FREMONT MIDDLE SCHOOL
500 Woodrow
Fremont, MI 49412
(231) 924-0230 (Phone)
(231) 924-9149 (Fax)

STUDENT HANDBOOK
2026-2027

Student's Name _____

Grade _____ Homeroom Teacher _____

NOTICES:

No handbook can list every offense which may be detrimental to students or to the learning environment. Therefore, other offenses not listed but deemed inappropriate to the school environment are subject to discipline up to and including expulsion at the discretion of the Fremont Public Schools Administration and the approval of the Board of Education.

The Fremont Public School District does not discriminate on the basis of race, color, nationality, origin, sex, age, or disability in its programs and activities. The following person has been designated to handle inquiries regarding the nondiscrimination policies: Mr. Brad Reyburn, Superintendent of Fremont Public Schools, 450 East Pine Street, Fremont, MI 49412, (231) 924-2350.

A NOTE FROM THE ADMINISTRATORS:

Dear FMS Family,

Contained within the pages of this handbook are basic rules and policies that govern almost every aspect of student life at Fremont Middle School. We ask that as students and parents, you share the responsibility of carefully reviewing the contents. We trust that the 2026-2027 school year will be rewarding as we work in partnership towards the achievement of these goals. If you have any questions, please contact us.

Carrie TerVeer	Brett Hershey
Principal	Assistant Principal
924-8139	924-8136

TABLE OF CONTENTS:

PACKER P.R.I.D.E. MATRIX EXPECTATIONS..... 3
ATTENDANCE POLICY..... 3
TARDINESS.....4
TRUANCY.....4
BOOK BAGS..... 5
CLOSED CAMPUS..... 5
BEFORE AND AFTER SCHOOL.....5
VISITORS..... 5
MEDICAL NEEDS..... 6
FEES AND MISSING ITEMS.....8
TECHNOLOGY & ELECTRONIC DEVICES..... 8
OTHER TRANSPORTATION..... 9
OFF CAMPUS EVENTS..... 10
DRESS CODE.....10
LUNCH/REC TIME.....11
ATHLETICS.....12
CODE OF STUDENT CONDUCT.....12
OUT-OF SCHOOL SUSPENSION.....15
SUBSTANCE ABUSE POLICY.....17
SEARCH, SEIZURE, AND INTERROGATIONS:.....18
FERPA..... 18
BUS CONDUCT/TRANSPORTATION..... 19

PACKER P.R.I.D.E. MATRIX EXPECTATIONS

At Fremont Middle School we strive for a positive school climate for all. As part of this effort, students are challenged to exhibit Personal Responsibility, Respect, Integrity, Determination, and Excellence at all times according to the matrix expectations.

ATTENDANCE POLICY

One of the greatest determinants of student academic success is regular and punctual school attendance. To help ensure that success, the following policy governs FMS attendance:

Excused Absence:

1. Absence due to illness or emergency as determined by the Principal's office.

All absences must be reported to the school by phone on the day of the absence. The phone number is 924-0230. **Reporting of a student absence must be done by a parent or a guardian** and should be reported between 7:00 - 8:30 a.m. **Absences must be reported to the office even if contact has been made with the classroom teacher.** An excused absence will allow the student to make up all work missed and receive credit for the work.

Pre-Excused Absence:ISS

1. Present a written request to the office at least two (2) days in advance of the absence.
2. A form will be given to the student to have completed and returned to the office on the day it is issued.

Unexcused Absence:

1. An automated call will be made to parents to make them aware of a student's absence from school.
2. If the office is not contacted after that, the absence will be treated as an unexcused absence.

Doctor Appointments:

Students with medical or dental appointments during the school day must present such notification to the school office prior to the appointment. Students must sign out in the office before leaving for the appointment and sign in when returning.

Making Up Work:
All classwork missed during an absence must be made up. If the absence is unexcused, a student has the right to make up work, but credit will be issued at teacher discretion; if excused, full credit will be allowed. A student will be allowed one (1) school day per day(s) missed to make up work. This does not apply, however, when a student has a pre-excused absence due to vacation.

