

Welcome to Ben Eielson Junior Senior High School 2017 – 2018!

Junior High



Mascot: Lynx
Colors: Red, White

Senior High



Mascot: Raven
Colors: Red, Black, White

Motto: “Small, But Mighty and Proud”

Dear Students:

Welcome back to Ben Eielson Junior-Senior High School. I hope you had a safe and enjoyable summer break.

This handbook is intended to give all students pertinent information that will prepare you for the 2017-18 school year. Please take the time to read this handbook in its entirety. It is your responsibility to know, understand, and follow the policies and regulations set forth by the Fairbanks North Star Borough School District and Ben Eielson Junior-Senior High School. Your cooperation in adhering to the handbook will ensure you a safe and secure school environment in which to get a quality education.

The intent of this handbook is to address the topics that are pertinent to both junior high and senior high students. When the handbook topic is specific to either a junior or senior high student, we have identified which grade levels are affected.

Please be aware that this handbook does not cover all school district policies and regulations. You will also be given a copy of the Fairbanks North Star Borough School District “Student Rights, Responsibilities and Behavioral Consequences Handbook” which further defines student conduct. If you would like additional information, there is a copy of the Fairbanks North Star Borough School District Policy and Regulation Manual in the school library or it can be found on the school district website at: <http://www.k12northstar.org>

I wish you great success and I hope you have a positive and productive school year.

Sincerely,

Bruce Bell, Principal

Table of Contents

Principal's Welcome	1
Table of Contents	2 - 3
School Phone Numbers.....	4
Bell Schedule	30
Mission and Vision Statements	4
Message from the Student Council	4
History of Ben Eielson Junior-Senior High	4 - 5
Subject to School Authority	5
Student Services	5 - 6
Guidance and Counseling Services and Grading Criteria	5 - 6
Important Phone Numbers	5
Transfer to Another School.....	5
Withdrawal Policy	6
Grading Criteria.....	6
Secondary School Grading Criteria	6
Graduation Requirements.....	6
Honor Roll	6
Library Services	6 -7
Nurse and Health Services.....	7- 8
Food Services	8 -9
Student Transportation Services	9 -10
Parking	9
Bus Conduct	9 -10
Bus Misconducts Citation Policy and Procedures.....	10 - 11
Extra-Curricular Activities	10 - 12
Athletics	10
Academic Eligibility	11
Due Process for Students Activities	11
Rules of Conduct for Students	11
Sportsmanship	11
Student Activity Absences and Attendance	11 -12
Driving to School Activities/Field Trips	12
Road Trips	12
School-Sponsored Student Groups (Activities/Clubs).....	12
National Honor Society	12 -13
Attendance Policy	13 -14
Signing In After an Absence.....	13
Leaving Campus During the School Day.....	13
Hall Passes.....	14
Computer Use.....	14
User Agreement.....	14
Vandalism.....	14
Building Rules.....	14 -18
Safety Monitor.....	14
Building Hours	14 -15
Visitor's Policy	15
Lockers	15
Fees/Fines/Finals	15
Substitute Teachers.....	15
Telephones.....	15 -16
Field Trips.....	16
Junior High Social and Senior High Dance Policies.....	16 -17
Student Conduct.....	17 - 18
Detention	18
Suspension.....	18
In-School Suspension (ISS)	18
Out of School Suspension (OSS).....	18

Expulsion	18
Campus Work Detail.....	18
Conduct Violations and Consequences	18 - 28
Aiding and Abetting	18
Academic Dishonesty.....	19
Chemical Aerosol Sprays.....	19
Computer Misuse	19
Criminal Offenses	19 - 23
Arson	20
Assault.....	20
False Alarm.....	20
Firearms, Deadly Weapons	20 -21
Theft.....	21
Threat / Extortion / Blackmail / Coercion	21
Trespassing	22
Damage, Destruction and / or Vandalism.....	21 -22
Drugs and / or Alcohol Use, Possession and / or Distribution	22
Dangerous Action	22
Dishonesty in General	22
Display of Affection	22
Disruptive Behavior.....	22 -23
Dress Code	23 -24
Electronic Devices (Personal Electronic Devices)	24 -25
Fighting	25
Flagrant Disrespect.....	25
Food, Drink and Lunch	25
Forgery	25
Harassment.....	26
Indecent Exposure	26
Insubordination.....	26
Intimidating Behavior / Bullying.....	26
Littering.....	26
Loitering.....	26
Obscene and Pornographic Material.....	27
Paraphernalia	27
Physical Aggression	27
Profanity.....	27
Refusal to Follow School or Classroom Rules	27
Sexual Activity	27
Skateboards, Bikes, Roller Skates and Blades, Scooters, Laser Pointers	27
Skipping and Unexcused Absences.....	28
Tardy Policy.....	28
Tobacco Use/Smoking	28
Emergency Procedures	28 -29
Emergency Services	28
Fire Drill Procedures	28
Earthquake Drill Procedures	29
Lock Down Mode.....	29
Nondiscrimination Notice.....	29

**To Phone School Departments
Dial: 372-3110 and Listen to the Menu**



- 0 For the Front Office
- 0 For Attendance & Discipline
- 1 For Assistant Principal
- 2 For Counseling
- 3 For Nurse
- 4 For Principal's Office
- 5 For Activities
- 6 For Library
- 7 For the Kitchen
- 8 For Custodial

MISSION AND VISION STATEMENTS

Mission:

Ben Eielson Junior-Senior High School is a small, caring learning community focused on the success of our students.

Vision: We are a community dedicated to a culture of academic excellence and lifelong learning.

We also support and encourage a safe and healthy atmosphere of mutual respect among students, staff, and community. The educational and social opportunities at Ben Eielson, fostered by staff and parents, are designed to help prepare students for success in the career-path they pursue. In addition, the policies and regulations in this handbook support this mission and vision to provide a quality education for students. Students share in this mission by making a commitment to their education, supporting the rules and serving as positive role models for their peers.

MESSAGE FROM THE STUDENT COUNCIL

Dear Students and Parents,

I would just like to take this time to welcome each and everyone of you to Ben Eielson Jr/Sr High School! I am looking forward to this wonderful year we will create together and cannot wait to see the challenges not only that you face as an individual but also together as a school. Here at Ben Eielson we embrace the challenges of the future while we continue to treasure the past. Our hard working staff, students, and devoted parents come together to make Ben Eielson Jr/Sr High School a wonderful and unique place. I certainly hope you will be just as excited as we are to welcome you into our friendly school and I am thrilled that you will be a part of this exciting journey! Wishing you a great rest of the summer and looking forward to working with each and everyone of you!

Sincerely your Student Body President,
Madison Wiseman

HISTORY OF BEN EIELSON JUNIOR-SENIOR HIGH SCHOOL

Our school is named after Carl Ben Eielson, a famous military aviator who died in a 1929 plane crash while on a rescue mission in Siberia. He was also a high school science and physical education teacher who later became a principal. His flying skills were legendary. One of his greatest accomplishments was that he was the first pilot to fly to Antarctica and also across the Arctic Ocean.

Ben Eielson High School was originally built in 1963 and occupied the junior high wing of the current junior-senior high building. In 1978, the former Taylor Elementary School became Taylor Junior High. Also that year, an addition was built onto Ben Eielson High, the junior high moved, and the two schools combined to become Ben Eielson Junior-Senior High School.

Beginning in 1996 and continuing for four and a half years, Ben Eielson underwent major renovation. During the 2001-02 school year, the exterior portion of that project, including the demolition of the Taylor Building and the construction of our new softball and soccer fields concluded the renovation.

We are a small school; our enrollment this year is projected to be approximately 350 students. It is through our spirit, pride, and hard work that we have been able to successfully compete against our larger neighboring schools in the areas of academics and athletics. The library maintains a collection of school yearbooks that is available to students interested in the history of previous classes.

SUBJECT TO SCHOOL AUTHORITY

Each student is under the control and direction of the principal and subject to school and district policy, regulations and rules at the following times:

- During the time he/she is being transported to or from school on school buses;
- During the time he/she is attending school;
- During the time he/she is on the school premises; and
- During the time he/she is taking part in any school-sponsored activity.

Student misconduct occurring off school property or outside the school day may be subject to school disciplinary action provided the misconduct is shown to be related to school order. Such determination will be made by the building principal.

STUDENT SERVICES:

GUIDANCE AND COUNSELING SERVICES AND GRADING CRITERIA

Counselors are here to assist you in many areas such as:

1. Developing long range academic and career plans
2. Registering and scheduling classes
3. Improving study skills
4. Assessing vocational interests and aptitude
5. Registering, preparing for and taking college entrance exams
6. Searching for, selecting and applying to college, vocational/technical school or military service
7. Providing information on and applying for financial aid such as scholarships, grants, loans, waivers
8. Searching, applying and interviewing for jobs
9. Make informed choices that will lead to successful resolutions of conflict or to reach goals you have set

Counselors at Ben Eielson Junior-Senior High also serve teachers and parents as resources regarding the academic, physical, social, and emotional needs of students.

Counselors can also assist you with various career and vocational inventories (Career Information System, ExPen, ASVAB, etc.)

IMPORTANT PHONE NUMBERS

- Crisis Line 452-1004
- Fairbanks Counseling and Adoption 456-4729
- Office of Children's services 451-2650
- Youth Employment Service 452-1501

TRANSFER TO ANOTHER SCHOOL

A withdrawal form must be completed before a student permanently leaves Ben Eielson. This allows for the speedy transmittal of necessary records to the "new" school. Contact the counseling office to initiate this procedure. Parents or guardians need to sign a withdrawal form before a student may begin the checkout process. Students will give counseling and teachers a minimum 24-hour notice. Mid-semester transfers require district approval.

WITHDRAWAL POLICY

Withdrawal within the first ten (10) school days of a new semester from any class may be student initiated without penalty, after meeting with the building counselor. Withdrawal after the first ten (10) school days of a new semester from any class must be parent/student or counselor initiated with teacher and principal approval or the withdrawal request will be denied. A grade of "WF" will be assigned to students who withdraw from a class after the first ten (10) school days of the term. High school principals will have the authority to grant exceptions to the use of the "WF" grade.

No final exams will be administered early. A student who must leave school early because of family relocation will be assisted in the completion of the semester. Students who must withdraw before the end of the semester are required to have their parent/guardian contact the school for a parent/guardian conference and/or furnish military orders showing the necessity for the withdrawal. See the district policy for the five classifications for high school students whose family is relocating.

GRADING CRITERIA

Ben Eielson Junior-Senior High uses the five letter grading system: A, B, C, D, and F. The letters "INC" (Incomplete) and "NG" (No Grade) may also be used. Report cards shall be issued following each quarter; additionally, mid-quarter progress reports will be issued at the mid point of each quarter. Senior High progress reports for second and fourth quarter will reflect cumulative/semester grades.

