Lathrop High School

"Diversity is our Strength"

Student Handbook

2023-2024
Notice of Nondiscrimination
The Fairbanks North Star Borough School District does not discriminate on the basis of race, color, religion, sex, age, national origin, disability, marital status, pregnancy, sexual orientation or veteran status. The Fairbanks North Star Borough School District does not discriminate on the basis of sex in violation of Title IX of the Education Amendment of 1971 in the education programs or activities which it operates. The Fairbanks North Star Borough School District does not discriminate on the basis of disability in violation of Section 504 of the Rehabilitation Act of 1973. This includes admission or access to, or treatment or employment in its programs, services, and activities. Individuals requiring further information should contact the designated compliance director.

Employment and Educational Opportunity Director
520 Fifth Avenue
4th Floor, Suite A, Room 11411
(907) 452-2000 ext. 11466
Fax (907) 452-3172
Michelle.pippin@k12northstar.org

Additional information about the school schedule, current events and daily bulletin may be found at our website:
http://ith.k12northstar.org. Check it out!

Principal
Neil Hecht

Assistant Principal
Julie Dennehey Eberhardt

Assistant Principal
Clarice Mingo

Assistant Principal
Greg Clark
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A Message from the Principal

Welcome to Lathrop High School.

High School is a place where you will make memories to last a lifetime. Take time to become involved in classes, activities, clubs, and organizations.

Make the most of your time at Lathrop by getting to know your teachers, staff, and administrators. They will be there to support you as you navigate through this time of your life. The adults at Lathrop care about you and your success. Kindness matters, be kind to yourself and each other as you make your way through the halls and in classrooms.

Be respectful of Lathrop High School, treat it as your own home for the next few years. Don't be afraid to make mistakes, high school is the time to learn and strive to do better. Meet new friends and say, 'Hello' to someone new each day.

It's a great day to be a Malemute.

Neil Hecht
Lathrop High School Principal

CONTACT INFORMATION
Lathrop High School 456-7794
  Attendance: ext. 17502
  Counseling: ext. 17503
  Nurse: ext. 17540

Lathrop Fax: 452-6735
Visit us online:
  lth.k12northstar.org
  Instagram: Lathrop_hs
  Twitter: @LHS_Malemutes
  Facebook: Lathrop High School @MalemutePride
FAIRBANKS NORTH STAR SCHOOL DISTRICT MISSION STATEMENT
Our mission is to provide an excellent, equitable education in a safe, supportive environment so all students will succeed and contribute to a diverse and changing society.

EQUAL EDUCATIONAL OPPORTUNITY
It is the policy of the Fairbanks North Star Borough School District to provide a free appropriate public education, for all children to achieve maximum intellectual growth and development without discrimination due to race, color, religion, sex, age, national origin, disability, marital status, pregnancy, sexual orientation, or any other basis of discrimination prohibited by local, state, or federal law, except where a bona fide requirement may lawfully disqualify an individual.

MULTICULTURAL COMMITMENT
The Fairbanks school system is committed to providing and maintaining a learning and working environment in which racial, ethnic, cultural, and religious differences are recognized and valued.

LATHROP MISSION STATEMENT
Lathrop High School is committed to fostering academic success, creativity, civic responsibility, healthy lifestyles, and personal integrity, within a culturally diverse community, to achieve success in a 21st century world.
Activities and Code of Conduct
As participation in activities is a privilege and not a protected right, students will lose their privilege of participation for the following: possessing, distributing, and/or use of drugs or alcohol, criminal acts, or any other behavior that displays poor citizenship in the judgment of the building administrator or coach/sponsor, whether it occurs on or off school property, whether it occurs during the school day, and whether a student is involved in activities at the time of the offense. **School administrators will contact the appropriate authorities to substantiate a breach of district rules.** (Refer to the Secondary Student Activities Handbook for specific concerns.)

Coaches and sponsors may have additional rules of conduct for their individual teams and organizations with prior approval of the building principal. These rules cannot supersede or nullify School Board policy or regulations. *School Board Policy 955.1*

**Activities Eligibility**
To be eligible for participation in an extracurricular activity for which the district provides a sponsor, a student in grades 7-12 must have a 2.0 (C) grade point average with no more than one “F” for that grading period at the end of the first and third quarter and each semester.

Additionally, students with an “F” during the activity season will NOT be able to travel outside of the district. Grades will be checked on dates noted below. If there are any "F's" at this time, students will not be eligible to travel outside of the district until the next grade check date. Those with extenuating circumstances can appeal to the Principal.

**Grade Check Dates for Travel**

- September 15
- October 19
- November 10
- January 11
- February 2
- March 21

***Travel will not be impacted for state and national events.***
Students are ineligible for participation in any student activity while suspended (in or out of school) or expelled from school. Students who have outstanding fees or materials due to the school cannot participate in a game, performance, or competition until all outstanding fees and materials are cleared.

