

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



**STUDENT HANDBOOK**

***2023-2024***

## **MISSION STATEMENT**

The Osseo-Fairchild School District, in partnership with our community, is to motivate, educate and empower students for successful living.

## **PHILOSOPHY**

Our school is 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 the 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.

**We believe** that 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.

**We believe** that 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 wellbeing and property. Students have a responsibility to respect authority, and the rights of other students - at school, while traveling 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 3 fundamental expected behaviors that can be applied throughout our community:

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

## **OBJECTIVES**

Through the collective efforts of our school community, we believe that all graduates of the Osseo-Fairchild School District 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

## **ATTENDANCE/TRUANCY POLICY**

### **As A Community, We Believe:**

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 students to 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 trimester 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.

1. Student Absences - *Policy #po5200*
  - A. The responsibility for regular school attendance for a student rests upon the student's parents or guardian.
  - B. Excused Absences: **All excused absences require parent/guardian verification prior to the absence taking place.** A student may be excused by the parent/guardian under this provision for not more than ten (10) days in a school year. This

would include, but is not limited to, absences for family vacations, state tournament attendance, campus visits, court appearances, needed at home, hunting, and any other reasons not included in item 1.C listed below.

- C. The school attendance officer or designee will be allowed to excuse absences for the following reasons:
1. Evidence that the student has been ill or had an appointment. A written statement from a doctor or licensed practitioner as proof of illness/appointment is required.
  2. An emergency in the family or other crisis which requires the absence of the student because of family responsibilities.
  3. Special circumstances that show good cause which are approved by the school attendance officer or designee such as court cases, military or religious obligations, and college visits.
2. Truancy [Policy 431 Compulsory School Attendance](#)
- A. The state compulsory school attendance laws require that all students under the age of 18 be in attendance. Truancy is defined as being absent part or all of one or more days of school during which the school has not been notified of the reason for the absence. Habitual truancy means a student who is absent from school without an acceptable excuse for ten or more days during the school year.
3. Tardiness
- A. A student who is unexcused and is less than 5 minutes late will be considered tardy. *\*\*5 tardies equates to one day absence\*\**

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

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. Parents are expected to report, within 24 hours, any excused absence; otherwise, the absence will be considered unexcused.

### **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.

### **ATTENDANCE AND ACADEMICS**

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 absence 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.

### **ACCESS TO SCHOOL GROUNDS AND FACILITIES**

#### **As A Community, We Believe:**

Our staff and students have been provided with a learning environment that is of the highest quality full of opportunities for excellent learning and enriching opportunities. Together we can maintain the building through actions that will ensure that it remains a source of pride within our community. 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. Actions that cause the deterioration or defacing of our building will result in restitution and other school-issued consequences.

#### **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. For specifics regarding school-issued Chromebooks, please refer to the document "1:1 Chromebook Handbook" included with this document.

#### **Facility Access:**

The school building is open to students from 7:30-3:30 on scheduled school days. All students are encouraged to eat school breakfast. High school students may do so in the commons, at the tables in the hallway, or in the classroom with teacher permission. Middle school students may eat in the commons or in the classroom with teacher permission. Students must be supervised if using the gym or fitness center by a school employee. Students are NOT able to remain at school unsupervised following the end of the school day.

#### **Closed Campus/Open Campus:**

Osseo-Fairchild has a closed campus policy for students in grades 6<sup>th</sup>-12<sup>th</sup> grade, however, 10<sup>th</sup>, 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. In order to be eligible for open campus privileges, the following criteria must be met:

- 10<sup>th</sup>, 11<sup>th</sup>, or 12<sup>th</sup> grade student
- Parent permission form filled out and turned in - **10<sup>th</sup> grade only**
- Possession of THOR Card (please see "THOR Card" on page 14)
  - o B- or higher in ALL classes
  - o 0 Major Behavior Referrals
  - 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.

#### **Leaving School Grounds/Vehicle Use:**

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 school parking area will be subject to disciplinary action and may have their vehicles towed or ticketed. This includes the visitor parking area in front of the building, the parking spots near the band room, the parking spots in front of the bus garage, and parking spots for the Tech Ed shop/building.

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.

#### **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. All school lockers require the use of a padlock. Students will be expected to buy a padlock from the school. The lock will then be theirs to keep for the remainder of their school career. Padlocks other than those made available by the school are prohibited and may be removed without notice.

#### **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 into the office. A list containing the exact items should be submitted with them.

