



Fox Middle School

743 Jeffco Blvd Arnold, Missouri 63010

Dr. Marilyn Jackson,	Principal
Dr. Mark Weller,	Assistant Principal
Mr. Brad Fincher,	Counselor
Ms. Kelsie Tinnea,	Counselor
Ms. Cindy Thornberry,	Nurse
Ms. Cherish Rauch,	Building Secretary
Mrs. Katherine Lowery,	Diagnostician
Mrs. Jannelle Wyatt,	Diagnostic Secretary
Mrs. Amy Horn,	Social Worker

Important Phone Numbers

Fox Middle School	636-296-5077
Fox Middle School Fax	636-282-5171
Fox C-6 Administrative Offices	636-296-8000
Fox C-6 Transportation Office	636-296-5331
Report & Support TipLine	636-206-8103

(call or text)

Please visit our website foxms.fox.k12.mo.us for up-to-date school and club information and daily announcements. You can also log-in to your Parent Portal page from the FMS website.

Follow us on Twitter - [@FoxMiddleSchool](https://twitter.com/FoxMiddleSchool)

Like us on Facebook - www.facebook.com/FoxMiddleSchool



National District of Character

Dear Parent or Guardian:

Our district is required to inform you of information that you, according to the Every Student Succeeds Act of 2015 (Public Law 114-95), have the right to know. Upon your request, our district is required to provide to you in a timely manner, the following information:

- Whether your student's teacher has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction.
- Whether your student's teacher is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived.
- Whether your student's teacher is teaching in the field of discipline of the certification of the teacher.
- Whether your child is provided services by paraprofessionals and, if so, their qualifications. In addition to the information that parents may request, a building receiving Title I.A funds must provide to each individual parent:
- Information on the level of achievement and academic growth of your student, if applicable and available, on each of the State academic assessments required under Title I.A.
- Timely notice that your student has been assigned, or has been taught for 4 or more consecutive weeks by a teacher who has not met applicable State certification or licensure requirements at the grade level and subject area in which the teacher has been assigned.

**Missouri Department of Elementary and Secondary Education
Every Student Succeeds Act of 2015 (ESSA)
COMPLAINT PROCEDURES**

This guide explains how to file a complaint about any of the programs¹ that are administered by the Missouri Department of Elementary and Secondary Education (the Department) under the Every Student Succeeds Act of 2015 (ESSA)².

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1. What is a complaint?

For these purposes, a complaint is a written allegation that a local education agency (LEA) or the Missouri Department of Elementary and Secondary Education (the Department) has violated a federal statute or regulation that applies to a program under ESSA.

2. Who may file a complaint?

Any individual or organization may file a complaint.

3. How can a complaint be filed?

Complaints can be filed with the LEA or with the Department.

4. How will a complaint filed with the LEA be investigated?

Complaints filed with the LEA are to be investigated and attempted to be resolved according to the locally developed and adopted procedures.

5. What happens if a complaint is not resolved at the local level (LEA)?

A complaint not resolved at the local level may be appealed to the Department.

¹Programs include Title I, A,B,C,D Title II, Title III, Title IV.A, Title V

²In compliance with ESSA Title VIII-Part C, Sec. 8304 (a)(3)(C) Local education agencies are required to disseminate, free of charge, this information regarding ESSA complaint procedures to parents of students and appropriate private school officials or representatives.

6. How can a complaint be filed with the Department?

A complaint filed with the Department must be a written, signed statement that includes:

1. A statement that a requirement that applies to a ESSA program has been violated by the LEA or the Department, and
2. The facts on which the statement is based and the specific requirement allegedly violated.

7. How will a complaint filed with the Department be investigated?

The investigation and complaint resolution proceedings will be completed within a time limit of forty-five calendar days. That time limit can be extended by the agreement of all parties.

The following activities will occur in the investigation:

- 1. Record.** A written record of the investigation will be kept.
- 2. Notification of LEA.** The LEA will be notified of the complaint within five days of the complaint being filed.
- 3. Resolution at LEA.** The LEA will then initiate its local complaint procedures in an effort to first resolve the complaint at the local level.
- 4. Report by LEA.** Within thirty-five days of the complaint being filed, the LEA will submit a written summary of the LEA investigation and complaint resolution. This report is considered a public record and may be made available to parents, teachers, and other members of the general public.
- 5. Verification.** Within five days of receiving the written summary of a complaint resolution, the Department will verify the resolution of the complaint through an on-site visit, letter, or telephone call(s).
- 6. Appeal.** The complainant or the LEA may appeal the decision of the Department to the U.S. Department of Education.

8. How are complaints related to equitable services to nonpublic school children handled differently?

In addition to the procedures listed in number 7 above, complaints related to equitable services will also be filed with the U.S. Department of Education, and they will receive all information related to the investigation and resolution of the complaint. Also, appeals to the United States Department of Education must be filed no longer than thirty days following the Department's resolution of the complaint (or its failure to resolve the complaint).