**Activities Attendance**

Coaches and sponsors will adhere to both FNSBSD and ASAA eligibility requirements regarding attendance for all practices and participation by any student. **To practice or participate in an activity**, as defined in the FNSBSD Secondary Students Activities Handbook, a student must be in attendance a full day (all periods enrolled). Students who are more than 10 minutes late to any class will be considered absent. Activities occurring on non-school days will require attendance for a full day on the last school day prior to the activity. Exceptions to this rule may be granted by the administration but must be requested the day BEFORE the absence and a pre-arranged absence form must be completed. Extenuating circumstances such as medical emergencies and unavoidable situations will be handled on a case-by-case basis.

**Attendance**

**Absent from School**

Good attendance plays a significant, positive role in a student’s overall success in school and beyond; therefore, parents and students must consider school attendance and being on time a top priority. Students’ work schedules, vacations, personal appointments, etc. should not interfere with school attendance. The school will send email notices and phone messages to guardians when a student is absent from class. Please remember that all student attendance and tardy information is available on PowerSchool.
Absences With Parental Consent
To give parental consent for an absence, parents must notify the attendance secretary within 2 school days of the initial day of absence.

Make-Up Assignments
Students who are absent with parental consent up to 10 consecutive days will be provided the opportunity to maintain continuity of instruction and achieve comparable credit for make-up work. The student is responsible for making arrangements with the teacher.

Absences Without Parental Consent
Students who are absent without parental consent may receive a zero for any assignment, performance, presentation, quiz, test, etc., at the teacher’s discretion.

Excessive Absences
The district Information Systems Office will notify parents via mail or e-mail when a student has accrued 10 absences and each additional 10 absences thereafter.

Withdrawal for 10+ Day of Absences
Students who are absent for more than 10 consecutive days for any reason will be withdrawn for the purpose of attendance and be permitted to re-enroll in school. For the period the student is withdrawn from attendance records, the teacher is not required to provide assignments, and the student may not submit work for credit.
Content missed during the withdrawal period may impact the student’s grade on cumulative tests, examinations and projects.

Suspension or Expulsion
Students who are suspended or expelled from school shall be provided opportunities to maintain continuity of instruction and to achieve comparable classroom credit while under suspension or waiting for the Board’s final action on an expulsion. Teachers have 24 hours to provide work for the suspended student.
Religious Holidays and Observances
When a student does not attend school due to religious holidays and observances, the student is eligible to receive credit for participation in class activities and assignments or opportunity for comparable credit.

Extended or Chronic Illness
When a student does not attend school due to an extended or chronic illness and provides a medical statement to the nurse, the student will be eligible to receive credit for participation in class activities and assignments or opportunity for comparable credit.

Tardy to School
It is the belief of Lathrop High School that each student is entitled to the maximum instructional time each day, each period; therefore, a tardy policy has been implemented which supports and reinforces this philosophy. Excused tardies are logged separately from unexcused tardies to class; however, we recognize both can have a negative impact on instruction. Unexcused tardies are cumulative for the duration of one quarter.

Tardy to Class - Consequences
1st - 4th Tardy         Student will receive a tardy admit pass to class
5th - 9th Tardy         Lunch detention
10th + Tardy            Student referred to the assistant principal.

Consequences may include: ISI time, loss of hall passes, additional lunch detentions.

Students more than 10 minutes late to class are considered absent.
Skipping Class - Consequences
Skipping may result in suspension. Repeated skipping could result in loss of hall passes, lunch detention, Saturday detention, suspension.

Backpacks/Bags/Purses
Backpacks, bags, and purses larger than a pencil bag must be stowed in student lockers during the school day. These items must not be left in hallways, cafeteria or other common areas at any time. Lathrop Administration reserves the right to search backpacks/bags that are brought onto school grounds.

Building Usage after School Hours
Unless supervised by a staff member or a parent, students will not be allowed in the building after 2:00 PM. A member of the staff must supervise any student or group of students in the building before 7:00 AM or after 2:00 PM.

Custodians and safety assistants cannot assume this responsibility. Students waiting for rides must remain in the hallway outside of the main office and may not roam the building. Students awaiting rides must leave by 2:15 PM.

Students need to arrange for rides to pick them up immediately at the end of the school day or activity. Students are not to loiter in the building waiting for an activity that may occur later in the day. Students need to leave the building, go home, and return later. If this is not possible, students are requested to make arrangements for rides to pick them up at an alternate location. Parents must provide transportation for their student(s) if they do not ride a school bus and respect the fact that supervision does not occur after 2:00 PM and therefore students must leave school grounds.

The fish bowl will be used as a sports entrance and exit and will only be open to students to enter and exit 15 minutes before and after a
sports activity. Discipline will result for students who violate the building usage policy.

**Bullying and Harassment**

Lathrop High School is committed to creating a safe, caring, and respectful learning environment for all students. Bullying and harassment of students occurring on school grounds, at school-sponsored events and trips, on school buses and bus stops, through texting or social media is strictly prohibited and will not be tolerated. For low-level teasing concerns, school counselors and administrators are available for support and to resolve conflicts among peers. Intimidating behavior/bullying is defined as intentional and generally unprovoked attempts by one or more individuals to inflict physical harm or emotional distress upon another person or group. The misbehavior may be direct or indirect.

