Floyd Central Safe Spot List for Fire/Tornado Drills

Semester 1

FOR ANY FIRE ALARM BEFORE SCHOOL, PLEASE EXIT THROUGH THE NEAREST DOOR AND WALK AROUND THE BUILDING TO YOUR 1ST PERIOD BUS SLOT.

Period 1 Room # _____ Bus Slot # _____ Tornado Drill _____

Period 2 Room # _____ Bus Slot # _____ Tornado Drill _____

Period 3 Room # _____ Bus Slot # _____ Tornado Drill _____

Period 4 Room # _____ Bus Slot # _____ Tornado Drill _____

FOR ANY FIRE ALARM DURING LUNCH, PLEASE EXIT THROUGH THE NEAREST DOOR AND WALK AROUND THE BUILDING TO YOUR 5TH PERIOD BUS SLOT. Period 5 Room # Bus Slot # Tornado Drill

Period 6 Room # _____ Bus Slot # _____ Tornado Drill _____

Period 7 Room # _____ Bus Slot # _____ Tornado Drill _____

Semester 2

FOR ANY FIRE ALARM BEFORE SCHOOL, PLEASE EXIT THROUGH THE NEAREST DOOR AND WALK AROUND THE BUILDING TO YOUR 1ST PERIOD BUS SLOT.

Period 1 Room # _____ Bus Slot # _____ Tornado Drill _____

Period 2 Room # _____ Bus Slot # _____ Tornado Drill _____

Period 3 Room # _____ Bus Slot # _____ Tornado Drill _____

Period 4 Room # _____ Bus Slot # _____ Tornado Drill _____

FOR ANY FIRE ALARM DURING LUNCH, PLEASE EXIT THROUGH THE NEAREST DOOR AND WALK AROUND THE BUILDING TO YOUR 5TH PERIOD BUS SLOT. Period 5 Room # Bus Slot # Tornado Drill

Period 6 Room # _____ Bus Slot # _____ Tornado Drill _____

Period 7 Room # _____ Bus Slot # _____ Tornado Drill _____

Fostering Excellence for a Lifetime

Floyd Central High School

PLANNER AND HANDBOOK

2022-2023

EVERY STUDENT SUCCESSFULLY COMPLETES HIGH SCHOOL.

Floyd Central High School

6575 Old Vincennes Road

Floyds Knobs, IN 47119

Phone: (812) 542-8504

Fax: (812) 542-4795

Attendance: (812) 542-8603

Web Site: http://fchs.nafcs.k12.in.us/

Floyd Central School Code

For SAT & ACT Registrations and transcripts for college applications

152503

This book begins with the preamble to the student rights of all NAFCS students. That is followed by a brief description of the school.

This handbook is subject to change throughout the school year as warranted by changes in policies and state statutes. The school district has other rules and regulations for students. Acts of questionable judgment are also prohibited.

FLOYD CENTRAL HIGH SCHOOL

ADMINISTRATION & FACULTY

Dr. Rob Willman, Principal

Dr. Joe Voelker, Assistant Principal for Student Development

Jeff Cerqueira, Assistant Principal for Student Activities

Jody Johnson, Assistant Principal of Staff Development

STUDENT SERVICES PERSONNEL

Mark Clark, Counselor

Chelsey Davis, Counselor

Larissa Jerke, Counselor

Jessica Simler, Counselor

Katrina Uhl, Technology Coordinator

Christina Mayfield, Special Education

Brittany Eisner, Counselor, Testing Coordinator/504 & SPED Counselor

PREAMBLE

The New Albany-Floyd County Consolidated School Corporation recognizes: (a) that education is a basic citizenship right; (b) that students have full rights of citizenship as delineated in the U.S. Constitution and its amendments; and (c) that citizenship rights must not be abridged, obstructed, or in other ways altered, except in accordance with due process of law.

Just as in our democratic society at large, the foundation and success in public school education depends on the balance of individual rights and individual responsibilities. Certain standards of student conduct are necessary to assure that individuals seeking to express their rights do not at the same time infringe upon the rights of others. Self-discipline, which comes from understanding this balance of rights and responsibilities, is essential in any democracy. The schools believe that self-discipline is promoted not only through instruction about our representative form of government, but also through practicing democracy in the schools, in the home, and throughout the community.

Those enjoying the benefits of citizenship in the school community must also accept the responsibilities of school citizenship. A democratic school must have rules and regulations just as must the larger democratic society. It is the responsibility of students, parents, educators and the community to work to establish rules and regulations which promote the best possible learning environment for all those involved in the educational process. Not only should the school environment provide equal

opportunity for all, it should also permit the teaching-learning process to proceed in an orderly manner.

In an effort to create a more democratic school society, the Board of School Trustees of the New Albany-Floyd County Consolidated School Corporation has outlined some of the basic rights and responsibilities which will allow self-disciplined students to better govern themselves within the total school environment. These policy statements made by the Board of School Trustees are summarized below under eight main headings: (I) Basic Rights and Responsibilities of Students, (II) Enforcement of Rules and Regulations, (III) Procedure for Handling Suspensions and Expulsions from School,
(IV) School Safety Policy, (V) Driver's License Policy, (VI) School Bus Safety Code, and
(VII) Telecommunication.

As set out in Indiana law, I.C. 20-33-8, in all matters relating to the discipline and conduct of students, School Corporation personnel stand in the relation of parents and guardians to the students of the School Corporation. Therefore, School Corporation personnel have the right, subject to Indiana law, to take any disciplinary action necessary to promote student conduct that conforms to an orderly and effective educational system. Students must follow responsible directions of school personnel in all educational settings and refrain from disruptive behavior that interferes with the educational environment.

I. BASIC RIGHTS AND RESPONSIBILITIES OF STUDENTS

1. **Freedom of Speech and Assembly**
   - **a.** Students are entitled to express their personal opinions verbally as long as such opinions do not interfere with the freedom of others to express themselves. Students may not use lewd, vulgar, indecent or offensive speech, or engage in lewd, vulgar, indecent or offensive conduct while participating in, or present at, any school activity or any school sponsored extracurricular activity.

b. Students have the freedom to assemble peacefully. There is an appropriate time and place for the expression of opinions and beliefs. Conducting demonstrations which interfere with the operation of the school or classroom is inappropriate and prohibited. All student meetings in school buildings or on school grounds may function only as a part of the formal educational process or as authorized by the school principal. The use of obscenities or personal attacks is prohibited. Violence, threats of violence and possession, use or threatened use, of weapons are prohibited.

2. **Freedom to Publish**
   a. Students are entitled to express their personal opinions in writing, as long as they do not use lewd, vulgar, indecent or offensive language in such writing.
   b. Students may edit, publish, and distribute printed, handwritten, or duplicated matter among their fellow students within the schools. Students must assume the responsibility for the content of such publications or handwritten opinions. The distribution of such material must not interfere with, or disrupt, the educational process, learning environment, or endanger the safety of student and employees. Such material must be signed by the authors. Libel, obscenities, and personal attacks as well as lewd, vulgar, indecent and offensive language are prohibited in all material written, edited, published, or distributed by students in school, on school grounds, at any school sponsored functions, or at any time while under the supervision of school personnel.

3. **Search and Seizure**
   - **a.** A student is presumed to have no expectation of privacy in a school locker, desk or other area assigned to the student, or in the contents of those assigned areas.
   - **b.** The school principal or another member of the administrative staff designated by the principal may search a student's locker or other assigned area at any time.
   - **c.** Other than a general search of student lockers or other assigned areas, any search shall be, where possible, conducted in the presence of the student whose locker is the subject of the search.
   - **d.** A law enforcement officer with appropriate jurisdiction may, at the request of the school principal, assist the school administration in searching such a locker and its contents.
   - **e.** The principal or designee may search the person or property (including vehicles) of a student, with or without the student's consent, whenever they have reasonable suspicion to suspect that the search is required to discover evidence of a violation of law or of schools rules. The extent and conduct of a search will be governed by the student's age, gender, and the nature of the infraction. Strip searches are prohibited.
   - **f.** To combat escalating school violence and the potential presence of weapons in our schools, and in accordance with School Corporation policy and procedures, the School Corporation may utilize metal detectors, including, but not limited to, wands for random and reasonable suspicion-based searches to detect firearms, knives, and other weapons.
   - **g.** Driving to school and utilizing the school parking lot are privileges for student drivers. Any student who parks his/her car in a school

parking lot consents to a search of the car if the school administration has reasonable suspicion.

h. In an effort to promote a drug-free campus and to protect the safety and health of the district's faculty, staff, and students, the district may routinely partner with local law enforcement to conduct random searches of lockers, classrooms, and school parking lots. During those partnerships, the Board has authorized the use of specially trained dogs to locate and detect the presence of weapons and prohibited drugs on school property.

4. **Identification**
   It is the responsibility of all persons, upon request, to identify themselves to proper school authorities in the school buildings, on school grounds, or at school sponsored events.

5. **Student Conduct at Events On and Off School Grounds and at Other Times When Not at School**

   a. The New Albany-Floyd County Consolidated School Corporation has adopted a School Safety Policy governing students who commit, attempt to commit, or threaten aggressive acts toward persons (students, employees or visitors) or property. This Policy applies when a student is on a school bus, on school grounds, off school grounds at a school activity, function or event and while traveling to and from school or a school activity, function or event. This Policy may also apply when a student's conduct is unlawful and may reasonably be considered to be interference with school purposes or an educational function, when such conduct occurs during weekends, holidays, school recesses, or during the summer when a student may not be attending classes or other school functions. Students who commit these acts may be

suspended and may be expelled for up to one (1) school year or one (1) calendar year, as set out in Article II, herein.

b. Students are required to observe school rules and regulations and to be subject to the authority of school officials at school events, whether on or off school grounds. Students are required to be courteous and obedient in response to all reasonable orders from school personnel whether on or off school grounds.

6. **Criminal Organizations and Activity**
As required by Indiana Law, I.C. 20-26-18-3, a copy of the School Corporation's criminal organization policy (Board Policy 5840 Criminal Gang Activity), is included below:

5840- CRIMINAL GANG ACTIVITY

Prohibited Conduct
New Albany-Floyd County Consolidated School Corporation prohibits criminal gang activity on school property, school buses, or at school-sponsored functions.

Definitions
Per IC 35-45-9-1, "criminal gang" means a group with at least three members that specifically either:

a. Promotes, sponsors, or assists in; or participates in; or

b. Requires as a condition of membership or continued membership; the commission of a felony or an act that would be a felony if committed by an adult or the offense of battery (IC 35-42-2-1).

"Gang Activity" means knowing or intentional participation by a student in a criminal gang, or knowing or intentional solicitation, recruitment, enticement, or the intimidation of another individual to join a criminal gang.

Procedures for Reporting and Investigating

A school employee is required by law to report any incidence of suspected criminal gang activity, including criminal gang intimidation or criminal gang recruitment, to the principal and school safety specialist.

The principal or designee shall conduct a thorough and complete investigation for each report of suspected gang activity.

Each school within the school corporation shall record the number of investigations disposed of internally and the number of cases referred to local law enforcement, disaggregated by race, ethnicity, age, and gender. Each school shall report this information to the Superintendent who shall submit a written report to the Indiana Department of Education by June 1 of each year, starting in 2017.

Consequences

A confirmed incident of criminal gang activity is a violation of the school's code of conduct.

The principal or the principal's designee shall respond to criminal gang activity, according to the parameters described in the school's code of conduct.

Support Services

The principal may provide information or relevant support services to a student involved in, or suspected of, being involved in a criminal activity. The following types of services, including family support services, are available:

a. refer to counseling

b. establish programs to enhance school climate

c. enlist parent cooperation and involvement

d. enlist community cooperation and involvement

Criminal Gang Prevention and Education

The school corporation shall establish an evidence-based educational criminal gang awareness program for students, school employees, and parents (IC 20-26-18-4).

The school corporation shall implement school employee development to provide training to school employees in the implementation of its criminal gang policy (IC 20-26-18-4)

The superintendent shall ensure that notice of this policy appears in the student handbooks and on the corporation's website.

7. Criminal Organization Activities, Clothing or Accessories

Criminal organization and criminal organization related activities, clothing and accessories are prohibited on school property at all times. Signs, symbols and membership activities associated with criminal organizations are also prohibited. Any activity, clothing or accessory affiliated with a criminal organization that can be construed to intimidate, separate or distract students from the primary mission of the schools is prohibited and provides grounds for suspension or expulsion under Article II, herein.

8. Policy Against Discrimination and Harassment Including Title IX

a. It is the Policy of the New Albany-Floyd County Consolidated School Corporation to maintain and operate a learning and working environment that is free from discrimination or harassment on the basis of a protected class including but not limited to race, color,

ethnicity, national origin, sex, gender identity, sexual orientation, socioeconomic status, disability, genetic information, age or religion. This commitment applies to all Corporation operations, programs, and activities; thereby to protect employee and student interest in personal dignity and freedom from discrimination and harassment, to make available to the Corporation their full productive capacities, to secure the Corporation against domestic strife and unrest which would menace its democratic institutions, to preserve the public safety, health and general welfare, and to further the interests, rights and privileges of individuals within the Corporation.

b. It shall be a violation of this Policy for any employee of the New Albany-Floyd County Consolidated School Corporation to discriminate against or harass another employee or student on the basis of a protected class including but not limited to race, color, ethnicity, national origin, sex, gender identity, sexual orientation, socioeconomic status, disability, genetic information, age, or religion. It shall be a violation of this Policy for any student to discriminate against or harass another student or an employee based upon any of the above-mentioned protected characteristics.

c. The New Albany-Floyd County Consolidated School Corporation does not discriminate on the basis of a protected class including but not limited to race, color, ethnicity, national origin, sex, gender identity, sexual orientation, socioeconomic status, disability, genetic information, age, or religion in employment or in the educational programs and activities which it operates, in accordance with applicable state and federal statutes and regulations.

d. The School Corporation strictly adheres to all non-discrimination and anti-harassment laws and does not tolerate acts of discrimination or harassment. The School Corporation has appointed Jeanine Corson, 2813 Grant Line Road, Telephone 542-2118, as the Title IX and Complaint Coordinator to coordinate and carry out its Policies against discrimination and harassment on the basis of any protected characteristic. Any inquiries regarding the School Corporation's Policies in this matter should be directed to the Title IX and Complaint Coordinator. The Title IX and Complaint Coordinator shall document all reports of discrimination and harassment and establish a protocol for recordkeeping.

e. Harassment or discrimination of students, employees, and guests is prohibited at all academic, extra-curricular, and school sponsored activities. Behavior prohibited by this policy also includes conduct in any school program or activity taking place in school facilities, on school transportation, or any off campus conduct that has continuing effects on campus or in any school program or activity. The School Corporation prohibits discrimination and harassment through a computer, computer system, or computer network. Notwithstanding any other prohibition, the School Corporation will not take action to regulate expression protected by the United States and Indiana Constitution.

f. Harassment and Discrimination may take many forms, including: verbal acts and name-calling; graphic and written statements; sexual violence or unwanted sexual contact; or other conduct that may be harmful, humiliating, or physically threatening. Harassment and discrimination do not have to include the intent to harm, be

directed at a specific target, or involve repeated incidents, but may be present in peer-to-peer, staff-to-staff, staff-to-student, or student-to-staff interactions. Harassment and discrimination may be any act, speech, or gesture sufficiently severe, pervasive, or persistent so as to interfere with or limit the ability to participate in or benefit from the services, activities, or opportunities provided by the School Corporation.

g. **Anyone who believes that a student or employee has possibly been the target of discrimination or harassment is encouraged to immediately report the situation to an appropriate employee such as a teacher, counselor, administrator, or the Title IX and Complaint Coordinator. Any employee who observes, suspects, or is notified or discrimination or harassment must report the behavior to his/her immediate superior.** The reporter need not be the target of the discrimination or harassment. Complaints against an employee should not be reported to the accused staff. Instead, complaints against an employee should be reported to that employee's supervisor or appropriate coordinator based on the form of harassment or discrimination.

h. The Corporation will address both formal and informal complaints of discrimination and harassment. Complaints of discrimination and harassment should be received within thirty (30) days of discovering the alleged discrimination or harassment.

i. Procedures for investigating and responding to harassment and discrimination can be found in Board Policy 5517, or by contacting the Title IX and Complaint Coordinator listed above. For any questions, concerns, or to file a

complaint, contact the Title IX and Complaint Coordinator listed above.

j. Inquiries concerning the application of any federal civil rights statute or regulation may also be referred to the Regional Director, United States Department of Education, Office of Civil Rights, Region V, 500 West Madison Street, Chicago, Illinois 60661. Copies of the complete policies, enforcement procedures and the Complaint Report Form are available in the offices of all schools and of the Administrative Services Center, 2813 Grant Line Road, New Albany, Indiana 47150

9. **Human Dignity Policy**
   It is the Policy of the School Corporation that all employees, parents/guardians, students and members of the community are entitled to be treated and are obligated to treat others with courtesy, fairness and decency. Respect for the dignity and worth of every member of the school community must be recognized and promoted in the School Corporation. Accordingly, it is a violation of Board Policy to degrade, demean, harass, haze, bully, stereotype or ridicule any person on the basis of any assumed, perceived or actual characteristic, whether or not such characteristic is listed as a protected characteristic.

10. **Charges by a Parent/Student**
    When a student or his/her parents believe that the student is being improperly treated, or improperly denied participation in any educational function of the School Corporation, or is being subjected to an illegal rule or standard, as provided by the statutes of the State of Indiana or applicable statutes of the United States, or by the Constitutions of the State of Indiana or of the United States, they may file a signed complaint form with the administration and if unable to work out their problems with the administrative staff, they shall be entitled to

initiate a conference with the Superintendent or designee by filing a charge with the Superintendent in the same manner as a charge is initiated by the principal under Article III of this Guide. Parents can contact the Assistant to the Superintendent for Administration and Operation or the Director of Human Resources to obtain a Corporation complaint form.

11. **Notification of Rights under the Family Educational Rights and Privacy Act (FERPA)**
    - **a.** FERPA affords parents and students over eighteen (18) years of age ("eligible students") certain rights with respect to student education records. They are:
        - **(1)** The right to inspect and review the student's records within forty-five (45) days of the day the School Corporation receives a request for access. Parents or eligible students should submit to the school principal a written request that identifies the record(s) they wish to inspect. The principal will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.
        - **(2)** The right to request the amendment of the student's education records that the parent or eligible student believes is inaccurate or misleading. Parents or eligible students should write the school principal, clearly identifying the part of the record they want changed, and specify why it is inaccurate or misleading. If the School Corporation decides not to amend the record as requested, the School Corporation will notify the parent or eligible student of the decision and inform them of his/her right to a hearing regarding the request

for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

(3) The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. FERPA allows disclosure of student educational records to school officials, with legitimate educational interests in assessing the student's record, without consent. "School officials" include administrators, supervisors, instructors, support personnel, health and medical staff, law enforcement unit personnel, School Board members, persons or companies contacted to perform a special task, or a parent or student serving on an official committee or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. Upon request, the School Corporation disclosed education records without consent to officials of another school corporation in which a student seeks or intends to enroll.

(4) The School Corporation has classified the following information about individual students as "Directory Information" under FERPA and will release such information, without consent, except as set out below:

Name; address; telephone listing; date and place of birth; school enrolled in; photograph or videotape not used in a disciplinary matter; student work displayed at the discretion of the teacher with no grade displayed; academic majors and minors; participation in any officially recognized activities or sports; weight and height of members of athletic teams; dates of attendance; degrees and awards received; recognition of service or achievement; and the most recent previous educational agency or institution attended.

If a parent/guardian or eligible student does not wish to have some of the above listed Directory Information items released without prior parent's or eligible student's consent, such parent or eligible student must submit a written signed statement indicating that consent must be secured to: Director of Human Resources, 2813 Grant Line Road, New Albany, Indiana 47150. Such statement must be submitted not later than October 15 of a school year or within thirty (30) days of the student's initial enrollment for the school year.

(5) The School Corporation will also release Directory Information to representatives of the U.S. Armed Forces and the service academies of the U.S. Armed Forces unless a parent, guardian or student submits a written, signed request that such information not be released; such request must be submitted to the principal of the student's school not later

than the end of the student's sophomore year.

(6) The right to file a complaint with the U.S. Department of Education concerning alleged failures by the School Corporation to comply with the requirements of FERPA.
Parents and eligible students who wish to file a complaint under FERPA should do so by submitting the complaint form found at www.studentprivacy.ed.gov/file-a-complaint electronically to FERPA.Complaints@ed.gov.
Alternatively, individuals may print out the form, sign, and mail to the following address:

U.S. Department of Education
Student Privacy Policy Office
400 Maryland Ave., SW
Washington, DC 20202-8520

12. **Screening for Health Concerns**
In the course of each school year, the School Corporation provides the opportunity for students at some grade levels, or in some programs to be screened for possible health concerns which could adversely affect a student's performance in the educational program of the School

Corporation, including, but not limited to hearing and sight. If parents or guardians do not wish to have their child or ward screened for these possible health concerns because of religious beliefs, such parents or guardians must submit to the building principal a written signed statement indicating that the parent objects on religious grounds.

13. **Student Insurance**
Unless proven negligent, the School Corporation and School Corporation personnel assume no financial responsibility for medical expenses, treatment or damages resulting from injuries sustained by students while participating in any School Corporation sponsored educational program, or practicing for or participating in athletics, or any other school activity. The School Corporation makes student accident insurance available through a commercial insurance carrier; the protection and limitations are stated in the policy. Enrollment in this student accident insurance program is voluntary. If parents decide not to enroll in the student accident insurance program, it is the parents' responsibility to provide appropriate insurance, or to assume the risk of possible financial responsibility inherent in having their child participate in any school activities. Individual schools may request that parents provide the name of the company carrying the family's health and accident insurance, in order for school officials to have this information in cases of medical emergency.

14. **Lost, Stolen, or Damaged Student-Owned Property**
The School Corporation and School Corporation personnel assume no financial responsibility for lost, stolen or damaged student-owned property while such property is on the school grounds, or is being used at any school related activity off school grounds.

15. **Unsupervised Students on School Property**
The School Corporation and its employees assume no responsibility for the safety of students who are on school property at times when they are not involved in a school

activity under the direct supervision of School Corporation personnel.

16. **Administration of Medications**
Before any prescribed medication or treatment may be administered to any student during school hours, the proper form completed by the student's doctor and parent/legal guardian must be completed. The medication must be furnished to the school in compliance with appropriate policy on labeling and packaging.

Notwithstanding, a student with a chronic disease or medical condition may possess and self-administer medication for the chronic disease or medical condition if the following conditions are met:

a. The student's parent has completed the Student Authority to Possess and Administer Medication form. The authorization must include a statement in writing by a licensed physician that:

(1) The student has an acute or chronic disease or medical condition for which the physician has prescribed medication.
(2) The student has been instructed in how to self-administer the medication; and
(3) The nature of the disease or medical condition requiring administration of the medication.

b. The authorization and physician's statement described in subsection (a) must be submitted annually.

17. **Enrollment/Residence/Withdrawal**
Resident students are those whose legal settlement is within the School Corporation's geographic boundary. A student's legal settlement will be determined under applicable Indiana law. A student's legal settlement will also determine the student's school attendance area within New

Albany-Floyd County School Corporation. The School Corporation will accept the transfer of students who do not have legal settlement with the school corporation according to School Board Policy and Indiana law.

18. Parental Involvement/Visitor/Media

The school welcomes and encourages parental visits to school, parent volunteering, and other parental involvement in their student's education. But in order for the educational program to continue undisturbed when visitors are present and to prevent the intrusion of disruptive persons into the schools, it is necessary to invoke visitor controls.

The Superintendent or principal has the authority to prohibit the entry of any person to a school of this Corporation or to expel any person when there is reason to believe the presence of such person would be detrimental to the good order of the school. If such an individual refuses to leave the school grounds or creates a disturbance, the principal is authorized to request from the local law enforcement agency whatever assistance is required to remove the individual.

Parents will be involved in the planning, review and improvement of the corporation's Title I programs, and timely responses will be given to parental questions, concerns, and recommendations. Information concerning school performance profiles and their child's individual performance will be communicated to parents.