Athletics and Absences:
Students must be in attendance at least ½ day (minimum of 3 hours, not including lunch and rec.) on the day of a scheduled school event to be eligible for **participation in athletics or attendance at any FPS event.** If a student misses class in the morning, for example, he/she must report to school by **11:00 a.m.** The absence must be excused by the building administrator. Participation will be at the discretion of the administrator. **If a student is absent a full day, attendance or participation at school-sponsored events is not permitted unless permission has been previously granted by an administrator.**

TARDINESS

A student arriving late to school should report immediately to the office for a tardy slip. Only an emergency is an acceptable excuse for being late to school. The tardy policy is based on each nine-week marking period. Tardies, which are not excused, result in the student making up time in accordance with the following policy:

1. Up to two tardies in the same class – Student will receive verbal warning from teacher.
2. A third tardy will result in a Rec detention assigned by the teacher.
3. Additional tardies up to five in the same class will result in After School Detentions assigned by the teacher. Parent contact will be made by the teacher.
4. Six or more tardies in the same class will result in Saturday Schools assigned by an administrator.

Continued tardiness will result in a parent-teacher-administrator meeting and further discipline.

TRUANCY

A student absent without the consent of his/her parents or the permission of the school is truant. This is an unexcused absence. Excessive tardies and/or absences will be referred to law enforcement and/or truancy officer.

The following are examples of truancy:

1. Being absent from class without permission.
2. Leaving the school without signing out.
3. Leaving the school at lunchtime.

4. Being absent from school without parents' permission.

Disciplinary Action:
A student absent from class, away from assigned areas, or that leaves campus without permission at any time during the school day will be assigned disciplinary action.

Family Truancy:
Excessive student absences will result in written or verbal communication from the FMS office to families to assist in improving student attendance. If attendance is not improved at that point, the school will request an in-person meeting with parents to develop a plan. This could include the involvement of the School Resource Officer.

BOOK BAGS

Book bags may be used to carry books to and from school. Book bags are not to be carried to or brought into classrooms. When arriving at school, the student should place books into the locker and then hang the book bag in the locker. Book bags are not to be left in the hallways unattended.

CLOSED CAMPUS

Fremont Middle School operates on a closed campus arrangement. Once a student arrives at school, he/she is not allowed to leave the immediate area of the school unless he/she is properly signed out through the office. To leave the school during the day, the student must present a note from his/her parents or a valid appointment card and receive a pass to leave the building.

BEFORE AND AFTER SCHOOL

Students should not be on the Fremont School grounds before 7:20 a.m. The doors will not be unlocked until that time. Students need to be off all Fremont Public School grounds by 3:20 p.m. unless the student has a specific activity they are attending. No students should be in any FPS buildings on weekends unless they are there for a specific activity with adult supervision.

VISITORS

Visitors can, through no fault of his or her own, have a disrupting influence when in attendance. Therefore, it is the policy of Fremont Middle School not to accept visitors in our school. This rule is waived by the principal to allow a visit by a potential student or group of students.

Any visitor entering the building is required to report to the principal's office and arrangements may be made for him/her to meet a student in the office for a brief time. Visitors are required to wear an ID identifying their status as a visitor.

MEDICAL NEEDS

Please send updated information on any new or existing medical conditions (allergies, etc.) that your child may be experiencing. Health plans will be developed as necessary, and a doctor's note may be required. Information will be shared with appropriate personnel such as your child's classroom teacher(s), physical education teacher, office and playground aides, or bus driver. This information will help them work with your child to minimize unnecessary restrictions and possible absenteeism.

When to Keep Children Home:

State regulations indicate that superintendents, principals, the school nurse, and teachers shall exclude from school any child suspected of having a communicable disease.

Headaches, runny nose, difficulty breathing, sore throat, coughing, a rise in body temperature, vomiting, a skin eruption, or an unusual flush or paleness should lead you to suspect illness in your child. Your child needs to be kept home when ill to avoid the spread of illness. Check with your doctor for diagnosis, treatment, and the proper time for returning to school. Please send a note when your child returns explaining the reason for the absence.

Cooperate with your school and local health department. Prevent exposure that may occur in the school, on the bus, or on the school grounds by keeping your child at home if he/she shows signs of illness.

Allergy/Asthma Medication:

If your child needs to carry an inhaler/Epi-pen at school, the policy must be followed as the law dictates. There will be no exceptions. Students with an inhaler/Epi-pen who have not met the criteria will have their inhaler/Epi-pen confiscated and parents will be notified. Parents are encouraged to keep an extra inhaler/Epi-pen at school in the office or health room in case of an emergency. If you have any questions, please contact your building principal or the school nurse.

A student may possess and self-administer an inhaler/Epi-pen for the prevention and/or relief of asthma/allergy symptoms if the following conditions are met:

1. There is written approval from the student's physician or other health care provider and the student's parent/guardian to possess the inhaler/Epi-pen.