Some examples include but are not limited to:

- Physical intimidation - punching, hitting, poking, choking, hair pulling, beating, biting, unwanted tickling, and encroachment of personal space;
- Verbal intimidation - teasing, tormenting, gossiping, spreading rumors, name-calling, ridicule, and insults;
- Emotional intimidation: rejection, terrorizing, humiliation, ostracizing, or the fearful anticipation by the victim of future attacks;
- Sexual intimidation: sexual propositioning, voyeurism, or escalation to physical contact. Includes but is not limited to indecent exposure, pulling down others pants, etc.

Reported incidents of bullying or harassment will be investigated promptly and thoroughly by school administration.

**Buses**

Students who have the privilege of riding a school bus must protect that
privilege by behaving in an appropriate manner while waiting for the bus, while on the bus and upon departure from the bus. The bus driver is to receive the same respect and treatment as a classroom teacher. Students who display inappropriate behavior on the bus will be issued bus misconducts which may result in disciplinary action that may include loss of riding privileges. All questions regarding bus routes, schedules, drivers, etc. should be referred to: Durham School Services at (907) 206-7789.

**Code of Conduct**

*Not all rules of behavior can be written and inserted in a handbook; trends come and go and unexpected situations occur; however, students are expected to follow reasonable expectations and not violate the rights of others.* For information not included in this handbook refer to the *Student Rights, Responsibilities, and Behavioral Consequences Handbook* available at the front office, the school district administrative center or online at [www.k12northstar.org](http://www.k12northstar.org).

The school welcomes student and parent assistance as witnesses to investigations of misconduct. School officials will make reasonable efforts to protect the confidentiality of the witness in such instances.

**Premise for Student Misconduct**

Acceptable behavior is expected of all students while in school and at all school activities. A student’s conduct is a personal matter of self-discipline that demonstrates respect and concern for others. Inappropriate behaviors that jeopardize the safety of others or disrupt the day-to-day activities of school are not tolerated; therefore, students who choose to do harm to others or disrupt the educational process will face disciplinary measures.

**Standards of Behavior**

Teachers and administrators have the authority to establish firm, fair, consistent standards for student behavior. Students can expect to be treated fairly with dignity and respect.
Students who violate the rights of others or violate school or district rules and/or policies shall be subject to disciplinary action in accordance with established district policies and procedures. Failure to comply with administrative directives promoting order and respect may result in the student being removed from participation in school activities, including commencement exercises, suspension, or expulsion.

Depending on the severity and frequency of the infraction, disciplinary action may include, but is not be limited to: verbal warnings, parent conferences, behavior or attendance contracts, community service, detention, loss of campus driving privileges, loss of school bus riding privileges, in-school suspension, out-of-school suspension, and/or expulsion. In all cases, district policy and administrative regulations will be followed.

For most situations, Lathrop's jurisdiction applies to school grounds which include the Lathrop High School building and its adjoining sidewalks, parking lots, Hamme Pool, the overpass, and Ryan, Barnette and Hunter schools. However, when student behavior off school grounds has the potential to disrupt the educational process at Lathrop High School, the school may impose the discipline process.

**Cold Weather Policies / Discretionary Attendance**

The school district does not close schools for cold weather. In rare instances, the superintendent may close schools for safety reasons due to a combination of weather, road conditions, ice fog, etc. Parents may, at their discretion, keep their child home during the cold weather, but they must notify the school of their intent. Cold weather non-attendance does not relieve the student of his/her responsibility for making up missed work. All school days missed due to school closures shall be made up at a later time during the school year unless a waiver is granted by the State of Alaska's Commissioner of Education.
Computer Use
Each student will be issued a Chromebook, charger, and bag for school use. The student will be charged for lost or damaged device. Students using the local network and internet may participate in activities that support teaching and learning. Students are responsible for the nature and content of materials they choose to access. Students who use school computers, equipment, and networks will be required to sign and comply with the district’s acceptable use policy. Additionally, students who bring their own mobile devices are still required to follow acceptable use policies while at school. Choosing to access inappropriate material or violate the acceptable use policy may result in disciplinary action and loss of computer privileges. Students should arrive at school each day with their fully charged Chromebook.
Files stored on school computers and school accounts (i.e. Google Drive) are not considered to be private.