9. How will appeals to the Department be investigated?

The Department will initiate an investigation within ten days, which will be concluded within thirty days from the day of the appeal. This investigation may be continued beyond the thirty day limit at the discretion of the Department. At the conclusion of the investigation, the Department will communicate the decision and reasons for the decision to the complainant and the LEA. Recommendations and details of the decision are to be implemented within fifteen days of the decision being delivered to the LEA.

10. What happens if a complaint is not resolved at the state level (the Department)?

The complainant or the LEA may appeal the decision of the Department to the United States Department of Education.

-NOTICE OF NON-DISCRIMINATION-

The Fox C-6 School District does not discriminate on the basis of age, ethnicity, religion, sexual orientation or perceived sexual orientation in its programs and activities. The following person has been designated to handle inquiries regarding the non-discrimination policies:

Section 504 Coordinator Dr. Kelly Bracht Assistant Supt–Human Resources Central Office 745 Jeffco Blvd. Arnold, MO 63010-1432 Telephone: 636-296-8000	Title VI Coordinator Mrs. Angela Baker Director of Federal Programs Central Office 745 Jeffco Blvd. Arnold, MO 63010-1432 Telephone: 636-296-8000	Title IX Coordinator Dr. Kelly Bracht Assistant Supt-Human Resources Central Office 745 Jeffco Blvd. Arnold, MO 63010-1432 Telephone: 636-296-8000
Title II Coordinator Mrs. Angela Baker Director of Federal Programs Central Office 745 Jeffco Blvd. Arnold, MO 63010-1432 Telephone: 636-296-8000	Age Act Coordinator Dr. Kelly Bracht Assistant Supt-Human Resources Central Office 745 Jeffco Blvd. Arnold, MO 63010-1432 Telephone: 636-296-8000	

Any person may also contact the Office for Civil Rights, U.S. Department of Education, regarding the institution’s compliance with the regulations implementing Section 504, Title II, Title VI, Title IX, and the Age Act.

**-NON-DISCRIMINATION AND STUDENT RIGHTS-
SEXUAL HARASSMENT OF STUDENTS**

Sexual harassment of students by employees or other students is strictly prohibited by the School District. Sexual harassment is defined as unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature when:

- Such conduct has the purpose or effect of unreasonably interfering with a student’s educational performance or creating an intimidating, hostile or offensive educational environment.
- Submission to such conduct is made either explicitly or implicitly a term or condition of a student’s academic status or progress; or
- Submission to or rejection of such conduct by a student is used as a basis for evaluating the student’s performance within a course of study or other school-related activity.

Whether a student voluntarily submits to sexual advances or requests is irrelevant for the purposes of this policy. Students who believe they have been the victims of or have witnessed sexual harassment should report the incident(s) to any teacher, guidance counselor or school administrator. The staff member who receives the complaint shall promptly inform the administrator who is designated to investigate such reports, or to the next level administrator who is not the subject of the complaint. Employees who witness sexual harassment against students shall immediately notify the designated administrator, or the next level of administrator who is not the subject of the complaint. There will be no adverse action taken against a person for reporting an incident or participating in or cooperating with an investigation.

The appropriate administrator shall conduct an investigation of the incident and shall take disciplinary action where appropriate, up to and including suspension and/or expulsion of the student or suspension and/or termination of the

employee, in order to ensure that further sexual harassment does not occur. Confidentiality will be preserved consistent with applicable laws and the responsibility to investigate and address such complaints. Students who believe that their complaint has not been satisfactorily resolved may use the normal grievance procedure. Publication disseminated to employees and students will inform them of this policy.

Standard Complaint Resolution Procedure for No Child Left Behind Programs

This complaint resolution procedure applies to all programs administered by the Missouri Department of Elementary and Secondary Education under the No Child Left Behind Act (NCLB). A complaint is a formal allegation that a specific federal or state law or regulation has been violated, misapplied, or misinterpreted by school district personnel or by Department of Education personnel.

Any parent or guardian, surrogate parent, teacher, administrator, school board member, or other person directly involved with an activity, program, or project operated under the general supervision of the Department may file a complaint. Such a complaint must be in writing and signed; it will provide specific details of the situation and indicate the law or regulation that is allegedly being violated, misapplied, or misinterpreted.

The written, signed complaint must be filed and the resolution pursued in accordance with local district policy.