2. The building administration has received a copy of the written approvals from the physician and the guardian. The school district or a school district employee is not liable for damages if an employee prohibits the use of an inhaler/Epi-pen by a student if it is the employee's "reasonable belief" formed after a reasonable and ordinary inquiry that the above conditions have not been met.

Other Medications:
If possible, parents are advised to give medications at home and on a schedule rather than during school hours. If it is necessary that a medication be given during school hours, the following regulations must be followed. School policy states that any medication that needs to be taken at school must be brought to school by a parent/guardian, in its original container with the appropriate label intact and the parent's signature on a medication consent form. The physician must also sign the medication consent form if the medication requires a prescription. The school will not have Tylenol or aspirin to dispense for any reason. Medication permission slips are available in the office.

Immunizations:
According to state law, any student new to the school system, or upon entering the 7th grade, must show proof of immunizations and be current by today's standards to remain in school. Students must have an up-to-date immunization record, or a current immunization waiver form certified by the Local Health Department, on file in the school office to attend FMS. Records are reviewed on admission and parents are notified of updates needed. Any questions should be directed to the Newaygo County Health Department.

Head Lice:
Head lice infestation is a continuing problem among school age children in Michigan. Head lice do not carry disease nor does their presence mean your child is dirty. However, they are an annoyance and are spread easily. Please periodically check your child's head carefully and, if any head lice are found, treat your child and any other infested family members before your child returns to school. Remember too, that anything near the child's head (bedding, clothes, hair items, stuffed animals, furniture, etc.) must also be treated immediately. It is critical that you not only kill the lice with a lice-killing shampoo but also remove all the eggs (nits). Although treatment shampoos provide a nit comb, they are not always 100% effective. Nits are literally glued to the hair and can be difficult to remove.

If eggs remain in the hair, re-infestation may occur. Parents must accompany their child back to school after treatment. Please continue to check heads every day for 2-3 weeks to make sure the lice is gone. Regular checking is the best prevention. If you discover your child or a

family member has head lice, please notify us as soon as possible at 924-0230.

EMERGENCY INFORMATION

Please keep the school posted of all current phone numbers (home and work). If you do not have a phone, it is **very important** that you give us the phone number of someone who could reach you in case of an accident or if your child becomes ill at school. **Please provide more than one phone number. This is very important in case of an emergency.** If a telephone number is changed or disconnected, please update your information at school.

FEES AND MISSING ITEMS

Fees:

Some classes at FMS may require a small fee for student participation. The fee should be paid prior to participation in the designated activity.

Fines:

Students are required to maintain proper care of all materials issued by FMS. Fines for damage to materials will be imposed and payment will need to be paid at the end of the school year.

Loaning Money:

Students are advised not to loan money. If a student chooses to loan money, the collection of the repayment is solely the responsibility of the students involved. The school is not responsible for any money that is loaned and not paid back.

Lost and Found:

All found articles are to be turned into the main office. If you lose an article, be sure to check the lost and found department and report the missing article to one of the office personnel so a search may be instituted.

TECHNOLOGY & ELECTRONIC DEVICES

Electronic Devices:

Electronic Devices brought to school are at the risk of the student. FMS is not responsible for loss or theft. These items are not to be used between 8:00-3:00 unless permission has been granted by an administrator or teacher.

> *1st and 2nd Offense* – Device confiscated, Student and Teacher conference with device returned at the end of the school day
> *3rd Offense* – Device confiscated, Parents notified to come pick up device
> *4th Offense* – Device confiscated, Parents pick-up device and conference with administrator to develop a plan.

School Technology Use:
Use of technology at Fremont Public Schools is a privilege extended to students and staff in order to enhance learning and exchange information. With access, however, comes responsibility. FMS students will be given a "Technology Code of Ethics" which outlines the privileges, responsibilities, printer usage, acceptable internet use, and disciplinary action statements. Each student will need to sign the user's responsibility form prior to accessing and using technology. Parents/Guardians will also be asked to sign the form. All students will be disciplined for violating the privileges outlined in the Code of Ethics.

Disciplinary action for computer offenses may include, but are not limited to, the following steps:

> *1st Offense* – Loss of all computer privileges for two weeks. Offense will be recorded in the student's file. Technology Code of Ethics review with a staff member.
> *2nd Offense* –Loss of all computer privileges for up to six weeks. Offense will be recorded in the student's file. A technology behavior plan will be created with the students for approval by his/her parents and a building administrator.
> *3rd Offense* –Loss of computer privileges for the remainder of the school year. When privileges are reinstated, they will be so on a limited basis.