19. McKinney-Vento

Children who meet the legal definition of a "homeless" student (McKinney-Vento) will not be denied enrollment based on a lack of proof of

residency and will be provided a free appropriate public education in the same manner as all other students of the District. Questions about enrollment of a student who may be considered homeless should be directed to Katie Stein, Licensed School Social Worker (812-542-5505) or Tony Duffy, Assistant to the Superintendent for Elementary Education (812-542-2142).

20. **Asbestos**
An asbestos management plan is on file in the main office and is available for review by the public.

II. ENFORCEMENT OF RULES AND REGULATIONS

When self-discipline fails, regulations for management of school behavior must be enforced by those directly responsible for the operation of the schools. School staff members will make every effort, individually, collectively, and cooperatively, with appropriate available community resources, to help each student gain acceptable self-discipline standards. The Board of School Trustees of the New Albany-Floyd County Consolidated School Corporation has this legal responsibility. Authority for such action is given in the School Powers Act and the Student Due Process Statute, I.C. 20-33-8, et. seq. The Board of School Trustees has established policy in the Policy Manual of the New Albany-Floyd County Consolidated School Corporation and appointed administrative officers to carry out those Policies as amended.

1. **After School Detainment**
Students may be detained after school, but only for a reasonable length of time. (A "reasonable length of time" is determined by the child's age and other

factors.) Unusual delays should be reported to the parent by the school by telephone if possible.

2. **Restraint and Seclusion**
   New Albany-Floyd County Consolidated School Corporation has a plan in place for the use of restraint and seclusion, as a last resort, to control students only if there is an imminent risk of injury to the student or to another person and in emergency situations.

3. **Teacher Temporary Dismissal**
   A teacher may dismiss a student from participation in any educational function under that teacher's charge and supervision for a period not to exceed one (1) school day, when a student interferes with the educational function of which the teacher is then in charge.

4. **Suspension**
   A principal or designee may deny a student the right to attend school or to take part in any school function for a period of up to ten (10) school days in the following instances:

   a. When the school personnel in charge of a student consider the behavior of any student under their supervision to be so serious as to warrant the principal's attention;
   b. When the alleged misconduct constitutes a violation of any of the "Grounds for Expulsion or Suspension". The principal or designee shall provide notice and hold a conference with the student prior to the suspension. During the conference, the student is entitled to the following:

      (1) A written or oral statement of the charges against the student;

(2) A summary of the evidence against the student; and if the student denies the charges, and

(3) An opportunity for the student to explain the student's conduct.

If the circumstances or the nature of the misconduct requires immediate removal, the notice and conference shall follow as soon as reasonably possible after the suspension.

Following a student's suspension, the principal or designee shall send a written statement to the parent of the suspended student describing the student's misconduct and the action taken by the principal or designee.

5. **Expulsion**
   a. **An expulsion is:**
      (1) A denial of the right of a student to take part in any school function for any period greater than ten (10) school days;

      (2) A separation from school attendance for the remainder of the current semester or current year unless the student is permitted to complete required examinations in order to receive credit for courses taken in the current semester or current year.

   b. Generally, an expulsion will not be longer than the remainder of the school year in which the expulsion took affect if the misconduct occurred during the first semester. If the misconduct occurred during the second semester of the school year, a principal may request that an expulsion remain in effect through the following summer session and/or the first semester of the following school year.

c. An expulsion for a full school year may be for fewer than the total number of student days in a full school year when such expulsion results in the loss of school credit for two school semesters, or for two school semesters and a summer session.
d. An expulsion for violation of the rule against knowingly possessing, handling, or transmitting a firearm, while under the jurisdiction of the School Corporation, will be for a full calendar year, as set out in Article II, Section 8, f., below.
e. The expulsion process offers the opportunity for a student due process meeting (See Article III, below).
f. An expulsion that takes effect more than three (3) weeks before the beginning of the second semester of a school year must be reviewed before the beginning of the second semester. An expulsion that will remain in effect during the first semester of the following school year must be reviewed before the beginning of the school year. Such reviews shall be conducted by the Superintendent or his/her designee after notice of the review has been given to the student and the student's parent or guardian. The review is limited to newly discovered evidence or evidence of changes in the student's circumstances occurring since the original expulsion meeting and may lead to a recommendation that the student be reinstated for that semester.
g. A principal may require a student who is a least sixteen (16) years of age and who wishes to enroll after an expulsion to attend an alternative program.
h. The Board has voted to not hear any appeals on the decision of the Expulsion Examiner.

6. **Other Disciplinary Actions Which Do Not Constitute a Suspension or An Expulsion**

   a. A principal, teacher or other school staff member who supervises students may discipline a student by:

   (1) Counseling with a student or group of students;

   (2) Conferencing with a parent or group of parents;

   (3) Assigning additional work;

   (4) Rearranging class schedules;

   (5) Requiring a student to remain in school after regular school hours to do school work or for counseling;

   (6) Restricting athletic and other extracurricular activities, including removal from participation in such activities; and

   (7) Removing a student from any noncredit school activity.

   b. A principal or designee may assign a student to:

   (1) A special course of study;

   (2) An alternative educational program; or

   (3) An alternative school.

   c. A principal or designee may remove a student from school sponsored transportation;

   d. The disciplinary actions listed in this Section do not constitute suspensions or expulsions, and the list of disciplinary actions are not exhaustive.

7. **Application of the Grounds for Expulsion or Suspension**

   The grounds for expulsion or suspension, set out below, apply when a student is:

   a. On a school bus;

b. On school grounds immediately before, during, and immediately after school hours and at any time when the school is being used by a school group (including summer school or intersession);
c. Off school grounds at a school activity, function, or event, or;
d. Traveling to or from school or a school activity, function, or event. The grounds for expulsion or suspension may also apply when a student's conduct is unlawful and may reasonably be considered to be interference with school purposes or an educational function when such activity occurs during weekends, holidays, school recesses, or during the summer when a student may not be attending classes or other school functions.
e. The grounds for bullying may be applied regardless of physical location of the bullying behavior when a student demonstrating bullying behavior and the targeted student attend a school within the Corporation.

8. **Grounds for Expulsion or Suspension are:**
The following are the grounds for student suspension or expulsion, subject to the procedural requirements, set out below:
(1) Student misconduct; and/or
(2) Substantial disobedience.

The following enumeration is illustrative of the type of conduct prohibited by this Section. <u>This list is not exhaustive</u>.

a. Use of violence, force, noise, coercion, threat, intimidation, fear, passive resistance or other conduct, constituting an interference with school purposes, or urging other students to engage in such conduct:

(1) Occupying any school building, school grounds, or part thereof with intent to deprive others of its use;

(2) Blocking the entrance or exit of any school building or corridor or room therein with intent to deprive others of lawful access to or exit from, or use of, the building or corridor or room;

(3) Setting fire to or substantially damaging any school building or property;

(4) Making bomb threats, false 911 calls, false fire alarms or throwing smoke bombs, fireworks or other comparable conduct;

(5) Firing, displaying or threatening use of firearms, explosives, or other weapons on school premises for any unlawful purpose.

(6) Preventing or attempting to prevent by physical act the convening or continued functioning of any school or education function, or of any lawful meeting or assembly on school property;

(7) Intentionally making noise or acting in any manner so as to interfere with the ability of any teacher or any other school personnel to conduct the educational function under their supervision. This subparagraph shall not, however, be construed to make any particular student conduct a ground for expulsion where such conduct is constitutionally protected as an exercise of free speech or assembly or other right under the Constitution of Indiana or the United States.

(8) Discriminating or harassing on the basis of race, color, ethnicity, national origin, sex, sexual orientation, gender identity, socioeconomic status, disability, genetic information, age, religion, or other protected characteristics in violation of the

Policies described in Article I, Section 8, above.

(9) Possessing, handling or transmitting a knife or any object that can reasonably be considered a weapon, is represented to be a weapon, or looks like a weapon.

(10) Violating the School Safety Policy (Section IV).

b. Causing or attempting to cause damage to school or private property, stealing or attempting to steal school or private property.

c. Causing or attempting to cause physical injury or behaving in such a way as could reasonably cause physical injury to any person. Self-defense or reasonable action undertaken on the reasonable belief that it was necessary to protect oneself and/or another person is not a violation of this rule.

d. Engaging in any kind of aggressive behavior that does physical or psychological harm to another person or urging of other students to engage in such conduct. Prohibited conduct includes coercion, harassment, hazing, or other comparable conduct.

e. Engaging in violence against any student, staff member, and/or other persons. Prohibited violent or threatening conduct includes threatening, planning, or conspiring with others to engage in a violent activity.

f. A student will be expelled for a full calendar year for knowingly possessing, handling, or transmitting a firearm, deadly weapon, and/or destructive device as defined by Indiana law, while under the jurisdiction of the School Corporation. Under I.C. 35-47-1-5, a “Firearm” means any weapon that is capable of or designed to or that may readily be converted to expel a projectile by means of an explosion.

Under I.C. 35 – 31.5-2-86, a "Deadly Weapon" means 1) a loaded or unloaded firearm; 2) a destructive device weapon, device, taser or electronic stun weapon, equipment, chemical substance, or other material that in the manner it is used, or could ordinarily be used, or is intended to be used, is readily capable of causing serious bodily injury; 3) an animal that is readily capable of causing serious bodily injury, and used in the commission or attempted commission of a crime; or 4) a biological disease, virus, or organism that is capable of causing serious bodily injury. Under I.C. 35-47.5-2-4, a "Destructive Device" means 1) an explosive, incendiary, or overpressure device that is configured as a bomb, grenade, rocket with a propellant charge of more than four (4) ounces, missile having an explosive or incendiary charge or more than one-quarter (1/4) ounce, mine, molotov cocktail or device that is substantially similar to an item previously described; 2) a type of weapon that may be readily converted to expel a projectile by the action of an explosive or other propellant through a barrel that has a bore diameter of more than one-half (1/2) inch; or 3) a combination of parts designed or intended for use in the conversion of a device into a destructive device. A student expelled under this provision will not be reenrolled in the School Corporation until the beginning of the semester following the end of the expulsion. The length of the expulsion may be reduced by the Superintendent or designee, if the circumstances warrant such reduction.

g. Threatening (whether specific or general in nature) injury to persons or damage to property or intimidating any person for any purpose, including obtaining money or anything of value

regardless of whether there is a present ability to commit the act.

h. Failing to report the actions or plans of another person to school personnel where those actions or plans, if carried out, could result in harm of another person or persons or damage property when the student has information about such actions or plans.

i. It may be grounds for an immediate expulsion for any student to knowingly transmit or attempt to transmit any drug including:
    1. all dangerous controlled substances as so designated and prohibited by Indiana statute;
    2. all chemicals which release toxic vapors;
    3. all alcoholic beverages;
    4. any "medication" including those prescribed by a physician and any non-prescribed (over-the-counter) drugs, preparations, and/or remedies, including, but not limited to, herbal remedies, anabolic steroids, dietary supplements, and antihistamines, except for those which permission to use in school has been granted pursuant to Board policies 5330 and 5330.01;
    5. any "look-alike" substances;
    6. any chemicals or substances that are precursors to drug manufacturing;
    7. any other illegal substance so designated and prohibited by law;
    8. any substance not taken as directed or prescribed;
    9. any substance that alters behavioral patterns and is not prescribed by a physician.

It shall be sufficient grounds to prove transmitting a substance governed by this

regulation if the provider transmits a substance which closely resembles such a substance, or which he/she represents to be a substance.

It is a violation of this Policy for a student to transmit paraphernalia used with any of the substances listed herein.

A charge of transmitting a substance covered by this subsection may include a charge of possession of such substance. It may be grounds for an immediate ten (10) day suspension.

It shall be sufficient grounds to prove possession or use of a substance by this regulation if the student uses or possesses material which closely resembles such a substance or which he/she represents to be such a substance.

It is a violation of this Policy for a student to possess paraphernalia used with any of the substances listed herein.

Use of medication by a student when such medication has been prescribed for that student by a health care provider authorized by law to prescribe medication does not violate this rule, provided such medication is used by the student in accordance with the School Corporation policy governing the use of prescription drugs while under the jurisdiction of school authorities.

First time offenders determined to be in possession or under the influence of a prohibited substance, as set out herein, may be immediately suspended up to five (5) days pending expulsion; however, an alternative to expulsion may be offered, by the school administrator to the student and his/her

parents or guardian. A student is eligible for participation in this alternative program only one (1) time at each level of instruction (elementary, middle, and high) during his/her total enrollment in the New Albany-Floyd County Consolidated School Corporation.

Second or repeat offenders determined to be in possession or under the influence of a chemical substance, as set out herein may be immediately suspended pending expulsion without being offered the alternative educational program.

1. This program shall attempt to assist students in maintaining responsible behavior so that they may successfully complete school after experiencing the consequences of their violation of this Policy.
2. If this alternative is chosen by the student and parents or guardian, the student must attend all sessions of the program. Any cost for the alternative program**,** not approved by the Corporation, will be the responsibility of the student's parents or guardian.
3. If a student enrolls in the alternative program and then withdraws or otherwise fails to satisfactorily complete the program, the building administrator shall immediately resume the expulsion process for such student.
4. If the student or his/her parents or guardian do not choose to participate in the alternative educational program, the building administrator shall immediately resume the expulsion process for such student. Such

student may also be referred to the proper authorities.

j. Intending to cause intoxication, euphoria, excitement or a similar condition, ingesting or inhaling, or attempting to ingest or inhale the fumes of model glue or a substance containing toluene, acetone, benzene, N-butyl nitrite or other similar substances.
k. Possessing, using, distributing, purchasing, or selling tobacco, nicotine-containing products of any kind or in any form. These products include e-cigarettes, vaping devices, any kind of look-alike products or other related products or devices associated with tobacco or nicotine use or electronic nicotine delivery systems.
l. Engaging in any activity forbidden by the laws of Indiana that constitutes an interference with school purposes or an educational function.
m. Violating any Board policy or administrative rules that are reasonably necessary in carrying out school purposes or an educational function, including, but not limited to:
   (1) Engaging in harassment of a student or staff member;
   (2) Disobedience of administrative authority;
   (3) Engaging in speech or conduct, including clothing that is profane, indecent, lewd, vulgar, or refers to drugs, tobacco, alcohol, sex, or illegal activity;
   (4) Violation of the Corporation's acceptable use of technology policy or rules;
   (5) Engaging in sexual behavior on school property;
   (6) Violation of the Corporation's administration of medication policy or rules.

n. Failing to comply with directions of teachers or other school personnel during any period of

time when the student is properly under their supervision, where such failure constitutes an interference with school purposes or an educational function.

o. Excessive truancy or absence from school without the knowledge and consent of both the parent and the school.

p. Excessive cutting of classes and/or tardiness to classes.

q. Living outside of the New Albany-Floyd County Consolidated School Corporation attendance area without approval of the Corporation.

r. Failing to completely and truthfully respond to questions from a staff member regarding school-related matters including potential violations of the student conduct rules or state or federal law.

s. Falsely accusing any person of sexual harassment, or violating a school rule, and/or state or federal law.

t. While on school grounds during school hours, knowingly possessing or using a laser pointer or electronic device in a situation or for a purpose not related to a school activity or an educational assignment without permission from the school principal or designee.

u. "Sexting" or using a cell phone, school issued technology, or any other personal communication device to send, distribute, share, view, or possess pictures, text messages, emails, or other material reasonably interpreted as indecent or sexual nature. In addition to taking any disciplinary action, **the device or devices in question** will be confiscated and any suspected violations of criminal law(s) will be reported to law enforcement authorities.

v. Personal or group messaging of inappropriate comments, pictures, emojis or videos that

contain sexual, humiliating, harassing or threatening messages.

w. Possessing sexual-related materials or engaging in sexual activity that may include, but is not limited to, the showing of breasts, genitals or buttocks.

x. Taking, recording, displaying and/or distributing pictures (digital or otherwise), video or audio recordings without the consent of the student or staff member in a situation that is unrelated to a school purpose or function.

y. Aiding, assisting, agreeing or conspiring with another person to violate these student conduct rules or state or federal law.

z. Engaging in academic dishonesty, including cheating, intentionally plagiarizing, wrongfully giving or receiving help during an academic examination, and wrongfully obtaining test copies or scores.

aa. Engaging in pranks or other similar activity that could result in harm to another person.

bb. Violating any school conduct rule the building principal establishes and give notice to students and parents.

cc. Engaging in bullying which is defined as overt, unwanted, repeated acts or gestures, including verbal or written communications or images transmitted in any manner (including electronically or digitally); physical acts committed, aggression, or any other behaviors committed by a student or group of students against another student with the intent to harass, ridicule, humiliate, intimidate, or harm the targeted student, creating for the targeted student an objectively hostile school environment that:

(1) Places the targeted student in reasonable fear of harm to his or her person or property;

(2) Has a substantially detrimental effect on the targeted student's physical or mental health;

(3) Has the effect of substantially interfering with the targeted student's academic performance; or

(4) Has the effect of substantially interfering with the targeted student's ability to participate in or benefit from the services, activities, or privileges provided by the school.

III. PROCEDURE FOR HANDLING SUSPENSIONS AND EXPULSIONS FROM SCHOOL

The Board of School Trustees of the New Albany-Floyd County Consolidated School Corporation has provided a procedure for the handling of student suspensions and expulsions from school. The basic premise of this policy is fairness. A full text of the procedure required by Indiana Law is available in the Administrative Services Center, 2813 Grant Line Road, New Albany, Indiana 47150, upon request. The following is a summary of that procedure.

1. A principal or designee may suspend a student from school for a period not to exceed ten (10) school days. The principal or designee shall send a written statement to the student's parents describing the student's conduct, misconduct or violation of any rule or standard and the reasons for the action taken. The principal or designee shall make a reasonable effort to hold a conference with the parents before or at the time the student returns to school. A student may be suspended from school pending a meeting on his/her expulsion.

2. If, after an investigation, the principal or designee decides that expulsion is warranted for any student, he/she shall file a written charge with the

Superintendent requesting that the student be expelled.

3. If the student has an identified disability and is receiving special education services in the School Corporation, the principal or designee will contact the Director of Student Support Services to schedule a causal relationship case conference at the time he/she submits a written charge to the Superintendent. If the case conference committee determines that no causal relationship exists, under Article 7, the principal or designee may proceed with the expulsion recommendation.

4. When a principal or designee recommends to the Superintendent that a student be expelled from school, the following procedures will be followed:

a. The Superintendent may conduct an expulsion meeting, or may appoint one of the following persons to conduct the expulsion meeting:

(1) A member of the administrative staff who did not recommend that the student be expelled and who was not involved in the events giving rise to that recommendation; or

(2) Legal counsel.

b. The Superintendent or the person appointed to hold the expulsion meeting may continue the suspension of a student for more than the ten (10) school days of the principal's suspension and until the time of the expulsion decision, if he/she determines that the student's continued suspension will prevent or substantially reduce the risk of:

(1) Interference with an educational function or school purpose; or

(2) A physical injury to the student, other students, school employees or visitors to the school.

c. An expulsion will not take place until the student and the student's parent or guardian are offered the opportunity to request an expulsion meeting conducted by the Superintendent or the person designated by the Superintendent.

d. The opportunity to request an expulsion meeting will be in writing, delivered by certified mail or by personal delivery and contain the reasons for the recommended expulsion and the length of expulsion recommended. For purposes of this provision, a notice of opportunity to request an expulsion meeting or notice of the action taken at an expulsion meeting is effectively given at the time the notice is delivered personally or sent by certified mail to a student and the student's parent or guardian.

e. Failure by a student or a student's parent or guardian to request or to appear at an expulsion meeting shall be deemed a waiver of all rights administratively to contest the expulsion.

f. The Superintendent or the person designated to hold an expulsion meeting may issue subpoenas, compel the attendance of witnesses, and administer oaths to persons giving testimony at an expulsion meeting.

g. At the expulsion meeting, the principal or designee will present information to support the charges against the student. The student, parent or guardian will have the opportunity to answer the charges against the student, and to present information to support the student's position.

h. If an expulsion meeting is held, the person conducting the expulsion meeting will make a written summary of the evidence heard at the

meeting, take any action found to be appropriate and give notice of the action taken to the student and the student's parent or guardian, by certified mail or personal delivery.

i. In accordance with Indiana Code, a student or parent may request an appeal to the Board of School Trustees on the action taken by the expulsion examiner unless the Board of Trustees has voted to not hear any appeals. The NAFC Board of Trustees voted not to hear any appeals. The ruling of the Expulsion Examiner is final.

5. Under Indiana law, judicial review of the Board of School Trustee's action, by the Circuit or Superior Court of Floyd County is limited to the issue of whether the School Corporation acted without following the procedure required by the student due process statute, I.C. 20-33-8 et. seq.

IV. SCHOOL SAFETY POLICY

The New Albany-Floyd County Consolidated School Corporation has adopted proactive safety policy governing students who commit, attempt to commit, or threaten aggressive acts toward persons (students, employees, or visitors) or property. This policy applies when a student is on a school bus, on school grounds, off school grounds at a school activity, function, or event, and while traveling to and from school or a school activity, function, or event. This policy may also apply when a student's conduct is unlawful and may reasonably be considered an interference with school purposes or an educational function, when such conduct occurs during weekends, holidays, school recesses, or during the summer when a student may not be attending classes or other school functions. Students who commit these acts will be suspended and may be expelled for up to one school year or one calendar year, in the case of firearms violations. Students will also be referred to the probation office or the prosecutor's office as required or

appropriate. Students who make threats, whether spoken, written, by gesture, or expressed in digital means; and/or students whose behavior gives rise to a reasonable belief that the student is substantially likely to injure the student or others may be the subject to a Threat Assessment by the Corporation.

The school safety policy is implemented at each specific level of instruction (elementary, middle and high), and will not follow the student to the next level of instruction.

1. It shall be grounds for an immediate ten (10) days suspension pending expulsion for any student to possess, handle, use, threaten to use, demonstrate the intent to use or transmit weapons, firearms, or explosives. Except in instances involving firearms, upon the recommendation of the building principal, first-time offenders may be given the option of participating in an approved educational/counseling program outside the school corporation. The cost of such outside educational/counseling program shall be the responsibility of the student and the student's parents or guardians. The School Corporation may consider a reduction in the length of the expulsion upon satisfactory completion of this program.

2. A student will be expelled for a full calendar year for possessing, handling, or transmitting a firearm, as defined by Indiana law, while under the jurisdiction of the school corporation. Under I.C. 35-47-1-5, a "firearm" means any weapon that is capable of expelling or designed to expel or that may readily be converted to expel a projectile by means of an explosion. A student expelled under this provision will not be re-enrolled in the school corporation until the beginning of the semester following the end of the expulsion. The length of expulsion for possession, handling, or transmitting a

firearm may be reduced by the Superintendent, if the circumstances warrant such a reduction.

3. First-time offenders who threaten or commit aggressive acts toward persons or property and who are not in possession of and have not handled, used, threatened to use, or transmitted weapons, firearms or explosives may be immediately suspended for up to five (5) school days. Such students shall also be required to meet with the school counselor upon returning to school.

4. The remainder of this policy notwithstanding, when a first-time offender has engaged in violent conduct or has continued to demonstrate aggressive behavior after being told by a school employee to cease and desist (students must be able to immediately demonstrate restraint and self-control) such student may be suspended for ten (10) school days pending expulsion. The students may, upon the recommendation of the building principal, be given the option of participating in an approved educational/counseling program outside the School Corporation. The cost of such outside educational/counseling program shall be the responsibility of the student and the student's parents or guardians. The Superintendent may consider a reduction in the length of the expulsion upon satisfactory completion of this program.

5. Second time offenders who threaten or commit aggressive acts toward persons or property and who are not in possession of and have not handled, used, threatened to use or transmitted weapons, firearms or explosives shall be immediately suspended up to ten (10) school days. Such conduct may also be grounds for expulsion; however, an educational/counseling alternative to expulsion provided by an approved outside agency may be offered by the building principal to the student and

his/her parents or guardians. If the educational/counseling alternative is offered, required documentation must be presented upon return to school.

a. This program will be designed to assist students in successfully managing and resolving conflicts in a nonviolent and non-aggressive manner, so that they may successfully complete school after experiencing the consequences of their violation of this policy.

b. If the outside educational/counseling program is chosen by the student and parents or guardians the student must attend all sessions of the program. Any cost for this program will be the responsibility of the student and the student's parents or guardians.

c. If the student enrolls in the outside educational/counseling program and then withdraws or otherwise fails to satisfactorily complete the program, the building administrator shall immediately resume the expulsion process for such student.

d. If the student or his/her parents or guardians do not choose to participate in the outside educational/counseling program, the building administrator shall immediately resume the expulsion process for such student. Such student may be referred to the Floyd County Probation Office for any appropriate action.