The Fox C-6 School District implements the following procedures for resolving complaints which may arise concerning possible violations of the provisions of all Federal Programs:

1. Complaints may be filed by parents, advisory councils, district staff members, concerned organizations, or individuals within the Fox C-6 School District.
2. To be considered, the complaint should allege a violation of the Elementary and Secondary Act; the General Education Provisions Act as it applies to all Federal programs; any state rules or guidelines; or the application as approved.
3. The complaint should be in writing and signed by the individual or his representative and submitted to the Federal Programs Coordinator for the Fox C-6 School District.
4. Unless unusual circumstances arise, 30 days will be the maximum time for investigating and resolving the complaint by the Federal Programs Coordinator.
5. The Fox C-6 School District will provide the complainant, his representative, or both an opportunity to present evidence regarding the complaint and an opportunity for the complainant to question the parties involved.
6. A written decision will be rendered by the Fox C-6 School District to the complainant, the Missouri Department of Education, and the DAC and provided to all parties involved within 30 days of the filing of the original complaint. (note 3 above)
7. The complainant may appeal the decision to the Missouri Department of Education within 30 days of receiving the decisions of the Fox C-6 School District Federal Programs Coordinator.
8. Complaint procedures will be disseminated annually to interested parties including all advisory councils within the Fox C-6 School District.

If the issue cannot be resolved at the local level, the complainant may file a complaint with the Missouri Department of Education. If there is no evidence that the parties have attempted in good faith to resolve the complaint at the local level, the Department may require the parties to do so and may provide technical assistance to facilitate such resolution.

Any persons directly affected by the actions of the Department may file a similarly written complaint if they believe

state or federal laws or regulations have been violated, misapplied, or misinterpreted by the Department itself. Anyone wishing more information about this procedure or how complaints are resolved may contact the local district of Department personnel.

FOX C-6 SCHOOL DISTRICT

745 JEFFCO BLVD. • ARNOLD, MO • 63010

636.296.8000 • www.fox.k12.mo.us

School and district handbooks contain policies and procedures that may be updated throughout the course of a school year. Updates to district-wide policies can be tracked by following Board of Education meetings through BoardDocs, and any changes to the policies contained in this handbook will be made available on district and building websites.

Please check the district website at www.fox.k12.mo.us frequently for the most updated versions of our policies, procedures, and other useful information.

If you have any questions, please contact your building principal for more information.

MISSION STATEMENT

The mission of Fox Middle School is to help every student realize his or her full potential and become a responsible, productive, respectful citizen. Fox Middle School is committed to promoting life-skills where students have the ability to improvise, adapt, and overcome life circumstances.

FOX MIDDLE GOALS

The number one goal of the staff is the continual improvement of student achievement and attendance. The following goals have been developed by the faculty, staff, students and parents of Fox Middle. Fox Middle will work to promote a positive learning environment for all students, recognize, reward and publicize the success of students and staff, celebrate the good things young adolescents achieve, increase parent participation, teach tolerance and practice responsibility.

WELCOME

The Fox Middle School staff extends to you a warm and sincere welcome. We hope the time you spend at Fox Middle will be both academically rewarding and socially enjoyable. Your school experiences in the classroom and outside of the classroom will be as good as you make them. As a citizen of this school you are expected to become familiar with and to follow the rules which have been established for the welfare of the entire student body. This handbook has been prepared in order to help you become acquainted with rules, policies, and procedures at Fox Middle. Ignorance of rules and policies will not be an excuse to avoid following the rules and policies as described.

It has been our experience that students do better academic work, get along better socially, and generally, enjoy their educational experience more when they are well informed of and involved in their school's governing rules and policies. We are asking you to take some time at home to go through the Handbook with your child. We sincerely believe your time will be well spent and as the year progresses, you and your child, as well as school officials will be rewarded for your efforts.

From time to time, school correspondence will be sent home, usually by 8th hour teachers. In case your child has just commenced his/her Middle School experiences, you may find some memory lapses in his/her keeping you as well informed about the school as was the case during the past elementary school years. I will also communicate with you through weekly Friday Newsletters that are e-mailed home. Your cooperation is essential to our maintaining a high quality educational program and character program for our community's most important product - - your children.

CHARACTER EDUCATION

Character education plays a major role in everything we do at Fox Middle. Our Character Education program is guided by the respect that we all have for each other and our school. Students at Fox Middle School are leaders. They are given responsibilities that students don't get at most schools. With those responsibilities come high expectations. Our school has been recognized twice as a Missouri School of Character and twice as a National School of Character. A good rule of thumb is to always be in the right place, at the right time, doing the right thing.