SECONDARY SCHOOL GRADING CRITERIA

Within one week of each student's first attendance in class, each teacher shall provide the student with written criteria for the assigning of letter grades. The criteria shall be separated into:

- Course content (goals, objectives, materials, methods of evaluation, etc.) as outlined in the curriculum guides.
- Classroom management, logistics (seating, discipline, class rules, evaluation procedures, etc.)
- The effect of absences on grades and policy for tardies.
- Procedures for making up work when the absence is excused.

GRADUATION REQUIREMENTS

In order to receive a high school diploma, all students enrolled in the district must complete certain courses as required by the Board of Education and the Fairbanks North Star Borough School District (FNSBSD).

Students entering high school in the FNSBSD will be required to complete a minimum of 22.5 credits in no less than seven semesters, including 9th grade, and distributed within the following areas:

ENGLISH	4.0 credits = 8 semesters	
SOCIAL STUDIES	3.5 credits = 7 semesters	
MATHEMATICS	3.0 credits = 6 semesters (must include algebra 1 or its equivalent)	
SCIENCE	3.0 credits = 6 semesters	
PHYSICAL EDUCATION	1.5 credits = 3 semesters	
HEALTH	0.5 credits = 1 semester	
<u>ELECTIVES</u>	<u>7.0 credits = 14 semesters</u>	<u>TOTAL: 22.5 credits</u>

HONOR ROLL

Honor Roll is published at the end of each quarter for junior high students and at the completion of each semester for high school students. Students who have a grade point average of 3.0 or higher qualify. Periodically, special awards and privileges are given to those students who have earned Honor Roll status. Honor Roll status is also one of the requirements needed to qualify for nomination for National Honor Society.

LIBRARY SERVICES



LIBRARY SERVICES

The library is open and available to all students from 7:15 am to 3:30 pm. It is a place for studying, researching or reading-- and for checking out books and other materials. The library staff welcomes suggestions for ways to improve its collection or its services.

"The Library is a place to work. No phones, music, or headphones are allowed during instructional time, which is Periods 1-6 and SSP. Students may use phones and headphones during lunch, before and after school. Students caught using phones or headphones during instructional time will be returned to their classroom. Students on a free period must abide by instructional time rules.

Computers in the Library Lab are reserved for work at all times, including lunch and before and after school. Personal computer use for gaming, watching videos, personal web browsing, and shopping is limited to the workstations outside the lab.

LIBRARY COLLECTION: The library collection includes a wide variety of books, magazine, computer databases, and Internet access. Through fundraising efforts, we also have a variety of comic books, Manga fiction and teen magazines for personal enjoyment. The library staff is always available to assist students in using any part of the collection--and we also love to talk about good books to read!

LIBRARY PASSES: Students are welcome to use the library before and after school, at lunch, and during class time. If coming out of class, students must present a pass to the library staff and sign in at the information desk. Use of the library is a privilege that requires responsible behavior. Students acting inappropriately will be asked to leave and may face other disciplinary action.

LIBRARY COMPUTERS/PRINTERS: The library has a small Mac/IBM computer research lab for educational use only. In order to use computers for research, each student must have on file a signed "ACU" (acceptable computer use) form.

LIBRARY CARDS: The school district no longer issues library cards. If a student wants to check out books from the Fairbanks North Star Borough Library, they will need a borough card. The borough library collection can be accessed through our school library staff.

LIBRARY OVERDUE - LOST - DAMAGED BOOKS: Students are held financially responsible for all materials checked out on their card. Checking out books for someone else is discouraged. Books (with a few exceptions) generally check out for three weeks and may be renewed once. Students not returning or renewing their books on time will receive an overdue notice. We assess no fines for overdue books; however, if notices are ignored, keeping books overdue may result in detention. Students are also expected to pay for any lost or damaged books. Report cards will be held until payment is received.

Note: seniors must clear the library prior to end-of-the-year finals and may not take part in commencement until all books are returned or paid for.

NURSE AND HEALTH SERVICES



HEALTH SERVICES: The school nurse helps foster a positive learning environment through prevention and health education. The school nurse maintains optimal student health by screening for and treating acute and chronic health concerns, as well as developmental issues. The school nurse helps insure students are healthy and ready to learn.

NO SHOTS --- NO SCHOOL: All students must have a current immunization record. A student cannot attend classes until the school nurse has received and verified the student's official immunization record and the record complies with current State of Alaska immunization requirements.

During the course of the school year, students who are already enrolled and attending school may need additional immunizations. The parent/legal guardian will be notified in writing of the needed immunization. The parent/legal guardian will have two weeks to update the child's immunizations and provide official written documentation to the school nurse. **If the required shots are not obtained within two weeks, the student will not be allowed to attend school until proof of immunization(s) is provided to the school nurse.**

PRESCRIPTIONS AND OVER-THE-COUNTER MEDICATIONS: The parent/legal guardian must advise school personnel of student medications that will be taken at school. Whenever possible, medication should be administered outside of school hours.

Long-term (more than 10 school days) administration of prescription medications requires a *Request for Administration of Medication* form completed and signed by a physician/medical provider and signed by the parent/guardian. All long-term medications must be delivered (by parent/legal guardian) to the nurse or the principal's designee.

Short-term (10 days or less) administration of medications: For middle/high school students, short-term prescription medications may be self-administered if the parent and school administration feel the student can safely do so. Students should bring only the amount of medicine needed during school hours*. A *Request for Administration Medication* form will need to be delivered the nurse's office. (See the school nurse for details regarding nonprescription medications and middle/high school students).

Over-the-Counter Medications: With written permission from the parent/legal guardian, the school nurse is authorized to administer certain over-the-counter medications (Tylenol, Motrin, Tums). The *Over-the-Counter Medication* Form is valid only for the current school year and must be renewed each year.

Students with long-term inhalers for asthma and other vital medications may possess and self-administer as needed with proper documentation (*Request for Administration of Medication*) and patient education to ensure proper usage of medication.

***Note that all medications must remain in their original bottle/packaging and have current printed prescription label. Students are not authorized to share medications and it is a violation of district policy to do so.**

TUBERCULOSIS TESTING: All 7th graders and new students to the district will be tested for Tuberculosis (TB). The parent/legal guardian will sign a consent form at the time of enrollment that authorizes the school nurse to administer this shot. Please inform the school nurse if your child has recently (less than 6 months) received a TB test (also known as a PPD), or if your child has tested positive for a TB test in the past.

FOOD SERVICE



Since the district's food service operates on a computer system, all students must use their student I.D. number to purchase any item from the kitchen. Applications for free and reduced meals are available from the counseling office, the kitchen as well as online at: <https://meals.k12northstar.org/Register.aspx>. Each fall, you must re-apply for this program within the first 30 school days.

Breakfast and hot lunch will be available for purchase to both junior and senior high school students. Students may also bring a lunch from home. The price for a full breakfast is \$2.25 and free for reduced. A full lunch is \$3.75 and \$.40 for reduced.

We offer cold sandwiches, nachos, pretzels, pizza and other hot lunch items. All snacks are served a la carte and are not considered part of a full lunch.

Students may purchase one lunch at the full price rate. The full lunch comes with vegetable, fruit and milk. Any additional lunch items are at the a la carte rate only for all students.

You are encouraged to prepay for meals, and meals can be prepaid for both breakfast and lunch. Checks are accepted for pre-paid meals or meal cost, however, checks cannot be cashed for currency. Not paying for your meal or taking extra portions is considered theft and subject to discipline. Parents also have option of paying online through Meal Pay Plus. Please see kitchen staff for information or check online at <http://www.k12northstar.org/departments/nutrition/parentonline-information>.

Student kitchen aides are needed for both lunch periods and aides receive a free meal for working. Check with the kitchen staff. Senior high students may use working in the kitchen as a volunteer service project.

All students are expected to clean their tables and put trash in the trashcans. Students leaving trash, throwing food or making a mess and not cleaning it up will be assigned lunchroom clean up, or other discipline as appropriate. Our schools are public buildings and our school community takes great pride in keeping them immaculate. Lunchroom behavior is expected to be orderly and well mannered. No pushing, shoving, kicking, throwing, running, yelling or general horseplay will be tolerated.

Vending machines are not a part of the kitchen. Please bring correct change for their use. The kitchen staff cannot make change for use in the vending machines.

Only senior high students have open campus for lunch. Junior high students have closed campus for lunch and may not leave campus unless they have permission from a parent/guardian. Senior high students who choose to leave campus during lunch are expected to maintain the same standards of behavior as at school. They assume full responsibility and risk for their actions during that time. Students must return from lunch on time; failure to do so will result in an unexcused tardy or absence and will be subject to disciplinary measures.

STUDENT TRANSPORTATION SERVICES

The school board encourages all students to properly use the transportation provided by the district. Students who wish to drive their own vehicles to school must realize that doing so is a privilege subject to the following regulations:

- **All student-driven vehicles must be registered with the Activities Office and have a BEHS mirror tag.**
- Students must comply with all state and local traffic laws, including Eielson AFB traffic laws.
- Unauthorized use of vehicles during class time is prohibited.
- Student vehicles must be parked in the designated student parking lot only. Students parking in an unauthorized area will forfeit their privilege to park on school grounds.
- Pedestrians and school buses always have the right of way.
- Students living off base will need to get a letter from the principal's secretary to give to the gate. The letter permits access to base for a "school related function" only. Any other use is a violation of 18 USC, Section 1382, and leaves the violator liable to a \$100 fine and possible restriction from base.
- During extreme cold weather, an announcement will be made allowing students to start their vehicles both in the morning and in the afternoon provided their vehicle is properly registered on campus.

PARKING

Students who drive to school must park in the designated student parking area at the end of the senior high school wing of the building (designated overflow parking spaces are available upon request). Students must enter the parking area cautiously at no more than 10 mph and with a stereo volume level that cannot be heard or felt in the building. Failure to comply with these rules will result in loss of parking privileges on campus and/or discipline.

All student vehicles parking on school property must have a mirror tag, which can be purchased for \$.50 from the Activities Office.

BUS CONDUCT



The primary responsibility of the bus driver is the safe and punctual transportation of students to and from school. Because of this, the bus driver has the authority to maintain the orderly behavior of students on school buses. Students involved in bus misconduct may be written up and referred to the student's principal, and a copy given to the transportation office.

The school principal has the authority to suspend the riding privileges of students and/or take other disciplinary actions for students who are disciplinary problems on the bus. Parents of children whose behavior and misconduct on school buses endangers the health, safety, and welfare of other riders will be notified that their children face the loss of school bus riding privileges and/or other disciplinary actions.

The district's transportation coordinator has issued the following rules and procedures for student transportation.

- Alaska statutes do not mandate pupil transportation in this state.
- School bus transportation is provided as a courtesy and is a privilege, not a right.
- Students will be issued a School Bus Misconduct Citation by the bus driver for infractions of the rules. The school bus driver and the school principal are responsible for handling behavioral problems occurring on the school bus, but only the school principal, or his/her designee, has the authority to suspend a student's bus riding privileges.