Any violation, which affects the integrity of the network, will result in permanent removal from the network for the remainder of the school year.

Unauthorized Videotaping:
Students are not to use any electronic devices to record the actions of any other student or a staff member without permission of a classroom teacher or the building principal. Legal action can be taken against any student who uses electronic devices to record the actions of other students or the staff at Fremont Middle School.

OTHER TRANSPORTATION

Bicycles may be ridden to school and must be placed in the bicycle racks provided. No motor driven vehicles (automobiles, motorbikes, or scooters) are to be used for transportation to and from school. Rollerblades and skateboards are also not allowed without permission from the building principal.

OFF CAMPUS EVENTS

While traveling or attending school sponsored activities, FMS students are expected to represent their school well. Student behavior should always reflect positively on the school and the community. While attending high school activities, students are subject to the authority of school district officials. Failure to obey rules and regulations and/or failure to obey the instructions or directives of school officials subjects the student to the school disciplinary code and loss of eligibility to attend school athletic functions.

Eligibility for Off Campus Events:

Eligibility for class trips/field trips/activities throughout the year are dependent on the student being a member "in good standing" of the class and the student body. "In good standing" will be determined by the Staff and Administration of FMS.

DRESS CODE

The style and way a student dresses while he/she attends school and school-related functions is largely the responsibility of the student and his/her parent. The School District, however, maintains the right to impose reasonable restrictions on dress, where the style of dress or grooming is reasonably considered disruptive or the style of dress or grooming is reasonably considered detrimental to the School District's mission and/or the health, safety, or welfare of the student or other students with whom he/she attends school.

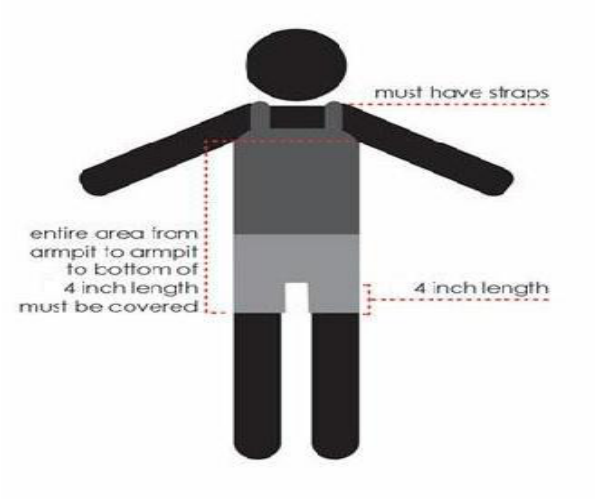
Students who violate the dress code will be given an opportunity to change/find other clothes to wear for the remainder of the day.

The following policy governs student dress for school:

1. School attire should be in good taste. Shorts need to have a minimum of a **4-inch inseam**. Pants must not have holes above the 4-inch inseam mark.
2. No underwear or skin showing between shirt and pants (shorts, skirt, etc.) when standing or sitting.
3. Hats or hoods of any kind cannot be worn in school, and should be taken off when entering the building and placed in lockers.
4. Other examples of inappropriate clothing or how a student looks in school include:
    - No excessive cleavage showing.
    - No clothing or hats which directly or indirectly promote or advertise tobacco, alcohol, or drugs.
    - No attire that is suggestive or symbolizes subject matter that is inappropriate for an educational setting.

- No clothing that may directly or indirectly be interpreted as gang affiliation.
- No using pens or markers inappropriately to mark the student's body.

The following picture illustrates the expectations for school dress.



LUNCH/REC TIME

The following governs lunch/rec time behavior:

1. If you need to be in a classroom or go to your locker, check with lunchroom supervisor.
2. Do not run, push, or shove in the hallways, but head quickly to your rec time location.
3. Those students choosing to be in the gym during rec. time are under the authority of the gym supervisors. "Roughhousing" or running in the gym (except when participating in a game) are not permitted.
4. Depending on the weather, students will have the rec. time option of going outside, to the gym, or to the Media Center when available.
5. No open food or drinks are permitted in the hallways or lockers. Students violating any of the above rules will receive disciplinary consequences.

STUDENT CLUBS

Student clubs or activities must have a current FMS staff member advisor. Requests for new clubs must be presented and approved by FMS administration prior to the beginning of each new school year.