ACADEMIC INFORMATION

1. **Homework Requests** – If your child is absent for fewer than three days, you must contact the teacher for missing work. For students who will be out more than three (3) days, please call the office and homework will be arranged for you to pick-up
2. **Report Cards**- Report Cards are sent home via e-mail approximately 2 weeks after the end of each quarter. Parents can request paper copies of report cards by contacting the office.
3. **Parent Portal**- Please keep up-to-date on your child's progress through the Tyler parent portal at <http://portal.fox.k12.mo.us>. For help accessing information, please call the office.
4. **Withdrawal from school** - To withdraw from school the parents shall notify the school immediately. The student will turn in all books and other materials during class periods throughout the day.
5. **Parent Conferences** – Parents will be invited to parent conferences at the end of 1st and 3rd quarter. Parents are always free to call the office for a parent/teacher conference if there are concerns regarding your student's progress.
6. **Freeze Time** – The first 10 minutes and last 10 minutes of each class period will be protected from interruption. Students will not be issued hall passes during that time.
7. **Textbooks** – Students are responsible for keeping their textbooks at all times. Be advised that not all teachers issue textbooks to students. Students are not allowed to share books.
8. **Missing/Late Homework** – Fox Middle School teachers and administration believe that giving students the option of not turning in homework is not appropriate. Students will be required to turn in all work. Students that are missing assignments may be pulled from classes, miss advisory activities, or be required to stay in after-school tutoring for failing to turn in homework. Students are expected to complete daily homework assignments. Non-participation in class and on school work or projects is not an option at Fox Middle School.

9. ATTENDANCE INFORMATION

Excellent attendance is an important part of getting a good education.

1. **Absences from School** - Prolonged and excessive illness without a doctor's verification will be considered unexcused. The school is required to notify the Juvenile Office in Hillsboro when students continue to be truant. Fox Middle will notify Juvenile authorities after the 10th day absent when there is not appropriate documentation to justify absences.

Fox Middle School accepts only the following as excused absences:

- Illness in which student is taken to see a physician (notes must be signed by the physician)
- Absences mandated by order of government agency or court order
- Death of family member (please obtain a bereavement note from the funeral home)
- Observance of religious holiday
- Pre-arranged absences approved in advance and in writing by administration

Parents are asked to provide doctor notes to document student absences. If a student is sick at home they must bring a note from a parent or guardian and present the note to the secretary upon returning to school to request make-up assignments. Parents are asked to call the office as early as possible to report their child absent. Any student in athletics, music, band, speech/debate or drama must be in school the day they are going to play or perform. Failure to do so will result in the student not being allowed to play or perform. Exceptions may be approved by the principal in advance. **STUDENTS ABSENT FROM SCHOOL MAY NOT ATTEND ANY AFTER SCHOOL ACTIVITIES**

2. **Tardiness to school** - If you arrive late to school, you must report to the main office for an admit slip. **DO NOT GO DIRECTLY TO CLASS. YOUR PARENT MUST SIGN YOU IN.** Detention will be assigned beginning with the 3rd tardy in a quarter.
3. **Tardiness to class** - All students are expected to get to class on time and to be in their seat when class begins. Discipline will be assigned beginning with the 6th total tardy to class per quarter.
4. **Class Cutting/Truancy** - Cutting class or being truant from school will not be tolerated and will result in disciplinary action (see Student Conduct and Discipline section of this handbook).

BUS PASSES, EARLY DISMISSALS, AND SCHOOL PREMISES

1. **Bus Passes** - Bus pass requests must be written by a parent or guardian. The note must include the bus number, student's name, parent's name and the person with whom the student will be riding home, and the date. It also must include a phone number where the parent who wrote the note can be reached during the day. **Bus pass requests must be turned in to the office BEFORE THE BEGINNING OF 1st HOUR. For the safety of our students, we cannot issue bus passes requested over the phone or via email.** Passes will not be issued for buses that are at their maximum capacity. Students will not be allowed to leave class to take a bus note to the office.
2. **Early Dismissals** - Parents who wish to pick up their student prior to the end of the school day may do so by reporting to the main office to sign the student out. Please send a note with the student to be turned in to the office in the morning.
3. **Leaving school grounds without permission** is classified as truancy, and may be subject to automatic suspension and/or make up time in detention. If you become ill during the school day, you

are to report to your teacher where in most cases you will be issued a pass to see the nurse. If she deems it necessary, she will contact your parent or guardian and then authorize your release through the Principal's office. *Under no circumstances are you permitted to call or text parents or others to pick you up without authorization from the nurse or principal.* Generally speaking early dismissals are authorized only for urgent reasons such as doctor or dental appointment, illness or court appearance.

4. **Being on School Premises** - Students are not permitted in the school or on school premises after school except during an authorized school activity. No person may remain on school premises if not engaged in legitimate school business under the supervision of an FMS staff member.

EMERGENCY INFORMATION

Earthquake Procedure - During the first vibrations of an earthquake, get on the floor under a load bearing structure (table, desk, chair, door frame). Roll yourself into a "ball" position with your arms and hands folded over your head. If there is no load bearing structure to get under, then go to the closest corner and assume the "ball" position.

If you are in a crowd (gym, cafeteria, or a hallway), do not panic. If the crowd around you panics, hold on to your seat or other sturdy support so that you are not pulled into the flow of the panicked rush where people can be easily injured or killed.

When evacuating the building follow the instructions of your teacher or principal. You will probably be directed to a large open area like the athletic field. Be alert for downed electric lines and tall structures that may fall during earthquake aftershocks.