BUS MISCONDUCTS CITATION POLICY AND PROCEDURES

Recommended Bus Misconduct Consequences (renewed yearly)

1 st misconduct	(admin discretion) warning
2 nd misconduct	(admin discretion) 3 day riding revocation
3 rd misconduct	(admin discretion) 5 day riding revocation
4 th misconduct	(admin discretion) 7 day riding revocation
5 th misconduct	(admin discretion) 10 day riding revocation
6 th misconduct	(admin discretion) no bus privileges for the remainder of the year

[Suspension from bus transportation does not excuse the student from school attendance]

General Bus Policies:

- Students are required to ride the bus assigned to them and to board and disembark at their assigned bus stop. Students may be transported to an unassigned bus stop or on a different bus on an occasional basis or for periods of time less than 30 days upon approval by the school office. Parents should contact the school office with their request. Requests for students to be transported to new bus stops or on different buses for more than 30 days must be directed to the transportation department. The student must give the driver a Bus Stop Deviation issued by the school office authorizing this transportation.
- The bus driver has full responsibility and authority for the safety of students while they are being transported on the bus.
- Parents may not remove a student from a bus, after the student has boarded, without the approval of a school representative.
- Common Bus Infractions (to avoid) include failure to: obey driver, stay in assigned seat (especially when the bus is moving), keep hands/feet to self, use a classroom voice, and use appropriate language; students should also avoid throwing/projecting objects, leaving a mess, chasing after a moving bus or any behavior which inhibits the bus driver's primary responsibility.

EXTRA-CURRICULAR ACTIVITIES



ATHLETICS

With sufficient participation and the approval of the principal, the following athletic activities may be offered by Ben Eielson Junior-Senior High School. Rules and regulations are outlined in the Secondary Student Activities Handbook. Students will not be allowed to try out and/or participate in any extra-curricular activities until all fees and fines are paid. See the coach or activities director if you have any questions.

SENIOR HIGH OFFERING

Cross Country Running – July 26
Football – July 26
Football Cheerleading – July 26
Girls Volleyball – August 2
Wrestling – Sept. 27
Basketball – Nov. 29
Basketball Cheerleading – Nov. 29
Baseball – February 28
Softball – February 28
Soccer – February 28
Track and Field – August 22

JUNIOR HIGH OFFERINGS

Boys Basketball – 8/22
Cross Country Running- 8/22
Girls Basketball – 10/16
Wrestling – 1/08
Volleyball – 2/26

ACADEMIC ELIGIBILITY

To be eligible for participation in an extracurricular activity for which the district provides a sponsor, a student in grades 9-11 must be enrolled in a minimum of 5 semester units of credit or the equivalent. Seniors who are on track to graduate and who have passed all parts of the HSGQE must take at least 4 semester units of credit or the equivalent to be eligible (other seniors must be enrolled in a minimum of 5 semester units of credit or the equivalent to be eligible). In addition, all high school students must have passed 5 courses the previous semester (4 for 2nd semester seniors meeting above criteria), and must maintain at least an overall minimum 2.0 GPA during the current semester to remain eligible. Students who do not maintain an overall minimum 2.0 GPA may regain eligibility during the current semester, at the quarter, by achieving and maintaining an overall minimum 2.0 GPA within the school's grading system.

All Junior and Senior High school students who plan to participate in athletic activities must have a current physical before they tryout or practice. Physicals are valid for one calendar year. It is recommended that students obtain their physical during the summer so that it does not expire during the school year. Students must also have a signed Parental Permission form before they may try out or practice. Permission forms may be obtained from the activities office. Student athletes must also comply with ASAA requirements (senior high students must sign an ASAA TAD agreement before playing school sports). Additionally, students must not owe the school any fees or fines.

DUE PROCESS FOR STUDENTS ACTIVITIES

Before any student is permanently suspended or determined ineligible for school-sponsored activities under the rules set forth in the Secondary Student Activities Handbook, the student shall be verbally advised of the alleged violation by the sponsor, and/or the administration. The administration shall notify the parent or guardian and the student that they have the right to request a hearing before the building principal to explain or justify his/her position.

RULES OF CONDUCT FOR STUDENTS

A student who is enrolled in the Fairbanks North Star Borough School District is subject to School Board policies and school rules. As participation in activities is a privilege and not a protected right, students may lose their privilege of participation when they are found in violation of School Board policies. By state law, the school district and law enforcement agencies collaborate in sharing information regarding minor or juvenile violations.

SPORTSMANSHIP

Good sportsmanship means *to engage in sports in a fair and generous fashion*. Unsportsmanlike conduct is conduct that is prejudicial to the fair and generous acceptance of the rules of the activity, the officials, the opponents, and the policies of the schools and the coach. Actions that discredit the school, the activity, the officials, the rules or the opponents may be considered unsportsmanlike. This type of conduct is not always specifically covered by a rule, but is usually related to an unwillingness to adopt an attitude of fairness and generosity; and this lack of a willing attitude prevents the activity from fulfilling the purpose for which it was conceived.

The taking of unfair advantage, willful or malicious disrespect, demeaning gestures, and excessive complaining are examples of unsportsmanlike conduct.

Examples of good sportsmanship include: fair play, working hard during practices and games, acknowledging one's mistakes and trying to improve, maintaining self control, respect for officials and opponents, shaking hands, recognizing the good performance of an opponent, and generally avoiding poor attitudes toward participation.

NOTE: Any student or coach who is ejected from a contest will not be eligible to participate in the next contest. Additional penalties may be imposed by the school district.

STUDENT ACTIVITY ABSENCES AND ATTENDANCE

In order to practice or participate the day of an activity, a student must be in attendance the FULL DAY (all periods enrolled). Activities occurring on non-school days will require attendance for a full day on the last school day prior to the activity. If the absence is for medical, dental or legal reasons and PRE-APPROVED by the administration, participation may be allowed. The coach/sponsor will establish and communicate reasonable criteria for participation in events that shall be applied equitably to team members/participants.

Rules of Conduct governing participants in student athletics and activities are outlined in the *Secondary Student Activities Handbook*. Each participant should obtain a copy from his/her coach or sponsor. Student conduct at any school related activity, at home or away, is expected to be above reproach. As participation in activities is a privilege and not a protected right, students may lose their privilege of participation for 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 principal 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.

As a participant or spectator, students represent the entire school and should act accordingly. While in attendance at any school-sponsored activity, all school district rules and regulations are in effect. Consequences for inappropriate behavior during activities are the same as during the school day and will be administered according to school and district policy. Additionally, pursuant to Board Policy 1042.1, student misconduct occurring off school property or outside the school day may be subject to school disciplinary action provided that the misconduct is shown to be related to school order.

A student found to be in violation of Board Policy 1042.5, which prohibits the possession, distribution, and/or use of drugs and alcohol, may be precluded from participating in any school-sponsored activity for forty-five (45) school days.

DRIVING TO SCHOOL ACTIVITIES/FIELD TRIPS

Students are expected to travel to school-sponsored activities using the transportation provided by the school unless otherwise approved by the school administration. Students shall not transport other students to school-sponsored activities in private vehicles. The parents of the participating student may transport their own student after notifying the coach; however, it must be understood that their student is not insured by the school district for accidents that might occur. Students may leave with their parents after the event is completed. If their parents are unavailable for transport from the event, the student must take the arranged school transportation back to the school.

ROAD TRIPS

Students remain under school authority when on school-sponsored road trips. While on away trips, students are not allowed to have a member of the opposite sex in their rooms for any reason without the sponsor being present. Violations of this rule will result in disciplinary action including out-of-school suspension or expulsion.

SCHOOL-SPONSORED STUDENT GROUPS (ACTIVITIES/CLUBS)

Participation in a school-sponsored student group is highly encouraged. All school-sponsored student groups must be under the supervision of a district employee. Secret societies or clubs are not allowed. The following list of school-sponsored student groups may be available to students:

SENIOR HIGH

Art Club	Multicultural Student Union
Band	National Honor Society
Book Club	Orchestra
Choir	Rifle Club
DECA	Student Council
Declamation	Video Gaming
Drama	Yearbook
Guitar Club	
JROTC	
Manga Club	

JUNIOR HIGH

Art Club
Band
Choir
Cheerleading Club
Drama
National Junior Honor Society
Rifle Club
Robotics
Running Club
Student Council
Yearbook

NATIONAL HONOR SOCIETY

The senior high school has a National Honor Society chapter. Using criteria described below, students meeting or surpassing the minimum cumulative grade point average are evaluated by the Faculty Advisory Council:

- Scholarship means having a desire to learn, as well as showing initiative, diligence and pride in scholastic assignments.
- Leadership means the student exerts a positive influence on his/her peers both in and out of the classroom.
- Service means having a positive, helpful attitude with peers, parents and staff, as well as doing more than his/her share.
- Character involves all of the above, including having a good attitude, exemplary citizenship and trustworthiness.

The junior and senior highs have separate Faculty Advisory Councils. It is composed of five faculty members from different curricular areas; the advisor has no vote and is not considered a member of this council. The advisory councils meet to review candidates' applications, making recommendations to the advisor.

Once inducted, students must understand that membership is both an honor and a responsibility; the honor society is a service organization and members are expected to participate in its activities.

ATTENDANCE POLICY

We believe daily attendance in school is essential to academic success. Because of this, being in school, on time, and prepared for class is a top priority. Students' work schedules, vacations, personal appointments, etc. should be made to minimize any negative impact on regular school attendance and academic progress. Since attendance is a jointly held responsibility among parents/guardians, students and the school, communication between the home and school regarding attendance is paramount. If a student or their parent/guardian has prior knowledge of an absence, a Pre-Arranged Absence form can be obtained from the attendance office, filled out and returned before your planned absence.

Alaska Compulsory School Attendance Law, Section 14.30.010 requires that students under 16 years old attend all class periods each day unless other arrangements have been made through the attendance office. Therefore, unless a student is legally emancipated or has, at 18 years of age, established his or her own residence and is no longer dependent upon parents, excused absences will not be accepted from any one other than the student's parent or guardian.

Parents/guardians must notify the school within two working days (48 hours) after a student's initial day of absence.

All students who are absent 10 days or less will be provided opportunities to maintain continuity of instruction and to achieve comparable classroom credit. The responsibility for completing make up work and/or tests rests with the student. Students will be given a day for each day missed to complete makeup work. Administrative regulation 1031.5G requires schools to withdraw any student who is absent for more than 10 consecutive full school days for any reason. The student is withdrawn for the purpose of attendance and will be permitted to re-enroll in the 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.

A student must be in attendance the entire school day (all class periods for which they are scheduled) in order to practice or participate in any extracurricular or co-curricular activity. Activities occurring on non-school days require attendance for the full day on the last school day prior to the activity. Medical, dental, legal or emergency exceptions must be requested prior to the absence and approved by a building administrator.

