner (or wearing items) detrimental to the health, safety or welfare of others.
- B. Provocative clothing including but not limited to visible underwear, tube tops, bare midriffs, bare backs, halter tops, short shorts, micro mini skirts.
- C. Clothing or possessions that promote alcohol, drugs, sex, tobacco or offensive language or symbols.
- D. Any clothing, possessions, jewelry, symbols, objects or signs that are/were gang related.
- E. Bandanas, "do-rags", stocking caps, etc.

Note: Hats/caps/headgear and coats/jackets are not to be worn in class.

EMERGENCY (SAFETY) DRILLS - Periodic drills are held during the school year and are important for the safety of all. Students are expected to cooperate and conduct themselves in an orderly fashion.

FUNDRAISING - Fundraising for school groups must have administrative approval. Fundraising for outside groups is prohibited.

PERSONAL PROPERTY LIABILITY - Farmington Public School District and its staff are NOT liable for damage to or loss of personal property of students. It is suggested that personal valuables not be brought to school by your child, but if items deemed by you to have substantial value are brought to school we suggest they be insured separately on your homeowner's policy.

STUDENT MEDICAL INSURANCE - Farmington Public School District does NOT provide health or accident insurance for injuries incurred by your child at school. Since children are particularly susceptible to injuries, we encourage you to review your present health and accident insurance program to determine if your coverage is adequate. If you do not feel your insurance is

adequate because of a deductible or co-insurance clause or if you do not have insurance, we encourage you to review the voluntary student insurance program offered by Student Assurance Services. This plan will provide benefits for medical expenses incurred because of an accident. An explanation of the cost and benefits is explained on their website (www.sas-mn.com). The program is administered by Student Assurance Services, Inc. of Stillwater, Minnesota. Student Assurance Services can be reached at (800) 328-2739. The enrollment form and claim form are also available on their website (www.sas-mn.com).

NON-SUFFICIENT FUNDS (NSF) CHECKS - Farmington Public School District will no longer accept checks from an individual if restitution is not made on a check returned by the bank for any reason. If two returned checks are received by the District from the same individual, the District will no longer accept checks from that party even if restitution has been made. The District's returned check fee is \$20.00. Please refer to District Procedure 5160, available on the District website, for further information.

Classroom Policies

Leaving a Classroom

Guided instructional time is limited and valuable, thus students are required to obtain permission (a pass) from their teacher prior to leaving a classroom; one student will be allowed to leave a classroom at a time. This includes requests to see a counselor, principal, another teacher, or to obtain supplies, so the sending teacher can verify availability. Students may not leave during the first 15 minutes and the last 15 minutes of the class or during direct instruction.

Leaving class without permission will be accounted for through attendance and students will be in violation of the FPS Student Code of Conduct.

Eating in Class

Students are allowed to eat snacks and drink water in class (except at computer stations/labs) and are expected to help keep Central a clean, healthy learning environment. Teachers reserve the right to restrict privileges to students who do not respect the environment and others by cleaning behind themselves.

School Supplies (Books, Pencils, Paper, Folders)

All school supplies are provided. Students are expected to respect this privilege by returning books and pencils and using paper sparingly. Because of limited supplies, books may only be taken home with permission from the teacher.

Cell Phones and Other Electronic Devices

- a. SMART Phones may be appropriately used for educational purposes, with explicit permission of the teacher. Compliance with the FCHS and FPS Electronics policies (FPS Student Code of Conduct) is expected. (Calling or texting during class may result in loss of phone for the remainder of the class period, and students are expected to be appropriate in their exchanges on the FPS server.)
- b. Students may not charge cell phones in the building.

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FPS Student Code of Conduct:

<https://www.farmington.k12.mi.us/student-code>

FPS Athletic Code of Conduct:

[https://www.farmington.k12.mi.us/cms/lib/MI01808718/Centricity/Domain/64/
code_of_conduct.pdf](https://www.farmington.k12.mi.us/cms/lib/MI01808718/Centricity/Domain/64/code_of_conduct.pdf)

FPS EXPECTED STUDENT OUTCOMES

Collaborative Team Member

Effective Communicator

Healthy Individual

Knowledgeable

Life-Long Learner

Quality Producer

Responsible Citizen

Thoughtful Problem Solver