ATHLETICS

The total development of the student is the focus of a responsible athletic program. Successful programs provide for physical, mental, social, and emotional growth. Each student-athlete will receive a Fremont Middle School Athletic Code of Conduct and academic eligibility standards packet. This packet should be read by the student-athlete and the parent(s). The last page of the packet contains a contract that must be signed by the student-athlete and parent, and be on file in the office, in order for the prospective athlete to be eligible to participate on any FMS athletic team. All student-athletes must have a current athletic physical on file in the office prior to participating in athletics. The school-offered physicals are in May and will be valid for the following school year.

CODE OF STUDENT CONDUCT

Students of FMS are expected to always exhibit their best student behavior. FMS students are expected to be cooperative, considerate, and respectful of staff and school property. District rules apply en route to and from school, during school, and at all school related functions. Any student whose behavior falls below these standards can expect to be disciplined in one, or a combination, of the following ways:

1. Student/teacher or student/teacher/principal conference
2. Restorative Practices
3. Parental contact with the probability of a parent conference with teacher and/or principal
4. Rec time detention
5. After school detention
6. Assignment to Saturday School
7. Out of school suspension

<u>After-School Events</u>

To attend an after-school event (such as a dance or fun night), students must meet all of the following requirements:

1. Maintain an attendance rate of 90% or higher.
2. Be passing at least four classes.
3. Have no suspensions on record.

<u>Bullying or Verbal Harassment:</u>

Bullying is not permitted! This also includes cyber bullying (by computer or text messages). Disciplinary action will be taken at the discretion of the school administration and may include, but not be limited to, verbal warning, restorative practices, detention, suspension, parental conference and referral to law enforcement agency, or possible school board referral for expulsion.

Cyber Bullying: Threatening or degrading other students through means of electronic communication, such as social media, text messaging, etc. will not be tolerated. Police referrals will be made on any incidents that affect the ability of a student to be successful and safe at school.

Cheating:
Loss of credit for assignment or test; parental contact by teacher

Classroom Misbehavior:
Verbal warning, restorative practices, possible rec or after school detention, possible behavior plan or conference, possible suspension from 1-10 days

Destruction/Defacing of School Property:
The student will be responsible for the dollar amount necessary to replace or repair the destroyed item(s). If the destruction is done on purpose, possible restorative practices, detention, Saturday School , or suspension from 1-10 days.

Disrespect/Insubordination Directed Toward Staff or Substitute Teachers:
Verbal warning, restorative practices, rec or after school detention, possible suspension 1-10 days.

Disrespect to a substitute teacher will result minimally in an after-school detention.

Failure to Attend After School Detention or Saturday School:
If a student fails to attend an assigned After School Detention, the student may be assigned another detention or a Saturday School, at the discretion of the building administrator.

If a student fails to attend an assigned Saturday School, the student can be suspended from school for up to two (2) days.

Fighting and Physical Assault:
The mandatory expulsion provision (Public Act 102 of 1999 adds sections l308, 1310, and 1310A to the revised school code) applies to a **physical assault** by a student upon another student which occurs on school property, at any school –sponsored activity, or on any school-related vehicle. The students involved will be suspended up to 10 days or expelled for up to 180 days. In addition, Fremont Public Schools administration has a legal obligation to refer any acts of violent nature to the appropriate law enforcement officials.

Physical Aggression: Possible detention, restorative practices, Saturday School, or 1-10 day suspension
Physical Assault: See Above State Law

Hazing:
"Hazing" means any intentional, knowing or reckless act meant to induce physical pain, embarrassment, humiliation, deprivation of rights or that which creates physical or mental discomfort, and is directed against a student for the purpose of being initiated into, affiliating with, holding office in, or maintaining membership in any organization , club or athletic team sponsored or supported by the district. Students engaging in "hazing" will be subject to corrective measures in accordance with school board policy.
1-10 day suspension, possible board referral for expulsion

Loitering on HS Campus/Attendance of HS Dances:
Middle School students are not allowed to loiter on the FHS campus unless there is an activity that the students are attending. Students should not be on site more than 30 minutes prior to the event, unless supervised by an accompanying adult. FMS Students are not eligible to attend any FHS dances. Any students violating this policy may receive a Saturday School.

Obscenities and Profanity:
Rec or after school detention, possible suspension

Public Display of Affection:
Warning, parent contact, rec or after school detention, possible suspension

Sexual Harassment:
Sexual harassment will not be tolerated pursuant to school board policy. Examples of conduct prohibited by this policy include, but are not limited to the following: verbal harassment, inappropriate touching, name calling, inappropriate jokes.
Verbal warning, conference with administrator, restorative practices, rec or after school detention, possible suspension 1-10 days

Stealing:
Return of item, possible warning, rec or after school detention, possible 1-10 day suspension, possible police referral

Threats:
Threats to do bodily harm to another student or staff member will not be tolerated, pursuant to school board policy. Should such an incident occur

the student will be isolated. Until the situation has been thoroughly investigated, the student will be suspended from school. The parent/guardian will be contacted along with the appropriate law enforcement. Depending on the results of the investigation, the student may face long term suspension or expulsion from Fremont Public Schools.