SIGNING IN AFTER AN ABSENCE

If a student enters the school while classes are in session, they must first go to the attendance office to obtain an admit slip before they will be allowed to enter class.

LEAVING CAMPUS DURING THE SCHOOL DAY

Students are not permitted to leave campus any time during the school day (except student activity/athletic absences), without an Off-Campus Pass from the office. If you have reason to leave school during the school day, you must bring a parental note or have your parent phone the office to verify the reason for the absence PRIOR to leaving.

Lunch Privileges:

An exception to the above policy is that senior high students may leave the campus during lunch. However, senior high students leaving for lunch need to return promptly for their afternoon classes since truancy policies are enforced. Junior high students must remain on campus during lunch.

HALL PASSES

During class time, students may not be in the halls unless they have instructor permission. Students going to the nurse and library, or coming late to their class, must have a pass indicating their name, the date, time, destination and initials of a staff member. A student shall take care of the out-of-class-business in a timely manner (returning to class as soon as possible), and present the hall pass upon the request of any staff member; failure to do so will result in disciplinary action. It is against school rules to forge, alter or possess blank passes. Hall passes are located in the back of this planner.

COMPUTER INTERNET ACCEPTABLE USE POLICY USER AGREEMENT

The use of school and district networks must be in support of education, research, and the educational goals and objectives of the Fairbanks North Star Borough School District. Students are held responsible for using school computers appropriately; to ensure this, school computers are monitored both at the district and school level. Students using computers in unauthorized ways will lose computer privileges and may receive other discipline.

The use of another organization's networks or computing resources must comply with rules appropriate to that network. Students choosing to bring their own laptop computers to school, or school-sponsored activities, may only use them in accordance with school and district rules and policies; failure to do so may result in loss of this privilege and other disciplinary consequences.

Transmission of any material in violation of any United States Statute is prohibited. This includes, but is not limited to, copyrighted material, threatening or obscene material or material protected by trade secret. Copyright laws (Title 17, United States Code) govern the manner in which printed matter, videotapes, and computer software may be duplicated for educational purposes. These laws also provide severe penalties for any violation of these provisions.

Be familiar with these rules and how to use the Internet before getting online. If you have any questions about these rules, please ask your teacher for clarification. Be aware that the inappropriate use of electronic information resources can be a violation of school rules, local, state, and federal laws and that you can be prosecuted for violating those laws.

VANDALISM OF COMPUTERS (see also Computer Misuse/Damage, pg. 20)

Vandalism is defined as any malicious attempt to physically deface, disable, or destroy computers, peripherals, or other network hardware or to harm or destroy data of another user or any other agencies or networks that are connected to the system. This includes, but is not limited to, the creation or transmission of computer viruses. Any vandalism will result in loss of network privileges, disciplinary action, or possible legal referral.

BEN EIELSON JUNIOR-SENIOR HIGH SCHOOL BUILDING RULES

Although we are a combined junior-senior high school, students are restricted from certain sections of the building. Junior high students will not be permitted in the high school wing except for specific events under the direct supervision of staff or sponsor, or when attending a class held in the senior high wing of the building. Likewise, high school students are not permitted in the junior high wing except for specific events under the direct supervision of staff or sponsor, or when attending a class held in the junior high wing of the building.

SAFETY MONITOR

The Ben Eielson safety monitor helps to maintain a safe school environment for all students by providing supervision and assistance during and after school hours. Directives given by the safety monitor are to be followed or administrative referrals for disciplinary action will result. Students should bring concerns and problems directly to the safety monitor so that appropriate action can be taken to assist them. The safety monitor is easily identified as the person wearing the red or black Ben Eielson vest and nametag.

BUILDING HOURS

The building is open for students at 7:00 am and closes at 3:30 pm. Major hallways to classrooms will remain locked until 7:15 am. We do not provide supervision prior to 7:15 am. Ben Eielson Junior-Senior High School students who arrive early may study in the Great Hall. Students should clear the hallways by 2:45 pm each school day. Any student or group of students remaining in the building after 2:45 pm must be engaged in an academic/educational or school sponsored activity, or they will be required to leave the building. After regular school hours, all outside doors except the main entrance will be locked. At 2:45 pm, all students in the building must be under the direct supervision of a staff member or activity sponsor; the only exception to this is to attend an after-school, school-sponsored activity such as an athletic event or fine arts performance (students may arrive 30 minutes prior to these events provided they behave appropriately).

Students who have late practices may return to the building 15 minutes prior to the start of the practice.

Students need to arrange for rides to pick them up immediately at the end of the activity. If this is not possible, students are requested to make arrangements for rides to pick them up elsewhere (i.e. Youth Center, Bowling Alley, Base Library, Base Exchange).

Students on out-of-school suspension or expulsion are not allowed on campus or at any school-sponsored activity until a re-entry meeting with the administration is completed, unless other arrangements have been made. Trespassing during a suspension is a separate offense that will result in an additional disciplinary consequence.

VISITOR'S POLICY

All persons other than staff and current students of Ben Eielson who enter the building must first report to and sign in at the front office. Parents, you are welcome at our school at anytime; if you wish to shadow your student during the school day, please contact the office ahead of time so this can be arranged.

Students not enrolled in Ben Eielson Junior-Senior High School are not allowed on campus during the school day unless supervised by an activity sponsor from the other school (i.e. regional student council, sports events, etc.). Visiting alumni with administrative approval, after signing in at the main office, are the only exception to this.

LOCKERS are provided for the convenience of students. The school retains the right to search lockers. Students are responsible for maintaining their lockers in a clean, working condition. Report any damage or locker problems to the day custodian or safety monitor immediately. Writing on lockers or placing permanent stickers on lockers is prohibited. Students who vandalize their lockers will receive discipline and be required to pay for damages. Students are to keep their assigned lockers and should not share their combinations with others; sharing lockers, or using unassigned lockers, is not allowed. Items found in a person's locker will be considered their responsibility. It is highly recommended that valuables not be stored in lockers and the school is not responsible for losses from lockers. Private locks are not allowed on school lockers in the main halls, however gym lockers should be locked with a personal lock for the class period only. Again, do not leave money or valuables in your gym locker. In cooperation with the Base Security Police/OSI, the police search dogs may be used in or outside our buildings to assist in uncovering illegal substances.

FEES/ FINES/ FINALS

The school reserves the right to withhold report cards or deny any student a final exam grade, if they have an outstanding debt with the school. This may include, but not be limited to class fees, library fines, textbook repair or replacement, and any fees owed to the Main Office for damages to facilities, including student lockers. Students will not be allowed to try out and/or participate in any extra-curricular activities until all fees and fines are paid. Textbooks will not be issued for new classes until all outstanding fines and fees have been cleared.

Seniors will not be allowed to take finals until all debts are paid in full. Non-payment of fines may result in a senior not participating in graduation ceremonies.

No finals will be administered prior to their scheduled date and time. Make-up finals will be administered late only if the student has a pre-arranged, excused absence cleared by the administration.

SUBSTITUTE TEACHERS Substitute teachers have the same authority as regular teachers. Students are reminded that substitute teachers may have different classroom rules than the regular teacher. Rules are set by the person in charge at the time and students need to have the flexibility to accept a change in authority.

TELEPHONES

The front Office telephones are available for students with permission of the office staff. Students must observe proper phone etiquette and limit calls to three minutes. Personal cell phone usage during the regular school day hours is prohibited.

Any student who dials 911 or creates/interferes with an emergency as a prank will be disciplined and the proper authorities will be notified.

FIELD TRIPS

All of the Fairbanks North Star Borough School District policies and regulations and the Ben Eielson Junior-Senior High School policies and regulations apply in their entirety to every school field trip.



JUNIOR HIGH SOCIALS AND SENIOR HIGH DANCES

Junior High Social Policy

- Ben Eielson Junior High Socials are for Ben Eielson Junior High School students only. Student status will be verified in the gym before the event. Socials will be from 2:30 pm to 4:30 pm. Students will be admitted after they receive instructions in the gym at 2:45. Students must arrange to have rides pick them up no later than 4:45 pm. Students who fail to arrange for rides in a timely manner will not be allowed at the next social. A total of one social per quarter or four socials per year will be allowed at the Junior High level. The final social will take place during spring fling and school hours.
- Students must follow district policies and guidelines for appropriate behavior. Dancing must be appropriate and in good taste. Students who are acting inappropriately will be asked to leave the social and may not be allowed to attend future socials, and will be disciplined according to the offense. Students on suspension (Intervention or out-of-school suspension) are precluded from participating. All socials are “good night” socials---once a student leaves the building, he or she will not be allowed to return. All school rules will be enforced during socials.
- If the temperature is -30 degrees F or colder at noon on the day of the social, it will be canceled.
- Appropriate dress for school socials is every day, clean school clothes. There are no formal or semi-formal socials in junior high.
- Parents are always welcomed at socials free of charge.
- Social sponsor must approve song playlists.

Senior High Dance Policy

The following dance policies and dress code must be followed. Students who are acting inappropriately or do not follow the dress code will be asked to leave the dance and may not be allowed to attend future dances. All chaperones have the authority to correct student behavior.

Dance Policies:

- School and district rules, regulations, and policies are in effect.
- Students who wish to bring a guest (a non-BEHS student) must have that guest cleared through the administration prior to the dance. Guests not on the guest list will not be admitted.
- **Guests must be 20 years old or younger, have current government identification, be in good standing at their home school or within the community.**
- Students will not be admitted after 9pm.
- Once a student leaves the dance they may not be readmitted.
- Students must leave the building within 15 minutes after the dance ends.
- No mosh, slam, or freak dancing will be allowed. Students’ bodies may not touch with the following exceptions: students may hold hands, students may place their hands on their partner’s hips, students may also place their hands on their partner’s shoulders when dancing face to face. Students may dance front to back. Grinding will not be allowed.

Dance Dress Code:

- No undergarments or parts of undergarments may show at any time.
- Articles of clothing that are see-through and exposes undergarments are NOT PERMITTED.
- Shirts and dresses that are strapless, spaghetti straps, or halter style ARE PERMITTED provided that they do not exhibit exaggerated cleavage.
- Shirts and dresses that are backless and sideless are NOT PERMITTED. A shirt or dress must cover the sides of the torso and must be above the waistline in back.
- Shirts and dresses that show a bare midriff are NOT PERMITTED.
- Skirts and dresses that are shorter than mid-thigh are NOT PERMITTED (this includes slits in skirts & dresses).
- Skirts and dresses that “fly up” or “ride up” while dancing are NOT PERMITTED.
- Pants that sag below the waist (even if a shirt covers the waist) are NOT PERMITTED.
- Articles of clothing that advertise, depict, or condone the use of alcohol, drugs, tobacco, violence, inappropriate language, sexual behavior/innuendo, purposeful harm to oneself, or suicide and articles that disparage or humiliate others are NOT PERMITTED.
- Articles of clothing that may signify gang affiliation are NOT PERMITTED.