Fire Alert - The signal for a fire alert is the constant ringing of the school bell or the constant buzzing of the automatic alarm. Your teacher will instruct you on how and where to exit the building. Return directly to class when the alert is over.

Tornado Alert – In the event of a Tornado alert your teacher will instruct you on the procedures necessary to insure your safety.

Lockdown – In the event of an emergency situation the building will proceed into lockdown mode. During lockdown, the individual classrooms and the building will be locked in order to insure our student's safety.

During any emergency it is absolutely necessary to follow the directions of teachers and staff. The safety of Fox Middle School students and staff is of utmost importance.

School Closings - When it becomes necessary to close school for snow or other emergency, announcements will be made on media outlets and on the district's social media accounts. Parents that are signed up to receive school alerts will be notified via text or phone call. **Please do not call the school for this information. It severely ties up the phone lines.**

SAFE-LINE - Call the Safe-Line number **(636) 296-SAFE (7266)** to report drugs, weapons, or other serious problems. **You do not have to give your name.**

HEALTH SERVICES

Students who become ill during the school day should report to the nurse. Students must have a pass from the teacher to see the nurse. If there is a necessity to go home, the nurse will inform the parent and the student will be released to the parent. **No student is to go home without proper authority from the office or the nurse's office.**

Administering Medicines to Students

If under exceptional circumstances a student is required to take medication during the school day, and parents cannot come to school to administer the medication, the school nurse and/or principal's designee will administer the medication in compliance with regulations.

Prescription Drugs. Prescription drugs shall be in the original container labeled with the physician's prescription. Parents shall authorize school personnel to give the medication. This authorization may come in the form of a note to the school acknowledging the parent's approval, dosage, times, amounts, and the termination date for administering the medication. It is suggested that there be enough dosage sent to the school for one week. Inhalers must be left in the nurses' office. **A student is NOT ALLOWED to possess an inhaler unless he /she has presented a Doctor's note to the nurse.**

Non-prescription Drugs. Oral medication that is nonprescription may be administered under the supervision of the school nurse and/or the principal's designee if authorized by the parent. Students are not to carry the medication with them to school. Parents shall authorize school personnel to give the medication. This authorization may come in the form of a note to the school acknowledging the parent's approval, dosage, times, and amounts. It is suggested that there be enough dosage sent to the school for just one week.

Procedures - The school nurse and/or the principal's designee will follow the procedures listed below regarding dispensing of personal medication:

- Inform appropriate school personnel of the medication.
- Keep medication in a locked cabinet.
- Keep a record of the medication administered.
- Return unused medication to the parent or dispose of it if the parent requests disposal.

The school district retains the right to reject requests for administering medication. The parent/guardian of the student must assume the responsibility for informing the school personnel of any change in the student's health or change in medication.

Medical Requirements - Missouri State Law requires students to have the following immunization shots. Students will not be admitted to school without proof of proper immunization.

7th & 8th Graders must have the following:

- 4 DPT w/10yr booster (if needed)
- 3 Injectable Polio vaccine
- 2 MMR
- 3 Hepatitis B

- 8th Graders will need a Tdap Booster if they did not get one at age 11 or within the last 2 years. Incoming 8th graders are also required to have the Meningococcal immunization.

GENERAL RULES AND REGULATIONS

Dress. The Board of Education expects student dress and grooming to be neat, clean and in keeping with community standards, so that each student may share in promoting a positive, healthy and safe atmosphere within the School District. This expectation includes the school day and school sponsored extracurricular activities.

Some types of apparel worn outside of school may not be appropriate to wear in school. If clothing, or the way it is worn causes distractions in the classroom, the student should be prepared to change into more appropriate dress. Clothing of a revealing or vulgar nature will not be tolerated. Parents are expected to know what their children are wearing. It should not be necessary for school officials to have to make judgments about appropriate dress after parents have done so. However, in some cases the Principal or Asst. Principal may be expected to determine the appropriateness of the dress. The student will be expected to change into appropriate clothing if directed to do so by the Principal or Asst. Principal

- Halter tops, tube tops, tank tops (including basketball jerseys), sleeveless shirts, low cut shirts, and any shirt which exposes the midriff are not acceptable. Shirts must cover the student's shoulder entirely.
- Any T-Shirt with sexual innuendos or degrading slogans will not be allowed at school.
- Clothing with vulgar, obscene or inappropriate words or pictures will not be worn..
- See through blouses, dresses, etc.will not be worn.
- Dresses, shorts and skirts should be of appropriate length.
- Excessively long pants that drag the ground are a safety hazard and will not be allowed.
- Jeans with large holes, excessive amounts of tears, or jeans with writings/symbols drawn on jeans.
- Shirts with negative slogans which do not display positive character.
- Pants should be worn around the waist. Excessive sagging that may expose undergarments will not be allowed.
- Pajama Pants will not be worn.
- Articles of clothing advertising any commodity or action of an illegal nature will be forbidden.
- Swimming attire will not be worn.
- Slippers cannot be worn to school.
- All students will wear shoes or sandals.
- Wallet chains or other heavy metal chains may not be worn (including chains worn around the neck).
- Mardi Gras Beads will not be allowed.
- Hats or other head coverings are not to be worn in the building.