Counseling
The Lathrop Counseling Department is available to help students with academic, personal and career needs. All students are assigned according to where the last name falls in the alphabet. Appointments can be made with one’s counselor by simply calling 456-7794 x 17503 or stopping by and using the sign-up sheet in Counseling. LHS Counseling Page
Here are some things the counseling department can do for Lathrop students:
• Listen and help students find a solution to problems
• Help with class schedule
• Schedule and facilitate student-parent-teacher conferences
• Assist with computer searches for scholarships, colleges, careers and any postsecondary options
• Help discover job preferences and skills
• Provide tests for college/careers such as PSAT and ASVAB
• Show students how to apply for scholarships and other sources of financial aid
• Write a letter of recommendation
• Provide a copy of student’s transcript
**Dances**

Lathrop High School holds a variety of dances throughout the year, including: Homecoming (informal), Senior Ball and Junior Prom (both formal). Lathrop dances are for students currently enrolled at Lathrop. Student-invited guests who meet all school and district criteria may be allowed to attend Senior Ball and Junior Prom. **No guests are allowed at Homecoming.** Guests may not be over age 20 on the date of the event. Dance Policies and Dress Code will be distributed prior to each dance. Students and guests are expected to comply with all school and district policies and with the Formal Dance Contract.

**Before the dance...**

- Students must have all fines paid in order to attend dances.
- All students must sign a dance contract prior to purchasing a ticket to the dance. Outside guests also must sign a contract.
- Students who are on suspension or expulsion may not participate in school dances or other school activities.

**During the dance...**

- No coats, bags, food or drinks will be allowed on the dance floor. Small purses that have been checked at the door will be allowed.
- Students will not be allowed to enter a dance one hour after the dance start time.
- Once students and/or guests leave the dance, they will not be readmitted.
- Lathrop Administration reserves the right to search, not limited to, the following items prior to students and their guests entering the dance: coats and jackets, handbags and purses, pockets and vehicles.

**Formal Dress Attire**

The Lathrop dress policy applies to all dances. Students not in compliance will not be allowed into the dance and will be required to provide their own transportation home. Standards of reasonable dress for formal dances
allow for some flexibility. **Please adhere to the following guidelines for dances:**

At formal dances (Senior Ball & Junior Prom), formal attire is to be worn.

Examples of appropriate versus inappropriate dress for formal dances; **Appropriate:** dress shirts, dress slacks, dress shoes, evening gowns, tie/bow tie/ vest, suit jacket  
**Not Appropriate:** T-shirts, sweatshirts, shorts, Jeans – any type or color, clothing made from Duct Tape or non-cloth material

**Lathrop Administration reserves the right to search,** not limited to, the following items prior to students and their guests entering the dance: coats and jackets, handbags and purses, pockets and vehicles.

Dress and dancing must be tasteful and appropriate at all school dances. To make the dance appropriate for school and comfortable for everyone, students must not engage in sexually explicit dancing. Sexually explicit dancing includes: freaking, grinding, or any other type of dancing which could be construed as vulgar or provocative (i.e. dancing styles that involve intimate touching of the breasts, buttocks, or genitals, or that simulate sexual activity).

Violation of policies and/or dress code may result in the student (and guest) being required to leave the dance, without refund, and disciplinary action may result.

**Dress Code**

*Administrative Regulation 1041.1 Symbolic Expression—Dress and Appearance at School:* Students have a responsibility to dress and act in a manner which is appropriate for school. Students also have the right to dress in a manner which expresses an ethnic, religious, or political point of view. While students have the right to choose both their actions and their own style of dress, they also have the responsibility to make appropriate
and respectful choices as to their style of dress. Students' school attire should not pose a threat to public or personal health and safety, or be disruptive or distracting to classroom activity or student behavior. School staff have the right and responsibility to make professional judgments regarding the appropriateness of those actions and dress based upon the standards stated above. A student’s manner of dress would be considered inappropriate if it were distracting enough to deter students, teachers, or staff from educational activities in the classroom or to disrupt the positive and safe climate on campus. The responsibility for providing the dress and grooming of a student rests primarily with the student and the parents or guardians in accordance with guidelines below.

**Students must wear** clothing including both a shirt with pants, shorts, or skirt, or the equivalent, and footwear appropriate for classes and activities the student is expected to participate in each day.

**Shirts and dresses** must have fabric in front, back, and on the sides for appropriate coverage.

**Clothing must cover undergarments.** Fabric covering all private parts must not be see-through.

**Hats and other head-gear** must allow the face to be visible and not interfere with the line of sight to any student or staff. **Hoods on clothing must remain off the head. Sunglasses over the eyes are not to be worn during the school day.** No paisley bandannas.

Clothing must be appropriate for all scheduled classroom activities as outlined by school administration including physical education, science labs, shop, and other activities where unique hazards may exist. Specialized courses or activities may require specialized attire, such as safety gear or sports uniforms.
Clothing may not depict, advertise, or advocate the use of alcohol, tobacco, electronic cigarettes or vaping devices, marijuana, or other controlled substances.

Clothing may not depict pornography, nudity, or sexual acts.

Clothing may not use or depict hate speech or target any group based on race, ethnicity, gender, sexual orientation, gender identity, religious affiliation, or any other groups on board policy as protected groups. Clothing of all types recognized as gang affiliated or threatening must not be worn and must not threaten the health or safety of any other student or staff. This includes: pants that sag; a single-raised pant leg; paisley bandannas on any part of the body.