STUDENT CONDUCT

All students must comply with all policies and procedures outlined in this handbook, the Student Rights Responsibilities and Behavioral Consequences Handbook (SRRBCH), and the Fairbanks North Star Borough School District Board Policy Manual.

All students are entitled to enjoy the basic rights of citizenship recognized and protected by law for individuals of their age and maturity. The Fairbanks North Star Borough School District shall foster a climate of mutual respect for the rights of others. Each student is expected to respect the rights and privileges of all persons of the school community and students will be held accountable for their actions.

Students shall exercise their rights and responsibilities in compliance with rules established for the orderly conduct of the district’s educational missions. The district’s rules of conduct and discipline and the policy handbook pertaining to Ben Eielson Junior-Senior High School are established to achieve and maintain order in the school. Students who violate the rights of others or violate district or school rules shall be subject to disciplinary action in accordance with established district policies and procedures. A general rule for success in avoiding the disciplinary process is: Be where you are supposed to be, doing what you are supposed to be doing.

The student’s responsibilities for achieving a positive learning environment at school and/or school-related activities shall include the following:

- Attend all classes each day on time
- Prepare for each class with appropriate materials and completed assignments
- Dress according to the dress code adopted by the school
- Know that the use and/or possession of illegal or unauthorized drugs, alcohol, tobacco and weapons are prohibited
- Conduct oneself in a reasonable manner
- Pay required fees and fines
- Know and obey all rules contained in the Student Handbook, SRRBCH, and Student Activities Handbook
- Cooperate with staff in investigation of disciplinary matters
- Seek changes in school policies and regulations in an orderly and responsible manner, through appropriate channels

All students are expected to maintain the highest level of discipline and decorum at all school functions. Failure to comply with administrative directives promoting order and respect will result in the student being removed from participation in school activities, including graduation exercises.

One of the most important lessons education should teach is discipline. While it does not appear as a subject, it underlies the entire educational structure. It is the key to good conduct and proper consideration of others. Discipline is the training that develops self-control, orderliness and efficiency. Any student or potential student who is on school property, who is in attendance at school or at any school sponsored activity, or whose conduct at any time or place has a direct and immediate effect on maintaining order and discipline in the schools shall be subject to the disciplinary procedures set out in this handbook, including suspension and/or expulsion. Discipline consequences are progressive. Depending on the severity and frequency of the infraction, disciplinary action taken may include reprimands, parent conferences, reimbursement, work detail, detention, Intervention Room, out-of-school suspension, expulsion, or exclusion. In all cases, district policies will be followed.

Ben Eielson Junior-Senior High School will make every attempt to notify parents/guardians in a timely manner in matters of discipline or attendance.

DETENTION

Teachers may keep students in their classrooms during lunch and/or after school for disciplinary reasons in violation of class or school policies. Students may also be assigned to school-wide after school detention by staff for district or school policy violations. Within 24 hours of receiving a detention, students will schedule when they will attend detention sessions (upon notification, students must begin serving their detention time that school day or the next). Students are responsible for informing their parent/guardian of their detention, and arranging for a ride home. After-school detention is from 2:25 pm - 3:25 pm. Detentions must be served before participating in after school practice. Students may go to practice each day when detention is over. Missed detentions without prior notification will be considered skipping detention. Students will be given rules of conduct prior to serving detention. Multiple detentions will be consolidated into ISI according to a progressive discipline schedule available in the ISI room.

1st Offense Skipping Detention

1 additional detention hour

2nd Offense Skipping Detention

2 additional detention hours

3rd Offense Skipping Detention

3 additional detention hours

SUSPENSION

School suspension is denial, without a formal hearing, of the right of school attendance, from specified classes or from a full schedule of classes, for a period of time not to exceed ten consecutive school days.

Parents must be notified promptly of a decision to suspend. Only the principal or vice-principal, or in his/her absence, his/her designee, may order a suspension.

*Suspensions of 10 days or less
are appealable ONLY to the building principal.*

IN-SCHOOL SUSPENSION/INTERVENTION

A student whose behavior is so disruptive to the learning process that he/she must be removed from the regular classroom, and contact with other students, will, if possible, be kept in a supervised learning situation in the school for the period of suspension.

OUT-OF-SCHOOL SUSPENSION

If the principal or vice-principal determines that the student will not benefit from in-school suspension or that his/her presence on school property is inimical to other students, he/she may be sent home from school for the period of suspension. Unless the student poses an immediate or continuing threat to person(s) or property or of serious disruption of the academic process, removal from school will begin the school day following the offense.

EXPULSION

Denial of the right of attendance from any single class or any full schedule of classes for a stated period of time or until the school board readmits the student.

CAMPUS WORK DETAIL

Campus cleanup or work detail may be assigned for violation of building or district policies. Prior parental contact will be made to inform the parent(s) of the assignment.

CONDUCT VIOLATIONS AND CONSEQUENCES

* = discussed further in the Student Rights, Responsibilities, Behavioral Consequences Handbook (SRRBCH)

AIDING AND ABETTING*

Aiding and abetting behavior exists as a violation in relation to the commission of a primary offense. It is defined as instigating, helping, supporting, facilitating, promoting, suggesting, counseling, inciting, encouraging and/or assisting another person to commit, engage in, or accomplish a prohibited behavior. This includes:

- All assistance rendered by gossiping, note writing, and otherwise relaying information about a primary offense.
- Knowingly withholding information about a primary offense.
- Failing to report information known beforehand that may have prevented an offense.
- Keeping an offense secret.
- Interfering with an investigation of an alleged offense.
- The administration welcomes student assistance in solving crimes or being a witness. However, flagrant lying to impede an investigation is unacceptable.

Students caught aiding and abetting, or lying will receive consequences consistent with the consequences imposed for the primary offense.

ACADEMIC DISHONESTY*

Behavior that falsely presents a student’s work as a product of his or her own effort, including but not limited to: any unauthorized procuring, possessing, stealing, using, or distributing tests, quizzes, answer keys, teaching materials, or teacher editions; any attempt to tamper with or alter a teacher’s records or grades; representing the work of others as one’s own work; unauthorized use of notes, homework assignments, and crib sheets; and obtaining or offering unauthorized assistance or communication on a test, quiz, or other assignment is prohibited and may result in disciplinary action.

Plagiarism is to use another person's idea or a part of his or her work and pretend that it is your own. It is to commit literary theft; to present as new and original an idea or product derived from an existing source. In this age of computers, it is very easy to cut and paste information from the internet into your own paper. This is not recommended, because unless the work is cited properly, it is plagiarism. PLAGIARISM IS A FORM OF ACADEMIC DISHONESTY AND IS AGAINST SCHOOL AND DISTRICT POLICY AND IS AGAINST THE LAW. You can avoid plagiarism by citing the author and source from which the original idea or product was derived; if you are unsure, always check with your teacher first.

When a student is caught participating in academic dishonesty, the following consequences may result:

- | | |
|-------------------------------|---|
| <i>1st offense</i> | <i>Zero on assignment and Principal’s discretion</i> |
| <i>2nd offense</i> | <i>Minimum zero on assignment and 3 days suspension</i> |
| <i>3rd offense</i> | <i>Minimum zero on assignment and 5 days suspension</i> |
| <i>4th offense</i> | <i>Minimum zero on assignment and 10 days suspension</i> |
| <i>5th offense</i> | <i>Recommendation for expulsion, Principal’s discretion, and zero on the assignment</i> |

CHEMICAL AEROSOL SPRAYS

Debilitating chemical aerosol sprays such as Pepper Spray or Mace are prohibited on campus or at school activities. If discovered, it will be confiscated and the person disciplined according to administrative regulations dealing with weapons other than a firearm. Persons using aerosol sprays as an inhalant will be disciplined under the drug and alcohol policy. Air horns can damage hearing and are prohibited in the school building. Body sprays frequently cause problems for individuals with allergies and are also prohibited in the school building.

COMPUTER MISUSE/DAMAGE*

Computer misuse and/or damage is defined as:

- Any attempt to deface, disable, or destroy school district computers, peripherals, or other network hardware either electronically or physically and resulting in actual damage
- Reckless or intentional copying, modifying or deleting the data or program of another user or any other agencies or networks that are connected to the school district’s system
- Gaining access or attempting to gain access to unauthorized systems, or to access inappropriate materials from school computers, introduction of malicious logic in either a computer or network
- Using a school district computer or network to communicate offensive materials, language or acts toward a student, staff member, or any person
- Behavior that misuses resources in violation of the Acceptable Computer Use Policy (See also 1046.2 Academic Dishonesty and 1047.3 Damage, Destruction and/or Vandalism)

- | | |
|-------------------------------|---|
| <i>1st offense</i> | <i>Principal’s discretion, loss of computer privileges, and restitution of damages</i> |
| <i>2nd offense</i> | <i>Minimum 3 day suspension, loss of computer privileges and restitution of damages</i> |
| <i>3rd offense</i> | <i>Minimum 5 day suspension, loss of computer privileges and restitution of damages</i> |

In some cases, an academic penalty may be applied (see the SRRBCH for more information).

CRIMINAL OFFENSES*:

Criminal offenses are defined as; any violation of federal, state, or local criminal laws, statutes, or ordinances by students when under school authority. Students violating criminal laws may receive disciplinary sanctions up to and including expulsion for an indefinite period. Local law enforcement may be notified and may be requested to respond. *The school may take disciplinary action regardless of whether or not criminal charges or prosecution results.*

ARSON

Arson is defined as behavior that attempts to or actually starts a fire or causes an explosion that burns buildings or property, or acts in a manner that could lead to a fire or explosion.

All Offenses Recommendation up to and including expulsion, Principal's discretion, law enforcement shall be notified or requested to respond, referral for a risk assessment

ASSAULT

Assault is defined as behavior that negligently, recklessly or intentionally paces another in fear of imminent serious physical injury or causes physical injury or that negligently, recklessly or intentionally subjects another to unwanted sexual contact. The more serious the injury, the more serious the assault, intent to injure, and to what extent is always considered by the building administrator.

All Offenses Recommendation up to and including expulsion, Principal's discretion, law enforcement shall be notified or requested to respond, referral for a risk assessment

FALSE ALARM

False alarm is behavior that calls in threats to or about, a school or district property or school sponsored activity, activates a false fire alarm, or makes an emergency call under false circumstances (this includes dialing 911 as a prank).

All Offenses Recommendation up to and including expulsion, Principal's discretion, law enforcement shall be notified or requested to respond, referral for a risk assessment

Firearms, Deadly Weapons

Students shall not possess, threaten to use while in possession of, or use firearms, deadly weapons, or weapons in school buildings, on school grounds, in school parking lots, on district-provided transportation, or at any school-related or school-sponsored activity away from school. The only exception to this policy is when a firearm or gun has been assigned to a student for, and used during, a regular course of instruction or school-sponsored event.