Any student not in compliance with the above dress code will be asked by an administrator to change the item in question. If problems continue the student may be sent to the office with a regular referral slip.

Cafeteria - The school cafeteria is maintained as a vital part of the health program of the school. To encourage good nutrition, a well-balanced lunch is offered at a reasonable price. The lunchroom management and your fellow students will appreciate your cooperation in:

- Leave your table and area clean, put all trash in cans provided.
- No "horseplay" or other disorderly conduct allowed in the lunchroom.

- No food or drink may be taken out of the cafeteria.
- No cutting in the line
- Deposit money into your account during breakfast time. **Do not wait until lunch to deposit money into your account.**

Care of School Property - Students are responsible for the proper care of all books, supplies, and furniture supplied by the school. Students who disfigure property or do damage to school property and/or equipment will be required to pay for damage or replacement of the item. He/she will also be subject to disciplinary action as appropriate.

Hall Passes - To leave a classroom for any reason, a student must have a hall pass issued by his/her teacher and must be signed out on the classroom log. Students that abuse their hall pass privileges may have them revoked or restricted.

Lockers - Each student will be issued a locker. Students are not to share lockers, change lockers or give out their combination for any reason. Students are responsible for their locker and its contents. Any damage will result in fines to cover the costs of repairs. All students are required to purchase and use a lock on their assigned locker. Anyone caught opening a locker or tampering with a lock that is not their own will be disciplined. **DO NOT** kick your locker if it becomes jammed. Report this to your teacher or the office and someone will assist you in opening your locker. *The school has the right to open and inspect your locker and its contents at any time without student knowledge or permission.*

School desks and lockers are the property of the Board of Education and are provided for the convenience of the students. As such, they are subject to periodic inspection without notice. The lockers and desks may be searched by school administrators who have a reasonable suspicion that the lockers or desks contain materials prohibited by school policy or state/federal law.

Student Valuables - Students are not to bring large amounts of money, valuable cameras, etc. to school. If you wear glasses or a watch, keep track of it properly. If it becomes necessary to bring valuables to school, turn those into the office for safekeeping. Do not leave valuables in your locker. The students, not the school, are responsible for their personal property.

Lost and Found - Found items will be brought to the cafeteria. All items left in the lost and found will be packed up at the end of each quarter and sent to a charitable organization. **If you have lost an item, check the lost and found.**

Cell Phones - Students are responsible for appropriate use of cell phones. Any device that is capable of taking pictures or video is strictly forbidden in the restrooms or locker rooms. Use or display of cell phones, iPods, non-academic electronic devices or other similar items are not allowed in classrooms without permission of the teacher or supervising adult. Students should practice appropriate public use standards for cell phone use in halls and other common areas. Students should be aware of their surroundings and may only wear one earbud so that they can hear other students, teachers, and emergency announcements. Should an item cause a disruption, it will be confiscated and disciplinary procedures will be followed according to policy. Students are forbidden from video recording, audio recording, or photographing any other students or staff without their permission. Students are responsible for the security of their devices and the district is not responsible for lost, damaged or stolen electronics.

Restrooms - restrooms are to be used during passing periods.

School Dances - After school dances are open only to Fox Middle School students. Dances are offered for students to socialize outside the normal school day and attendance is a privilege. Students that have excessive discipline referrals may not be allowed to attend. School dress code applies to all dances. All students are required to wear clothing covering the area from the shoulder/chest to mid-thigh. No limos are allowed at any school dances. It is our intention to provide activities that all students feel comfortable attending.

A student must be in attendance for part of the day of the dance in order to attend (unless prior Principal approval of absence has been given).

Soda Machines – Students are not to use the soda machines at any time. Sodas in plastic bottles or cans may be brought from home for lunch. No glass bottles are to be brought to school. No food, gum or drink is allowed in classrooms unless prior teacher approval has been given.

Visitors - Do not bring friends or relatives to visit during the school day. Safety factors and legal liability do not allow the school to have student visitors.

Drugs – Pills, marijuana, and other controlled substances are not only illegal, but may result in permanent physical and psychological damage. Students are warned against their use. Anyone found possessing, selling, buying drugs or paraphernalia of any kind on school premises or to and from school will be disciplined according to board policy and the juvenile authorities will be notified. Under some circumstances the student will not be readmitted to school until after a substance abuse evaluation by EAP, Comtrea or other similar agency. Anyone found possessing, selling or buying artificial substance that resembles a controlled substance will be dealt with in the same manner as if it were actually a drug.