Weapons:
This includes, but is not limited to, knives and guns, or any item that could ultimately jeopardize the safety or health of a FMS student or staff member. This includes items that could be portrayed as, or used as, a weapon. Disciplinary action will be at the discretion of the school administration and will include, but not be limited to, suspension or expulsion, pursuant to board policy.

OUT-OF SCHOOL SUSPENSION

Student is excluded from school and must remain at home. During the time of the exclusion, student is not eligible to attend any after school or school affiliated activities, including high school athletic events. It should be remembered that the examples listed on the following pages do not include all misbehavior, which would be subject to disciplinary action. **The school principal and/or assistant principal have the authority to question misbehavior of any form within the building, on school grounds, at school sponsored or related activities, or when directed toward any staff member employed by the Fremont Public Schools. Any behavior, which adversely affects the learning process or atmosphere of the school, as interpreted by the administration, will result in disciplinary action.** Examples of unacceptable behavior and resulting consequences follow. The disciplinary actions taken vary depending on the circumstance. The administrative team will make the decision when the corrective discipline is not in direct correlation with the handbook's suggested corrective discipline plan.

Short Term Suspension (Less than 10 days):

1. Prior to a student receiving an actual suspension, there will be:
    - Oral or written notification of the nature of the violation and the intended punishment.
    - "Discussion" with the disciplinarian providing the pupil with an opportunity to tell his/her side of the story.
    - An explanation of the evidence of the violation upon which the disciplinarian is relying if the student denies the violation.
2. The parents will be notified of the suspension by telephone; however, if no telephone is available, the administrator will contact the parents at his/her earliest convenience. If the school is unable to contact the parents, a letter will be forwarded to the home.

Long Term Suspension (10 days or more):

1. Prior to a student receiving a long-term suspension, the parents will receive notification of the stated offense and the student will be afforded procedural due process as follows:
    - Written notice of the rules violated, the intentions to expel, and the place, time and circumstances of the hearing with sufficient time provided to prepare a defense.
    - Full and fair hearing before an impartial adjudicator (not the person who collected the evidence).
    - Right to legal counsel or some other adult representation.
    - Opportunity to present witnesses or evidence on the accused pupil's behalf, and to cross-examine opposing witnesses.
    - Written record (not necessarily verbatim) demonstrating that the decision was based on the evidence.
2. If, after the discussion described in #1, the recommendation is unchanged, the Superintendent or his designee will provide written notice of the charges against a student to the student and his/her parents or guardian. The charges will specify the particular rule, regulation, law, etc., that has been violated. Included with the notice shall be a). a statement of the date, time, and place for a hearing before the Board of Education and b). a copy of this regulation. The notice will also inform the student and his/her parents or guardian that the hearing may be public or private at their option, but that by law, it will be open unless they request it to be closed.
3. The parents or guardian shall be requested to be present at the hearing.
4. The student and his/her parents or guardian may be represented by counsel, but they bear all costs of such representation.
5. The student shall be given the opportunity to contest the facts which may lead to the imposition of discipline or to contest the appropriateness of the sanction being recommended. The student shall be given an opportunity to testify himself/herself and allowed to offer the testimony of other witnesses and present other evidence. The student also has the right to refrain from testifying.
6. The student, his/her parents or guardian shall be allowed to hear and observe all evidence offered against him/her. In addition, the student, and his/her parents or guardian shall be allowed to question any witness.
7. The hearing shall be conducted by the Board of Education which shall make its determination solely upon the evidence presented at the hearing. The hearing is not a court proceeding and court rules of evidence and procedure shall not be enforced at such hearing. The Board of Education may, in its discretion, employ counsel to

assist the Board of Education in conducting the hearing. The Board of Education shall keep a summary record of the hearing, but it need not be a complete, stenographic transcript.