6. Students who threaten or commit aggressive acts on more than two occasions may be immediately suspended for ten (10) school days pending expulsion.

7. If a student's behavior is a criminal act, in addition to school discipline, the school will also notify the proper authorities.

V. DRIVER'S LICENSE POLICY

This Policy, adopted by the Board of School Trustees, is designed to comply with Indiana law I.C. 9-24-2 and 20-33-8, as amended, which amended Indiana driver's license law to invalidate an operator's license or permit and to prohibit the issuance of an operator's license or permit to a student less than eighteen (18) years of age, under the conditions set out in this Policy.

1. Definitions, For Purposes of This Policy

a. **"**Cutting Class" refers to a student's absence from an assigned class period during a school day without the knowledge and consent of the student's parent and/or the school; a student is cutting class, unless both the parent and the school approve of the student's absence from class. Three (3) instances of cutting class, whether on one (1) school day, or cumulative over more than one (1) school day, is a truancy from an entire school day, provided that no more than one (1) truancy may be accumulated on any one (1) school day, and provided that no more than three (3) instances of cutting class on a single school day is one (1) day of truancy.

b. "Suspension" means an out-of-school suspension and does not include an assignment to the Suspension Alternative Laboratory (SAL).

c. "Truancy" refers to a student's absence from school without the knowledge and consent of the parent and/or the school; i.e., a student's absence is a truancy unless both the parent and the school approve of the student's absence from school. A student who commits truancy is a truant. A suspension or expulsion for any reason is not

truancy; however, absences due to suspension or expulsion are excused.

d. "Habitual Truant" refers to a student who has been truant for a period of:
   (1) Ten (10) or more days during a school year;

e. "Operator's License or Permit" includes an operator's license, learner's permit, temporary motorcycle learner's permit, motorcycle operator's endorsement, motorcycle operator's license, or any other license or permit issued by the Indiana Bureau of Motor Vehicles to operate a motorized vehicle in the State of Indiana.

f. "Parent" includes any person or agency legally responsible for a student.

g. "Principal" includes any designee of the principal.

h. "Student Guide" refers to the New Albany-Floyd County Consolidated Schools Student Guide for Student Rights and Responsibilities, Enforcement of Rules and Regulations and Due Process Procedures, as adopted by the Board of School Trustees and, from time to time amended.

i. "Superintendent" includes any designee of the Superintendent.

2. Indiana law prohibits the issuance of an operator's license, or permit and invalidates any existing license or permit, if a person less than eighteen (18) years :

   a. Is under a second suspension from school for the school year;

   b. Is under an expulsion from school;

   c. Is a habitual truant; or

d. Withdraws from school before graduating in an effort to circumvent the sanctions listed in this subsection or for any reason other than financial hardship.

3. When a student, who is at least fourteen (14) years of age, but less than eighteen (18) years of age, is suspended for the first time in a school year, the parent and the student will be informed of the consequences of a second suspension under this Policy.

4. The opportunity for an expulsion meeting will be offered, when a student is charged with conduct for which expulsion is recommended.

5. A student whose operator's license or permit has been denied or invalidated under the terms set out above, will become eligible for an operator's license or permit, or to have such a license or permit revalidated upon one of the following events:

   a. The student becomes eighteen (18) years of age;

   b. One hundred eighty (180) days after the student is suspended, or the end of a semester during which the student returns to school, whichever is longer;

   c. Thirty (30) days after a student resumes school attendance following an expulsion.

   d. The expulsion is reversed through the student due process procedures set out in the Student Guide; or

   e. If 2 (d) above applies, the student in good standing has re-enrolled in school and attended for thirty (30) days.

6. When a student has been suspended twice or expelled, the student's principal will communicate the pertinent information to the Indiana Bureau of Motor Vehicles. The student's principal will, at the appropriate time, provide such student the information necessary for the

student's operator's license or permit to be revalidated by the Indiana Bureau of Motor Vehicles.

7. If a principal has reason to believe that a student is withdrawing from school in order to avoid a second suspension in a school year or an expulsion, the principal may proceed with the suspension or the recommendation for expulsion and notify the Indiana Bureau of Motor Vehicles.

8. If a student less than eighteen (18) years of age withdraws from school before graduating for any other reason than financial hardship, the principal of the student's school will report the student's withdrawal under I.C. 20-33-2-21and I.C. 20-33-2-11 and the student's operator's license or permit may be invalidated, or the student will not be eligible to receive such a license or permit. When a student seeks to withdraw, the principal will hold an exit interview and will determine the reason for the student's withdrawal. If the principal determines that the reason for withdrawal is not financial hardship, the student and the student's parent will receive a copy of the determination.

9. Nothing contained in this Policy shall limit disciplinary action under the Corporation's attendance policy for any individual instance of truancy or cutting class. The student who has been truant and the parent of such student will be informed of each truancy and the consequences of additional truancies under this Policy.

10. The parent of a student charged by a principal with being a habitual truant will receive notice of such charges and may request a meeting under the provisions of the School Corporation's student due process procedures set out in the Student Guide.

11. The Superintendent acting on behalf of the Board of School Trustees, will inform the student and the student's parent of his/her determination, and if he/she determines that a student is a habitual truant, he/she may submit, to the Indiana Bureau of Motor

Vehicles, the pertinent information concerning the student's ineligibility to be issued an operator's license or permit.

12. The Superintendent will provide the principal of each secondary school in the Corporation a copy of each list of habitual truants and will provide the principal of the student's school a copy of the official determination for inclusion in the student's education record.

13. The attendance record of a student who has been found~~s~~ to be a habitual truant shall be reviewed by the principal of the student's school at the end of each school year during which the student is designated a habitual truant.

    a. In reviewing the student's attendance record, the principal will decide whether or not the student's attendance has improved to the degree that the student should no longer be designated a habitual truant and should become eligible to be issued an operator's license or permit upon fulfilling all other requirements for such license or permit, and the principal shall submit a recommendation to the Superintendent on this matter.

    b. The Superintendent, acting on behalf of the Board of School Trustees, will notify the student and the student's parent of the principal's recommendation and will offer the opportunity for a meeting under the School Corporation's student due process procedures, set out in the Student Guide.

    c. The Superintendent, acting on behalf of the Board of School Trustees, will inform the student and the student's parents of his/her determination, and if he/she determines that a student is no longer a habitual truant, he/she will submit, to the Indiana Bureau of Motor Vehicles, the pertinent information concerning the

student's eligibility to be issued an operator's license or permit.

d. The decision of the Superintendent, under subsection C, immediately above, may be appealed in accordance with the School Corporation's student due process procedures, in the Student Guide.

e. If a student who has been designated a habitual truant, and who remains ineligible to obtain an operator's license or permit, withdraws from the School Corporation for any reason, the student's former principal in the School Corporation shall have no authority or duty to conduct a review of such student's attendance record; conversely, if such a student moves or transfers to the School Corporation, or to another school in the School Corporation, the principal of the school in which the student is newly enrolled shall conduct the appropriate review.

f. A determination that a student is no longer a habitual truant shall not cause the number of truancies to be erased for purposes of considering a charge that a student is a repeat habitual truant under this Policy.

14. For purposes of this Policy, when a student enrolls in the School Corporation and the student's attendance and disciplinary records are obtained from the student's previous school(s), the principal of the newly enrolled student shall treat such records as if the conduct of the student recorded therein had occurred with this School Corporation. Similarly, the principal shall recognize a previous school's designation or determination of truancy and habitual truancy, as well as any suspension or expulsion.

VI. SCHOOL BUS SAFETY CODE

All school children, while being transported on a school bus, shall be under supervision, direction, and control of the school bus driver, and shall be subject to the discipline of the bus driver and the governing body of the School Corporation.

The following rules have been instituted for the safety and comfort of our children and the efficient operation of our bus fleet.

Students must do the following:

1. Be at their bus pickups on time.

2. Wait their turns to load and unload the bus. Avoid standing or playing on the road while waiting for the bus.

3. The bus driver and bus monitors should be treated with respect.

4. Show consideration for the property where their bus stops are located. Damage and destruction at "stops" result in the discontinuance of these "stops."

5. Nothing (arms, hands, heads, books, etc.) shall be allowed to protrude from open windows on the bus. Windows may only be opened or closed with the permission of the bus driver. Feet should be kept on the floor at the seats and not protrude into aisles of the bus.

6. Horseplay, littering, loud and boisterous conduct on the bus will not be allowed. This type of conduct distracts a driver and may result in a serious accident endangering every person on the bus.

7. Students must wear seat belts on buses where they are available.

VII. TELECOMMUNICATION

Student Access to the Internet

Users are legally bound to the terms and conditions of the Telecommunications Use Agreement. It is assumed that users have read the terms and conditions carefully and understand their significance including the understanding that any violation of these regulations is unethical, may constitute a criminal offense, that accessers' privileges may be revoked and school disciplinary action may be taken as well as appropriate legal action.

If a parent or guardian does not authorize the school to make Internet access available to their student, it is the parent's responsibility to inform the school in writing. Alternate activities of a suitable educational nature not requiring Internet access will be assigned to students whose parents have informed the school not to make Internet access available to their student.

VIII. NEW ALBANY-FLOYD COUNTY CONSOLIDATED SCHOOL CORPORATION TELECOMMUNICATIONS USE AGREEMENT

The New Albany-Floyd County Consolidated School Corporation firmly believes that there is a wealth of information and interaction on the worldwide computer network that will provide valuable resources for our students. With access to computers and people from all over the world through Internet, it is impossible to control access to all materials found on the Internet, and an industrious user may discover controversial information. Sponsoring teachers will instruct and supervise their students in acceptable use of the Internet and proper Internet etiquette.

The smooth operation of the network relies upon the proper conduct of the end users who must adhere to strict guidelines. Access to the Internet through school machines requires responsible, efficient, ethical, and legal utilization of Internet resources. Users violating any of these provisions may be disciplined, and their access to

Network and Internet services terminated and future access denied

IX. INTERNET-TERMS AND CONDITIONS

1. Responsible Use – Internet and Network access must be in support of education and research and consistent with the educational objectives of this School Corporation. Transmission of any material in violation of any U.S. or State regulation is prohibited. This includes, but is not limited to, infringement of any copyrighted material, threatening or obscene material, or material protected by trade restrictions. Users may not access, upload, or download sexually explicit materials. Internet and Network access may not be used for commercial activities.

2. Privileges – The use of the New Albany-Floyd County Consolidated School Corporation telecommunications service is a privilege, not a right, and inappropriate use will result in a cancellation of all privileges. Assignments that require Internet access will have a faculty sponsor who will instruct and monitor student activity on the Internet. The sponsor and the Network administrators will deem what is inappropriate use and their decision is final. Parents, faculty sponsors, administration, faculty, or staff may request that further account privileges be denied, revoked, or suspended for any violation of this policy.

3. Network Etiquette – Users are expected to abide by the generally accepted rules of Internet etiquette. These include, but are not limited to, the following:

a. Be polite. Do not be abusive in messages to others.

b. Use appropriate language. Offensive or vulgar messages, such as messages that contain sexual or racial comments are strictly prohibited, in conformity with the School Corporation's

existing Policies, rules, and regulations governing harassment and discrimination. Illegal activities are strictly forbidden.

c. Do not reveal personal address or telephone number, or those of other students or colleagues.

d. E-mail is not guaranteed to be private. System Operators may have access to all e-mail. Messages relating to or in support of illegal or improper activities will be reported to the proper authorities.

e. Do not use the Internet or Network in such a way that would disrupt the use of the Internet or Network by other users.

f. All communications and information accessible via the Internet should be assumed to be private property and safeguarded by copyright laws.

g. Word messages carefully and be brief.

h. Passwords may not be shared except with the teacher/supervisor and the System Operator.

i. Users may not access another person's files or account without their permission.

4. Warranties – The New Albany-Floyd County Consolidated School Corporation makes no warranties of any kind, whether expressed or implied, for the service it is providing. The New Albany-Floyd County Consolidated School Corporation will strive to provide error-free, dependable access to the computing resources associated with Network and Internet use. However, this School Corporation is not responsible for any damages suffered due to loss of data resulting from delays, non-delivery, mis-deliveries, or service interruptions. Use of any information obtained via the Internet is at the user's risk. The New Albany-Floyd County Consolidated School Corporation specifically

denies any responsibility for the accuracy or quality of information obtained through these Network and Internet services.

5. Security – Security on any computer system is a high priority, especially when the system involves many users. If a user feels that he/she can identify a security problem on the network, he/she must notify a sponsoring teacher or a system administrator. Do not demonstrate the problem to others. Do not use another individual's account without permission from that individual. Attempts to log on to the network as a system administrator will result in disciplinary actions. Any user identified as a security risk or having a history of problems with other computer systems will be denied access to the Internet services.

6. Vandalism – Vandalism will result in cancellation of privileges and possible disciplinary action. Vandalism is defined as any malicious attempt to harm or destroy data or another user of other networks that are connected to the New Albany-Floyd County Consolidated School Corporation wide area network. This includes, but is not limited to, the uploading or creation, or distribution of computer viruses. Users shall not intentionally seek information on, obtain copies of, or modify files, other data, or passwords belonging to other users, or misrepresent other users on the Internet.

The Director of Technology and Instructional Services shall develop and maintain a Technology Manual setting forth additional rules, policies, and procedures for effective management of the School Corporation's Wide Area Network and technological services.

The Board of School Trustees firmly believes that broad educational opportunity should be a right for all children.

Educational experiences are provided not only in the regular classroom, but also by a comprehensive extracurricular activities program. Therefore, removal from the extracurricular activities or from the classroom as a disciplinary measure is resorted to only when self-discipline fails.

It is the sincere hope of the Board of School Trustees that this Guide will be helpful to students, parents, and teachers in the effort to promote more democratic schools and continued good relations between students and teachers.

Business Education
Kelly Bratcher
Katie Traughber
Noor Sommer

Career Information
Noel McRae
Mark Sickles
Brian Shaw
Tim Hardin

Computer Science
David Traughber

Family & Consumer Sciences
Theresa Wavle

World Languages
Leslie Austin
Heather Bradley
Lillian Conway
Rachel Sketo
Amanda Ford
Jacklyn Burke
Shannon Dunlap
Noel McRae

Industrial Technology
Casey LaDuke
Thomas Hodge

Language Arts
Tyler Brafford
Katie Mathews
Ashley McDonald
Kristi Charbonneau
Karen Estus
Rachel Thurston
Mark Havilland
Jacklyn Burke
James Lang
Karen Mayer-Sebastian
Leigh Prifogle
Tim Romig
Haley Schroeder
Jennifer London
Leslie Austin

Media
James Lang-Newspaper
Brian Shaw-Radio TV

Mathematics

Corey Jenkins
Becky Cambron
DeAnna Collins
Holly Foxworthy
Randy Gianfagna
Kim Haley
Valerie Huber
Daniel Wavle
Melissa Neal
Samantha Poindexter
Roxanne Shea

NJROTC

Chief Warrant Officer 4 Mike Epperson
Master Gunnery Sergeant Lyn Akermon

Performing Arts

Doug Elmore
Angela Hampton
Harold Yankey
Briston Hatchell

Phys. Ed. & Health

Solomon Bennett
Melanie Hussung
James Bragg
Donald Gumble

Science

Andy Alford
Tim Korte
Beth Fitzgerald
Brigg Banet
Randy Hein
Tasman Wrock
Amy Shaffer
Rod Goforth
Brandon Sisson
Jennifer Gohmann
Dan Wavle

Social Studies

Gage Brogan
Chad Clunie
Julie Hanen
Mark McKay
Suzanne Moss
Lewie Stevens
Jeffrey Thomas
Greg Walters
Todd Sturgeon

Katrina Uhl
William Russell
Whittney Shafer

Special Ed. Services
James Bragg
Kristi Charbonneau
Rachel Thurston
Pam Knight
Taylor Welch
William Russell
Haley Schroeder
Brandon Sisson
DeAnn Thrasher
Roxann Shea

Theatre Arts
Brooklyn Chalfant
Jared Willis

Visual Arts
Theresa Applegate
Lauren Baker

FLOYD CENTRAL SUPPORT STAFF

Office Staff: Carmen Kerberg, Kelly Crain, Lelah Straffin, Tracey Reid, Amy Romines, Kim Stevens, and Felicia O'Brien

Instructional Aides: Anita Tak, Tia Duncan, Lora Thompson, Patrice Rutledge, Hope Whitney, Sarah Spengler, Megan Goebel, Dwight Smith, Leanne Wolf, Laura Mills, Janet McMasters, Sam Groves, Dewey Deese, and Mary Oliver

Custodial Staff: Eric Schumacher, Marty Stone, Donnie Payton, Jeff Wilson, Henry Moore, Larry Donan, Tina Rouck, Barbara Ballew, and David Gee

Cafeteria Staff: Melody Fannin– Manager, Erica Rodgers– Assistant Manager, Connie Burk, Kris Willibaum, Dana Elbesisor, Marilyn Sams, Penny Bandy, Mickey Johnson, Pat Meier Trinosky, Nicole Kruer, April Ballew, Margo Wardwell, Casey Hagedorn, Carmen Velazquez, and Amy Simon

Other Support Staff: Mona Aboulhosen, Laura Shaffer, Vince Goodman, Anita Tak, and Melissa Eldridge

BELL SCHEDULE FOR REGULAR DAY-NON FLEX

1st Period	7:40-8:30
2nd Period	8:35-9:24
3rd Period	9:29-10:18
4th Period	10:24-11:13 PM Prosser Lunch
5th Period	11:18-12:38 50 min class/ Lunch Schedule-Teacher Handbook
6th Period	12:43-1:32
7th Period	1:37-2:26

BELL SCHEDULE FOR FLEX PERIOD

1st period	7:40 - 8:24	
2nd period	8:29 - 9:13	
3rd period	9:18 -10:02	
4th period	10:07 - 10:51	PM Prosser Lunch
5th period	10:56 - 12:10	44 min class/ Lunch Schedule-Teacher Handbook
Floyd Flex	12:15 - 12:47	
6th period	12:52 -1:36	
7th period	1:41 - 2:26	

2 HOUR DELAY SCHEDULE

AM PROSSER STUDENTS AND CADET TEACHERS REPORT TO THE SCR

Period 1	9:40- 10:09 (29 minutes)
Period 2	10:15 – 10:43 (28 minutes)

PM Prosser Students are dismissed at 10:25

Period 3	10:49 – 11:18 (29 minutes)
Period 4	11:24 – 11:52 (28 minutes)
Period 5	11:58 – 1:18 (50 minutes) 30 minute / Lunch Schedule – Teacher handbook
Period 6	1:24 – 1:52 (28 minutes)
Period 7	1:58 – 2:26 (28 minutes)

FLOYD CENTRAL HIGH SCHOOL PROFILE

THE FACILITY

Floyd Central High School is a part of the New Albany-Floyd County School Corporation which serves over 11,000 students in Floyd County, Indiana. FCHS opened in the fall of 1967 and has nearly doubled in enrollment since that time. It replaced the historic Georgetown school, which served grades one through twelve.

An addition to the building was completed in 1971, and a ten million dollar addition to the building was completed in 1982. Six science classrooms were added in 2001. In 2004 the school became a grade nine through grade twelve facility.

Floyd Central Junior-Senior High School opened with 1,169 students. Today, enrollment is over 1,800 students in grades 9-12. Nineteen classroom programs are offered at Floyd Central High School, with Prosser Career Center offering additional programs for our students. More than 80 professional staff members comprise the high school faculty.

The school began a $59 million dollar renovation in the winter of 2008 and finished in the fall of 2010. Each classroom is equipped with up to date technology.

THE COMMUNITY

The high school is located in the “knobs” area plateau above the Ohio River valley. The school is located near interstate 64, and is approximately 15 miles from downtown Louisville, Kentucky. The school community is composed of rural-suburban towns and communities.

A NATIONALLY RECOGNIZED SCHOOL

Floyd Central Junior-Senior High School was one of only seven Indiana schools and 172 schools nationwide to be selected as a National Blue-Ribbon School by the U.S. Department of Education in 2002. Public and private schools from the 50 states, District of Columbia, Puerto Rico, the U.S. Virgin Islands, as well as the Bureau of Indian Affairs and the Department of Defense Dependent

Schools, may be nominated. Elementary and secondary schools are eligible to participate in the recognition program in alternate years. Floyd Central was first named a Blue-Ribbon School in 1996. Schools retain this honor for the six years following their selection.

The Indiana Chamber of Commerce recognized Floyd Central for excellence in educational achievement as a "Best Buy" school for the fifth time in the fall of 2005. The school has been recognized by the United States Army for its career planning program. The school's Student Services Department has been recognized by the Indiana Department of Education as an exemplary program and is currently recognized as a Gold Star school.

In the spring of 2015, Floyd Central High School was named one of the most rigorous schools in the United States by the Washington Post. The Indiana Department of Education also recognized the school as a Four Star School that same spring for its academic accomplishments during the 2017-2018 school year.

MUSIC PROGRAM WINS HONORS

The band, choir, and orchestras always rank high in statewide competitions, the A Capella Choir won the 2015 state championship and the Orchestra won the 2017 state championship, but the spring of 1999 performing arts brought the school a national award. It was selected as a Grammy Signature School Gold Award recipient by the National Academy of Recording Arts and Sciences. Floyd Central was named a Grammy Signature School during the 2001-2002 school year.

A RENAISSANCE SCHOOL

The primary goal of the Renaissance Education Foundation is to motivate students to attain a higher level of academic success. In the 1993-94 school year, Floyd Central joined the more than 2,000 Renaissance schools in the United States that are breaking through the paradigms of today's educational system by offering numerous recognition and incentive programs to reward both student and teacher performance. A Student of the Month program and a program to recognize outstanding faculty and staff are vital parts of the Renaissance program.

The school issues success cards which recognize grade point average, attendance, and/ or improvement. These cards entitle the holder to various privileges and discounts at school and at local businesses.

21st Century Scholars

If a student qualifies for the 21st Century Scholars program during their 6th, 7th, or 8th grade years the student could receive a college education from an Indiana proprietary institution. In order to receive that free education, the student will have to pledge and display good character, not to commit a crime, plan on attending an Indiana college, apply for state and federal financial aid and graduate high school with a Core 40 diploma and a minimum of a 2.5 GPA. For more information, students can contact an administrator or counselor.

ACADEMIC INFORMATION

AUDITING A CLASS

A senior may audit an advanced class for non-credit upon approval. In some cases, a junior may be given permission to audit an advanced class. The student must complete the intent to audit form which specifically states the requirements for auditing. See your counselor for an audit form.

The student is expected to meet all class requirements in order to audit a course. If the teacher feels that the student is not performing to expectations, the student will be removed from the class and a grade of "F" will be recorded for the semester. If the student successfully completes the course to the satisfaction of the teacher, the symbol "E" will be recorded as the grade; however, no credit will be given. **A student must take this option no later than the end of the eleventh week of a semester.**

CHANGING TEACHERS

A student request to change a class to a different teacher will be made only if the change would help to balance the class size and must be transacted before the start of a semester.

EXTRA-CURRICULAR OFFERINGS

In addition to the sports offerings, Floyd Central also offers many other activities outside the school day. Some of them are included in the following pages. Students participating in co-curricular and/or extra-curricular activities must be in school for the entire day. Exceptions would be pre-arranged absences, school-related functions, or other exceptions as approved by the principal. **Officer positions in National Honor Society, Student Council and all class officer positions are mutually exclusive, e.g. a student cannot be an officer in Student Council and/or N.H.S. and/or a class**

FIELD TRIPS

Field trips are planned as an extension of the classroom. Classroom objectives for each field trip are filed with the Associate Superintendent of High Schools for New Albany-Floyd County Schools. Students may be excluded from field trips if they have too many absences, failed to make up work from previous trips or for any other reason deemed appropriate by the principal.

GRADE EXPLANATION

It is the responsibility of the teacher to change the "I" (Incomplete grade) to the appropriate letter grade as soon as the student has completed or failed to complete the requirements.