Firearms

Firearms prohibited under this policy are as defined and identified in 18 USC §921(a).

Any student who is found in violation of this policy shall be expelled from school for not less than one calendar year, and parents and law enforcement offices will be notified. Such expulsions continue unless modified by the superintendent in writing, on a case by case basis.

Deadly Weapons

Deadly weapons prohibited under this policy include any weapons other than firearms, whether loaded or unloaded, operable or inoperable; devices, instruments, materials, or substances, whether animate or inanimate; that are designed for, used for, or are readily capable of causing death or serious physical injury.

Any student who is found in violation of this policy shall be long term suspended from school for at least 30 school days. The superintendent may issue a modification to the mandatory minimum suspension in writing on a case by case basis.

The superintendent has the authority to issue administrative regulations which authorize the principal to impose a more severe original disciplinary action than the minimum, if warranted.

Behavior that involves *possession, threatened use, or use* of firearm and/or other guns on school district property, or at a school district activity, or in violation of School Board Policy 1048.71 is prohibited. Firearms and guns shall be confiscated and local law enforcement shall be notified.

The term firearm means any object or device which will, or is designed to, or may readily be converted to, expel a projectile by the action of an explosive and includes, but is not limited to, revolvers, pistols, shotguns, rifles, semiautomatic pistols, machine pistols, derringers, machine guns, and zip guns.

Other guns are defined as including, but not limited to, pellet guns, BB guns, air guns, spring guns, and paint ball guns.

Actions taken when firearm offense is committed shall include:

All offenses ***Required expulsion for a period of not less than one calendar year.***

Actions taken when other gun offenses are committed shall include:

All offenses ***Recommendation for expulsion, up to and including for an indefinite period of time.***

THEFT

Taking another's property without their permission is considered theft. Theft is prohibited and will be disciplined according to school board policy. A police report may be filed and restitution of property damage or loss may be required. The value of the property stolen may impact the consequence. Students should secure personal valuables at school in their locker or leave them at home.

1st offense ***Principal's discretion depending on circumstances***

2nd offense ***Minimum 5-day suspension***

3rd offense ***Minimum 10-day suspension***

4th offense ***Recommended for expulsion***

5th offense ***Recommended for indefinite suspension***

THREAT / EXTORTION / BLACKMAIL / COERCION

Threat, whether verbal written or physical, creates fear of bodily harm. Students who verbally or by other means of communication, threaten life or bodily harm of other individuals face possible expulsion, barment from base, or both. Because of this, words such as "shoot," "kill," "stab," "rape," etc. should never be used by students against other individuals.

- Extortion obtains property from another induced by wrongful use of actual or threatened force, violence or fear.
- Blackmail makes an unlawful demand for money or property under threat of disclosing information.
- Coercion compels another to engage in/or abstain from conduct contrary to the person's legal right, by means of fear of physical injury or exposure.

1st offense ***Principal's discretion***

2nd offense ***Minimum 3-day suspension***

3rd offense ***Minimum 5-day suspension***

4th offense ***Minimum 10-day suspension***

5th offense ***Recommendation for expulsion***

TRESPASSING

Trespassing occurs when a student enters or remains in or upon school district premises without permission or in violation of school action, law, or court order, with or without the intent to commit a crime.

1st offense ***Principal's discretion; law enforcement may be contacted. Written notification to parents/guardian and a copy in the student's file.***

2nd offense ***Principal's discretion; up to and including recommendation for expulsion and/or local law enforcement issuing a criminal trespass order.***

DAMAGE, DESTRUCTION / OR VANDALISM

Damage, destruction and vandalism is behavior that attempts to or actually damages, defaces, disables, or destroys school property, or personal or private property on school grounds, on school transportation, or at school sponsored events. Damage, destruction or vandalism may be caused by negligent, reckless, intentional, or malicious conduct. Local law enforcement may be notified. The principal may require restitution from the offending student for all school district property damage or destruction. Students should report school damage, destruction, vandalism and graffiti to school authorities immediately.

Procedures for Seeking Restitution:

Consult with facilities maintenance department for cost of damage or loss to school district; withhold grades and diploma until restitution is made; seek assistance of the borough legal department to pursue remedies provided by state law.

1st offense ***Principal's discretion***

2nd offense ***Minimum 3 day suspension, Principal's discretion***

3rd offense ***Minimum 5 day suspension, Principal's discretion***

4th offense ***Minimum 10 day suspension, Principal's discretion***

DRUGS AND / OR ALCOHOL USE, POSSESSION AND / OR DISTRIBUTION

The district maintains a no tolerance policy toward drugs and alcohol on school property. It is strictly prohibited for a student to be under the influence of alcohol or other controlled substances on any school property, or at any school sponsored activity. Distribution and possession of alcohol, over-the-counter

medications, inhalants or stimulant drugs, or any substance designed to look like or represented as such a drug is strictly prohibited.

Discipline outcomes:

Possession & Use

1st offense *10 day suspension, police report, drug assessment, 10 to 24 hours community service*
2nd offense *10 day suspension, police report, drug assessment, 10 to 24 hours community service*
3rd offense *30 day expulsion, police report, drug assessment, 10 to 24 hours community service*

Distribution

1st and subsequent offenses: Expulsion for an indefinite period of time, report to police, drug assessment, 10 to 24 hours of community service

DANGEROUS ACTION*

Dangerous action is defined as behavior that endangers the safety of self or others. This includes, but is not limited to, the misuse of air horns (not allowed in the building), noxious substances, shocking devices, other harmful devices, and projectiles of all kinds. Actions taken when a dangerous act is committed may include:

1st offense *Principal's discretion*
2nd offense *Minimum 3-day suspension*
3rd offense *Minimum 5-day suspension*
4th offense *Minimum 10-day suspension*
5th offense *Recommendation for expulsion*

DISHONESTY (IN GENERAL)*

Dishonesty is misrepresentation of the truth; including, but not limited to: forging signatures, false accusations against others, giving false self-identification, lying, misuse of school documents, willful with-holding of information during a school investigation, influencing an investigation, and diverting attention to avoid detection.

1st offense *Principal's discretion*
2nd offense *Min 3 day suspension*
3rd offense *Min 5 day suspension*
4th offense *Min 10 day suspension*
Subsequent offense *Recommendation for expulsion*

DISPLAY OF AFFECTION

In order to maintain an appropriate educational and social environment at school or school-related activities, students are required to exercise discretion in showing affection in public. A brief greeting hug is allowed, provided that it does not cause a distraction or inhibit hallway access. Kissing, and other public displays are prohibited. Holding hands is the only appropriate public display of affection allowed at school or school activities. JROTC students in uniform may formally escort another person; however, holding hands is prohibited. Repeated offenses involve progressive disciplinary consequences depending on the degree of the offense.

1st offense *Principal's discretion, Administrative conference, and/or written warning.*
2nd offense *1 hour of detention*
3rd offense *3 hours of detention, parent conference with administration.*
4rd offense *1-3 day Intervention, and/or parent conference.*
5th offense *3-5 day out-of-school suspension and/or parent conference.*

DISRUPTIVE BEHAVIOR*

Disruptive behavior is defined as behavior that substantially interferes with the educational process or the appropriate activities of others in the context of the school activity in which the behavior occurs, including, but not limited to: persistent arguing, outbursts, defiance, extraordinary and/or distracting noises, wearing disruptive clothing, or inappropriate use of cell phones or other electronic devices. Disruptive behavior also includes gang-related behavior such as flashing gang sign(s), tagging with gang-related symbols or slogans, or soliciting for gang membership. Actions taken when disruptive behavior is committed may include:

1st offense *Principal's discretion*
2nd offense *Minimum 3-day suspension*
3rd offense *Minimum 5-day suspension*
4th offense *Minimum 10-day suspension*
5th offense *Recommendation for expulsion*

DRESS CODE*

Students have the right to dress in a manner which expresses an ethnic, religious, or political point of view. Students also have a responsibility to dress and act in a manner which is appropriate for school. Students' school attire should adhere to accepted standards of decency, should not pose a threat to public or personal health and safety, or be disruptive or distracting to classroom activity or pupil behavior. Apparel with prohibited slogans or designs printed on them will not be allowed. Whenever there is a disagreement between the school and the student about appearance, admission to class will not be permitted until the problem has been resolved with the student's parent or guardian.

Life is full of choices. Students have the right to choose both their actions and their own style of dress every day. They also have a responsibility to make good choices. The school staff has the responsibility to make professional judgments regarding the appropriateness of those actions and dress based upon standards stated above. A student's manner of dress would be considered inappropriate if it distracts either other students or the teacher from educational activities in the classroom or disrupts the positive, safe climate on campus.

The following MAY NOT be worn at school:

- *Head gear of any type**. No headgear may be worn or visible from the time a student enters school until the time a student leaves school. This applies to headgear of any kind, including but not limited to: hats, bandanas, scarves, sweatbands, do-rags, etc. Outside hats may be put on in the school lobby as the student leaves the building.
- *Articles of clothing, accessories, or footwear that advertise, depict or condone the use of alcohol, drugs, tobacco, violence, inappropriate language, or sexual behavior/innuendo, purposeful harm to oneself, suicide, gang membership or gang behavior.*
- *Articles of clothing, accessories, or footwear that signify gang affiliation.* Known styles of gang-related dress, as verified by local authorities, shall not be worn, possessed, or displayed at school, or at any school sponsored events. This may include pants that sag (pants must be worn at the waist even if a shirt covers the waistline), a single raised pant leg, bandanas or similar looking items worn as an accessory; colors, symbols or numbers representing or having special significance within gang culture; sports clothing or specific teams; beads and necklaces; belt buckles with gang initials; gang themed t-shirts with gang photos, prison scenes, graffiti or slogans. Should other possible displays or styles of gang-related dress come to the attention of school officials, local authorities will verify it, unless it becomes a disruption beforehand.
- *Articles of clothing, that are provocative or revealing in nature, including those constructed from spandex or similar for-clinging fabric, leggings or tights without a shirt, tunic, skirt or shorts of suitable length over them; spaghetti straps, low necklines, clothing that reveals underwear, bare midriffs, bare shoulders, including racer backs; bare backs, low-cut tops or dresses, halter tops, etc. All cleavage must be completely covered. Undergarments of males and females may not be exposed, even when a student leans over or sits down. All tops must overlap or be completely tucked into pants, shorts or skirts to avoid any bare midriff or lower back.*
- *Skirts or dresses that are shorter than 6 inches above the knee, and shorts that are shorter than mid-thigh, whether sitting, standing, or bending over. Private body parts shall be covered at all times. No undergarments or parts thereof may be exposed at any time.*
- *Articles of clothing that are considered lounge-wear, pajamas, etc. Hard sole footwear is required on campus.*
- *Articles of clothing that disparage or humiliate any group, or individual for any reason, including but not limited to national origin, gender, race, religion, sexual orientation, gender identity or disability.*
- *Items of jewelry or accessories which pose a hazard, wallet chains, spike collars or necklaces, spiked bracelets, safety pin jewelry, choke chains, bicycle chains, earrings connected to a nose ring via a chain, etc.*
- *Sunglasses*
- *Tattoos of a design or in a location disruptive to school order.*
- *Backpacks and bags designed to be carried on the back or shoulder during the academic school day (usually 7:45 am – 2:15 pm). Because they restrict traffic flow during passing periods, pose a tripping hazard in classrooms, and have been used to transport inappropriate materials; these items may only be worn to and from school, may not be out during the school day, and must be stored in the student's locker.*

Consequences for initial violation of the dress code will be 1) a requirement for the student to wear appropriate garments, footwear, or accessories, and 2) parental contact. Repeated infractions may be considered insubordination resulting in appropriate disciplinary consequences.