8. The Board of Education shall state within a reasonable time after the hearing its findings as to whether or not the student charged is guilty of the conduct charged and its decision as to expulsion or alternative discipline, if any.
9. The findings and decision of the Board of Education shall be reduced to writing and sent to the student and his/her parents or guardian. If applicable, the decision shall inform the student and his/her parents or guardian when the student will be eligible for re admission. The decision shall also inform the student and his/her parents or guardian of the right to judicial review of the Board of Education's decision.
10. A student and his/her parents or guardian may waive the right to a hearing. If it is waived, the Board of Education will, nevertheless, take formal action to accept or reject the recommendation for expulsion, unless the student has voluntarily withdrawn from school by his/her parents or guardian. In that case, no action by the Board of Education shall be necessary.
11. School officials will undertake all reasonable efforts to arrange an alternative educational process for any suspension in excess of five (5) school days or for an expulsion.

In-school suspension will be offered when appropriate. In-School Suspension (ISS) may be assigned by a school administrator as a disciplinary consequence for student misconduct. Students assigned to ISS are expected to follow all school rules, complete assigned academic work, and demonstrate respectful and cooperative behavior throughout their placement.

Any student who is disrespectful, insubordinate, disruptive, or refuses to comply with staff directions while serving ISS may have the consequence immediately elevated to Out-of-School Suspension (OSS). Depending on the severity of the behavior, the length of the OSS may be extended beyond the original disciplinary assignment.

SUBSTANCE ABUSE POLICY

To be proactive against drugs, FMS, along with the Newaygo County Sheriff's K-9 Unit, will conduct a building search yearly or as needed.

A student shall not smoke, chew, or otherwise use tobacco. A student shall not, while on school property, have in his/her possession or under his/her control, tobacco in any form. This includes electronic cigarettes, vaporizers, or any other device that simulates smoking any type of

product, regardless of whether they are manufactured, distributed, marketed, or sold under any product name or descriptor. A student shall also not be in possession of lighters or matches while at school or school-sponsored activities. Violation may result in a possible police referral.

Alcohol Disciplinary Action:
This includes use, possession, or consumption.

1. When there is probable cause to believe that a student has used alcohol, the student will submit to an intoximeter test. If the student refuses said test, it will be presumed that alcohol has been used and discipline will occur.
2. Suspension 1-10 days.
3. Recommendation of suspension for remainder of semester.
4. Recommendation for expulsion.

Drug Disciplinary Action:
This includes substances or substances described as or believed to be any of the forbidden types, look alike substances, including paraphernalia - use, consumption, possession, selling, or distribution.

1. 10 days suspension with recommendation for suspension for remainder of the semester.
2. Recommendation for expulsion.

SEARCH, SEIZURE, AND INTERROGATIONS:

Search and Seizure:
To maintain order and discipline in the schools, and to protect the safety and welfare of students and school personnel, school authorities may search students, student lockers, backpacks, and desks, under the circumstances outlined below an may seize any illegal, unauthorized, or contraband materials discovered in the search.

Student lockers and desks are school property and remain at all times under the control of the school district; however, students are expected to assume full responsibility for the security of their lockers and desks. Students should not expect privacy regarding items placed in school property because school property is subject to search at any time by school officials. Periodic general inspections of lockers and desks may be conducted by school authorities for any reason, at any time, without notice, without student consent, and without a search warrant.

Hall lockers operate on a master control key arrangement and the school, pursuant to state law, retains the authority to perform locker checks and to search individual lockers at the district's discretion. In addition, periodic

locker clean-ups will be scheduled to help maintain good housekeeping habits. In School Board policy section 2006, it states that the student's privacy rights shall be respected "regarding any items that are not illegal or against school policy".

Interrogation:
The administration will make every reasonable attempt to notify the parents or legal guardian prior to permitting the interrogation or detainment of a student by law enforcement authorities or other persons who are not the parents or legal guardian of the student. If the parents or legal guardian cannot be reached, the principal or his designee will be present during the interrogation.

FERPA

The Family Educational Rights and Privacy Act of 1974 require that school districts inform parents whenever information on a student is being released by the school district unless the information being released can be defined as "directory" information. Directory - information may be published by the school district in school yearbooks, school information sheets, school newspapers, school bulletins, school athletic programs or other materials released to public sourced. Fremont Public Schools has identified the following as directory information:

1. Student's Name/Address
2. Student's Grade Level

This information will, as a general rule, be released by the school district without prior written consent from the parent/s, guardian/s or adult student. The purpose of this notice is to inform parent/s, guardian/s, or adult student in the school district of that information, which is considered directory information and to provide the parent, guardian, or adult student the opportunity to object to the release of that information. If the parent/s, guardian/s or adult student objects to the inclusion of specific information, Fremont Public Schools will honor the objection and will not release the information without written consent of the parent/s, guardian/s or adult student. For purposes of this notice, adult students are considered to be students who have reached the age of 18 and attend Fremont Public Schools.