In most instances, the completion should not exceed one month beyond the end of the semester. Posted semester grades may only be changed to correct a computational or posting error or a policy violation after receiving the principal's approval. Rank in class is determined for juniors and seniors through the eighth semester.

GRADING SCALE

A+	100-97%
A	96.99-93%
A-	92.99-90%
B+	89.99-87%
B	86.99-83%
B-	82.99-80%
C+	79.99-77%
C	76.99-73%
C-	72.99-70%
D+	69.99- 67%
D	66.99-63%
D-	62.99-60%

F	59.99- below

PHYSICAL EDUCATION

Each student in physical education receives a guide to physical education which includes much information. The following is part of this guide.

Medical Excuses - Students who need to be excused from physical education for injury or illness must submit a note from parents or physician. This note should be taken to the health office before school. Students will be assigned a study hall. Notes will not be accepted in class, and students will be required to participate. After three consecutive excuses, a medical excuse from a physician is required. Time missed due to medical excuse will have to be made up or participation points will be deducted from the student's grade. A student who misses more than six weeks of class due to an illness or injury will be withdrawn from the class and placed in a study hall. No credit will be issued. An appeal may be made to the principal.

- **Dressing Requirement** - Students will always be expected to dress unless they have a medical excuse. If a student does not dress, the following will occur:

  1st no dress-loss of participation points

  2nd no dress-loss of 5 points plus participation points (parents notified)

  3rd no dress-loss of 5 points plus participation points (parents notified)

  4th no dress-loss of 10 points plus participation points

  5th no dress-loss of 15 points plus participation points (parents notified)

  6th no dress-removed from class and placed in a study hall. Grade of "NC" (No Credit)

ALTERNATIVE SUPERVISED PHYSICAL EDUCATION

A student may elect to earn Physical Education II credit through an alternative supervised program (ASPE). This flex-credit can be earned by participating in Marching Band, an IHSAA sport, cheerleading, dance, or step team. In order to receive credit, a student must be the following conditions:

- Must remain on the active roster from the first practice to the final event.
- Must also complete a minimum of sixty (60) hours of physical activity during the season.
- Must have a completed application signed by the parent/guardian, counselor, coach/sponsor, and the student.

A student will receive a "B" for Physical Education II upon successfully meeting the above criteria. A student will be eligible to receive an "A" if they pass a physical education assessment created by the school's physical education department.

POST SECONDARY ENROLLMENT

Students in grades 10, 11 and 12 may be eligible to enroll in courses offered by an eligible post-secondary institution. Prior approval of the principal is required, and the course must not be offered at Floyd Central and must be acceptable for high school credit. These classes may also count for high-school credit. Floyd Central requires that students enroll in classes sufficient enough to meet the traditional "six class" enrollment standard.

Students who wish to participate in any IHSAA sanctioned program must continue to meet those requirements as well. Any further questions should be directed to a counselor or administrator. The school requires that enrollment be verified through a receipt or official enrollment schedule. All applications must have prior approval before students may alter their schedules. A student may not enroll for college classes which are a part of the Floyd Central curriculum.

Students may be excused two periods for each three-credit-hour course offered. Some travel time is permitted in considering a schedule. Students are expected to return to school for regular hours

if travel time permits. Alternate day class schedules may require a return to Floyd Central.

Upon approval of the school corporation representative and the counselor and principal, the student would take a college course or courses in place of a high school course. Students who are interested should confer with their counselors. Correspondence courses from Indiana University and Western Kentucky are acceptable.

POSTED GRADES

Once grades are posted to a transcript, they may not be changed for any reason other than a computational error. Incompletes (I) must be made up within one semester and a final grade posted.

REPEATING A COURSE

With counselor permission, a student may take a course a second time. The grade earned the second time would become a part of the student's permanent record, and both grades would be computed in figuring the grade point average.

REPLACEMENT POLICY

High school courses completed before students enter Grade 9

In order to recognize its responsibility to provide middle school students with the opportunity of advancement to high levels of coursework in high school, the School Board established the following policy for students taking high school courses at a middle school in our corporation.

For coursework prior to Grade 9 to be accepted, compliance with minimum requirements established by the State must be met. Course content must meet the competencies and proficiencies of the corresponding high school course.

For high school coursework taken at middle schools outside our corporation to be accepted, a committee consisting of two high schools principals and the Director of Middle Schools will review the coursework.

Students who earn high school credit in middle school (i.e. Algebra I, Geometry, world language) will have the grade and credit earned placed on their high school transcript. According to School Board policy #5461, it is the student's responsibility to request for the grade(s) and credit(s) to be removed from his/her transcript. The request should be made by the end of the student's sophomore year. Class rank is not impacted by grades earned in middle school. However, all grades on a student's transcript do count toward a student's grade point average (GPA).

TESTING OUT OF A CLASS

Students may test out of certain classes by taking the district test. See an administrator for more information.

ACADEMIC INTEGRITY POLICY

Policy Goals:

In keeping with the school's role as a center for all types of learning, including the building of character for life after high school, Floyd Central High School resolves to teach all students the meaning and relevance of integrity in their academic and professional careers. The goal of the Floyd Central Academic Integrity Policy is to create a school community in which every member is assured that integrity and fairness are the norm, that violations of this norm are not tolerated, and that actions that undermine this expectation are handled firmly, consistently, and in a timely manner. In the end, the purpose of this policy is to create a school where each student can proudly state of each assignment: *This work is my own. I have neither used, received, nor given **aid unauthorized** by a teacher when turning in completed work.*

Definition of Academic Dishonesty

- Academic dishonesty (malpractice) is any attempt to gain academic credit or recognition to which one is not entitled or to assist others to do so. Academic dishonesty includes, but is not

limited to:

- Copying, or allowing the copying of, graded or ungraded work.
- Collaborating with others beyond what the classroom teacher (authorized) allows.
- Gaining unauthorized prior knowledge of assessments or providing such knowledge to others.
- Transmitting or receiving information (texting, Facebook, Twitter, etc.) related to the content of graded or ungraded work.
- Misrepresenting situations for academic gain, including as a means to receive additional time to complete graded or ungraded work.
- Falsifying data or sources in graded or ungraded work.
- Manipulating the system to gain an unfair advantage (i.e. attempting to confuse the Scantron machine).
- Altering a grade, whether on an individual assignment or in student records (gradebook).
- Failing to comply with the instructions of the proctor or other member of the school's staff responsible for the conduct of the evaluation.
- Impersonating another candidate
- Stealing examination papers
- Using an unauthorized calculator during an examination.
- Violating the rules of school-sponsored academic competitions or assignments.
- Plagiarism—the stealing or using of others' words, original ideas, or work (images) without crediting the original source. Examples of plagiarism include, but are not limited to:
    - Using others' words, phrases, or work without giving accurate documentation.
    - Downloading information from the internet in part or in whole (global plagiarism) and inserting it into one's work without giving proper credit to sources.
    - Copying the structure and organizational pattern created by another writer.

As members of the FCHS community, all teachers, students, administrators, and parents have the responsibility to work together to ensure the Academic Integrity Policy is followed and upheld and that the purpose of education is the development of knowledge, skills, and habits—not just the accumulation of points for a grade.

Teachers have the responsibility to:

- Enforce the **Academic Integrity Policy** by reporting every incident that they believe, based on evidence, and represents a violation of the policy.
- Hold themselves to the same standards of integrity that they expect of their students.
- Provide expectations regarding student work in the course syllabus, including what is permissible in terms of collaboration.
- Give rigorous, relevant, and equitable assignments and assessments.
- Respond sensitively and in a timely manner to student and parent inquiries regarding course content and expectations.
- Refer students to resources or provide help when asked or when it is apparent that students are struggling in the course.
- Keep accurate records of student performance.
- Use plagiarism detection software when appropriate.

Students have the responsibility to:

- Read and understand the **Academic Integrity Policy**, including their own teachers' expectations as set forth in those teachers' syllabi.

- Clarify with the appropriate teacher any questions they have about whether a particular action is acceptable before taking that action.
- Take an active role in their own education—to choose classes at appropriate levels, to seek help when they need it, and to avoid placing themselves in situations that make unacceptable behavior tempting.
- Report to a staff member any violations of the **Academic Integrity Policy** a student observes: student's identity will remain confidential.

Administrators have the responsibilities to:

- Assist teachers in providing authentic assignments and assessments.
- Make the **Academic Integrity Policy** available to all students, teachers, and parents.
- Keep accurate, up-to-date records on **Academic Integrity Policy** violations for the duration of each student's high school tenure.
- Enforce the **Academic Integrity Policy** and apply consequences consistently and in a timely manner.

Parents have the responsibility to:

- Familiarize themselves with the **Academic Integrity Policy** and discuss the policy with their child.
- Familiarize themselves with individual teacher policies/expectations and discuss them with their child.
- Be actively involved and engaged in what their child is learning, but avoid providing assistance that would be in conflict with the **Academic Integrity Policy**.
- Support school consequences for **Academic Integrity Policy** violations.
- Be sensitive to the pressure students face and adjust expectations accordingly.
- (Information use to create this policy was provided by DuPont Manual High School and the IB Malpractice policy)

In a situation involving an IB Candidate that is suspected of malpractice prior to signing the cover sheet verifying that it is his or her own work, the school's due process for violating the Academic Integrity policy will be followed. In the event that the malpractice is discovered after the signing of the verification sheet, the IB Coordinator will follow due process steps listed below:

- The IB Diploma Coordinator will inform the IB Organization of the specific incident and will conduct a full investigation and provide the IB Organization with a relevant document concerning the case.
- Candidates suspected of malpractice will be invited, through the IB Coordinator, to present a written explanation or defense.
- Cases of suspected malpractice will be presented to members of the school's Academic Integrity Committee on Violations. It will review the evidence collected during the investigation. The committee will decide whether to dismiss the allegation, uphold it or ask for further investigations to be made.
- The Academic Integrity Committee on Violations consists of the following: Four teacher members and an Assistant Principal.
- If the Academic Committee deems evidence of malpractice insufficient, the allegation will be dismissed and a grade will be awarded in the normal way.
- If the Academic Committee on Violations decides that a case of malpractice has been established, no grade will be awarded in the subject(s) concerned. No IB diploma will be awarded to the candidate, but a certificate will be awarded for other subject(s) in which no malpractice has occurred.

- If a case of malpractice is very serious, the Academic Committee on Violations is entitled to decide that the candidate will not be permitted to register for any future examination session.
- If the candidate has already been found guilty of malpractice in a previous session, this will normally lead to disqualification from participation in any future examination sessions.
- An IB diploma, or certificate, may be withdrawn from a candidate at any time if malpractice is subsequently established.

ADULT BOOSTER ORGANIZATION

Floyd Central High School owes much of its success to parent volunteers. There is always a need for enthusiastic support for our programs. Booster organizations exist for athletic and band programs. The drama program has a large volunteer support group, and the P.T.O. is always eager for more participation. If you would like to be an adult volunteer, contact the school for more information.

ATTENDANCE

ATTENDANCE CONTRACT

Students who have attendance problems will likely be put on an attendance contract at the beginning of the semester. If that agreement is broken, the student could be expelled.

ATTENDANCE HOTLINE

It is the parent or guardian's responsibility to notify the school attendance hotline (542-8603) between 5 p.m. and 8:30 a.m. or contact the attendance office by phone (ext. 3001) to give the reason for an absence either in advance or on the day of the absence before 8:30 a.m. More information is available in the attendance section of this book. Parents are asked not to contact students via cell phone during school hours.

EARLY DISMISSAL Definition

Requests to release students from school prior to 2:26 create a disruption to the learning environment. Excused early dismissals are those dismissals that are verified in writing by a medical professional, counselor, etc…or those dismissals approved by the building principal for extenuating circumstances. If a student has to leave school at any time during the school day, the following procedures are to be followed:

1. A note from the parent or guardian is to be brought to the attendance office on the day of the early dismissal request before 7:35 a.m. It should contain the student's name and grade, reason for early dismissal, and time for early dismissal.
2. The student's name and time leaving school will be placed on the day's attendance sheet under early dismissals. This is to keep teachers informed of the whereabouts of the student.
3. At time for dismissal, the student is to sign out in the attendance office where he or she will receive a permit to leave school form.
4. After receiving the form, the student must leave the building within five minutes.
5. The student must return the form to the attendance office when he or she returns to school.
6. Any student who misses over five minutes of class for an early dismissal will be considered absent.

Anytime a student misses any portion of the school day (early dismissal, tardy, appointments during the day) the student will be marked tardy for accurate record-keeping. If the period of time exceeds one half of the student day, the student will be marked half-day absent.

EXTRA-CURRICULAR EVENTS AND ATTENDANCE

Students must be in attendance for a full day the day of a school event and on the Friday before a weekend event. Students may make appeals to the principal or assistant principal for absences.

FULL DAY ABSENCE POLICY

If a student receives more than 10 absences in any one class, he or she might not receive credit for that class.

4th absence (excused or unexcused)	First legal letter
6th absence (excused or unexcused)	Parent conference
8th absence (excused or unexcused) informal	Second legal letter – pull work permit. Placed on probation by Floyd County Probation
10th absence (excused or unexcused) expulsion	Attendance Contract- 2nd parent conference-warning
11th absence (excused or unexcused)	Expulsion filed / or serve detention
12th absence (excused or unexcused)	Expulsion filed

The above policy covers an entire semester.

LATE ARRIVALS

If a student is less than five minutes late to school, he or she is to report to class. If more than five minutes late, the student should sign in at the attendance office and receive a late arrival pass before proceeding to class.

A student who misses more than half of the period of a class period is considered absent from that class for that day unless the student has a pass.

Students who drive to school and are tardy to school may have their driving privileges revoked. When a student is tardy for the fourth time, driving privileges will be revoked for one week.

If a student drives to school while suspended, the student could be suspended out of school for insubordination.

If more than five minutes late to a class, the student may be considered truant. Under some circumstances, student may be counted both truant and absent. **The school is the final authority on truancy**.

MAKE-UP WORK AFTER AN ABSENCE

Make-up work counted toward a student's grade in a class will be allowed after absences. It is the student's responsibility to ask the teacher for make-up work upon returning to school following an absence. Students are allowed one calendar day for each day of absence to complete the make-up work. Parents may email teachers to request that assignments be emailed to them. If the assignment is not available electronically, the parent may come to school to pick up the assignment. If a student does not have access to the internet, he/she may call the office and arrangements will be made.

In the event that a student misses class the day before a planned or announced assessment and no new material has been introduced, the teacher may administer the assessment upon return. The teacher will keep in mind whether or not taking the assessment immediately upon return will be an accurate reflection of the student's knowledge of the topics addressed on the assessment. If there is a circumstance where the student is not up to the task, then the student should communicate that concern to the teacher.

If a teacher feels that there has been a pattern of a student missing class on assessment days, the teacher should first speak individually to the student. If the behavior continues, the teacher can refer the student to an administrator.

Major student work assigned in advance is due as assigned and is exempt from the standard make-up policy. When an assignment made prior to an absence is due on the first day of that absence, students are expected to complete and turn in the assignment on the day they return to

school. Students should communicate directly with the teacher if there is a circumstance that would not allow them to carry out their obligation.

If a student needs to be excused from Physical Education for injury or illness, a note is required from your parent or guardian. This note is to be presented to the health office. Time missed due to a medical excuse will have to be made up or a loss of participation points will be deducted from the student's grade.

PERFECT ATTENDANCE

Some out-of-school student activities will not count as absences. Service as a page in the state legislature, field trips, some college visitations and service at an election are activities that meet the perfect attendance restrictions (I.C. 20-33-2-14 through 20-33-2-17) and are considered exempt from the attendance policy.

Religious retreats are **not** exempt absences for purposes of perfect attendance. Students may not miss more than four periods of school for the year to qualify for perfect attendance. Reporting more than five minutes late to school counts as one of these periods.

Vacations, medical appointments, funerals, weddings, or reunions count against perfect attendance.

Procedure for Dealing with Excessive Absences, Tardies, or Early Departures

After the 10th absence or tardy, the principal will send a completed referral packet to the Deputy Superintendent who will forward that to Child Protective Services (CPS).

Referral documentation includes:

- Evidence that the school has communicated attendance concerns to the parents
- An academic impact statement including grades and performance concerns
- Attendance records

The student attendance policy formulated by the Board of School Trustees firmly places the responsibility for regular school attendance on the student and his or her parent or legal guardian.

When absenteeism noticeably affects a student's academic or personal success or is in violation of either school board policy or state law, the school shall take such action as deemed appropriate: counsel with students and parents, require written statements from parents or guardians, suspend student, or initiate legal proceedings against students and parents.

It is the parent or guardian's responsibility to call the school attendance hotline (542-8603 between 5 P.M. and 8:30 A.M.) or the attendance office (ext. 3001) or notify the attendance office in person of the reason for the absence either in advance or on the day of the absence before 8:30 A.M. <u>The school reserves the right to determine if an absence is excused or unexcused</u>.

All students are expected to attend school regularly and to be on time for classes in order to derive maximum benefits from the instructional program and to develop habits of punctuality, self-discipline, and responsibility. Much more is taught in classes than can be included in examinations. The responsibility for regular school attendance rests with the students and their parents or legal guardian.

In addition, a student who misses more than five minutes of a class is considered absent from that class for the day unless the student has an admittance pass signed by a teacher, counselor, or administrator. An early dismissal may count as an absence if a student misses over five minutes of class. Such an absence may be unexcused and will count toward the excessive absence limits for that class.

Family vacations are not considered legitimate reasons for missing school, and may or may not be considered an excused absence from school, especially at quarter or semester breaks when exams are given. A planned absence form does exist for students to use to notify teachers that an extended absence will be taking place. It is not an excused absence from school. The school

reserves the right to determine if an absence is excused or unexcused.

Reporting absences to school

Parents are to notify the office of a student's absence by 8:30 am. When reporting the absence, please use the attendance line (542-8603) and provide complete information as to the student's name and reason for the absence. Failure to contact the school office with information regarding the student's absence that day may result in an unexcused absence.

REQUEST FOR PLANNED ABSENCE

Students may jeopardize grade and attendance records by absence from school *even if the absence is excused or exempt*.

Absences may be designated as **unexcused**, **excused**, **planned**, and **exempt**. Unexcused absences are those which do not qualify as excused. Upon receiving a request for excused absence, the New Albany Floyd County Schools may designate absences due to illness, death in the family, medical or dental appointments, and other "highly extenuating circumstances" as "excused." Absences which the family schedules ahead of time may be designated "excused" only if this request form is completed, and the assistant principal designates the absence as excused.

Excused absences do count toward the allowable limit of ten absences per semester.

Following an absence, students wishing to make up work must ask the teacher for such make-up work **within two days after returning to school**. They will be given **one calendar day for each day of absence to complete the make-up work**.

When an assignment made prior to an absence is due on the first day of that absence, students are expected to complete and turn in the assignment on the day they return to school. **Tests assigned prior to an absence will be administered immediately upon a student's return to school unless other arrangements are made with the teacher prior to the student's return to school**.

Before a planned absence, students must request homework assignments and complete the Request for Planned Absence form. The planned absence form needs only to be filled out if the days absent exceed 1 day.

After a planned absence, a student must turn in homework upon return to school. Any tests that were missed need to be made up within one week of the return to school. The scheduling of such make-up tests is up to the classroom teacher.

Some absences incurred as part of classroom or other education-oriented activities may be designated as "exempt." **Exempt** absences are the only ones that do **not** count toward the ten-absence limit. For example, juniors may be granted one and seniors may be granted two exempt absences per year for visits to college campuses. Visits to local campuses are considered excused, not exempt. Of course, missed work must still be made up.

Religious retreats are also not exempt absences for attendance records. Such retreats may be counted as excused absences which count toward the ten-day limit.

TARDIES to class

This policy is effective for a nine-week period. After nine weeks, the policy starts again. If a student is tardy to class, the procedure is as follows:

- 1st: Recorded
- 2nd: Recorded
- 3rd: Detention assigned by classroom teacher. Detention must be served within one week
- If the detention is not served, an SAL is assigned and the parent is contacted.
- 4th: 2 days detention or one day SAL if detention is not served within a week
- 5th: 3 days detention or SAL if not served within a week

- 6th: One day SAL

tardies to first period

All tardies to first period are counted the same - no matter if the student is 2 minutes late or 2 hours late. This policy is in effect for a nine-week period. After nine weeks, the policy starts again. If a student is tardy to class, the procedure is as follows:

- 1st tardy: Recorded by office and/or teacher.
- 2nd tardy: Recorded by office and/or teacher.
- 3rd tardy: 1 hour detention assigned by teacher and/or office (if detention is not served, the student will receive an in-school suspension and lose his or her driving privileges for one week).
- 4th tardy: 2 days detention. If student does not serve detention after one week, he or she will be assigned SAL and lose driving privileges for 2 weeks)
- 5th tardy: 3 days of detention after school and loss of driving for 3 weeks
- 6th tardy: I day of SAL and driving privileges suspended for the 4 weeks and student may be placed on a discipline contract
- 7th tardy: 1-3 days Out of School Suspension or possible expulsion

There are situations where a tardy could be waived. Examples include, but are not limited to, the following

- doctor's appointment with doctor's statement
- court statement
- traffic accident that can be verified by a police officer
- family emergency that is called in by the parent or guardian

*If a student drives to school while under a driving suspension from school, he or she could be suspended out of school.

TARDY TO SCHOOL DEFINITION/sIGNING IN LATE PROCEDURE

- Students who arrive at school after 7:45 are to report to the office to obtain a pass that will permit them to the classroom. The tardy will be documented in the office.
- Students arriving late to first period between 7:40 and 7:44 are to report to first period. The first period teacher will record the tardy.
- Excused tardies are those that are verified in writing by a medical professional, counselor or those that have been approved by the building principal due to extenuating circumstances.

TRUANCY

This is a year-long policy and does not start over during the school year. Truancy involving skipping one or two classes during a given day involves the following consequences:

- 1st: One day SAL
- 2nd: Same
- 3rd: One day SAL and parent conference.
- 4th: One day SAL
- 5th: Two days SAL
- 6th: One day out of school suspension and a parent conference. Student is placed on probationary contract.
- 7th: As required by probationary contract

This is a year-long policy and does not start over during the school year. Truancy involving skipping the entire day or a half day of classes:

- 1st: One day SAL for each full day skipped. Not to exceed three days
- 2nd: Same
- 3rd: Same, or Out of School Suspension; legal letter sent.
- 4th: Out of School Suspension; attendance contract; parent conference
- 5th: Out of School Suspension
- 6th: Expulsion

Class "skip days" are unexcused and may result in a suspension. Furthermore, the school retains authority on truancy.

TYPES OF ABSENCES

- Excused-When parents and the school agree that an absence is excused; students may make up missed work.
- Unexcused-Unexcused absences are counted toward the excessive absence limits.
- Truancy-Truancies are unexcused absences, and they are counted toward the excessive absence limits.
- Out-of-school Suspension or Expulsion-Such absences are unexcused, but they are not counted toward the excessive absence limits and students are allowed to make up work missed.
- Exempt-Exempt absences are counted as days of attendance for the student. Work must be made up per the policy below.

EXCUSED, UNEXCUSED AND EXEMPT ABSENCES

The school reserves the right to determine if the absence is excused or unexcused. Commonly accepted reasons for an excused absence are:

1. Personal illness;
2. Death of a close family member;
3. Medical/dental appointments which cannot be scheduled outside the school day;
4. Travel for a limited time period involving new educational experiences for a student which is requested, on an infrequent basis, by parent or guardian at least one week in advance of the proposed absence. A prearranged absence form should be obtained from the attendance office;
5. Celebration of religious holidays by a student and parents or guardians; and
6. Other highly extenuating circumstances which will be determined by the principal or his/her designee either in advance or on the day of the absence.

UNEXCUSED ABSENCE DEFINITION

- "Long weekends" and vacations without prior approval.
- Moving days (change of residence)
- Transportation problems
- Medical or dental appointment without a doctor's written statement
- Appointments for nonessential activities such as haircuts, shopping, etc

The following absences are exempt and will count as days of attendance for a student:

1. Service as a page or as an honoree of the Indiana General Assembly;
2. Service on a precinct election board or as a helper to a political candidate or a political party on the date of a general, city, town, special, or primary election. The student must have the written permission of parent or guardian and must verify performance of such services;
3. Appearance as a witness in judicial proceedings, under subpoena;

4. Service on active duty with the Indiana National Guard for not more than ten days in a school year-the student must verify by providing a copy of the official orders;
5. Military intake procedures;
6. Attending a school for religious instruction upon request of parent or guardian and approval of FCHS principal;
7. Participation in out-of-class school-sanctioned activities with prior approval of FCHS principal or designee;
8. Visiting a college juniors are allowed one day; seniors are allowed two days. Visits to local colleges and universities should be scheduled on non-school days or after school. Any local college visit will not be exempt.