Gang Activity / Secret Organizations - All forms of gang activity are forbidden, including, but not limited to: gang signs, gang language, gang apparel or other symbols.

Water Bottles – Students are allowed to carry water to school in clear, plastic bottles only. Students may not carry any other beverage and may not flavor their water in any way. Staff have the right to inspect water bottles if they have reasonable suspicion that they contain anything other than water.

Bullying/Harassment - Student bullying should be reported immediately to a teacher, counselor or administrator. All reports will be investigated in a thorough and confidential manner. Bullying can be physical, emotional, and/or cyber. See Discipline section on Bullying/Harassment consequences.

Other Regulations -

- A. Students are expected to address each staff member by the appropriate title, i.e. Mr., Mrs., or Miss.
- B. All students are expected to cooperate with every staff member and teacher in the building regardless of whether you have the teacher for a class.
- C. Students are expected to show courtesy to other students at all times.
- D. Rocks, snow or any other objects are not to be thrown by students at any time.
- E. Picking of flowers and throwing of any objects in the fountain/pond are prohibited.

School Boundaries & Before School Rules -

Before, During, & After School

- A. Students are not allowed to go to the high school or elementary school at any time without a pass from the office. After arriving at school no student may leave the FMS school grounds/ property.
- B. Students are not allowed in the area behind or between the building and elementary building at any time. The elementary playground equipment is off limits.
- C. Students are not permitted in the parking lots at any time.
- D. Students are not permitted on the walk in front of the school leading to the high school.

Before School Rules -

- A. When students arrive in the morning they are to report to their assigned location:
 - Anyone arriving before 6:55 or anyone eating breakfast should report to the cafeteria.
 - 6th and 7th grade students should report to the gym.
 - 8th grade students should report to the 8th grade hallway.
- B. Once the area is chosen students are to remain there until the warning bell for 1st hour rings.
- C. Students are not allowed to go to their lockers until the 1st hour warning bell rings.
- D. Students in the gym are to sit in the bleachers and talk with friends, etc. No running in the bleachers will be tolerated. No students are allowed on the gym stage.
- E. Students in the cafeteria to eat breakfast are to enter, purchase breakfast and sit on the side of the cafeteria closest to the dish window. Students that arrive before 6:55 should sit in the area closest to the hallway doors.
- F. Whether in the gym, cafeteria, or hallway, all students will remain seated and maintain appropriate behavior.
- H. Be advised that no staff member is on duty until 6:55 a.m. Any student that arrives at school before then must report to the cafeteria.

Buying/Selling Items – Students may not sell any item at school that is not part of a school sponsored fundraiser. Items being sold by students will be confiscated and held until a parent picks them up.

State Testing – All students are required to participate in all district and state-mandated assessments.

STUDENT CONDUCT AND DISCIPLINE

Behavioral Expectations. All students attending school in District schools will be expected to accept the obligation and responsibility to attend school on a regular basis and to comply with the District's policies and regulations. Those students who choose not to fulfill their responsibilities at school will be held accountable for their conduct. Consequences for individual acts of misconduct are calculated to provide a safe and positive environment in which students can maximize their learning potential; to punish the student; and to deter future misconduct.

Fox Middle School practices and supports the behavioral model called BIST, which stands for Behavior Intervention Support Team. In the school setting students are required to take full responsibility for their actions in the classroom and in the hallways. The purpose of the BIST model is to partner with students when they are struggling with their behavior and help them be accountable for their actions and to make changes in their lives. BIST is designed to teach and protect students, so that students can demonstrate positive goals for their life and stay out of trouble. More severe penalties may be necessary depending on the nature of the offense. Steps in the BIST program include:

Safe Seat: A seat in the classroom away from other students.

Buddy Room: A seat in another teacher's classroom to help a student regroup so they may return to the safe seat.

Recovery Room: A place where students can go to stop acting out, calm down, prepare an apology, and create a plan to stay in control and out of trouble.

Think Sheet: A tool that the student completes to help him/her take ownership of the problem and create a plan to be successful.

Processing: Questions that the adult asks the student so he/she may take ownership, practice skills, and make a plan to stay out of trouble.

Further steps will be taken if necessary and a parent will be contacted.

Consequences:

Classroom BIST Consequences:

1. Students moved to the Safe Seat in the classroom.
2. Students moved from the Safe Seat to a Buddy Room.
3. Student moved to the Focus Room.
4. Students asked to complete a Think Sheet when moved to the Safe Seat, Buddy Room, Focus Room.
5. Processing (conducted with student and teacher before the next class period with that teacher).
6. Team Meeting (occurs in the case of repeat offenders).
7. In the event of the development of a student behavioral plan; if the student's behavior DOES NOT improve; he/she may lose school privileges including any school sponsored activities. This will be done at the discretion of the principal or assistant principal.