Clothing, drawings, tattoos, and accessories that display or promote hateful and/or disrespectful messages are not permitted. This includes, but is not limited to, drug, alcohol, or tobacco related information, gang signs or symbols, depiction of weapons or violence, obscenities, insults, stereotypes, sexual innuendo, disrespectful statements that target a specific class of individuals, or offensive words or graphics.

Blankets are not to be worn or brought to school. Leave pillows at home as well.

If any portion of a student’s attire or grooming threatens the health or safety of any other person, then discipline for dress or grooming violations should be consistent with discipline policies for similar violations.

Exceptions to the above rules may be made for religious, medical, or cultural reasons. Any claim that an exception is warranted for a particular item of clothing will be decided on a case-by-case basis by the school administration. There may be exceptions to these rules for special event days, approved by the building principal.
Consequences for violations of appropriate dress will require the student to change into garments, footwear, or accessories that are acceptable. Repeated infractions may be considered insubordination resulting in appropriate disciplinary consequences. Exceptions to these rules for religious, medical, or cultural reasons will be decided on a case-by-case basis by the school administration. There may be exceptions to these rules for special event days approved by the building principal.

Electronic Devices (Cell Phone/Mobile Device Policy)
All cell phones and mobile devices are brought to school at student's own risk and Lathrop High School is not responsible for loss or theft. Cell phones and other mobile devices are not allowed during class times without teacher permission.

The school-wide Lathrop policy is as follows:
Each teacher will display their cell phone expectations each day using a color-coded sign.
Red-No cell phones/earbuds. They will be taken if students are using them.
Yellow-Use of cell phones/earbuds is okay when the teacher asks for it.
Green-Cell phones/earbuds are okay at any time.

1. Upon entering class students will take note of which colored sign is visible and if "red" or "yellow" will put their phones face down on their desks or put into their pocket – silenced or turned off. Earbuds will be put away as well.
2. Warnings will be given at teacher discretion.
3. A staff member may confiscate the phone/device to deliver to the discipline office. The student may pick up the device at the end of the school day.
4. Repeated offenses will result in additional consequences.

Earbuds/Headphones/Speakers: Students are expected to be alert and aware of announcements at all times throughout the day; therefore, only
one earbud or headphone may be in/covering a student's ear in hallways, cafeteria, and common areas. Music is not to be played aloud on any speaker of any kind.

Laptop Computers, Chromebooks, iPads, etc.: These devices may be used during class time with teacher permission. Individual teachers have the discretion whether or not to allow the use of such items in their respective classrooms.

**Excused Periods**
Students are encouraged to take a well-rounded selection of courses and to earn as many credits as possible in the four short years they attend high school. Excused periods will be limited to seniors who have a cumulative GPA of 2.0 or above, NO CURRENT “F’s,” and who are on track for graduation.
During approved excused periods students are to be signed into the library or off-campus. Once a student has selected either off-campus or the library for location during their free period, they are bound to that location for the remainder of the semester. Students with excused periods who are found in an area other than the library will be subject to the consequences of tardy sweeps and repeated offenses may be subject to discipline.
All students with excused periods will sign a contract with the Principal, acknowledging Lathrop’s expectations of etiquette during their scheduled excused periods.

**Fees & Fines**
Students who wish to participate in any school activity may do so only after clearing all outstanding fees or materials due to the school, notwithstanding
other eligibility requirements. Graduating seniors must resolve all outstanding fees or materials due to the school, otherwise the student will not be allowed to participate in the commencement ceremony.

**Food and Drinks in Classrooms**
Food and drink allowed in the classroom is per Teacher discretion. Students are not to be in the hallways during class time to eat their lunch. There will be no hall passes given for students to go to the vending machines during class times. Exceptions will be made for students who have medical issues documented in the Nurse’s Office.

**Food Deliveries**
Food deliveries will NOT be permitted at any time. Our front office cannot keep track of these and it is disruptive to have food delivered to class. If food is delivered to the building, it will be held in the office until the end of the school day. If a student has repeated offenses of ordering food deliveries, discipline for not following school rules will be issued.

**Innovations Academy**
Innovations Academy was created to provide students an alternate pathway to completing their graduation requirements. Our goal is to meet the educational needs and unique learning styles of our students and to re-engage students in a personalized approach to learning.

**All Lathrop rules and policies apply to Innovations students.** This includes dress code and appropriate school behavior. Innovations students will follow the Lathrop Bell schedule. Students interested in applying for Innovations Academy should complete an application found on the Lathrop website. Students can apply at any time during the school year and can be placed in Innovations at quarter and semester. **If students have not opted into a first period elective, they should be off school grounds or in the Library study area until Innovations courses begin.**

**Graduation Requirements**
To earn a high school diploma at Lathrop, students are required to complete at least 22.5 credits of coursework in the subject areas listed below. Lathrop encourages students to take full advantage of the opportunity to receive an essentially free education. Credits are earned when students successfully complete a class (a half credit is earned for each semester class passed). Subject areas and credits required in each area are as follows:

<table>
<thead>
<tr>
<th>Subject</th>
<th>Credits</th>
<th>Semesters</th>
</tr>
</thead>
<tbody>
<tr>
<td>English</td>
<td>4.0</td>
<td>8</td>
</tr>
<tr>
<td>Social Studies</td>
<td>3.0</td>
<td>6</td>
</tr>
<tr>
<td>Alaska Studies</td>
<td>0.5</td>
<td>1</td>
</tr>
<tr>
<td>Mathematics</td>
<td>3.0</td>
<td>6</td>
</tr>
<tr>
<td>Science</td>
<td>3.0</td>
<td>6</td>
</tr>
<tr>
<td>Physical Education</td>
<td>1.5</td>
<td>3</td>
</tr>
<tr>
<td>Health</td>
<td>0.5</td>
<td>1</td>
</tr>
<tr>
<td>Electives</td>
<td>7.0</td>
<td>14</td>
</tr>
</tbody>
</table>

*Up to 2 semesters of PE may be waived for participation in school athletics.

**Students can receive elective credits for working. See your counselor for more information.

**Hall Passes**

There are to be no hall passes issued by staff members to students for the first ten (10) minutes of each class period or the last ten (10) minutes of each class period.

- Students must have a written hall pass with a date, time, destination and teacher signature filled out before the student leaves the room.
- Students who are repeatedly in the hall without a pass will receive an office referral and may be put on no pass restrictions.
- Teachers may NOT excuse a student from another teacher’s class.
- Staff will be diligent in checking for hall passes.
- Students in the halls without passes will be escorted back to the class room and/or ISI.
• Substitute teachers should follow teacher and/or building instructions and use the appropriate hall pass as designated by the teacher.
• Students are not to visit the vending machines during class time.
• Any number of reasons could prompt the office to announce a NO PASS day for the entire school.
• Appropriate Hall passes are either the Lathrop High School Hall Pass or the Hallway Passport in the Student Handbook.

Lathrop After the Bell (L.A.B.)
The L.A.B.- Lathrop After the Bell- program is a 21st Century Community Learning Center grant-funded after school program. L.A.B. is free to eligible students and is designed to provide academic support with a focus on tutoring and homework help in several core subject areas. Academic Labs are offered by Lathrop teachers Monday-Thursday afternoons in Math, English and Science. In addition to academic support, L.A.B. also offers a variety of enrichment classes each year determined by student interest. A primary goal of the L.A.B. program is to provide support to Freshmen as they transition to high school. Freshmen enrolled in L.A.B. will have an opportunity to gain elective credit for regular attendance over one semester or full year. Lathrop After the Bell

Library
The Lathrop High School Library is a major component of the school's overall educational and academic program. You are invited to make use of the many available resources (print, nonprint, electronic, and online). The library offers assistance with classroom instruction and individual research and offers various outreach and engagement for students and parents, both in and out of the library. Check out the school homepage for more detailed library policies. Lathrop Library Homepage (Updated 11/2022)

Hours: 7:00 AM – 3:00 PM
• Library Website: lathroplibrary.com
• **Library Hours:** 7:00 a.m. - 3:00 p.m. school days. Students are welcome to study in the library before school, during lunch, and after school without a pass. Students are to do their part to create and maintain an atmosphere conducive to learning and a welcoming study environment.

• **Checking Out Materials:** Students must use their student number to check out materials from the library. Each student is solely responsible for all materials checked out of the library and all other secondary school libraries in the district. Items circulate for two weeks and may be renewed once. Extended borrowing time is at the discretion of the library staff.

• **Interlibrary Loan:** Books from other libraries in the district may be requested online and sent to Lathrop library for your use.

• **Fees:** Fees will be assigned for lost or damaged materials. Per district policy, students with outstanding fees are not permitted to participate in school activities until items are returned or fees are paid.

• **Food/Drink:** For the time being, food and drink are allowed in the library within reason. As long as students continue to clean up after themselves, food and drink are allowed.

• **Computers:** The computers are intended for general use by students and staff. We will not allow Daily Loaner Chromebooks and/or charging cords to be checked out to students who forget theirs or have an uncharged Chromebook.

**Lockers and Search and Seizure**

Lockers are the property of the school and provided for the convenience of students. Students are responsible for the contents of their assigned locker and maintaining their lockers in clean condition; writing and placing hard to remove stickers on lockers is prohibited. **Students are to keep their assigned lockers and should not share their combinations or locker space with others.** All items in a locker are considered property of the student who has been assigned that locker. Damaged or broken lockers should be reported to the student support office secretary or building
administration as soon as the damage occurs. Lockers may be searched by school officials at any time and items confiscated if deemed appropriate. The school is not responsible for loss or theft. Private locks are not allowed.

**Locker Rooms**

Locker rooms are only available for students in physical education classes and sports activities. Students will be assigned a locker and must store their belongings in their locked locker. Bags and belongings left out of lockers will be brought down to the office. The hallway leading to the locker rooms will be locked during class times and at lunch. Students who need to use the restroom during phys. ed. classes may not use the locker room. Students should use the restroom in the hallway just past the fish bowl/stairs. The locker rooms will be checked regularly and students who are found inside the locker rooms without permission will be brought down to ISI and may receive additional disciplinary actions.