It is the parent or guardian's responsibility to notify the school attendance office by phone or in person of the reason for the student's absence, either in advance or on the day of the absence. Messages may be left on the attendance hotline, 542-8603, between 5:00 P.M. and 8:30 A.M., or the attendance clerk may be called at 542-3001, after 8:30 A.M.

Every school day missed will be counted toward the excessive absence policy except finals' week. If a student misses at that time, he receives a grade based on the attendance policy for finals' week.

Participation in a school extra-curricular or co-curricular event is not a valid reason for missing an exam or assignment without the prior permission of the teacher giving the exam or assignment.

When a student is absent during final examination week due to travel or other unavoidable circumstances, the student will need to be referred to an administrator for approval to take the exam early or late. Once approved the teacher and student can arrange for an alternate date and time. An administrator can assist if necessary. Teachers are not expected to come in over break to administer exams. **All excused absences, unexcused absences, and truancies will be counted toward the excessive absence limits. Out-of-school suspensions and expulsions will not be counted toward excessive absence limits. A student may petition the assistant principal for special consideration for particular absences (waiver.)**

Waivers for Attendance

This petition for special consideration must be made within 10 school days after the absence(s). Any request made after the specified ten-day period will NOT be considered. The parent or guardian should notify the school at the onset of the absence. The decision to approve or deny the petition will be made by the assistant principal, and all affected parties will be informed of the decision.

REASONS FOR CONSIDERING A PETITION (WAIVER)

The Assistant Principal for Student Development may consider an extension for makeup of excessive absences in the following circumstances:

1. The absence was an excused absence; and The Assistant Principal for Student Development will approve petitions for absences due to
    - Illness/injury-diagnosis and verification of the inability to attend school, in person or in writing, by a medical doctor must accompany the petition;
    - An appointment with a doctor that could only be made at that specific time during the school day. Recurring appointments that could be arranged outside of the school day might not be waived.
    - Hospitalization or surgery-verification, in person or in writing, by a medical doctor must accompany the petition;
    - Required religious observances-verification, in person or in writing, by the primary church official (e.g., minister, priest, rabbi) must accompany the petition. Absence of students on their days of religious observances will not count against their perfect attendance records,

but must be included in attendance reports.

- Funeral/bereavement of close family member: parent, grandparent, brother, sister, aunt, uncle, or cousin.
- Probation/court appearance/required counseling-verification, in writing, by the official responsible for such activity, must accompany the petition.

A waiver is automatically denied if an altered or falsified doctor's note is submitted as documentation. The school may demand that the student produce a "Certificate of Incapacity" if that student has excessive absences.

ATHLETICS

See "Sports"

BOOK RENTAL

Students in grades 9-12 are to pay book rental each year. Pre-registration is held in July, prior to the opening of school. Parents may ask for credit and make payments to the bookstore if they cannot pay the full amount. The bookstore manager will set a payment plan with the parents.

BULLYING

"Bullying" is defined as overt, unwanted, repeated acts or gestures, including verbal or written communications or images transmitted in any manner (including digitally or electronically); physical acts committed; aggression; or any other behaviors committed by a student or group of students against another student with the intent to harass, ridicule, humiliate, intimidate, or harm the targeted student, creating for the targeted student an objectively hostile school environment that places the targeted student in reasonable fear of harm to his or her person or property; has a substantially detrimental effect on the targeted student's physical or mental health; has the effect of substantially interfering with the targeted student's academic performance; or has the effect of substantially interfering with the targeted student's ability to participate in or benefit from the services, activities, or privileges provided by the school.

CAFETERIA

All students must eat in the cafeteria or in other areas assigned by the school administration. They may purchase lunch from the cafeteria or bring a sack lunch from home. They may not bring food from outside restaurants into the cafeteria. This includes ordering Grubhub, Uber Eats, or delivery from a particular restaurant.

The National School Lunch Program (NSLP) requires school food authorities to establish written administrative guidelines and procedures for managing student meal accounts. It is the parent's/guardian's responsibility to provide the means for their child to be properly fed and ready to learn. In order to do so they should: provide the money for the child/children to purchase a school meal, complete the free/reduced meal application to determine if they are eligible for assistance or send a meal from home.

MyPaymentsPlus:

All parents/guardians are required to open an online MyPaymentsPlus account to manage their child's meal account. MyPaymentsPlus is an online secure and convenient way to monitor purchases, make payments, and receive their personalized low balance notifications regarding their child's school meal account. Log on to www.MyPaymentsPlus.com

Meal Payments:

All cafeteria purchases are to be prepaid before meal service begins. Payments can be made two ways:

1. MyPaymentsPlus: Log on to www.MyPaymentsPlus.com

2. Prepay at School: Parents can make advance meal payments by sending checks to school. Checks must contain the student's name and PIN number. Make checks payable to your child's school.

Meal Charge Policy: *Go to www.NAFCSnutrition.com for full details of "Charge Policy".*

The New Albany Floyd County Consolidated School Corporation recognizes that on rare occasions, students may forget to bring money to school for meals. Charging can be embarrassing to the students. Students and adults are expected to pay daily or in advance for all food purchases. Unpaid debts are disallowed by the Federal School Nutrition Program Regulations; accordingly, unpaid debts must be collected and paid to the School Food & Nutrition Program.

Refunds:

Money will only be refunded from accounts to parents upon written request. Go to www.NAFCSnutrition.com for guidelines. Print the "Refund Meal Account" form and submit to the school Food & Nutrition Manager.

CELL PHONE/ECD POLICY

A student may possess a cellular phone or ECD (electronic communication device) provided that during school hours the device remains off and out of sight except during non-instructional times. School hours are defined as from the second bell in the morning until school dismisses. Setting the phone to vibrate, no ring, or special high octave ringtones are not a substitute for having the device turned off.

Students may check their phones during non-instructional time. Non-instructional time is passing periods, lunch, and with teacher permission inside the classroom.

If a phone is discovered during instructional time, it may be confiscated by the school employee and taken to the office. If the student refuses to surrender the phone to the staff member, he or she will receive one day SAL. If they then refuse to give it up to an administrator, he or she will be suspended out of school.

Students found in violation of cell phone rules will receive 3 demerits. A second offense will receive one detention. Repeated offenses may result in a more severe action.

If there is any suspicion concerning the violation of other school rules (cheating, threats) or potential criminal activity, the phone may be turned over to law enforcement officials.

Use of a device's camera or video functions are prohibited at all times when on school grounds or at a school sponsored activity. A more serious discipline consequence will occur if a student is found to be using this function.

Parents are asked not to contact students via cell phone during school hours. Please contact the office at 542-8504 and they will relay the message to your student.

CHEATING OR PLAGIARIZING

Altering grade books, falsifying or misrepresenting a school document, tampering with academic records of any type and/or theft of teacher materials or records of any sort are grounds for removal from class, failing the class and/or suspension or expulsion from school. The school will also punish students who falsify doctor's notes or excuses from parents.

See also Academic Integrity Policy

CLASS STANDING/RANK

High school class standing is based upon completion of credits. The following are minimal credit completion requirements for each class standing:

10th-9 credits, 11th-20 credits, 12th-26 credits.

Students are not allowed to order graduation materials unless they have successfully completed at least 26 credits. Participation in commencement requires 38 earned credits.

CLASS RANKING SYSTEM

Philosophy: Class rank is determined by rewarding those students that take seven of the most difficult classes available each semester and earn the highest grade in each of these classes.

Points of emphasis

Class rank is determined by the total number of **Grade Points (GP)** earned, not by a student's **Grade Point Average (GPA).**

A student wanting to compete for the top 10% of his or her class must take seven of the most difficult classes each semester and earn the highest grade in each of these classes.

- **When a student takes a study hall, they may be opting out of the top 10% competition.**
- Only the 8 semesters of a student's high school career will count toward class rank.
- Classes taken during summer school, at a middle school, or correspondence will not count toward class rank, but will be counted in the GPA

The added weight is assigned to a grade earned (not the class) in the designate (IB, AP, Dual Credit, Honors) weighted classes. Listed below is how the weight will be added

Regular Classes		**Honors Classes**		**IB/AP/Dual Credit Classes**	
A+	4.0	A+	5.0	A+	6.0
A	4.0	A	5.0	A	6.0
A-	3.7	A-	4.6	A-	5.6
B+	3.3	B+	4.1	B+	5.0
B	3.0	B	3.8	B	4.5
B-	2.7	B-	3.4	B+	4.1
C+	2.3	C+	2.9	C+	3.5
C	2.0	C	2.5	C	3.0
C-	1.7	C-	2.1	C-	2.6
D+	1.3	D+	1.6	D+	2.0
D	1.0	D	1.3	D	1.5
D-	0.7	D-	0.9	D-	1.1
F	0.0	F	0.0	F	0.0

For the student who attends Prosser School of Technology, he/she may petition the Principal to take one class during summer school or correspondence to count for the travel period each year. This makes up for the lost opportunity of taking a class.

Number one (T-1) of the class will be designated as the top 10 Grade Point earners (graduating with distinction) of each class.

We will continue our tradition of honoring / recognizing students who are at:

- Summa Cum Laude (Gold cord)
  - 4.75 weighted GPA
  - Must pursue IB, TH or AH Diploma or AP Capstone
- Magna Cum Laude (Silver cord)
  - 4.5 weighted GPA
  - Must pursue IB, TH or AH Diploma or AP Capstone
- Cum Laude (White cord)
  - 4.0 weighted GPA

- Must complete requirements for the Core 40 Diploma

COLLEGE INFORMATION

FINANCIAL AID

Money for any financial aid package comes primarily from four sources: the federal government, the state government, colleges themselves, and private programs. The federal government supplies the most financial aid. Federal grant programs include Pell Grants and Supplemental Educational Opportunity Grants (SEOG). Loans include National Direct Student Loans (GSL), and the new Parent's Loan for Undergraduate Students (PLUS). The Federal College Work Study Program (CWS) provides work aid.

Federal aid is awarded on the basis of need. The state of Indiana has scholarship and work programs for residents. State aid may be based on need, merit, or a combination of the two.

Colleges offer a wide variety of financial aid programs funded from their own resources and most have their own scholarship and grant programs. Deadlines and criteria vary greatly, so check with institutions' financial aid offices as far in advance as possible. Also, many private organizations provide aid to students. See if your parents' employers, labor unions, or professional associations provide programs. Check with your counselor, school library, or public library for books, articles, and pamphlets about financial aid. The Internet is also an excellent resource.

During your senior year, there will be class meetings and many announcements in regard to financial aid. Beginning on October 1 of your senior year, you may apply for the Free Application for Federal Student Aid (FAFSA) which may make you eligible for state and federal financial aid online at www.FAFSA.ed.gov. You may also apply for one or more locally sponsored scholarships by filing the Floyd Central local scholarship application.

COLLEGE REQUIREMENTS

The guidance department has a college materials area that provides considerable information about colleges, workforce, military, financial aid, and apprenticeships. Videos from various post-secondary institutions are also available. All students are encouraged to review these materials and visit college websites.

Representatives from colleges, armed services, technical schools, and area employers visit Floyd Central periodically during the school year. Juniors and seniors may arrange to meet with these representatives in order to learn about post-secondary opportunities.

Competitive colleges closely inspect transcripts to see if students are taking rigorous courses. A recent study of admissions directors lists grades in college prep courses as the most important factor in the college admission process. Transcripts are available in the high school office or online at www.parchment.com.

Post-secondary applications are to be given to counselors a minimum of two weeks prior to the due date. An addressed envelope with two stamps must be given to the counselor along with the application fee.

COLLEGE VISITS

Each junior is allowed one day of exempt absence and each senior is allowed two days of exempt absences per year for college visitation. These days do not accumulate if unused. Visits to local colleges and universities should be scheduled on non school days and will not be counted as exempt. Call the admissions office to schedule an appointment at the college. It is never too early to schedule a college visit. Use school breaks as a time to visit colleges and universities. Below is a suggested calendar for applying for financial aid.

Fall of Senior Year

- Review and inquire

- College catalogs and financial aid publications in college area
- Meet with college representatives-many representatives visit F.C. in the fall
- Attend college fairs
- Review scholarship folder and financial aid books in guidance office
- Apply for "general" scholarships before deadline (These scholarship forms are located in the scholarship folder and in scholarship books.)
- Listen to daily announcements
- Complete the local scholarship application at Floyd Central. Approximately 30-40 scholarships, ranging from $100 to $1,000, are awarded each year at the senior awards night.
- One application is submitted by the student to the Floyd Central Honors and Awards Committee.
- Most local organizations that sponsor scholarships or awards submit their criteria to the Honors and Awards Committee and the committee makes the selection.
- Listen to daily announcements

October

- Beginning on October 1 of your senior year, you may apply for the Free Application for Federal Student Aid (FAFSA) which may make you eligible for state and federal financial aid online at www.FAFSA.ed.gov.

December and January

- Continue reviewing financial aid information and apply for general scholarships located in the FC scholarship folder and scholarship books.
- Listen to daily announcements.

January and February

- If you did not complete the FAFSA, do so now because a student may qualify for state and/or federal financial aid in a package of a combination of the following:
- Grants
- Loans
- Work study (campus jobs)
- Listen to daily announcements.
- Attend the financial aid workshop at Floyd Central

March and April

- Visit financial aid offices at the colleges.
- Listen to daily announcements.

May and June

- Receive scholarships and notification of federal and/or state aid.
- Send or take the SAR (Student Aid Report) to the college financial aid office.
- Listen to daily announcements.

Summer

- Summer work. Those receiving federal and/or state aid are expected to contribute around $2,000 through summer work. This amount differs by school.

CHECKLIST FOR COLLEGE PLANNING

1. **Freshman and sophomore years**

   Become familiar with college entrance requirements. Do colleges differ in course

requirements? Which courses in your high school curriculum satisfy college requirements?

2. **September-March of junior year**

   Think about your reasons for going to college. What are your goals? What learning opportunities are most important? Do your college plans include career plans?

3. **January-March of junior year**

   Identify important factors in choosing a college. Two year or four year? Location? Cost? Kind of atmosphere? Variety of study programs available?

4. **March-August of junior year or earlier**

   List colleges you are considering and collect information. Have you included all possible choices? What information do you need? How can you get it? Which colleges have early admission policies?

5. **August-November of senior year**

   Compare the colleges on your list. Have you weighed the pros and cons carefully? Which colleges will meet your needs? Have you made college visits?

6. **August-December of senior year**

   Apply to your choice colleges. Do you have all the necessary forms? Are you sure of the application deadlines?

7. **October-February of senior year**

   Apply for financial aid. Have you investigated all possible sources of aid? When should you apply?

8. **November-April of senior year**

   Make some final decisions. What additional preparation might be helpful? Do you feel comfortable with your choices?

LEARN MORE RESOURCE CENTER

Students may call toll-free 1-800-992-2076 or check the Learn More website www.learnmoreindiana.org for information on admission requirements or scholarship information on any college or university. Each college and university may have different requirements, so be sure and call for information.

Students may also request information on financial assistance, post-secondary opportunities, special services for disabled students, special programs for good students, independent study and correspondence concerns, academic support services, career options, housing, and athletics.

COUNSELORS

The counselors of Floyd Central High School are located in the administrative wing. The aim of the F.C.H.S. counseling and guidance staff is to help all students discover and develop their interests and abilities to the greatest extent possible.

Students are to work with their respective counselors on all-academic planning. For personal problems students are welcome to visit a counselor of their choosing, the principal or assistant principals, or ask to be referred to Student Services.

Counseling help is available during the entire school day. Students who wish to see their counselor may request an appointment via the classroom teachers or may visit the counseling office at a convenient time before or after school or during the lunch period. Students should complete a blue “Request for Counselor” form.

Language Arts

English 9, 10, 11 Average and Honors

English 12 Average, Honors

AP composition and Literature
Speech
Yearbook I-IV
NewsPaper I-IV
Journalism
Radio/TV I-IV,
IB English HL

Theatre Arts

Intro to Theatre
Advanced Acting
Advanced Theatre
Advanced Tech Theatre
Technical Theatre
Musical Theatre
Theatre Arts
Theatre Production
Theatre Production Tech.
IB Theater Arts SL/ HL

Social Studies

Economics
U.S. History
AP U.S. History
Psychology
AP Psychology
IB Psychology HL/SL
Sociology
Geography & History of the World
Government
AP Government,
AP World History
IB History of the Americas
Topics in History WWII
Topics in History Post WWII

World Language

French I-IV & IB
German I-IV & IB
Latin I-IV & IB
Spanish I-IV & IB

Science

AP Physics
Astronomy

Chemistry
Integrated Chemistry Physics
Organic Chemistry
AP Chemistry
Earth/Space Science
Biology
Honors Biology
AP Biology
Human Anatomy
Meteorology
AP Environ. Science
IB Bio HL
IB Environ. Sci. SL
IB Sports Exercise Science SL/HL

Mathematics

Algebra I-II
Geometry
Honors Geometry
Pre-calculus
AP Calculus AB/BC
AP Statistics
IB Math SL
Stats/ Finite

Computer Science

AP Computer Science
Computer Science

Business Education

Personal Finance
Business Law and Ethics
Intro to Accounting
Business Marketing Ent.
Principles of Marketing
Web Design I, II
Sports and Entertainment Marketing

Band

Beginning Band
Advanced Band
Jazz Band
IB Band SL

Visual Arts

Introduction to 2D/3D Art

Drawing I-IV
Painting I-IV
Ceramics I-IV
AP 2D Art
AP 3D Art
IB Visual Arts SL/HL
Jewelry I-IV

Choral Music

Advanced Chorus
Beginning Chorus
AP Music Theory
Instrumental Ensemble Handbells
IB Choir SL

Orchestra

Beginning Orchestra
Advanced Orchestra
IB Orchestra SL

Family & Consumer Sciences

Advanced Child Development
Interpersonal Relationships
House & Interiors
Nutritional Wellness
Child Development
Intro to Culinary

Industrial Technology

Project Lead the Way (Fundamentals of Engineering, Principles of Engineering
Digital Electronics
Civil Engineering and Architecture
Engineering Design and Development)
Advanced Manufacturing
Construction Systems
Computers in Design & Production System
Construction Processes I-II
Transportation Systems
Technology Systems

Physical Education & Health

Health
Physical Education I-II
Elective PE

Navy Junior Reserve Officer Training Corps (NJROTC)

Naval Science I-VIII

Other Classes

Preparing for College and Careers

Study Hall

Cadet Teaching

Peer Tutoring

Severe & Profound Courses

CREDIT RECOVERY

Credit Recovery is intended for students who have failed courses and need to make them up. This program is not intended for students to use as a way of getting ahead. A student cannot take a class for the first time through Floyd Central's credit recovery program if they have not already taken the class in the traditional setting. There are very few exceptions to this rule, and those exceptions all go through the building principal.

DELINQUENT LISTS

At the end of each school year, delinquent lists are prepared naming those students who have not paid required book rental fees, who owe library fines, who have not returned rented textbooks or library books or who owe some other obligation to the school. It is in the interest of each student to see to it that all obligations are taken care of as soon as possible.

DETENTION/DETAINMENT AFTER SCHOOL

Students assigned detention will be given notice at least a day in advance and will be given 2 days in which to serve. If the student fails to serve, he or she will be assigned SAL.

DIGITAL CITIZENSHIP

1. Network Etiquette – Users are expected to abide by the generally accepted rules of Internet etiquette. These include, but are not limited to, the following:
   A. Be polite. Do not be abusive in messages to others.
   B. Use appropriate language. Offensive or vulgar messages, such as messages that contain sexual or racial comments are strictly prohibited, in conformity with the School Corporation's existing Policies, rules, and regulations governing harassment and discrimination. Illegal activities are strictly forbidden.
   C. Do not reveal personal address or telephone number, or those of other students or colleagues.
   D. E-mail is not guaranteed to be private. System Operators may have access to all email. Messages relating to or in support of illegal or improper activities will be reported to the proper authorities.
   E. Do not use the Internet or Network in such a way that would disrupt the use of the Internet or Network by other users.
   F. All communications and information accessible via the Internet should be assumed to be private property and safeguarded by copyright laws.
   G. Word messages carefully and be brief.
   H. Passwords may not be shared except with the teacher/supervisor and the System Operator.
   I. Users may not access another person's files or account without their permission.

DIPLOMA REQUIREMENTS

Note: Physical education is one credit per semester and the grade earned counts in the

G.P.A.

GENERAL DIPLOMA

40 credits are required for the general diploma. There is no minimum GPA. Students must pass the GQE exam. An interview with the principal to "opt out" to this diploma is required.

8 credits	English
4 credits	Math (algebra I is required.)
4 credits	Social Studies (U.S. History, government and economics)
4 credits	Science (biology required)
2 credits	Physical Education (may take 2 years of ROTC)
1 credit	Health and Wellness
1 credit	College and Careers
1 credit	Personal Finance
5 credits	Flex Credits
6 credits	Career Academic Sequence

CORE 40 DIPLOMA

The Core 40 diploma is recommended by the Indiana Department of Education for students who are seeking admission to Indiana's two-year or four-year postsecondary institutions. There are 40 credits, no minimum GPA. Students must pass the GQE.

8 credits	English
6-8 credits	Math (algebra II required; must complete either one year of math or physics during junior or senior year.)
6 credits	Social Studies (U.S. History, government, economics, world history OR geography and history of the world)
6 credits	Science (biology, chemistry or physics required)
2 credits	Physical Education (may take 2 years of ROTC)
1 credit	Health & Wellness
1 credit	College and Careers
1 credit	Personal Finance
5 credits	Directed electives: Fine Arts, World Languages, Career/Technical courses

CORE 40 WITH TECHNICAL HONORS DIPLOMA

In addition to Core 40 coursework, a student must complete a career technical program and earn a state-recognized certification. There are 47 credits required with a 2.7 minimum GPA. A grade of C- or above is required in all courses. Students must pass the GQE.

8 credits	English
6-8 credits	Math (algebra II is required; must complete either 1 year of math or physics during junior or senior year.)
6 credits	Social Studies (U.S. history, government, economics, world history/geography OR history of the world)
6 credits	Science (biology, chemistry or physics required)
2 credits	Physical education (may take 2 years of ROTC)
1 credit	Health & Wellness
1 credit	Career Information
1 credit	Personal Finance
5 credits	Directed electives: fine arts, world languages, career/technical

8-10 credits	Career Technical sequence

CORE 40 WITH ACADEMIC HONORS

The Core 40 with Academic Honors is the most rigorous diploma offered - designed to prepare the student for high level college coursework. There are 47 credits required with a minimum 2.7 GPA. A "C-" or above is required in all 47 credits. In addition to Core 40 coursework, dual credit or AP courses are required or a specific SAT or ACT score. Students must pass the GQE.

8 credits	English
8 credits	Math (one year of math above algebra II, must complete either 1 year of math or physics during junior or senior year)
6 credits	Social Studies (U.S. history, government, economics, world history/geography OR history of the world)
6 credits	Science (biology required, chemistry required, 2 additional credits from advanced biology, chemistry, earth space or other advanced science.
2 credits	Physical Education (may take 2 years of ROTC)
1 credit	Health & Wellness
1 credit	College and Careers
1 credit	Personal Finance
2 credits	Fine Arts (art, band choir, drama, orchestra, music theory, music keyboarding, handbells)
6-8 credits	World Language (either 6 credits in one language or 4 credits in two languages)
Complete one:	4 AP credits; or 6 dual college credits; or 1 AP course and 3 dual college credits; or score TBA on SAT; or score 26 composite on the ACT.

DIRECTORY INFORMATION

Under regulations of the No Child Left Behind Act of 2001, schools are required to give military recruiters the same access to secondary school students as they provide to postsecondary institutions or to prospective employers. Schools are generally required to provide students' names, addresses, and telephone listings to recruiters, when requested. Parents may opt out of providing directory information to third parties. A letter requesting that directory information NOT be released must be on file in the Office of the Superintendent, New Albany-Floyd County Schools, 2813 Grant Line Road, P.O. Box 1087, New Albany, IN 47150.