#### **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 an emergency, information about your location is critical.

#### **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. Additionally, students may be barred from attending field trips if their behavior in other areas of the building or while attending past school sponsored trips have not reflected the positive behaviors expected of O-F students.

## **STUDENT BEHAVIOR EXPECTATIONS**

#### **As a Community We Believe:**

All Osseo-Fairchild students are expected to display the core behavior tenants of being **Respectful, Responsible, and Ready**. In our community, staff 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.

#### **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 unwanted verbal or physical behaviors directed at another person or group. Harassment may be written (online or elsewhere), verbal, and physical attacks directed towards an individual. Any harassing action that takes place on school grounds or written harassment that disrupts the learning environment will result in school-issued consequences. Perpetrators who do not immediately stop harassing behavior will be subject to even more significant consequences included under "Bullying".

**"Bullying"** is defined as repeated acts of harassing behavior by an individual or a group to which that individual associates. Bullying will not be tolerated and will result in significant consequences and loss of privileges for the perpetrator to include suspensions, police intervention, and possibly expulsion.

If students believe they are the victims of discrimination, harassment, or bullying we expect them to see one of the guidance counselors or the principals to discuss the matter immediately. 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. If there are further questions, please contact the High School Principal

#### **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/Vapes, 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 Items:**

Students are not allowed to possess weapons on school grounds to include the parking lot, school issued lockers, or on their person on

school grounds. Inappropriate items are items that may be illegal to possess for an underage student or are items which have no purpose on school grounds.

#### **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 hoods, outside jackets, 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. Students are allowed to wear hats during the school hours unless they are deemed unacceptable or distracting to learning by administration or staff. Students found in possession of unacceptable/distracting headwear during the school day, unless they are entering or leaving the building on a pass, will have their 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.

#### **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.

#### **Personal Electronic Device Policy:**

A "Personal Electronic Device" is any device which may be used for communication, to obtain internet access, or to play/listen to 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. 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. Individual students who are unable to demonstrate responsible behavior will have their device confiscated following the system below:

**1st Offense:** Device is taken to the office and can be picked up at the end of the school day by the student.

**2nd Offense:** Device is taken to the office and will remain there until picked up by a parent or guardian.

**3rd Offense:** Device will be checked in at the main office each day for one week. The student can pick up their device at the end of the school day.

**Further Offenses:** Consequences will be determined by the Principal and Dean of Students

### **SCHOOL-ISSUED CONSEQUENCES**

#### **As a Community, We Believe:**

It is our responsibility as educators to correct behaviors that negatively impact the learning environment for students and the working environment for teachers. We realize behavioral issues will arise that will impact the educational setting. If they do, we expect students to accept responsibility for their actions and to be honest during any investigation. Corrective actions may be taken by the classroom

teacher in accordance with their classroom policies or by administration in accordance with preserving the behavior tenants of Respectful, Responsible, and Ready behavior. 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. The administration implements a progressive discipline approach to assigning consequences. This means that as the offenses multiply the consequences become more severe.

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.

#### **Due Process:**

Students accused of a violation of school policies will meet with the principal, dean of students, or their 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 below, 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 or dean of students. 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.

#### **Conferencing:**

Conferencing is defined as a meeting with the student by the principal or dean of students. In this meeting, the administrator will identify the behaviors that are problematic and work towards an understanding of how the behavior needs to change. Communication following the meeting will be made with the parent through Skyward messaging, email, phone call, or meeting.

#### **Unexcused Absences:**

Students who incur their 6+ absence in a trimester:

- Will not be eligible for any after school activities the night of the absence in addition to the following night.
  - *Students who are athletes would not be eligible that night regardless, and would be ineligible for the following event/practice*
- Will not be eligible for any field trips or extracurricular/classroom activities.
- Will not be eligible to participate in weighted classes greater than 4.0
  - *If currently enrolled in a weighted course, they would be allowed to complete the remainder of the trimester. Following the trimester they would not be eligible to enroll in the class following.*
- Would be eligible to complete a cumulative final for their classes missed at the discretion of the instructor.
- Will not be eligible for the honor roll that academic year.
- Will not be eligible to be a Teacher's Assistant (TA), participate in the work study program, or senior leave.
  - *If currently enrolled/involved in any of the mentioned, the student will be allowed to finish the remaining part of the trimester before being removed.*
- Will not be eligible for the National Honor Society (NHS)
  - *If currently a member of the National Honor Society. they would be removed at the end of the trimester and encouraged to re-apply the following year.*
- Will not be eligible for Student Council
  - *If currently a member of the Student Council. they would be removed at the end of the trimester and encouraged to re-apply the following year.*

#### **Detention:**

Detention is defined as time (in the form of minutes) to be served with an administrator before or after school for continued reflection and correction of behaviors that are significantly detrimental to the rights of students and teachers. 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 office or other predetermined location each morning Monday through Thursday from 7:30-7:55 or after school from 3:15-3:45. 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 extracurricular activity or event.