At 2:00 pm every day the locker rooms will be locked and will remain locked for the rest of the day/evening. Coaches will be in charge of their athletes and allow entrance into and out of the locker rooms. Coaches will ensure that locker rooms are locked during and after practice time.

**Messages and Deliveries**

Messages are taken only from parents/legal guardians and are announced during lunch and at the end of the day. Except in the case of an emergency, Lathrop staff will not be responsible for delivering messages to students from parents/guardians. This is due to a large enrollment and limited office personnel.

Parents are encouraged to issue last minute instructions to their student(s) prior to their leaving home in the morning. Parents should also be informed that Lathrop High School will not deliver flowers, gifts or performance gifts to students during the school day. Outside food deliveries are not allowed. Valentine's Day gifts should be delivered to the recipient outside of the school day. Local businesses have been advised of this policy.
Military Students
The State of Alaska is committed to supporting military families through their transitions. For this reason we have adopted the Interstate Compact on Educational Opportunity for Military Children. The goal of the compact is to replace the widely varying policies affecting transitioning military students. The compact leverages consistency: It uses a comprehensive approach that provides a consistent policy in every school district and in every state that chooses to join. The compact addresses key educational transition issues encountered by military families including enrollment, placement, attendance, eligibility and graduation. Please see your counselor to determine how Lathrop High School can assist you in your transition process.

Nursing Services
Students who are in need of the services of the school nurse during class time are expected to get a pass from the teacher before leaving class. Students should not leave the building because of illness without authorization. If the nurse is not in, please report to the student support office. Every accident or illness on the school grounds, at practice sessions, or at any activity sponsored by the school must be reported immediately to the staff member in charge. Students must sign in and out of the Nurse’s office.
The goal of the Lathrop school nurse is to maximize each student’s potential to learn and develop by providing:
• Health screening of all new students, ninth and eleventh graders.
• Emergency, illness, and injury assessment and treatment or referral for appropriate services.
• Accident prevention and safety awareness.
• Immunization records review to meet State of Alaska requirements.
• Medications given per physician’s orders.

Please inform the nurse of current injuries or illnesses that may affect the student’s performance in school.

Phone 456-7794, Ext. 17540 or Fax to 456-4475.
Medications - All prescriptions must be stored and administered by the school nurse. A student found to have misused or possessed prescription or nonprescription medication with the purpose of altering his/her consciousness, or under circumstances presenting a potential of harm, will be considered in violation of Policy 1049 and subject to its requirements.

**Open Campus**
As per the FNSBSD school board, Lathrop maintains an open campus policy during lunch. Students are expected to return to campus on time.

**Out of School Passes**
Students leaving school during regular school hours must have an out of school pass authorized by a phone call from a parent/guardian. Students leaving school without an authorized pass will be marked unexcused and considered skipping.

**Posters & Flyers**
All posters hung or flyers distributed in the building must be directly related to school-approved activities and/or events. Permission to hang posters and/or distribute flyers must be obtained from the building principal.

**Plagiarism**
Plagiarism or any other false representation of academic work will not be tolerated. Such behavior could result in loss of academic credit, disciplinary action or both.

**Prohibited Expression and Items**
To preserve the integrity of the school, the educational process, but most importantly, the dignity, respect, and safety of everyone, certain items, dress, writings, drawings, gestures, symbols and utterances, whether expressed or implied, are strictly prohibited at school and at school sponsored events. Students who choose to violate this policy will face consequences as determined by school officials, guided by board policy.
Prohibited items will be confiscated. The following is not meant as an all-inclusive list; any questionable items or actions are subject to the judgment of school officials.

**Prohibited are:**
- Drugs, alcohol, tobacco and related nicotine products, paraphernalia, or lookalike substances (see School Board Policy 1049)
- Any type of explosive device, stink bombs, lighters, matches or like devices.
- Weapons, edged weapons or knives, ammunition (real or look alike).
- Laser pointers, wallet chains, collars or clothes with spikes, exposed body piercing or any part of clothing with piercing.
- Water toys, aerosols or other objects that are intended to be used as a projectile.
- Clothing, mannerisms or symbols associated with gang affiliation.
- Expressions that disparage or humiliates any group, individual, national origin, gender, race, religion, or disability.
- Expressions which depict the use of inappropriate language, drugs, alcohol, tobacco, violence or sexual behavior/innuendos.

**PTSA**
The Parent-Teacher-Student Association works with the administration, counseling and student council to help facilitate activities. PTSA enriches a student’s experiences at Lathrop. Get involved by contacting school administration.

**Public Displays of Affection**
Hugging, kissing, lying on top of each other, sitting on laps, etc. are inappropriate behaviors for classrooms, hallways or anywhere else on campus and are prohibited. Repeat offenses may result in parent contact and disciplinary action falling under the category of insubordination or rule breaking.