DISCIPLINE

One goal of Floyd Central High School is to provide the safest and most positive learning environment possible for its students. Appropriate student behavior is an integral part of an effective school climate.

CIVILITY POLICY

Part of the role and purpose of American education is teaching students to work with each other, and in doing so, treat each other with civil courtesy.

Uncivil conduct toward students, staff members and other persons is not acceptable and will be subject to disciplinary measures which may include suspension and/or expulsion.

Uncivil conduct includes bullying, harassment, lewd, vulgar, indecent or offensive speech, name-calling, threats, racial or sexual epithets, and other expressions intended to arouse anger or hostility.

DEMERIT SYSTEM

The demerit system is but a part of a larger program that addresses the need for appropriate student behavior in school. Using the school corporation's Student Guide policy, parental and

teacher guidance, counseling services, and administrative conferences, Floyd Central will offer every appropriate opportunity for students to succeed in school and make a contribution to a positive school climate. **The demerit system is subject to changing circumstances throughout the year**.

DEMERITS

Staff members may assign demerits for infractions of school rules. **The school reserves the right to increase demerits or assign additional punishments for offenses**.

Disruptive behavior or Inappropriate behavior	1 or 2
Failure to follow teacher/authority directive	1 Day SAL
Food or drink outside cafeteria	2
Not completing homework	1 or 2/Lunchtime Detention
Insubordination	2-6 or suspension
Profanity	2-6 or suspension
Cheating or falsification	3-6 or suspension
Inappropriate attire	4
Actions that endanger others	2-6 or suspension
Pass violation	detention or suspension
Damage to property	2-6 or suspension
Theft	3-6 or suspension
Motor vehicle violation	3 or loss of driving privilege
Leaving campus	4 or suspension
Failure to bring materials to class	1 or 2

Level 1: 8 demerits-students will be notified and a letter will be sent home notifying parents that a conference will be required at 12 demerits.

Level 2: 12 demerits-a mandatory conference will be scheduled with parents before the student is returned to classes. A student will be placed on a demerit contract at this time.

Level 3: 12 demerits-the student will be suspended in school for one day and hall pass privileges will be revoked.

Level 4: 20 demerits - student will receive the punishment stated in the demerit contract.

After 30 demerits, another series of meetings will take place to address the student's inability to conform to appropriate school behavior. Student, parents, and school officials will meet to discuss appropriate disciplinary action including withdrawal from school, expulsion proceedings, probationary status, or other action deemed appropriate under these circumstances by school authorities.

Students who exceed 40 demerits will be subject to expulsion for the remainder of the school year.

NO-PASS LIST

Students with an excessive number of disciplinary referrals may be placed on a "no pass" list. Students caught using or possessing tobacco, drugs, or alcohol are automatically placed on a "no pass" list for nine weeks, the equivalent of one quarter.

REFUSAL TO FOLLOW TEACHER DIRECTIVES

Insubordination or refusal to comply with teacher directive may result in at least one day of in school suspension as a minimum consequence.

REFUSAL TO COOPERATE WITH ADMINISTRATORS

A student may be suspended or expelled for failing to comply and/or truthfully respond to questions from a staff member regarding school-related matters including potential violations of student conduct rules or state or federal law.

STUDENT/SENIOR PRANKS

Student/senior pranks of any kind are prohibited throughout the year. Such actions are subject to disciplinary action, including suspension, removal from school events including commencement ceremonies, and/or possible expulsion from school.

Temporary teacher dismissal

Behavior modification, constructive intervention, and attitude adjustment are phrases applicable to measures taken to deal with classroom conflicts or student behaviors which interfere with the education process. School staff members use a Student Development Referral form to document teacher, counselor, and administrator steps taken in contending with unproductive student behavior. The goal is to help students learn effective coping skills, thus positively dealing with their problems as they realize personal growth and a deepened educational experience.

Student referrals are maintained in student files for parental information and future counseling sessions. All referrals are disposed of when the student graduates.

Teacher Exclusion

A teacher may exclude a student from participation in any educational function under that teacher's charge and supervision for a period not to exceed five school days when a student interferes with the educational function of which the teacher is then in charge.

Permanent Removal from Class

A student may be permanently removed from class and receive an "F" on his or her transcript for committing one of the following actions:

- Becoming incorrigible toward the instructor of a class.
- Refusing to complete work for a class.
- Violating safety rules of a class.
- Committing an act of violence or theft in a class.
- Violating the computer usage policy of a class.

VIOLENCE, THREATS, AND VERBAL ABUSE

Student violence directed towards staff or other students will not be tolerated. Threats made to anyone about personal safety or property may result in suspension and/or expulsion from school. All conflicts must be reported to school officials. Violations of the safety policy will be reported to legal authorities and the student may be arrested. Verbal abuse and offensive language directed towards others is an offense subject to suspension or expulsion. Intimidation and threats directed toward public school employees may be considered a felony under Indiana Code (I.C. 35-45-2-1).

Students who accumulate 2 safety violations within his or her high school career may be required to attend counseling that addresses anger management. This counseling will be paid for by the parent or guardian. If a student has 3 safety violations within a high school career, he or she could be expelled from FCHS.

OTHER OFFENSES

a. Fighting may result in automatic and immediate out of school suspension of three days or more plus one day of in-school suspension. Students may be asked to attend workshops on conflict resolution.

b. Use or possession of drugs or alcohol is explained in "Drug and Alcohol Abuse Policy Manual" appended to this handbook. Students are subject to testing for alcohol consumption if they are suspected of being under the influence of alcohol while at school.

c. Infractions such as violence, insubordination, and destruction of property will be dealt with accordingly and may result in suspension and/or expulsion from school.

d. Forging of school official's signatures or school documents may result in a one day or longer suspension.

e. Inappropriate language, either written or verbal, may result in demerits and/or suspension.
f. Pranks of any kind are disruptive and subject the student to possible suspension or expulsion.
g. Any student who falsified school records, including progress reports, report cards or passes is subject to disciplinary action.

DRESS CODE/INDECENCY

The School Board believes that student dress and appearance should be respectful and not interfere with the learning environment. This replacement policy begins with the 2022-2023 school year.

The School Board understands that schools may have special days/events where the principal allows restricted items to be worn (e.g. sunglasses on Beach Day).

Clothing and jewelry which includes depictions or symbols of the following are prohibited:

a. sex or sexual innuendo;
b. lewd, vulgar, indecent, or plainly offensive speech, including profanity;
c. violence, destruction of property, or advocating the use of force;
d. urging violation of the law or school regulations;
e. alcohol, drugs, tobacco, or tobacco like products;
f. anything that humiliates others or which may be considered racist, sexist, ethnically derogatory, including the confederate flag
g. anything that substantially or materially disrupts the school environment.

Restricted items will include the following:

a. Any item deemed inappropriate by a building administrator
b. Any item that may cause safety concerns/issues

c. Head covering of any kind unless the item (e.g. religious headwear) is approved by the principal
d. Pants and skirts must be worn at the waist
e. Tops without sleeves unless deemed appropriate by a building administrator and cover the stomach
f. Pajamas or similar nightwear
g. Sunglasses without a doctor's statement
h. Clothing or holes in clothing that exposes stomach/private areas

Principals should consider the following progressive consequences when students do not follow the policy:

a. Warning
b. Warning and parent contact
c. Parent conference at the school
d. In school suspension
e. Out of school suspension

DRILLS

State law and district policies require all public schools to conduct a specific number of fire, disaster and intruder drills in the course of the school year. Each classroom posts a list of directions for each type drill. All teachers will go over the specific instructions for their room. Follow these directions without fail. **It is essential that silence be maintained so that directions may be heard**. Careful haste (but no running) is encouraged.

DRIVER EDUCATION

Driver Education is a voluntary, after-school, non-credit program offered by Floyd Central. It is a fee based course that students may elect to take. Students with poor grades and an unsatisfactory discipline record may be denied admission to the program. Students wishing to take this course are encouraged to listen for announcements regarding its availability.

DRIVING WITH SUSPENDED PRIVILEGES

If a student drives to school while suspended, the student could be suspended out of school for insubordination.

DROPPING AND ADDING CLASSES: TIMELINES

Students must be enrolled for six classes. Dropping a class requires approval from parents and the counselor, and arrangements for adding another class must be made.

Dropping and adding classes must be transacted within two weeks after the start of a semester. Students are required to fulfill all the requirements of the added class.

If a student withdraws after this date or is removed from the class for any reason, the student will receive an "F" for the course. Exceptions to this policy can be made by appeal to the teacher, counselor, and school.

Students enrolled in seven subjects may drop a non-required class at any time prior to the eleventh week of a semester in order to be removed from the class roll and not receive a grade. Exceptions can be made by appeal to the teacher, counselor, and school.

ELEVATOR USAGE

Students are not permitted to use the school elevators unless arrangements have been made through one of the Assistant Principals. Elevator use by students is reserved for students with certain medical conditions or temporary disabilities.

EXTENDED DAY

The role of the alternative school is at Floyd Central. It will meet after school hours. The times may fluctuate but the lab will likely be open from 2:30 to 4:30 pm. Extended Day students may not attend graduation or prom. They may appeal to the principal for exceptions.

EXTERNAL CREDITS

A student using credit recovery is limited to fourteen external credits to quality for a Floyd Central diploma.

Those students wanting credit for classes taken outside of Floyd Central need to gain permission from the principal.

FINAL EXAMS

Semester and end-of-year final exams are required of all classes at Floyd Central High School.

No student may be excused from these exams without the principal's permission. Vacations are not acceptable reasons for leaving school early or missing final exams. Students choosing to miss finals without prior approval from the principal will receive an "F" for exams missed, and their grades will be averaged accordingly. In extenuating circumstances and emergencies, arrangements can be made with the principal on an individual basis.

FINANCIAL OBLIGATIONS

Students may be assessed a financial obligation for failure to pay fees or for damage. The student is then notified of their obligation and payment is due promptly. This is done to teach a respect for property and to ensure that our textbook rental funds are managed in a fiscally responsible fashion.

FREE OR REDUCED LUNCH POLICY

Parents may apply for community assistance or free lunches. To apply for free or reduced price meals or textbook assistance, secure an application from the bookstore during enrollment week. Complete the application and return it to the bookstore immediately. Students may charge a lunch in the cafeteria when they forget their money for lunch.

FUND RAISING

Many valuable and worthwhile fund-raising activities occur each year. No fund-raising event may take place without prior approval from the principal's office. Students may not sell or solicit for

personal gain. No solicitation of any kind is allowed during the school day.

GAMBLING

Gambling of any form is prohibited on school grounds. Students caught gambling could be suspended from school. Playing cards and dice are not permitted during the school day.

GANG ACTIVITIES, CLOTHING, OR ACCESSORIES

Gangs and gang related activities, clothing and accessories are prohibited on school property at all times. A "gang" is defined in this Policy as any ongoing organization, association or group of three (3) or more persons, whether formal or informal, having as one of its primary activities the commission of one or more criminal acts or violations of School Corporation rules and regulations, which has an identifiable name or identifying sign or symbol, and whose members individually or collectively engage in or have engaged in gang activities. Gang signs, symbols and membership activities are also prohibited. Any gang activity, clothing or accessory that can be construed to intimidate, separate or distract students from the primary mission of the schools is prohibited and provides grounds for suspension or expulsion under Article II, herein.

GRADUATION CEREMONIES

Graduation ceremonies are held during the last week of May or in early June each year. Dates are set far in advance, and parents and family members are encouraged to join Floyd Central in celebrating this lifetime achievement. Baccalaureate, class night, and graduation are the three traditional graduation ceremonies celebrated each year. These are joyous but solemn events, and we request that those in attendance should show dignity and respect for these ceremonies. Appropriate attire is required for all students. Messages on caps are prohibited. All graduation ceremonies are optional for receiving a diploma, but the school encourages all students to participate in as many activities as possible. Students should undergo a credit review of their transcript at the beginning of their senior year to ensure that they have met all graduation requirements. Students must have earned a minimum of 38 credits to participate in graduation ceremonies. Students in alternative programs need permission to participate in ceremonies. Commencement programs are school board events and not a student right. A student may be excluded from graduation and other events as a disciplinary measure. Senior "pranks" are grounds for such action whenever they take place. Students attending the Extended Day Program at FC will not be allowed to participate in the graduation ceremony, Baccalaureate, or Prom.

GRADUATION INFORMATION

SENIOR HONORS

Seniors will be honored at graduation as follows:

Top 2%-**With Distinction**

Next 3% or only one B-**High Honors**

Remaining top 10%-**With Honors**

The top ten percent receive medallions. The top two percent awards are subject to change through the eighth semester. The top 5% will also be determined through the eighth semester.

GRAD NIGHT/CLASS EVENTS

The school does not sponsor any senior "Grad Night" events. The school has no responsibility for events not sponsored by the school.

HALL PASSES

This Student Handbook/Planner, signed by a teacher, counselor or principal, must be visible and must be the property of the student carrying it. This Student Handbook/Planner must be in the possession of the student anytime during the school day (except lunch) that the student is moving around the building or grounds. If a principal, counselor or teacher asks to see the Student Handbook/Planner, it must be shown without hesitation.

Students not having a Handbook/Planner will be sent back to class upon the first offense; the second offense may lead to disciplinary action.

Students with an excessive number of disciplinary referrals may be placed on a "No Pass" list. Students caught using or possessing tobacco are automatically placed on a "No Pass" list.

HEALTH OFFICE

If students present themselves at the health office and have been injured or are obviously ill, they may be admitted without a pass and will be cared for according to the medical standing orders approved by the medical advisor. All other students who wish to be admitted to the health office must have a pass from the teacher to whom they are responsible that period.

Students who do not feel well may be allowed to remain in the health office for a maximum of thirty minutes. At the end of that time, if they are not ready to go back to class, the health aide will phone the counselor or the assistant principal for a decision and recommended disposition in the matter. **Students should not call home to be excused for illnesses.**

When a student returns to class from the health office, the student will be given a pass with the student's name and time and date they left the health office so they may return to class.

Illness and Returning to School

Students should not come to school if they are experiencing any of the conditions mentioned below. If at school, students will be sent home from school for the following reasons *and require a doctor's statement for readmission*:

1. Reddened eye(s) with possible drainage, matting, or discomfort. Recurrent or persistent skin infections – including scabies.
2. Unexplained or undiagnosed rash.
3. Injury involving documented loss of consciousness.
4. Untreated drainage from skin.

Students should not come to school if they are experiencing any of the conditions mentioned below. If at school, students will be sent home from school for the following reasons:

1. Temperature of 100.4 or over. Students must be fever-free for 24 hours without the aid of fever reducing medications (ex: Tylenol / Ibuprofen) before returning to school.
2. Temperature of 96.5 or lower.
3. Lice (pediculosis) – Students will be sent home if live bugs are found. If a student has nits, he/she may remain at school for the day, but must be treated and checked by school personnel before being admitted to class the next day. According to New Albany-Floyd County School Board Policy, classroom head checks will not be done.
4. Vomiting.
5. Diarrhea.

MEDICATIONS AT SCHOOL

1. A "Request for Administration of Prescribed Medication" form must be signed and dated by the doctor and parent/legal caregiver. This written request must be on file in the school office before the medication, prescription or over-the-counter, will be administered by the staff. The request must contain the student's name, name of the medication, dosage, and time to be

given. The form must be renewed at the beginning of each school year or if the medication changes during the school year.

2. A student may be authorized to possess and self-administer medication for a chronic or acute disease or medical condition if the medication is necessary in an emergency situation. The "Student Authorization to Possess and Administer Medication" box on the medication form must be signed and dated by the doctor and parent/legal caregiver.
3. The medication must be furnished to the school by the parent/legal caregiver on a daily basis. Any exception to this daily dosage requirement must be approved by the principal after consultation with the school nurse. The exception will be limited to a one (1) school week's supply of the medication and must be brought to school by the parent/legal caregiver, or by another arrangement approved in advance by the principal. The medication must come to school meeting the requirements listed in #5 below.
4. All nonprescription medication must be in the original container and be clearly labeled with the child's name.
5. All prescription medication must be in the pharmacy labeled bottle or packaging with the following information:

   Prescription number

   Child's name

   Doctor's name

   Name of medication

   Dosage

   Time to be given.
6. All medication brought to school for administration by staff will be kept in a locked container.
7. School nurses will provide instruction/training as needed to those staff members who dispense medication to students.
8. Non-medicated lip balms and up to 2 cough drops per day (with parent note) is allowed without a doctor's statement.

MENINGOCOCCAL DISEASE

Indiana law requires each year that parents/guardians be informed "about meningococcal disease and its vaccine" (IC 20-30-5-18). Meningococcal disease is a dangerous disease that can strike children and youth. The disease can progress rapidly and within hours of the first symptoms, may result in death or permanent disability including loss of hearing, brain damage, and limb amputations.

Symptoms of meningococcal disease often resemble the flu and can include a fever, headache, nausea, and stiff neck, making the disease difficult to diagnose. The bacteria that cause meningococcal diseases are transmitted through air droplets and by direct contact with an infected person. Fortunately, there is an immunization available and the U.S. Centers for Disease Control and Prevention recommends routine meningococcal immunizations at 11 to 12 years old (prior to starting 6th grade), with a booster dose at 16 years old (prior to starting 12th grade). The meningococcal vaccine is required for 6th-12th grade students to attend school..

Health and Extracurricular Activities

New Albany-Floyd County Schools offers nursing services during school hours. However, a school nurse or health aide is not in the building after school hours. If your child has a medical condition requiring nursing care or a specialized care plan and intends to participate in any before or after-school activities, sports, or programs, please notify your school nurse. Many agencies/programs use our school buildings for student activities but do not have access to your child's health information or training on how to handle health concerns. Your school nurse can help you know what steps need to be taken to keep your child safe and healthy outside of the normal

school day.

Severe Allergies at School

If your child has a potentially life threatening allergy to food, insect sting, latex, or other allergen, please be sure to have your child's health provider complete an Allergy Actions Plan for your child and provide the school with an EpiPen according to the directions on the Allergy Action Plan.

But, what if your child has an allergic reaction for the very first time at school and has never been diagnosed with an allergy? New Albany-Floyd County school nurses are prepared to handle these potentially life threatening allergic reactions as well. If your child experiences a life threatening allergic reaction at school that involves severe swelling of lip, face, tongue, or throat, severe difficulty swallowing or breathing, or unconsciousness, 911, and a parent will be notified. A school nurse or trained school employee under the direction of a school nurse may use a lifesaving medication called an EpiPen according to orders from the medical advisor. If you do not want your child to receive the lifesaving measure of medication from an EpiPen, please contact your school's nurse in writing.

HOMEWORK POLICY

Philosophy

Educators and parents want to ensure the success of all students. Therefore, a clear policy for assigning and completing homework is important. Homework gives students opportunities to extend classroom learning and practice skills while developing self-discipline and study habits that will benefit them in school and beyond.

Students, parents, teachers, and administrators must work together to share responsibility for student success. Homework is a valuable, relevant, and positive part of the instructional program. The New Albany-Floyd County Consolidated School Corporation encourages students to complete homework assignments at the elementary, middle, and high school levels. A rule of thumb for how much time should be spent on homework is 5 minutes per year of age:

Example:

5-6 yrs (1st grade) 25-30 minutes

11-12 yrs (grade 6) 60 minutes

17-18 yrs (grade 12) 90 minutes

Objectives for Homework

1. Students will gain practice and application of knowledge and skills.
2. Students will learn responsibility and time management skills.
3. Home-school cooperation and communication will promote educational growth.
4. Students will be in contact with out-of-school learning resources.

Student's Role

1. Always clarify any questions you may have before leaving the school or class. Writing down assignments helps you remember.
2. Take home all needed books and materials for the assignment.
3. Set aside enough time to finish assignments.
4. Find a place to work where you can focus on the assignment without distraction.
5. Check your completed assignment for accuracy.
6. Return assignments on time.

Principal's Role

As an instructional leader, the principal has an important role in homework policy implementation.

1. Lead the school staff, students, and parents in identifying building level homework practices.
2. Communicate the district policy to teachers, parents, students, and the community.
3. Encourage homework that reinforces concepts and benefits students.
4. Assist parents and teachers if problems with homework occur.
5. Evaluate and revise homework practices as needed.

Teacher's Role

Teachers make appropriate assignments by:

1. Coordinating homework with instructional goals to reinforce classroom instruction.
2. Providing clear directions for homework completion.
3. Explaining the method for evaluation.
4. Assuring that assignments are reasonable and the time required is appropriate.
5. Notifying parents if a student consistently fails to complete assignments.
6. Respecting the needs for students to participate in other activities.
7. Communicating homework practices to parents.

Parent's Role

Parents' cooperation and attitude make a great difference in their children's effort toward homework. Parents can help their children by:

1. Providing a quiet place to study.
2. Establishing a regular homework time.
3. Encouraging their child to ask for help.
4. Communicating with teachers when their child has consistent difficulties.
5. Encouraging quality work and completion of tasks while recognizing their best efforts.
6. Insisting child does his/her homework while providing encouragement and assistance.

IMMUNIZATIONS

A number of immunizations are required by state law for students admitted to public school. Evidence of receiving these immunizations or a letter of medical or religious objection is required before starting school.

INSURANCE

Unless proven negligent, the School Corporation and School Corporation personnel assume no financial responsibility for medical expenses, treatment or damages resulting from injuries sustained by students while participating in any School Corporation sponsored educational program, or practicing for or participating in athletics, or any other school activity. The School Corporation makes student accident insurance available through a commercial insurance carrier; the protection and limitations are stated in the policy. Enrollment in this student accident insurance program is voluntary. If parents decide not to enroll in the student accident insurance program, it is the parents' responsibility to provide appropriate insurance, or to assume the risk of possible financial responsibility inherent in having their child participate in any school activities. Individual schools may request that parents provide the name of the company carrying the family's health and accident insurance, or order for school officials to have this information in cases of medical emergency.

LIBRARY MEDIA CENTER

The Floyd Central Library Media Center strives to be an integral part of the school's instructional program and works to provide comprehensive support, instruction and materials for all students

and staff of Floyd Central. The library media center provides access to information in a variety of formats to meet the curricular and personal information needs of the students. Students are encouraged to take advantage of the diverse resources to help them be successful in their Floyd Central experience.

Digital resources can be accessed at school and from home using links that are posted on Destiny Library Manager Homepage for FCHS.

Students may check out books for a three-week loan period with renewal privileges. and digital ebooks using the OverDrive and SORA Apps. Windows based workstations with Microsoft Office, Microsoft Publisher, Internet access, and other applications are available for student use.

The Floyd Central High School Library Media Center is open from 7:00 a.m. to 3:30 p.m. on school days. Plan to make the Floyd Central High School Library Media Center a regular part of life at Floyd Central.

LOCKER RENTAL/USAGE

The school makes lockers available to students for a nominal locker fee. The locker is jointly accessible to the student and school officials and may be subject to search at the discretion of school officials.

LOITERING

Loitering is to spend time idly, linger aimlessly in the hallway, to walk or move slowly and indolently, with frequent stops and pauses, define loitering.

Students may not gather in large groups or stand in groups to block hallway traffic. Students asked to disperse should comply with this request.

Students are not allowed to sit in cars upon arrival to school or after school.

During lunch-time students are confined to the cafeteria and the commons area. Students are reminded that they are not to return to their classroom more than 5 minutes prior to when they are supposed to return.

LOST AND FOUND

Articles that are found are turned in to the bookstore near the cafeteria. Inquiries concerning lost or stolen property may be made at the general office. Lost textbooks are returned to the bookstore and lost library books to the library. The school is not responsible for any lost or stolen items.

LUNCH ACCOUNTS

Students may prepay lunch accounts by writing checks payable to Floyd Central High School. Include on your check the student's name and student PIN number. Place the check in an envelope and deposit it in the black box near the snack line. If you pay cash daily and forget your money, you may charge a lunch to your account.

Students are not to bring in food for lunch from outside sources or have food from restaurants brought in. Students may brown bag lunch from home.

MARRIED STUDENTS

a. It is the responsibility of students who are married to declare their married status at the time of marriage or at the time of enrollment in school.

b. Married students are subject to all rules and regulations that apply to the entire student body.

NATIONAL HONOR SOCIETY

At the time of printing, membership requirements are not available for the National Honor Society. Please see the school website for updated details.