<i>1st offense</i>	<i>Comply with dress code, possible confiscation of offending apparel, and/or call parent.</i>
<i>2nd offense</i>	<i>1 hour detention, and comply with dress code, possible confiscation of offending apparel and/or call parent.</i>
<i>3rd offense</i>	<i>3 hour detention, comply with dress code, possible confiscation of offending apparel and call parent.</i>
<i>4th offense</i>	<i>ISS and comply with dress code, possible confiscation of offending apparel and call parent.</i>
<i>5th offense</i>	<i>1 day suspension</i>
<i>6th offense</i>	<i>Appropriate disciplinary consequences for insubordination will be determined.</i>

Exceptions to these rules for religious, medical, or cultural reasons will be decided on a case-by-case basis by the school administration. The building principal may approve exceptions to these rules for special event days. The above list is not meant to be inclusive. Questionable articles are subject to the judgment of the school administrators.

*Students with long hair may wear a headband less than one inch wide for purposes of hair maintenance.

PERSONAL ELECTRONIC DEVICES AND ACCESSORIES: CELL PHONES, I-PODS, NOOKS, LAPTOPS, MP3 PLAYERS, ELECTRONIC GAMES, EARBUDS, ETC.

The Ben Eielson School environment is intended to foster quality academic experiences as well as healthy social relationships and personal development. Additionally, students must learn appropriate use of electronic devices in order to function in a digital world. Ben Eielson regulates the use of cellular telephones and other mobile learning devices, as well as other electronic devices such as games and players and accessories differently for junior high and high school students as follows:

Terms and Conditions for Junior High Students:

- may only use and possess-on-their-person their personal electronic devices and accessories prior to 7:45 am and after 2:15 pm
- all electronic devices and accessories must remain off and stored in the student's locker during the school day
- students assume all risk of loss, damage or theft of their electronic device(s) and accessories
- students shall have access to "land line" school phones during school hours per school guidelines (see pg.14)
- violations of these terms and conditions of possession and use of personnel electronic devices and accessories may result in school-based consequences*

Terms and Conditions for High School Students:

- may possess-on-their-person their personal electronic device and accessories at school at all times, however an electronic device and/or accessories may be confiscated by school authorities pursuant to School Board Policy 804
- students assume all risk of loss, damage or theft of their electronic device(s) and/or accessories
- may use personal electronic devices and accessories on school grounds as follows:
 - prior to 7:45 am, after 2:15 pm, during passing periods, and during lunch
 - during class with teacher permission and supervision
 - at school and school-sponsored activities (assemblies, etc.), in compliance with administrator or staff directives
- may not use personal electronic devices in the junior high hallway during the academic day or in the cafeteria during junior high lunch
- violations of these terms and conditions of possession and use of personal electronic devices may result in school-based consequences*

***Junior high and high school students violating the above described terms and conditions of possession and use of personnel electronic devices and accessories are subject to the following school-based consequences:**

<i>1st offense:</i>	<i>1 hour detention</i>
<i>2nd offense:</i>	<i>3 hours of detention</i>
<i>3rd offense:</i>	<i>1 day in-school suspension, parent contact</i>
<i>4th offense:</i>	<i>3 days in-school suspension, parent contact</i>
<i>5th and following offenses:</i>	<i>Follows insubordination discipline schedule beginning at the 2nd offense level.</i>

Students are subject to the FNSB School District’s behavior standards, and misuse of personal electronic devices and/or accessories may result in more serious disciplinary consequences, up to and including expulsion. **Use of earbuds during instructional time, in the hallway or in the lunchroom constitutes a safety concern and may interfere with communication of instructions, announcements and automated alarms to the student.** Examples of electronic device misuse include, but are not limited to, viewing an inappropriate Internet site or one normally blocked to students; the transmission of verbal or written conduct, or digital images which harass, bully, intimidate or threaten, and using a camera to embarrass an individual or engage in academic dishonesty (see SBP 804 and 1045 - 1048).

FIGHTING*

Fighting is behavior that results in physical conflict or mutual combat between two or more individuals, regardless of who initiated the conflict. Mitigating and aggravating circumstances may be considered when determining the appropriate disciplinary action.

<i>1st offense</i>	<i>Minimum 3 day suspension, Principal’s discretion</i>
<i>2nd offense</i>	<i>Minimum 5 day suspension, Principal’s discretion</i>
<i>3rd offense</i>	<i>Minimum 10 day suspension, Principal’s discretion</i>
<i>4th offense</i>	<i>Recommendation for expulsion, Principal’s discretion</i>

FLAGRANT DISRESPECT*

Students are expected to treat other students, teachers, staff and adults with respect. Behavior that displays rude or offensive acts or language that infringes upon the educational process and/or that challenges and/or blocks the reasonable actions of any staff member, student, or other person on school grounds or at any school sponsored activity is considered flagrant disrespect.

<i>1st offense</i>	<i>Principal discretion depending on circumstances</i>
<i>2nd offense</i>	<i>Minimum 3 day suspension</i>
<i>3rd offense</i>	<i>Minimum 5 day suspension</i>
<i>4th offense</i>	<i>Minimum 10 day suspension</i>
<i>5th offense</i>	<i>Recommendation for expulsion</i>

FOOD, DRINK & LUNCH

Snacks and drinks are discouraged in the classrooms. Food may not be eaten in the carpeted hallways at any time. Students may only eat lunch in a teacher’s classroom during lunchtime with that teacher’s permission and lunches may not be eaten during class time. Students in the building must eat in the cafeteria or other designated area. Students on campus must eat in a civilized manner, not leave a mess and clean up/pick up after themselves.

FORGERY

Forging a parent/guardian or teacher note or signature is against school rules. Forging, altering, or possessing an altered parental or teacher note or signature will result in:

<i>1st offense</i>	<i>Principal’s discretion</i>
<i>2nd offense</i>	<i>Min 3 day suspension</i>
<i>3rd offense</i>	<i>Min 5 day suspension</i>
<i>4th offense</i>	<i>Min 10 day suspension</i>
<i>Subsequent offense</i>	<i>Recommendation for expulsion</i>

HARASSMENT*

Harassment is defined as any oral, written, or physical conduct (including computer email and electronic messages) relating to race, color, creed, sex, national origin, marital status, political background, or sexual orientation that is sufficiently severe, pervasive, or persistent that it substantially interferes with or limits an individuals’ academic or work performance or creates an intimidating, hostile, or offensive academic or work environment.

<i>1st offense</i>	<i>Principal’s discretion</i>
<i>2nd offense</i>	<i>Minimum 3 day suspension</i>
<i>3rd offense</i>	<i>Minimum 5 day suspension</i>
<i>4th offense</i>	<i>Minimum 10 day suspension</i>
<i>Subsequent offenses</i>	<i>Recommendation for expulsion</i>

INDECENT EXPOSURE*

Indecent exposure is defined as mooning of bare buttocks, flashing of bare breasts, streaking, and partial or full-frontal nudity. Actions taken when a student engages in indecent exposure may include:

<i>1st offense</i>	<i>Minimum 5-day suspension, principal discretion</i>
<i>2nd offense</i>	<i>Minimum 10 day suspension, principal discretion</i>
<i>All subsequent offenses</i>	<i>Recommendation for expulsion</i>

INSUBORDINATION*

Students are expected to respond appropriately to requests or directives given by staff members. Behavior that intentionally disregards a specific, serious directive given by any staff member or other adult in authority on school grounds or at any school-sponsored activity is insubordinate.

<i>1st offense</i>	<i>Principal discretion depending on circumstances</i>
<i>2nd offense</i>	<i>Minimum 3 day suspension</i>
<i>3rd offense</i>	<i>Minimum 5 day suspension</i>
<i>4th offense</i>	<i>Minimum 10 day suspension</i>
<i>5th offense</i>	<i>Recommendation for exclusion</i>

INTIMIDATING BEHAVIOR / BULLYING*

Intimidating behavior / bullying is repeated, intentional, and generally unprovoked attempts by one or more individuals to inflict physical harm or emotional distress upon another person or group, and there exists a real or perceived imbalance of power between the bully and the victim(s) and the misbehavior may be direct or indirect. Some examples are, but not limited to:

- Physical bullying---punching, hitting, poking, choking, hair pulling, beating, biting, unwanted tickling, and encroachment of personal space.
- Verbal bullying—teasing, tormenting, gossiping, spreading rumors, name-calling, ridicule and insults.
- Emotional bullying—rejection, terrorizing, humiliations, ostracizing which may result in the fearful anticipation by the victim of future attacks.
- Sexual bullying—sexual positioning, voyeurism, or escalation to physical contact. Includes but not limited to shooting the moon, pulling down another’s pants, etc.

<i>1st offense</i>	<i>Principal’s discretion</i>
<i>2nd offense</i>	<i>Minimum 10 day suspension, Principal’s discretion</i>
<i>3rd offense</i>	<i>Recommendation for expulsion, Principal’s discretion</i>

LITTERING

It is the joint responsibility of students and staff to maintain the appearance of the school building and campus. Students are expected to pick up after themselves at all times. Littering will result in detention and/or work detail.

LOITERING

Any student or group of students remaining in the building after 2:45 pm must be engaged in academic/educational or school sponsored activity, or they will be required to leave the building. Students must be with a sponsor after 4:00 pm if they remain in the building. Laying on the floor/ground on campus is prohibited except under the supervision of a staff member. **Students loitering in the building after 4:00 pm will, after an initial warning, receive after school detention, with progressive discipline if the inappropriate behavior continues.**

<i>1st offense</i>	<i>Warning</i>
<i>2nd offense</i>	<i>1 hours detention</i>
<i>3rd offense</i>	<i>3 hours detention, discipline moves to insubordination.</i>

OBSCENE AND PORNOGRAPHIC MATERIAL

Students are to use discretion in their choice of language, body language and written/drawn material. Pornographic material, including nude pictures and indecent exposure is prohibited. This includes material sent or received at the school over the Internet and displays in student lockers. Depending on the offending material, law enforcement may be contacted.