#### **Loss of Privileges:**

Students may have privileges throughout the building revoked for behavior that is detrimental to the rights of students to learn and staff to work. This may include but is not limited to field trips, computer use, participation in extra curricular/co-curricular/class activities, loss of THOR card, revocation of work permits, removal from the bus, restricted access to hall passes, attendance at dances, participation in the graduation ceremony, restrictions from use of the parking lot, etc.

#### **Search, Seizure, & 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. For the safety of students and staff, random canine searches may occur throughout the school year using specially trained police dogs. These animals could be used to conduct periodic random searches of student lockers and school parking areas at the request of administration.

#### **Restitution:**

Behavior that damages the physical properties of the school will result in required restitution payments to the school. This is especially the case for damage that was caused intentionally. Behaviors that damage school property through negligent behavior will also require restitution.

#### **Removal from Class:**

Students may be removed from class for repeated discipline behaviors that continuously disrupt the right for students to learn and staff to work. Removal will be at the discretion of administration and should be a last resort unless the behavior is so significant that no other consequence would be appropriate.

#### **In-School Suspension:**

Students may be removed from the classroom environment for an amount of time determined by administration. While removed from the classroom, students will still be expected to participate through either virtual attendance or classwork prepared by the classroom teacher.

#### **Out-of-School Suspension (1 to 15 days):**

Out of school suspensions may be assigned in durations of 1 to 15 days. During an out of school suspension, the student will still have access to class work provided by the classroom teacher, and may participate in virtual instruction at the discretion of the classroom teacher.

#### **Referral to Police or Social Services:**

Behaviors that are dangerous or illegal may require referral to outside authorities and agencies to include social workers or police officers. 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.

### **OSSEO-FAIRCHILD ACADEMIC POLICIES**

#### **As a Community, We Believe:**

Our staff and students are capable of incredible success thanks to the support of a community that values education. We all play a role in creating an environment where learning can take place and will work together towards that end.

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

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 trimester. 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.

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.

#### **Graduation / Promotion Requirements**

To be eligible to graduate from Osseo-Fairchild High School, the following credits and courses are required

Language Arts (English 9, 10, 11, 12 or College Writing)	4 credits
Social Studies (US History, World Cultures, Civics)	3.5 credits
Science (Biology)	3 credits
Mathematics	3 credits
Health	0.5 credits
Physical Education	1.5 credits
Personal Finance	0.5 credits
Electives	11 credits
<b>TOTAL</b>	<b>27 credits</b>



**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 trimester, 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 retake the course(s) failed the following school year or may need to repeat the entire year. This will be determined by administration, classroom teachers, and the school counselor.

**High School**

Students need to meet the above credit requirements 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 2nd trimester 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 2nd trimester 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

**THOR Card:**

All high school students are eligible to receive a THOR Card based on their previous trimester behavior, attendance, and academic performance. The THOR card allows students certain privileges to include Open Campus during lunch (10<sup>th</sup>, 11<sup>th</sup> & 12<sup>th</sup> grade), special access to areas of the building during HAMR Time or resource periods, and rewards throughout the school year. To keep a THOR Card, students must maintain behaviors and academic success. Failure to do so will result in the THOR Card being revoked. Students with unexcused absences or tardies will have their THOR Card revoked. Students who are working through the restorative behavior process due to a behavior referral will have their Thor card revoked. When using a THOR card to leave the building at any time, the student must exit (electronically sign out with card) and enter (electronically sign in with card) the building through the main entrance (Door 1). If a student is found not following this procedure their THOR card will be revoked. Students can be re-issued a Thor card at the start of each new trimester with administrator approval.

**OTHER INFORMATION****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 request in writing to the school principal. Student discipline records are maintained by administration but will not be sent to any university or employer.

**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.

**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.

**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 uncleanness 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.

***For more information on specific school board policies, please [click here](https://go.boarddocs.com/wi/osseo/Board.nsf/Public?open&id=policies)  
Or visit the following website -***

***<https://go.boarddocs.com/wi/osseo/Board.nsf/Public?open&id=policies>***

*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.*