NCAA CLEARINGHOUSE

Students must access the NCAA Clearinghouse website to register to participate in collegiate athletics. The web address is www.ncaaclearinghouse.net See your guidance counselor for more information.

NEW ALBANY FLOYD COUNTY SCHOOLS MISSION STATEMENT

The New Albany-Floyd County School Corporation works together with parents and the community to provide an outstanding education in a safe, nurturing environment where all are challenged to reach their maximum potential as respectful, responsible, contributing members of a diverse society.

ONLINE CLASSES

A student must select an accredited online school /institution. Listed below are, but not limit to, institutions we accept credit from:

- JCPS
- IU High School
- Western Kentucky correspondence

A student may not take an Edgenuity, Floyd Central's current online credit recovery software, course as a get a-head course

- To seek an exception, the building principal will need to grant permission

A student may take an Edgenuity course to replace an "F" (no-credit earned) or to raise his/her letter grade for a course previously taken

- This includes Core 40, Technical Honors, and Academic Honors Diploma required courses

OPEN HOUSE

Open house is a P.T.O. sponsored activity where parents are invited into Floyd Central to meet teachers and to follow their son or daughter's daily schedule. The P.T.O. will briefly discuss their organization and services that they provide to our school. It is an excellent opportunity for parents to meet the professional staff and become acquainted with Floyd Central. Open house is traditionally held early in the school year.

PARKING/DRIVING PRIVILEGES

Students with a valid parking permit obtained from the athletic office may drive their vehicles to school. Students are required to have a valid sticker displayed in the appropriate location on their vehicle. Driving to school is a privilege, and that privilege may be suspended or revoked if the student fails to exercise appropriate and safe driving practices arriving at school, during school, and leaving school. Floyd Central is a closed campus. Students may not leave campus without permission during the school day.

To maintain driving privileges on the Floyd Central campus, a student must be in good standing in the areas of academics (passing five classes) and attendance (fewer than ten absences for the semester). The student's discipline record should show no more than eight demerits and no OSS. Students who are not in good standing with the school may have driving privileges suspended on school premises. Driving privileges may also be revoked for excessive tardies to school or truancy from school.

Floyd Central is a closed campus, and students may not leave school grounds during the school day without permission. Students are required to park in designated areas on school grounds. During the hours school is in session, students may not go to their cars without a car pass from the

attendance office.

Cars may be searched while on campus and may be towed at the owner's expense. The school district is not liable for damages incurred in the school parking lot.

Students who park outside of the student parking lot will be warned the first time. If a student parks illegally a second time, he or she could be suspended out of school.

DRIVING AND PROSSER

Floyd Central students will not be permitted to drive to Prosser. Exceptions to this rule are based on Prosser program requirements, and must have the approval of the Prosser principal.

PERMANENT RECORD

A permanent record is maintained for every student from the day the student enters the ninth grade.

Subject marks, units of credit, attendance, standardized test scores, participation in school activities, and other important information are placed on the permanent record.

This record is extremely important and becomes increasingly so after the student has left school.

The permanent record will be referred to for transcripts to colleges, by employers, and in many other instances when official information about a person must be secured and permission has been received to release such information.

The current permanent records are filed in the principal's office. Students may examine their own record only in the presence of a teacher or counselor.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance and a moment of silence will be observed every day. (I.C. 20-10.1-4-0.5 and I.C. 20-10.1-4-3.5.)

POSTING, PUBLISHING

Students may not post fliers, signs or banners without permission of the principal. Signs may be posted as part of an official school activity with permission of the sponsor. Students may not use school equipment to print or publish materials.

PRIVACY

Students may be photographed or videotaped for official school use or in school approved activities unless a specific request not to be photographed is on file in the superintendent's office. Students may not photograph or film others while on school property or at school events without the permission of the individuals being filmed or photographed unless they are part of an authorized school organization.

PROGRESS REPORTS

Parents may ask for a progress report at any time so long as the request is reasonable. High school students are expected to deliver all progress reports to parents in a responsible fashion. We encourage parent participation. Feel free to call and schedule a conference.

PROM

The school prom is for juniors and seniors who are considered a full-time student and in good standing at FCHS. Underclassmen (grade 10 and lower) may not attend. All guests must be actively enrolled juniors and seniors from another school in good standing or high school/GED graduates and be under the age of 22. Students attending the FCHS Extended Day Program or any other alternative school are not eligible to attend. As an exception, FCHS students attending

the FCHS Extended Day Program who have not been expelled and are attending program/alternative school in good standing are eligible to come as a registered guest. The same rule applies to students attending Alternative Education placements. These guests must provide specific registration information in order to attend. Students violating prom policies will lose future prom privileges. **Students suspected of using alcohol may be asked to submit to a sobriety test.** The school prom is a tobacco-free event and school suspension rules apply. The school reserves the right to restrict attendance at any school function.

PROSSER CAREER EDUCATION CENTER

Prosser is an extension of Floyd Central High School and specializes in offering classes in various career fields.. Enrollment for Floyd Central students is handled through the guidance department.

Students attend Prosser three hours per day, five days per week. There are classes available during morning, afternoon, and some late afternoon. Three high school credits are given for each successfully completed semester.

Twenty to twenty-five percent of Prosser's graduates go on to college with many applying their Prosser credits toward a degree at IVY Tech College.

Over ninety percent of Prosser's available graduates are placed on the job either before graduation or shortly thereafter.

Prosser provides a job placement service for Prosser students and graduates, helping these individuals obtain employment in their field of training. Job opportunities far exceed the number of trained, qualified students each year.

Students may not drive and must ride the bus to and from Prosser.

PROSSER COURSE OFFERINGS

Building Trades
Civil/Structural Drafting
Automotive/Collision Repair
Computer Programming
Advanced Marketing
Electricity
Horticulture Science
Food Industrial Occupations
Business Technology
Machine Shop
Graphic Imaging
Welding Technology
Recreational & Portable Power Equip.
Health Careers
Computer Programmer Technician
Interactive Media
Auto Mechanics
Cosmetology
Heating & Air Conditioning
Building & Facilities
Diesel Service
ICT/ICE
Masonry
Pre-College Pharmacy
Hospitality, Travel and Tourism
Aviation Maintenance
Aircraft Operations
Construction & Earth Moving Equipment
Network Systems
Programming and Software
Information Support & Services

PUBLIC DISPLAY OF AFFECTION

Inappropriate displays of affection on school grounds will be treated as discipline problems. Hugging, kissing, or inappropriate closeness is not acceptable.

RENAISSANCE CARD CRITERIA

Success Cards are given each semester to students based on previous semester's GPA.

Gold Card:	4.0 semester GPA
Silver Card:	3.5-3.99 semester GPA
Bronze Card:	3.0-3.49 semester GPA
Green Card:	2.5-2.99 semester GPA

ROTC (FCHS/LANESVILLE NJROTC)

Mission: The mission of the Navy JROTC program is to prepare students (Cadets) for life after high school graduation. We accomplish this mission by providing a team- like environment where all Cadets have a sense of worth as they learn moral values, organizational skills, responsibility, citizenship and leadership. We hold Cadets accountable for their responsibilities. Each Cadet's high school grades are our first priority. A Cadet's eligibility to rise in leadership positions depends first and foremost on his/her grades. The Naval Science Instructor (NSI) and ultimately the Senior Naval Science Instructor (SNSI) are responsible for the conduct and mission of Floyd Central-Lanesville Navy JROTC.

Core Values: Our Core Values are those of the United States Navy/ United States Marine Corps team: Courage. Honor. Commitment.

Conduct of Cadets: We expect our Cadets to live by our core values 24 hours per day, every day. Violations of our core values or violations which involve violations of FCHS, LHS or school corporation rules or policies can result in a Cadet receiving NJROTC disciplinary action, dismissal from the NJROTC program or stronger disciplinary measures if deemed appropriate by FCHS or LHS administrators.

Policy Regarding Eligibility and Participation in NJROTC Leadership Positions and/or NJROTC After School Team Activities: Cadets must maintain overall satisfactory high school grades to be eligible for leadership positions and participation in Color Guard, Drill Team, Marksmanship Team (air rifles), Academic Team, PT Team (physical training) and /or Orienteering Team. A Cadet's violation of our core values may render a Cadet ineligible to lead fellow Cadets or participate in our teams. The SNSI/NSI will make these determinations.

Academics/Grade Criteria: Cadet's grades are weighted 25% academics and 75% military performance. Academics include classes on how to study and take exams, wellness, military subjects like ships, aircraft, U.S. History(U.S. Constitution and Bill of Rights), U.S military history, duties and responsibilities of U.S. citizenship, leadership principles and traits, and current events. A written paper is required each semester. Military performance includes demonstrated leadership if assigned a leadership billet, physical fitness and effort during physical training, the Cadet's Navy physical fitness test (NPFT) score, effort and performance of Close Order Drill, the Cadet's attendance at mandatory events like local parades, the Road March to Honor Veterans, the annual inspection, the awards banquet, the practices for each and our weekly uniform inspections. The semester final counts for 10% of the overall semester grade.

Attendance: Cadets must be present and properly prepared for class in order to be successful. Erratic attendance may result in a Cadet becoming ineligible to hold a leadership billet and/or participate in NJROTC teams.

Physical Training (PT): Two years of Navy JROTC fulfills the State of Indiana's physical education requirement. As such, NJROTC has a rigorous PT program. Cadets are expected to actively participate in PT. Cadets are graded on their attitude, effort and compliance in wearing the issued NJROTC PT uniform. Each semester Cadets are required to take the Navy Physical Fitness Test. (1.5 mile run, pushups and curl ups.) They will receive a grade based upon their score. PT homework is permanently assigned. In addition to scheduled PT during NJROTC class, Cadets are expected to work out a minimum of 3 times per week for at least 30 minutes as a homework assignment. This is essential to a Cadet's achieving an acceptable level of physical fitness.

Grooming and Appearance: Cadet's will comply with grooming standards and personal hygiene as set forth in the NJROTC Cadet Field Manual.

Field Trips and Competitive Events: NJROTC strives to take two local field trips each semester. Cadet attendance is mandatory with few exceptions. Throughout each semester our teams will compete with other JROTCs in various drill meets, rifle matches, academic, and physical fitness competitions. Cadets will be provided information regarding these field trips and competitions. They are responsible for sharing this information with their parent(s)/guardian(s) and showing up on time and properly prepared for these events. A three or four day field trip is normally planned for early June. This trip is strictly voluntary. Recently graduated Cadets may participate. The cost involved and other details are addressed in a letter to NJROTC parents sometime during the second semester.

Fundraising Activities: In order to support our participation in many activities, Cadets are called on to participate in fundraising programs. These programs help support our "Adopt A Family" program, our competitive teams and our field trips.

Senior Leadership Billet Selection Process: Cadets who have successfully completed their first and/or second year of NJROTC are considered for selection by the SNSI and NSI to compete for the most important leadership and staff billets. This is a structured, measurable process involving overall high school grades, demonstrated leadership potential, physical fitness, military aptitude, peer evaluations, appearance before a panel, a written leadership paper and overall impression on the SNSI and NSI. The SNSI will make the ultimate decision as to which Cadets will hold which positions in the upcoming school year. Positions and promotions are normally announced during the annual NJROTC Awards Banquet held in May.

Annual Inspection: Each year, normally early in second semester, the Cadet Company undergoes an administrative and personnel inspection. This is normally an all day affair which culminates with an evening ceremony in the gym. The Inspecting Officer presents some awards and the entire company marches in a Pass in Review. Parents/guardians are expected to attend this evening event.

Military Ball: Cadets enjoy this formal dance each year. The Military Ball is normally held sometime in February or March. Cadet attendance is optional but encouraged. Female Cadets are allowed the option of wearing an evening gown or prom dress in place of their uniform. Male Cadets are required to attend in uniform. Male and female guests must dress in appropriate civilian attire. (Suit or tuxedo for males, evening gown or prom dress for females).

Awards Banquet: Held in early May, this is the Cadet's favorite event. Cadets, parents/guardians eat a meal in the cafeteria during which time awards are presented honoring their efforts during the past school year. Following this, the Cadets go to the gym where each platoon performs their own skit/marching routine. The evening ends with the Cadet Change of Command ceremony where the newly promoted second and third year Cadets assume command of the Cadet Company.

Basic Leadership Training and Leadership Academy: Qualified Cadets selected for the most important leadership billets are given the opportunity to attend an arduous one week Basic Leadership Training (BLT) camp located at the Army National Guard Base at Marseilles, IL. This takes place in mid to late June. SNSI or NSI provides transportation to and from this training. Normally the SNSI or the NSI is an instructor at this training. One or two qualified Cadets who have successfully completed BLT may be selected to attend the prestigious one week Leadership Academy located at Great Lakes Naval Base in IL. This training usually occurs in late June to early July. Parents/guardians normally provide transportation to and from this training.

U.S. Military Academy Appointments and College ROTC Scholarship Opportunities: It is a fact that JROTC Cadets have an edge on regular high school students when it comes to receiving military academy appointments and college ROTC scholarships. The SNSI has the authority to nominate one qualified NJTOTC Cadet to the United States Naval Academy each year. The SNSI also has authority to nominate qualified NJROTC Cadets for Navy ROTC scholarships. The SNSI

and NSI also work closely with the FCHS and LHS counselors to coordinate military scholarship opportunities for Cadets and students of their high schools.

SAFE SCHOOL HOTLINE/TIPLINE

The school district has made available the services of a national safe school hotline for parents and students to call to report any safe school issue anonymously. These issues could include acts of vandalism, theft, drug or alcohol use, any form of harassment, violence, or weapons on campus. These reports will be passed on to the appropriate school. Dial (812) 542-2230 or visit http://www.nafcs.k12.in.us.

SCHEDULING

Early in the spring semester students begin receiving information that impacts course choice decisions for the ensuing school year. Eighth grade students receive information regarding the recommended level of their first high school course in those subjects. Sophomore students tour Prosser School of Technology to see firsthand the labs and classrooms of the 26 plus vocational disciplines available to them as juniors and/or seniors.

The senior high counseling staff and the assistant principal for student development make classroom presentations and give course information. Students are informed about the specifics of their schedule needs. Within one week of these meetings students are asked to submit their schedule requests for the fall semester.

Limited schedule changes are permitted during registration. Underclassmen will have one week for schedule changes. Seniors will have the first two weeks of school for changes. To drop an AP course, the student must get approval from the building principal.

SCREENING FOR HEALTH CONCERNS

In the course of each school year, the School Corporation provides the opportunity for students at some grade levels, or in some programs to be screened for possible health concerns which could adversely affect a student's performance in the educational program of the School Corporation, including, but not limited to hearing and sight. If parents or guardians do not wish to have their child or ward screened for these possible health concerns because of religious beliefs, such parents or guardians must submit to the building principal a written signed statement indicating that the parent objects on religious grounds.

Students may be removed from school for failure to comply with immunization requirements (I.C. 20-34-4-5) or if the student is ill, has a communicable disease, or is infested with parasites ((I.C. 20-34-3-9).

SELF ADMINISTERED MEDICATIONS (I.C. 20-33-8-15)

Notwithstanding, a student with a chronic disease or medical condition may possess and self-administer medication for the chronic disease or medical condition if the following conditions are met:

(a) The student's parent has completed the Student Authority to Possess and Administer Medication form. The authorization must include a statement in writing by a licensed physician that:

a. the student has an acute or chronic disease or medical condition for which the physician has prescribed medication.

b. the student has been instructed in how to self-administer the medication; and

c. the nature of the disease or medical condition requiring administration of the medication.

(b) The authorization and physician's statement described in subsection (a) must be submitted

annually.

SKATEBOARDS/ROLLERBLADES/HOVERBOARDS

Skateboards, rollerblades, and hoverboards are not to be used on school premises due to liability and property damage issues. Bicycles are not allowed inside the building.

SMOKING

See “tobacco.”

SPORTS

FLOYD CENTRAL HIGH SCHOOL ATHLETIC PHILOSOPHY

Floyd Central High School recognizes that interested students should have the opportunity to develop their potential as athletes in activities appropriate to their level of ability. In this spirit, Floyd Central provides a program of interscholastic athletics which promotes participation for qualified students within the rules and regulations of the Indiana High School Athletic Association and Floyd Central High School Athletic Department. It is the goal of our school to provide such opportunity as a further means of developing the intellectual, emotional, and social maturity of our students, while at the same time teaching the importance and worth of teamwork and sportsmanship. Floyd Central athletics also provide a unifying influence upon our student body and between our school and community. Finally, as is true in all aspects of education at Floyd Central High School, our athletic program is committed to the pursuit of excellence, acknowledging that the quest itself is the most significant aspect of achievement.

EXPECTATIONS OF ATHLETES

Contestants’ conduct, in and out of school and season, shall be such as (a) not to reflect discredit upon their school, team, or family, and/or (b) not to create a disruptive influence on the discipline, order, moral or educational environment of Floyd Central High School.

1. This policy shall become effective for all athletes regardless of the sports season, on the first day of fall practice (IHSAA selected date) of an athlete’s freshman year and continue until all FCHS teams are eliminated from the state tournament in the spring season of an athlete’s senior year.
2. The principal has the discretion to enforce stricter penalties for offenses deemed more serious. In cases that involve exceptional circumstances, principals may accept an appeal.
3. The head coach of each sport will distribute the FCHS Student Athletes Expectations Pamphlet and may have additional training rules which are also valid and must be followed by athletes involved in their sport.
4. The New Albany Floyd County School Corporation does not discriminate on the basis of race, sex, age, color, creed, disability, limited English proficiency, family status, national origin or religion in employment or in the educational programs and activities which it operates, in accordance with applicable state and federal statutes and regulations.
5. It shall be a violation of this policy for any employee, coach and/or athlete of the New Albany Floyd County Consolidated School Corporation to discriminate against or harass another employee, coach, and/or athlete based upon race, sex, age, color, creed, disability, limited English proficiency, family status, national origin, or religion. It shall be a violation of this Policy for any student athlete to discriminate against or harass another student athlete or an employee based upon any of the above mentioned protected characteristics.

POLICIES GUIDING ELIGIBILITY AND PARTICIPATION

Participation in the athletic program is a privilege earned by meeting the rules and standards set forth by the IHSAA and Floyd Central High School.

ACADEMIC RULES

The rules of the Indiana High School Athletic Association, Inc., By-Laws and Articles of Incorporation will be followed. A few of the most common rules affecting athletic participation are listed below.

ACADEMIC ELIGIBILITY

To participate in extra-curricular (does not apply to grade based co-curricular activities) activities at FC, **a student must be enrolled in and passing five full credit courses.**

Eligibility for the first nine weeks is based upon the previous year's second semester grades. Summer school classes may be counted toward the five credit requirements for eligibility. Eligibility for the first nine weeks of the second semester is based upon the first semester grades of that year.

ATTENDANCE

Student athletes are expected to make school attendance a priority. This means being in attendance both the entire day of and the entire day after evening activities. **Student athletes must be in attendance to be eligible for athletic activities that day**. Exceptions would be pre-arranged absences, school-related functions, or other exceptions approved by the principal or athletic director.

GROOMING AND APPEARANCE

Floyd Central High School athletes act as representatives of the school and community and therefore are required to exhibit a well-groomed and appropriate appearance. The same rules of appearance apply to athletics as that of school. The coach will determine guidelines as needed concerning the appropriateness of styles within the content of safety and accepted social norms.

TRAINING RULES

Participation in the athletic program is a privilege which carries with it varying degrees of responsibility, recognition, and reward. Participating student athletes represent their school and other members of the student body, and it is their duty to conduct themselves in a manner that is positive for themselves, their families, their school and their community. The following training rules shall apply to all _____students associated with the athletic program in grades 9 thru 12. The Principal in consultation with the Athletic Director and Coach have the discretion to reduce the penalty and when it is imposed under certain circumstances**. In addition, scrimmages / practice games are not counted in games to be excluded from participation. Exclusion from games will occur immediately and in sequence order in which a training rule was violated.**

1.. **Felonies, Misdemeanors, Acts of Delinquency, Expulsions**

Penalty: Any student/athlete arrested or detained as a juvenile on such a charge may be suspended from any participation (games and practices) pending investigation of the incident. The student/athlete may be excluded from extracurricular activities for 365 days (one calendar year) from the date of the violation. Any student/athlete expelled from school, regardless of abeyance, may be excluded from extra-curricular activities for 365 days (one calendar year) from the date of the violation. The principal has the discretion to reduce this penalty under certain circumstances.

Rationale: Rule 8, Section 1 of the IHSAA by-laws states that the conduct of an athlete in and out of school shall be such as (1) not to reflect discredit upon the school or the association, or (2) not to create a disruptive influence on the discipline, good order, moral or educational environment of the school.

2. **The use of, consumption, or possession of controlled substances; alcohol or**

drugs (*except as prescribed medically by a licensed physician)* Penalties:

First Violation- Exclusion from participation in all athletic contests for a total of 10% of their teams' games once the Principal, Athletic Director, and Coach have met with the athlete concerning the violation. No participation will be permitted until a meeting is held, and the suspension will begin with the athletes' next scheduled contest. A team's games is defined as their number of regular season contests as defined by the IHSAA (i.e. Basketball-22, Baseball-29, Soccer-16).

Second Violation- Exclusion from participation in all athletic contests for a total of 20% of their teams' games along with enrollment in a substance abuse program of assessment, counseling, screening and/or indicated therapy (the cost of the program shall be the responsibility of the student and/or his/ her parents or guardian) once the Principal, Athletic Director and Coach have met with the athlete concerning the violation. No participation will be permitted until a meeting is held, and the suspension will begin with the athlete's next scheduled contest. Successful completion of the substance abuse program and a written appeal to the principal may reduce this penalty. A team's "games" is defined as their number of regular season contests as defined by the IHSAA (i.e., Basketball-20, Baseball-29, Soccer16).

Third Violation- Exclusion from participation in all athletic contests for a total of 50% of their teams' games once the Principal, Athletic Director, and Coach have met with the athlete concerning the violation. No participation will be permitted until a meeting is held, and the suspension will begin with the athletes' next scheduled contest. (Further violations will also incur suspension from participation in athletic events for one calendar year.)

Rationale: The use or possession of controlled substances (drugs) and/or alcohol is prohibited by law. Their use reduces physical and mental performance, and is injurious to one's health.

This policy is cumulative and applies to a student-athlete's four-year high school eligibility in the New Albany – Floyd County School Corporation. This policy will not be in conflict with the school district's drug and alcohol policy.

3.. Use or possession of tobacco products / e-cigarettes (any form)

Penalties:

First Violation- Exclusion from participation in all athletic contests for a total of 5% of their teams' games (minimum of one game or event) once the Principal, Athletic Director, and Coach have met with the athlete concerning the violation. An athlete shall not participate before a meeting is held, and any suspension will begin with the athlete's next scheduled contest.

Second Violation- Exclusion from participation in athletics for a total of 10% of their teams' games (minimum of two games) once the Principal, Athletic Director, and Coach have met with the athlete. An athlete shall not participate before a meeting is held.

Third Violation- Exclusion from participation in all athletic contests for a total of 50% of their teams' games once the Principal, Athletic Director, and Coach have met with the athlete concerning the violation. No participation will be permitted until a meeting is held, and the suspension will begin with the athlete's next scheduled contest. Successful completion of the substance abuse program and a written appeal to the principal may reduce this penalty.

Rationale: The use of tobacco is injurious to one's health and is prohibited by law.

This policy is cumulative and applies to a student-athlete's four-year high school eligibility in the New Albany – Floyd County School Corporation.

4 **Violation of Title IX**

First Violation- Exclusion from participation in all athletic contests for a total of 20% of their teams' games (minimum of one game or event) once the Principal, Athletic Director, and Coach have met with the athlete concerning the violation. An athlete shall not participate before a meeting is held, and any suspension will begin with the athlete's next scheduled contest.

Second Violation- Exclusion from participation in all athletic contests for a total of 50% of their teams' games once the Principal, Athletic Director, and Coach have met with the athlete concerning the violation. No participation will be permitted until a meeting is held, and the suspension will begin with the athlete's next scheduled contest. Successful completion of the substance abuse program and a written appeal to the principal may reduce this penalty.

5 **Violations of School Rules**

Penalties: Student athletes may not compete, practice, or participate in any way with an athletic team during a suspension from school. Less serious violations of school rules are to be handled by the head coach.