**Schedule Changes**
After the first 10 days of each semester, students dropping a class will receive a WF on his/her transcript. A WF means the student has dropped the class with an “F” grade after the specified period. Students should have
a valid, academic reason for a class change. Exceptions may be granted by the principal for extenuating circumstances.

**School Cafeteria**

Research has shown that good eating practices improve academic learning. We participate in the National School Breakfast & Lunch Program and offer nutritious meals. Access the Fairbanks North Star Borough School Districts SchoolCafe' account at www.schoolcafe.com to pre-pay for a lunch account.

SchoolCafe' Support Contact:
Hours: 6:00 a.m. to 6:00 p.m. CST
Telephone: 855-PAY2EAT (855-729-2328)
Email: customercare@SchoolCafe.com

Students may be eligible for free or reduced price meals if their family meets federal income guidelines. Applications for this program are available online and in the school office and cafeteria.

**Students should be respectful and clean up after themselves at lunch.**

**School Security Videos**

In order to promote safety for students, staff, and visitors, to deter criminal activity on school campuses, and to protect school property, school security videos are installed and operated as a part of the overall school safety plan to improve the supervision of school facilities and to create a record of all conduct at certain locations.

**Skateboards, Rollerblades, Scooters, Bikes**

These items may not be used on school property due to safety reasons. Bikes may be ridden to school, but must be immediately parked and locked until the student is ready to leave campus. No bikes are to be stored inside the building at any time. Skateboards, scooters, and roller blades, if ridden to school, must be carried once on campus and stored in the student's locker.
**Student Parking**

Student use of school parking facilities is a privilege. All student vehicles parked on campus must be registered with the school. **Discipline will be assigned to students who fail to register their vehicle after the second week of school; consequences are listed at the end of this section.**

The Lathrop parking sticker must be displayed in full view in the lower corner of the driver’s side of the rear window. The only authorized student parking area is the Hering/Hamme Pool parking area. **There is absolutely no parking in the half circle in front of the building, in visitor’s parking, or in the teacher’s parking lot, nor is there any double parking/piggyback parking. Cars parked in prohibited areas may be ticketed.**

Student cars parked in the FRA (Fairbanks Resource Agency) lot or in the Mary Siah lot risk being towed at their expense.

Students using school parking understand that parking on public property is in control of the school; follow all posted signs and park in marked spaces only; drive in a cautious, controlled manner at all times; follow the speed limits, stop signs, traffic flow, and parking signs; use the vehicle in a manner that validates school policy and/or public laws.

Consequences may range from loss of driving/parking privileges to suspension. More serious infractions, such as reckless driving, endangering others, bodily injury, property damage, etc. will be reported to the Fairbanks Police Department. Repeat offenders will lose driving/parking privileges indefinitely.

Understand that driving to school, whether the vehicle is registered or not, constitutes consent to search the vehicle with reasonable suspicion. Refusal by the student or parent to allow administration to search a vehicle, with reasonable suspicion, will result in a recommendation for expulsion *(School Board Policy 1041.3, Administrative Regulation 1049.1, 1c)* and immediate notification of the Fairbanks Police Department.
Student Photos and Identification
Individual student photos are taken each fall. All students are required to have their pictures taken at this time for the yearbook and school identification cards. Because certain places or activities may require student identification cards such as the library, extracurricular activities, school dances, etc., students will be issued an ID card after school pictures are taken. Additionally, students must identify themselves when asked by any school staff member on school grounds or at school sponsored events or discipline will result.

Student Rights
All students have the right to Due Process. This means that before any discipline is imposed on a student, he/she must be advised of the nature of the offense and be given an opportunity to explain one's position. Appeals for out of school suspensions that are 10 days or less can only be made to
the building principal. Appeals for expulsion will follow appropriate due process rights and procedures as outlined in School Board Policy 1054.1. A copy of this policy is available upon request.

**Substitute Teachers**
Substitute teachers have the same authority as regular teachers. Students are expected to treat substitute teachers with the same respect as they would their regular teacher.

**Visitors**
Parents, guardians and other adult visitors with official school business are always welcome at Lathrop. However, for security reasons, all persons other than Lathrop staff and students must first sign in at the office and get a visitor’s name tag. Social visits by siblings, friends, relatives, children, non-students, past students, etc. are not allowed during the school day.

**REMIND**
Remind is a communication tool that helps Lathrop reach students, parents and guardians where they are. Users do not need a smartphone to receive the messages. It is expected that all students subscribe to their class’ Remind account for important class and school-wide updates and information.

Create a new message and text your class code to the contact number: 81010

<table>
<thead>
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<th>Class of 2024</th>
<th>Class of 2025</th>
<th>Class of 2026</th>
<th>Class of 2027</th>
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REMIND

CLASS CODES:

FRESHMEN
@2027LHS1

SOPHMORES
@2026LHS1

JUNIORS
@2025LHS1

SENIORS
@2024LHS1

Sign up for REMIND messages!

Text Your Class Code To:

81010

Receive important class information, dates, deadlines & reminders straight to your phone!

You do not need a smart phone or the remind app to receive REMIND text messages.

Revised January 2023