If you wish to request that specific information about your student be withheld, please contact the principal of your student's school, in writing annually, within 2 weeks of the beginning of the school (or within 2 weeks of initial enrollment, if your student is enrolled after the beginning of school). The principal's office will, in turn, notify the district's administrative offices.

BUS CONDUCT/TRANSPORTATION

Fremont Public Schools shall be responsible for transporting children from their assigned bus stop to school in the morning and returning them to their assigned bus stop after school. Each child will be assigned to use a specific bus and a specific bus stop location. A child will not be permitted to use any other bus or stop without permission of the Director of Transportation.

The Director of Transportation may grant permission for a pupil to ride a different bus or use a different stop, only if on a permanent basis. Such permission may be granted only upon receipt of a written request of a parent(s)/guardian(s) to the Director of Transportation.

Pupil Responsibilities:

1. To occupy the seat assigned by the driver and to refrain at all times from moving around while the bus is in motion.
2. To observe classroom conduct (except for ordinary conversation) while getting on or off and while riding the bus.
3. To be courteous and obedient to the bus drivers; they are responsible for your safety and need your help.
4. To warn the driver of an approaching danger if there is reason to believe the driver is not aware of the danger.
5. To be in the place designated both morning and afternoon ready to board the bus at the time shown on the schedule in the bus.

Personal Safety:

1. Stay off the traveled roadway at all times while waiting for a bus.
2. Wait until the bus has come to a stop before attempting to get on or off the bus.
3. Leave the bus only at the consent of the driver.
4. Enter or leave the bus only at the front door after the bus has come to a stop except in the case of an emergency.
5. If necessary to cross a traveled highway after leaving the bus, do so in the following manner:
    - Make certain the bus is stationary.
    - On alighting, go to the front of the bus within 10 feet or in sight of the driver and wait for the proper signal for crossing. Upon signal from the driver, or from a personal escort, look both to the right and to the left and proceed across the highway in front of the bus.
    - Walk (not run) in front of the bus when crossing the highway.
6. Keep hands and head inside the bus at all times.
7. Inform driver when absence is expected from school.
8. Report to the driver at once any damage to the bus that is observed.

9. Help keep bus clean, sanitary, and orderly.

Minor Offenses:

The following minor offenses will require disciplinary action depending on the circumstances and severity of the offence. Minor offenses may be determined to be a major offense depending on the circumstance.

1. Consuming food or drink
2. Disrespect toward others
3. Abusive language
4. Pushing
5. Standing while bus is moving
6. Spitting
7. Yelling in or out of bus

Students in violation of a minor offense shall:

1. First offense - The driver will address the student on the matter, then will contact the parent or guardian by telephone. (Letters will be used when there is no telephone). "Telephone Contact Cards" will be used for the purpose of documenting the call. This card must be on file before a "Misconduct Report" can be issued.
2. Second offense - A "Bus Misconduct Report" will be filed. The Misconduct Report will result in an oral warning from the Transportation Supervisor. Copies of this report will be sent to the building principal and parents/guardians of the student along with a phone call or letter.
3. Third offense - A second "Misconduct Report" will be issued resulting in an automatic 3 day suspension from bus riding privileges including all extra-curricular activities.
4. Fourth offense - A third "Misconduct Report" will be issued resulting in suspension from riding the bus for 5 full days. A satisfactory parental conference must be held before the student will be allowed back on the bus.
5. Fifth Offense - Permanent suspension of bus privileges for the balance of the school year upon recommendation from the Transportation Supervisor to the Superintendent of Schools.

Major Offenses:

The following major offenses will require disciplinary action depending on the circumstances and severity of the offence. Major offenses may be determined to be a minor offense depending on the circumstance.

1. Fighting
2. Abusive language toward and adult
3. Destruction of school or personal property

4. Improper use of emergency door
5. Throwing any object
6. Lighting matches
7. Possession of any type of weapon
8. Possession or consumption of drugs or alcohol

Students in violation of a major offense shall:

1. Receive suspension from riding a bus for up to 5 days from the Transportation Supervisor for a first offense.
2. Receive a suspension from riding a bus for up to 10 days from the Transportation Supervisor for a second offense.
3. Receive a suspension from riding a bus for up to one semester from the Superintendent of Schools for the third offense.
4. Be referred to the Board of Education for corrective discipline for 4 or more offenses which could include suspension from riding a bus for up to the balance of the school year or for 1 calendar year.