6. **Social Media**

Because athletic teams represent the school and are a source of school and community pride, and because they are recognizable in the community and often serve as role models for younger students, high school students who choose to participate in the athletic program are expected to exhibit standards of character and behavior both in and out of school beyond what may normally be required of other students. This includes posting vulgar language, obscene pictures are other inhumane acts that would place in question the quality of a student's character on a social network (Facebook, YouTube, Twitter, etc). Violation of this training rule could lead to a one contest suspension up to suspension from athletics for one calendar (365 days) year.

7. **Expectations**

Finally, because athletic teams represent the school and are a source of school and community pride, and because they are recognizable in the community and often serve as role models for younger students, high school students who choose to participate in the athletic program are expected to exhibit standards of character and behavior both in and out of school beyond what may normally be required of other students.

Due Process Procedures

1. The violator and their parents will meet with the coach, athletic director, and principal.
2. The violation and suspension will be set forth in writing.
3. The suspension may be appealed (a. Athletic Director, b. Principal, c. Superintendent)
4. Re-evaluation--Hearing
5. Final judgment

IHSAA ELIGIBILITY RULES

The rules of the Indiana High School Athletic Association, Inc. By-Laws and Articles of Incorporation will be followed. Home schooled students must be enrolled in five classes at an IHSAA school to participate in sports. A few of the most common rules affecting athletic participation are listed below:

1. Between May 1 and the student's first practice in preparation for interschool athletic participation; the student shall have had a physical examination by a physician holding an unlimited license to practice medicine. The proper Parent and Physician's Certificate must be on file in the athletic office (Rule C-3-10).
2. Students violate their amateur standing if they participate in athletic activities, tryouts, auditions, practices, and games held or sponsored by professional athletic organizations, clubs, or their representatives. This rule applies to all sports except during the contest season (Rule C-5-3).
3. Senior high school athletes must be passing five full-credit subjects at the conclusion of the most recent grading period. Semester grades take precedence over nine-week grades (Rule C-18-1).

   Note: Eligibility for the first nine weeks is based upon the previous year's second semester grades. Summer school classes may be counted toward the five credit requirements for eligibility. Eligibility for the first nine weeks of the second semester is based upon the first semester grades of that year.
4. Students must be enrolled in at least five full credit subjects (Rule C-18-1).
5. Students absent or physically unable to practice for five or more consecutive days due to illness or injury must present a physician's note to the principal stating that the athlete is again physically fit to resume participation (Rule 3-11).
6. Any student transferring to Floyd Central High School from another school must have on file a signed and completed IHSAA Athletic Transfer Report (Rule 19). Students must be enrolled 365 days before a transfer is no longer necessary. Exchange students must have a Foreign Exchange Transfer Form.
7. A high school student who is or shall be twenty (20) years of age prior to or on the scheduled date of the IHSAA State Finals in sport shall be ineligible for interschool athletic competition in that sport (Rule C-4-1).
8. Students violate their amateur standing if they (a) play under an assumed name; (b) accept remuneration directly or indirectly for athletic participation.
9. After enrollment in the 9th grade, students shall be eligible for no more than eight consecutive semesters.
10. Students may not accept awards for "All State" or "All American" recognition from any outside organization (Rule C-6-9).
11. Awards, gifts, honors, etc., shall not be accepted from college or their alumni.
12. Awards from such local organizations as service clubs or civic groups may be accepted with approval of the principal (Rule C-6-5).

A more extensive list of athletic eligibility rules is on file in the Activities Director's office.

HAZING

Hazing: Any humiliating, degrading, or dangerous activity required of someone seeking to join a group, regardless of the individual's willingness to participate. Hazing can be fairly harmless (i.e. pouring liquid on someone) to serious physically abusive acts (i.e. sexual touching).

According to a national survey of high school students, hazing/initiations have become a widespread practice among high school age students. Almost half of high school students

belonging to groups were subjected to some form of hazing.

Almost 75 percent of these students reported negative consequences following the hazing--depression, vengefulness, and shame. Surprisingly some of those hazed described it as a positive experience-"It is better to be disgraced and humiliated than to be an outsider."

The Indiana Code defines criminal hazing as forcing or requiring another person to with or without consent of the other person, and as a condition of association with a group or organization, to perform an act that creates a substantial risk of bodily injury.

A person who recklessly, knowingly, or intentionally performs an act of hazing commits criminal recklessness, a Class B misdemeanor. However, it becomes a Class A misdemeanor if the conduct includes the use of a vehicle, and a Class D felony if armed with a deadly weapon (which could be a baseball bat or golf club or other piece of athletic or band equipment.)

A person who recklessly, knowingly, or intentionally performs hazing that results in serious bodily injury to a person commits criminal recklessness, a Class D felony, and a Class C felony if deadly weapon is involved.

A teacher or coach who knows hazing is occurring and either encourages or does nothing to stop it runs a risk of being charged criminally, and obviously a great risk of liability for money damages resulting from an injury caused by hazing. Insurance would not cover this situation because the school employee would not be acting within the scope of his or her employment.

A person who makes a report of hazing or participates in court, in good faith (even with less than probable cause) is granted immunity for any civil damages or criminal penalties that might otherwise be imposed because of the report.

Almost by definition, hazing incidents involve reckless behavior. Common hazing tactics involve physical touching which could lead to (recklessly caused) bodily injury. Often, the student who is the target of hazing will physically resist, which also could increase the chances of serious risk of bodily injury. The Indiana law on hazing does cover secondary school hazing, as well as college hazing.

The New Albany-Floyd County School Corporation has established a Human Dignity policy that prohibits harassment and discrimination of students. The district's Safety Policy also prohibits aggressive acts towards persons or property. Initiations to join groups or organizations may also fall under these policies as well.

Students who are in violation of any hazing and initiation practice are subject to school discipline. Students who are members of a school organization or team who participate in such activities are subject to a minor two game activity suspension. Students who participate in more serious activities may also be subject to removal from that team/organization.

As always, the Principal and head coach have the discretion to strengthen penalties under certain circumstances.

Due Process

The following procedures will be followed for Due Process:

1. The violator and their parents will meet with the Coach, Athletic Director, and Principal.
2. The violation and suspension will be set forth in writing.
3. The suspension may be appealed (a. Athletic Director, b. Principal, c. Superintendent.)
4. Re-evaluation-Hearing
5. Final judgment

SPORTSMANSHIP

Parents

Good sportsmanship is the attitude and behavior that exemplifies positive support for the interscholastic athletic programs of the New Albany-Floyd County School Corporation school

system, as well as for the individuals who participate. People involved in all facets of the interscholastic athletic programs are expected to demonstrate respect for others and display good sportsmanship. It is essential that student-athletes, coaches, parents, student groups, and fans in general be constantly reminded of the importance of sportsmanship.

Sportsmanship Expectations

The following are expectations for the parents of FC student athletes:

- Encourage good sportsmanship by demonstrating support for all athletes, coaches, and officials.
- Place the emotional and physical well-being of student athletes ahead of any personal desire to win.
- Support coaches, officials, and school administrators in providing positive, enjoyable experiences for all by treating all other players, parents, coaches, fans and officials with respect.
- Discourage any behaviors or practices that would endanger the health and well-being of athletes.
- Respect the coaches' authority during games by not confronting them at the game site. Discuss any issues or concerns with coaches at an agreed upon time and place.
- Support a drug, tobacco and alcohol-free sports environment for their child and refrain from their use at all events.

Spectator Conduct

The Indiana High School Athletic Association requires its member high schools to monitor spectator behavior at all school-sponsored activities.

IHSAA Bylaw C-3.6:

The member school's responsibility for the conduct of its athletic program includes the responsibility of instituting full and complete team and crowd control measures at all contests in which such member school participates, assuring all participants, staff and boosters of the member school conduct themselves at all times in a proper and sportsmanship-like manner.

Accordingly, an event supervisor may request any person involved in misconduct at a school-sponsored activity to leave the premises if deemed necessary. School spirit dress should support Floyd Central High School, not degrade the opponents.

STUDENT ATHLETE CONFLICTS WITH CO-CURRICULAR EVENTS

Although we try our best to avoid scheduling performances at the same time as other school related events, occasionally conflicts do arise which cannot be remedied. The following policies govern these situations in all FCHS activities:

When a practice or rehearsal and an event (game, contest, concert) are scheduled simultaneously, the event takes precedent.

When two events are scheduled simultaneously, a school event takes precedence over an athletic event, a conference competition takes precedence over a regular event, a regional event takes precedence over a conference event, a state event takes precedence over a regional event and a national event takes precedence over a state event.

When a student is participating in a sport and a co-curricular program during the same season, practicing for both groups can sometimes conflict. FCHS supports students wanting to participate in both programs. Once the student realizes there will be conflicts, he/she must discuss the conflict with the sponsors, teachers or coaches who are affected by the conflict immediately. A decision on when the student participates in practice must be mutually agreed upon by the sponsor, student and coach. **Under no circumstances will the student be penalized for the decision: that is, class grades are not to be lowered or unreasonable make-up work required. The student's playing time will not be drastically reduced, nor will the student's ability to earn a letter be**

impaired because of the decision.

In case of a disagreement among the parties concerned, the matter should be referred to the administrator or administrators in charge for a solution. There may be consequences if the student chooses to not follow this policy without prior approval.

FLOYD CENTRAL SPORTS

Freshman	*Junior Varsity*	*Varsity*
Baseball	Baseball	Baseball
Football	Reserve Football	Football
Basketball (b/g)	Basketball (b/g)	Basketball (b/g)
Cross Country (b/g)	Cross Country (b/g)	Cross Country (b/g)
Volleyball	Volleyball	Volleyball
Softball	Swimming (b/g)	Swimming (b/g)
	Tennis (b/g)	Tennis (b/g)
	Track (b/g)	Track (b/g)
	Golf (b/g)	Golf (b/g)
	Soccer (b/g)	Soccer (b/g)
	Wrestling	Wrestling
	Cheerleading	Cheerleading
	Softball	Softball
		Dazzlers
		Unified Football
		Unified Track

STUDENT SUPERVISION

Whenever students are in the building, they are to be under the supervision of a staff member. Students who are on campus must be involved in a school-sponsored event. Students are not to arrive at school before 6:30 A.M. and must be off campus by 3:00 P.M. unless they are participating in a school-sponsored activity. Parents are encouraged to pick up students as soon as possible after school events conclude. Students may not use any school facility unless they are under the direct supervision of a staff member. Students enrolled in drivers' education classes are to go home on the school bus and return for evening classes.

SUICIDE THREATS

Students who indicate through comments, writing, actions, or statements that they are contemplating physical harm to themselves fall under a policy that requires the student to be picked up by a guardian and taken to a health official for a medical release prior to returning to school.

SUSPENSION ALTERNATIVE LAB

The Suspension Alternative Lab (SAL) is designed to provide an alternative to suspension from school. A student who violates school rules may be given the opportunity to serve an excused in-school experience rather than an out-of-school suspension. Students who are placed in SAL have a chance to complete classroom assignments and receive credit for their work.

After being assigned three times to Suspension Alternative Lab (SAL) or after a total of seven days students may no longer have SAL as an alternative. Any further infractions will result in options more severe than SAL.

TARDY POLICY

See in attendance

TEMPORARY TEACHER DISMISSAL

A teacher may remove a student from his/her class in order to ensure a safe, orderly and effective educational environment. Such removal shall not exceed: a) five (5) class periods for middle, junior high, or high school students; or b) one (1) school day for elementary school students. If a secondary teacher intends to remove a student from class for more than one class period, he/she will first personally inform the building principal or his/her designee and make a bona fide attempt to discuss the situation with a parent, guardian or caregiver. The final decision shall be the teacher's. Students removed from class must be given regular or additional school work to complete during removal from the classroom.

For the purposes of this section and clarification of the term "class period", the maximum time a student may be removed is:

Floyd Central: 5 periods

Prosser: the remainder of the session from which the student was removed plus the next day's session.

TESTING

ACT

The ACT is a college-entrance achievement test. The ACT is more widely used in the Midwest and southeast United States than in the rest of the country. It is divided into four sections: English, Reading, Mathematics and Science Reasoning. In addition, there is now an optional writing test which is offered after all parts of the basic test have been completed. See your counselor for registration information. **Be sure to include the Floyd Central school code, 152-503, on your SAT or ACT registration. Failure to do so will mean your scores will not be recorded on your transcript.**

AP TESTING

Students who enroll in AP (Advanced Placement) classes are required to pay for and take the AP test to receive credit. The costs of each AP test vary each year and must be paid prior to taking the test.

ASVAB (Armed Services Vocational Aptitude Battery)

This exam, administered by the Armed Services, is a battery of tests used to determine or explore

occupational aptitudes and interests. It is given to any junior or senior. The student may or may not be contemplating enlistment in the armed forces.

PSAT

Juniors have a special interest in the PSAT/National Merit Scholarship qualifying test. This test is similar to the SAT, but shorter. It is offered in October each year at Floyd Central High School. Entry into the National Merit Scholarship competition is based on junior PSAT scores. All sophomores and juniors who plan on going to college are highly encouraged to take the test and all FCHS sophomores will take the exam beginning in the fall of 2014. Information is distributed each September in the bookstore. Listen for announcements regarding deadlines and go to www.collegeboard.com for more information.

SCHOLASTIC APTITUDE TEST (SAT)

The SAT is a three hour and forty-five minute test that measures developed verbal and mathematical reasoning abilities related to successful academic performance. There are three sections: math, critical reading and writing, which include an essay. The SAT is used by colleges along with other factors such as high school grades, recommendations, community service and extracurricular activities in making admissions decisions. The test is given seven times each year. Questions about the test should be addressed to the counselors. Go to www.collegeboard.com for more information. **Be sure to include the Floyd Central school code, 152-503, on your SAT or ACT registration. Failure to do so will mean your scores will not be recorded on your transcript.**

WORLD LANGUAGE TESTS.

National exam opportunities are available to students presently in French, German, Latin and Spanish. These exams occur in the spring semester.

Theater Arts and Technical Theater

Welcome to one of the best high school Theatre Arts programs in the United States! Floyd Central has a storied history of having one of most recognized Theatre Arts programs around and our students are the primary reason for that success. Because you are the most important part of the school's program, it is critical that the highest of standards and expectations are always maintained by our students. Theatre students are to be model citizens at all times. It is a privilege to participate in any high school Theatre Arts program and when students and parents recognize and appreciate that fact, then we know that the school will be well represented on stage and in public as well.

Floyd Central has adopted a Theatre Arts Code of Conduct for all students participating in productions, trips, and other Theatre activities outside of normal school hours. You are expected to be well acquainted with that policy and to be in full compliance at all times. Theatre students are to foster a positive ensemble mentality at all times and to model the best behavior at all times. No exceptions.

Everyone likes to have their moment in the spotlight, especially in a school with a strong history of success in so many programs. But we also need to represent the school well at all times. It is not acceptable to embarrass the school, the community, or your program at any time. We want to be a first class school community in all of our endeavors.

WHAT DO I NEED TO DO AS A STUDENT REPRESENTATIVE?

Floyd Central Theatre Arts is a cornerstone of our community and is also recognized on an international scale. Our productions have been seen by educators, students, and professionals from all over the country and the globe. We are constantly being viewed under a microscope by the Educational Theatre Association, International Thespian Society, and members of the Broadway and professional theatre communities, including Disney, Music Theatre International and other organizations. We are often in the news, have a strong online presence and our social media are viewed by people around the globe daily. Every bad decision is magnified by being in the

public eye and especially through media outlets that can reach many thousands more. It's not just your cast that you are representing, it is the school and the long history of excellence in Theatre Arts that has been built by countless students, volunteers, and staff who have preceded you. More is expected of you because every action you take represents more than just you alone - it represents the school's entire Theatre Arts program and how others come to view the quality and class of that program. When you choose to be negative or make an irresponsible decision, you embarrass not only yourself, but also your family and the school as well. Being a student of Floyd Central Theatre Arts means representing yourself and the school in the best possible way at all times.

CODE OF STUDENT PARTICIPATION

Students' conduct, in and out of school and season, shall be such as (1) not to reflect discredit upon their school, program, or family, and (2) not to create a disruptive influence on the discipline, order, moral or educational environment of Floyd Central High School

1. This policy shall become effective for all students participating in Theatre Arts productions, trips, and activities regardless of the time of year, on the time of their first day in attendance at a any Theatre Arts event of their freshman year and continue until all Theatre Arts activities have ceased at the end of their senior year (or, if the student is involved in activities the summer after their senior year, until all of those activities have ceased).
2. The principal has the discretion to enforce stricter penalties for offenses deemed more serious.
3. In addition to the policies stated in this document, students are expected to follow the guidelines set forth in the Floyd Central Theatre Arts Handbook.
4. The Director of Theatre Arts and Technical Director may distribute additional rules for particular productions, trips, or events which are also valid and must be followed by students involved in those activities.

PARTICIPATION VIOLATIONS

Participation in the Theatre Arts program is a privilege which carries with it varying degrees of responsibility, recognition, and reward. Participating students represent their school and other members of the student body, and it is their duty to conduct themselves in a manner that is positive for themselves, their families, their school and their community. The following violations are against the Code of Conduct and shall apply to all Floyd Central students associated with the Theatre Arts program in grades 9 thru 12, as well as any younger children involved in productions and events.

1. **Felonies, Misdemeanors, Acts of Delinquency**

   Rationale: The conduct of a student in and out of school shall be such as (1) not to reflect discredit upon the school, or (2) not to create a disruptive influence on the discipline, good order, or moral or educational environment of the school.

2. **The use of, consumption, or possession of controlled substances; alcohol or drugs (except as prescribed medically by a licensed physician)**

   Rationale: The use or possession of controlled substances (drugs) and/or alcohol is prohibited by law for individuals under 21 years of age. Their use reduces physical and mental performances, and is injurious to one's health.

3. **Participation in an event where minors are using controlled substances; alcohol or drugs (except as prescribed medically by a licensed physician)**

   Rationale: The use or possession of controlled substances (drugs) and/or alcohol is prohibited by law for individuals under 21 years of age. The presence of a student at an event where substance abuse is occurring reflects poorly on the school and program.

4. **Use or possession of tobacco products (any form)**

   Rationale: The use of tobacco is injurious to one's health and prohibited by law for minors.

5. **Bullying**

From the Floyd Central Student Handbook: "Bullying" is defined as overt, unwanted, repeated acts or gestures, including verbal or written communications or images transmitted in any manner (including digitally or electronically); physical acts committed; aggression; or any other behaviors committed by a student or group of students against another student with the intent to harass, ridicule, humiliate, intimidate, or harm the targeted student, creating for the targeted student an objectively hostile school environment that places the targeted student in reasonable fear of harm to his or her person or property; has a substantially detrimental effect on the targeted student's physical or mental health; has the effect of substantially interfering with the targeted student's academic performance; or has the effect of substantially interfering with the targeted student's ability to participate in or benefit from the services, activities, or privileges provided by the school.

Rationale: Bullying is harmful to individuals and to the wider school community. This behavior impedes the ability of students to participate safely in school activities.

CONSEQUENCES

A student who violates the Code of Conduct will be held to one or more of the following penalties in order to continue participating in Floyd Central Theatre Arts activities:

- Suspension from one or more Theatre Arts productions
- Suspension from one or more Theatre Arts trips
- Suspension from one or more Theatre Arts events
- Suspension from future Theatre Arts classes
- Enrollment in a substance abuse program of assessment, counseling, screening and/or indicated therapy. The cost of the program shall be the responsibility of the student and/or that student's parents or guardians.
- Other restrictions on participation in Floyd Central Theatre Arts programming at the discretion of the Director of Theatre Arts and the Principal.

Penalties will be assigned on a case-by-case basis after the Principal and Director of Theatre Arts have met with the student. An effort will be made to restrict the student's involvement as immediately as possible after a violation has occurred while minimizing the impact the consequences will have on other participants in the program. For instance, a student may be permitted to finish a production if the removal of that student would create an undue burden on the rest of the cast and crew.

Students with multiple or repeated violations will receive greater restrictions on their involvement in the program.

Penalties will not interfere with a student's ability to complete required coursework. Alternate coursework will be assigned if the Principal and Director determine a student enrolled in a Theatre Arts class should not be allowed to participate in the co-curricular components of the class.

This policy is cumulative and applies to a Theatre Arts student's four-year high school eligibility in Floyd Central Theatre Arts. This policy will not be in conflict with the school district's policies.

TOBACCO/ELECTRONIC CIGARETTES

Smoking in any form by students is not allowed on or across from school grounds at any time, including extra-curricular events. Possession of tobacco, or tobacco substitute products (i.e. spice, potpourri, electronic cigarettes, etc.), in any form, as well as lighters or matches, is a serious offense and may be subject to fines. Each incident will be subject to a progressive disciplinary policy including suspension and/or expulsion.

For all students found in violation of present school policies on possession or use of tobacco products or electronic cigarettes, the following measures will be taken:

1st offense: 1 day OSS, 1 day SAL; parent notified; reported to Floyd County Sheriff. The student is then placed on a no pass list. If the student completes an Anti Tobacco/Vaping online program provided by the school, the 1 day of OSS will be waived.

2nd offense: 3 day out-of-school suspension; loss of driver's license if applicable; parent notified; reported to Floyd County Sheriff.

3rd offense: 3 day out-of-school suspension; loss of driver's license if applicable; parent notified; reported to Floyd County Sheriff.

4th and subsequent offenses: 3-10 day out-of-school suspension; parent notified; referral to prosecutor's office, if applicable; expulsion from school, if applicable.

The referral to the prosecutor's office will be accomplished by calling either the offices of the city police or the county sheriff who will arrange to send an officer to the school or issue citations to students under 18 years of age. The students will be required to report to the prosecutor's office where they will have the option of paying a fine or entering a diversion program. Parents must accompany the students to the prosecutor's office.

Students violating this policy may also be subject to loss of driving privileges, pass privileges, and lunch room privileges.

TRANSCRIPTS

School transcripts are available in the principal's office. These are confidential records and must be requested by parents for children under the age of 18. Transcripts are not indiscriminately released through telephone requests. Requests for transcripts must be made at least 24 hours in advance and include two stamps for the return envelope. Contact the principal's office or see your counselor for more information. A fee of $2.00 is involved.

Electronic transcripts are available to students who are applying online at www.parchment.com for free.

VANDALISM/DAMAGE TO PROPERTY/THEFT

Costs of school property damaged through acts of vandalism or by accident may result in charges to a student for recovery of losses. Property loss experienced by a student through theft or vandalism to personal property is not covered by school insurance. The school district provides no coverage for such losses.

VIDEO SURVEILLANCE

Video surveillance is being utilized on this school property.

VISITORS

Visitors are welcome at Floyd Central. Children are not permitted to visit Floyd Central unless they are accompanied by their parents or have been given a visitor pass. All visitors, including guest speakers and sales representatives, must report to the principal's office for a visitor identification pass and clarification of the purpose of the visit. Former students wishing to visit must sign in through the office. Visiting at lunch is not appropriate. Teacher visits are to be brief.

All visitors must wear the visitor pass throughout the school day so that teachers and administrators will know that the visitors have been cleared through the office.

Students wishing to bring a visitor must request a visitor form from the principal's office several days in advance and return the form to the office before a pass can be issued. Visitors cannot ride the school bus.

WITHDRAWING FROM A CLASS

See Drop/Add

VOICE MAIL

A voice mail system is available. A list of teacher and staff extension numbers is available in the office.

WORK PERMITS

The State of Indiana is creating an Employer Registration system for any employer that employs five (5) or more minors. Effective 7/1/2021, Indiana will no longer require work permits for minor employees. Employers will no longer be required to complete the “Intent to Employ” form, and schools will no longer issue work permits.

Employers will be responsible for maintaining an accurate list of all minor employees. If an employer has four (4) or fewer minor employees, registration will not be required. This registration does not have any impact on the work hour requirements for minors. All employers must still comply with the Teen Work Hour Restrictions.

Floyd Central Fight Song

On Floyd Central, race to the goal
On Floyd Central, show your control
On Floyd Central, bring us success
On big green and gold machine
We all know what victory means,
Bring us victory!
For our school we proudly will stand
FCHS is in command
And we will back our team in winning this game
Green and gold come out on top
Our team won’t stop
Highlanders—that’s our name!