<i>1st offense</i>	<i>Min 3 day suspension, Principal’s discretion</i>
<i>2nd offense</i>	<i>Min 5 day suspension, Principal’s discretion</i>
<i>3rd offense</i>	<i>Min 10 day suspension, Principal’s discretion</i>

PARAPHERNALIA*

Behavior that constitutes possession or use of items, equipment, and/or products associated with combustion or fire starting; smoking and use of tobacco; illegal drinking and the use of alcohol; or marijuana, inhalants, narcotics, depressant, hallucinogenic, or stimulant drugs while on school grounds or at school sponsored activities.

<i>1st offense</i>	<i>Principal’s discretion</i>
<i>2nd offense</i>	<i>Minimum 3 day suspension</i>
<i>3rd offense</i>	<i>Minimum 5 day suspension</i>
<i>4th offense</i>	<i>Minimum 10 day suspension</i>
<i>Subsequent offenses</i>	<i>Recommendation for expulsion, Principal’s discretion</i>

PHYSICAL AGGRESSION*

Physical aggression is posturing or challenging behavior that conveys fighting or flagrant disrespect. This includes but is not limited to violating another's personal space, excessive staring and/or following, chest/belly bumping, tripping, kicking, hitting, spitting, vandalizing/damaging personal property or otherwise defiling another person.

<i>1st offense</i>	<i>Principal's discretion</i>
<i>2nd offense</i>	<i>Min 3 day suspension, Principal's discretion</i>
<i>3rd offense</i>	<i>Min 5 day suspension, Principal's discretion</i>
<i>4th offense</i>	<i>Min 10 day suspension, Principal's discretion</i>
<i>Subsequent offenses</i>	<i>Recommendation for expulsion</i>

PROFANITY

Students are to use discretion in their choice of language, body language and written/drawn material. This includes material sent or received at the school over the Internet. The use of profanity is prohibited.

<i>1st offense</i>	<i>Principal's discretion.</i>
<i>2nd offense</i>	<i>Up to 3 day In-School Intervention, Principal's discretion</i>
<i>3rd offense</i>	<i>Up to 3 day suspension, Principal's discretion</i>

REFUSAL TO FOLLOW SCHOOL OR CLASSROOM RULES

Failure to follow specific written school and classroom rules as published in the school's student handbook or the teacher's classroom management procedures. Actions taken when a student refuses to follow school or classroom rules may include:

<i>1st offense</i>	<i>Staff in authority will pursue available school intervention with student and parent regarding the breaking school or classroom rules.</i>
<i>Subsequent offenses</i>	<i>If a student continues to break school or classroom rules, the behavior may be disruptive, flagrantly disrespectful, and/or insubordination and referred to the administration.</i>

SEXUAL ACTIVITY*

Sexual activity is defined as public masturbation or other solo sexual activity or any consensual sexual activity including but not limited to intercourse and oral sex, in school, on school grounds or at a school sponsored activity.

<i>1st offense</i>	<i>Minimum 10-day suspension, Principal's discretion</i>
<i>All subsequent offenses</i>	<i>Recommendation for expulsion, Principal's discretion</i>

SKATEBOARDS, BIKES, ROLLER-SKATES, ROLLER BLADES, SCOOTERS, LASER POINTERS

Laser pointers are not allowed at school. For safety and insurance reasons, skateboards, roller blades, scooters, and roller-skates may not be used on campus. Bike riders must wear a helmet and must lock their bike in the designated area.

<i>1st offense</i>	<i>Warning, Principal's discretion</i>
<i>2nd offense</i>	<i>Confiscation and 3 hours of detention</i>
<i>3rd offense</i>	<i>Item returned only to parent/guardian and 1-3 days Intervention</i>

SKIPPING AND UNEXCUSED ABSENCES

Students who are late to class ten or more minutes will be considered skipping. Unexcused absences that have gone past the 48 hours for parent notification to the school will be considered skipping.

<i>1st offense</i>	<i>Detention will be assigned for skipping.</i>
<i>Multiple hour offense</i>	<i>Combination of intervention and detention until time is served.</i>
<i>Chronic unexcused absences may result in withdrawal from school due to nonattendance.</i>	

TARDY POLICY

Ben Eielson promotes the value of instructional time and the importance of student responsibility with our tardy policy. We expect every student, in class, on time every day. When students are late, they are sent down to the front office. Here, they will receive a tardy admit pass to class. The best way to avoid consequences is to arrive to class, on time. The consequences for excessive tardies are as follows:

<i>1st-5th</i>	<i>Tardy</i>	<i>Student will receive a tardy admit pass to class.</i>
<i>6th-10th</i>	<i>Tardy</i>	<i>Student will be assigned 1 after school/lunch detention</i>
<i>11th-15th</i>	<i>Tardy</i>	<i>Student will meet with administrator for conference and is assigned 1/2 day In-School Suspension. Students' parent/guardian and counselor are notified.</i>
<i>16th-19th</i>	<i>Tardy</i>	<i>Student will meet with administrator for conference and is assigned 1 day In-School Suspension. Students' parent/guardian, counselor, and administrator will meet to discuss placing the student on an attendance contract.</i>
<i>20+</i>	<i>Tardy</i>	<i>Student conference with administrator, counselor and parent/guardian to discuss effectiveness of attendance contract. If the student resides in an out-of-attendance area, the possibility of a transition plan will be discussed for the student to move back to home school at the end of the existing quarter/semester.</i>

*Work missed due to an unexcused tardy is not eligible for make-up.

NOTE: Tardies and absences are cumulative across each Quarter

AUTHORITY OF SCHOOL OFFICIALS

As stated in school board policy 1042.1, each student is subject to district and school policy, regulations and rules.

- * During the time he/she is being transported to or from school on buses;
- * During the time he/she is attending school;
- * During the time he/she is on the school premises, and;
- * During the time he/she is taking part in any school-sponsored activity.

TOBACCO USE/SMOKING*

Use or possession of tobacco by students while on any school property or at any school sponsored activity is prohibited. Possession or use of tobacco in any form by students is prohibited on campus or at school activities. Possession or use of lighters, matches, papers and other related paraphernalia is subject to the same consequences as tobacco products.

<i>1st offense</i>	<i>3 days of ISI</i>
<i>2nd offense</i>	<i>1 to 3 day suspension and referral to school's student assistance program.</i>
<i>3rd offense</i>	<i>3 to 5 day suspension and referral to school's student assistance program.</i>
<i>4th offense</i>	<i>5 to 10 day suspension and referral to school's student assistance program.</i>

EMERGENCY PROCEDURES



EMERGENCY SERVICES

In the event of a medical emergency, an ambulance may be called for emergency care. The parents are financially responsible for any costs resulting from the call. We will make every attempt to notify parents of the emergency prior to the ambulance call. However, the safety of your child is our first concern. The inability to reach parents/guardians prior to the ambulance call does not preclude parent's financial responsibility. Please have your current address, home and parents' duty/work phone number on file with the office.

FIRE DRILL PROCEDURES

When emergency situations occur which require the evacuation of the premises of Ben Eielson Junior-Senior High, the following procedures apply:

All students and staff will evacuate the building following the fire drill exits as shown on the building maps posted throughout the building. In actual emergency situations, students will be moved to a near-by building following the exit plans of their classroom. Alaska State statutes and district policy require nine (9) fire drills, two (2) earthquake drills, and two (2) lockdown drills per school year. Whenever possible we will try to drill in good weather, however students are expected to exit with their class immediately and remain together and quiet when at their designated out-of-the-building area during any evacuation drill.

EARTHQUAKE DRILL PROCEDURES

- Drop and Cover: Students are to protect themselves by getting under desks or tables if possible. If there is no cover available, move to an inside wall and do the following:
- Kneel next to the wall, facing away from the windows.
- Cover the sides of your head with your elbows and clasp your hands behind your neck.
- Remain in a safe position for at least 60 seconds or until the shaking has stopped or a school Administrator gives further instructions.

LOCKDOWN MODE

When a lockdown is announced, all students are to immediately report to the nearest classroom or designated area. Students are to stay away from windows and doors, seated quietly on the floor. Students are to remain in the classroom until told by an administrator or law enforcement to either proceed as normal or to evacuate the building using the building Fire Drill Procedures.



PUBLIC NOTICE



The Fairbanks North Star Borough School District does not discriminate on the basis of race, ethnicity, color, religion, creed, sex, age, national origin, physical or mental disability, marital status, changes in marital status, pregnancy, parenthood, sexual orientation, gender identity 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 Amendments of 1972 in the educational 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:

Ms. Doreen Oliver
Employment and Educational Opportunity Director
520 Fifth Avenue
4th Floor, Suite A, Room 410
Fairbanks, Alaska 99701
(907) 452-2000 ext. 11466
Fax (907) 452-3172
doreen.oliver@k12northstar.org

May 2016

Ben Eielson Junior High
2017-2018 Bell Schedules

	Monday	Tuesday	Wednesday	Thursday	Friday
Period					
1	7:45-8:38	1 7:45-9:00	2 7:45-9:00	1 7:45-9:00	1 7:45-8:38
2	8:45-9:38	SSP 9:07-9:37	SSP 9:07-9:37	SSP 9:07-9:37	2 8:45-9:38
3	9:45-10:38	2 9:44-10:59	3 9:44-10:59	3 9:44-10:59	3 9:45-10:38
4	10:45-11:38	4 11:06-12:21	5 11:06-12:21	4 11:06-12:21	4 10:45-11:38
Lunch	11:40-12:10	Lunch 12:23-12:53	Lunch 12:23-12:53	Lunch 12:23-12:53	Lunch 11:40-12:10
5	12:15-1:08	5 1:00-2:15	6 1:00-2:15	6 1:00-2:15	5 12:15-1:08
6	1:15-2:15				6 1:15-2:15

Ben Eielson Senior High
2017-2018 Bell Schedules

	Monday	Tuesday	Wednesday	Thursday	Friday
Period					
1	7:45-8:38	1 7:45-9:00	2 7:45-9:00	1 7:45-9:00	1 7:45-8:38
2	8:45-9:38	SSP 9:07-9:37	SSP 9:07-9:37	SSP 9:07-9:37	2 8:45-9:38
3	9:45-10:38	2 9:44-10:59	3 9:44-10:59	3 9:44-10:59	3 9:45-10:38
Lunch	10:40-11:10	Lunch 11:01-11:31	Lunch 11:01-11:31	Lunch 11:01-11:31	Lunch 10:40-11:10
4	11:15-12:08	4 11:38-12:53	5 11:38-12:53	4 11:38-12:53	4 11:15-12:08
5	12:15-1:08	5 1:00-2:15	6 1:00-2:15	6 1:00-2:15	5 12:15-1:08
6	1:15-2:15				6 1:15-2:15