Detention - Students may be assigned Detention for specific violations of classroom rules, school rules and Board of Education Regulations. Detention is served during lunch. Students in lunch detention may bring lunch from home or purchase a sack lunch from the cafeteria. **Students will be expected to serve detention on the day it is assigned.**

In-School Suspension (ISS) –In-school suspension is a structured disciplinary action in which the student is isolated or removed from the regular classroom activities, but is not dismissed from the school setting. The Principal or Asst. Principal will assign students to ISS for a reasonable and specific period of time. RR/ISS will be housed at the Middle School. Students kicked out of ISS will be given out-of-school suspension for one day and will be required to re-serve the remaining ISS days. (Board of Education Policy 2622)

Suspension (OSS) - The term suspension refers to an exclusion from school that will not exceed a specific period of time.

The right of a child to attend free and public schools carries with it the responsibility of the child to attend regularly and to comply with the lawful policies, rules and regulations of the school district. The administration is authorized to exclude a student from school due to a violation of school rules and regulations, conduct which materially or substantially disrupts the rights of others to an education, or conduct which endangers the student, other students, or the property of the school, provided such action is taken in accordance with due process and with due regard for the welfare of both the student and the school.

Students will be given the opportunity to complete work and receive credit for that work while suspended (at the principal's discretion). **The student must turn in all work to the teacher the first day back**

from suspension. Building Principals or Asst. Principals may suspend students for up to 10 school days. The Superintendent may suspend a student for up to 180 school days. The Board of Education may suspend for more than 180 school days and may permanently expel a student from the Fox C-6 School District upon the recommendation of the Superintendent. (Board of Education Policy 2623, Excerpted)

Expulsion - The term 'expulsion' refers to the permanent exclusion from school. If a student consistently refuses to conform to the school policies, the Principal and Superintendent may recommend to the Board of Education that a student be expelled.

Fox Middle School Discipline Policy

The following is an outline of specific consequences that the administration at Fox Middle School follows when disciplining a student. The rules stated in this handbook are in addition to our broad, discretionary authority to maintain safety, order and discipline inside the school zone. These rules support, but do not limit our authority.

Absences- Prolonged and excessive illness without a doctor's verification will be considered unexcused. The school is required to notify the juvenile office when a student continues to be truant. A doctor's note should be given to the main office secretary upon returning to school. The note must state the reason you were absent from school with the date(s) and the day(s) missed. Parents should call the office when a student is absent from school as early as possible.

STUDENT DISCIPLINE

The Student Code of Conduct is designed to foster student responsibility, respect for others, and to provide for the orderly operation of district schools. No code can be expected to list each and every offense that may result in disciplinary action; however, it is the purpose of this code to list certain offenses which, if committed by a student, will result in the imposition of a certain disciplinary action. Any conduct not included herein, any aggravated circumstance of any offense, or any action involving a combination of offenses may result in disciplinary consequences that extend beyond this code of conduct as determined by the principal, superintendent and/or Board of Education. In extraordinary circumstances where the minimum consequence is judged by the superintendent or designee to be manifestly unfair or not in the interest of the district, the superintendent or designee may reduce the consequences listed in this policy, as allowed by law. This code includes, but is not necessarily limited to, acts of students on district property, including playgrounds, parking lots and district transportation, or at a district activity, whether on or off district property. The district may also discipline students for off-campus conduct that negatively impacts the educational environment, to the extent allowed by law.

Reporting to Law Enforcement

It is the policy of the Fox C-6 School District to report all crimes occurring on district property to law enforcement including, but not limited to, the crimes the district is required to report in accordance with law. A list of crimes the district is required to report is included in policy JGF.

The principal shall also notify the appropriate law enforcement agency and superintendent if a student is discovered to possess a controlled substance or weapon in violation of the district's policy.

In addition, the superintendent shall notify the appropriate division of the juvenile or family court upon suspension for more than ten days or expulsion of any student who the district is aware is under the jurisdiction of the court.

Documentation in Student's Discipline Record

The principal, designee or other administrators or school staff will maintain all discipline records as deemed necessary for the orderly operation of the schools and in accordance with law and policy JGF.

Conditions of Suspension, Expulsion and Other Disciplinary Consequences

All students who are suspended or expelled, regardless of the reason, are prohibited from participating in or attending any district-sponsored activity, or being on or near district property or the location of any district activity for any reason, unless permission is granted by the superintendent or designee. In addition, the district may prohibit students from participating in activities or restrict a student's access to district property as a disciplinary consequence even if a student is not suspended or expelled from school, if appropriate.

In accordance with law, any student who is suspended for any offenses listed in § 160.261, RSMo. or any act of violence or drug-related activity defined by policy JGF as a serious violation of school discipline shall not be allowed to be within 1,000 feet of any district property or any activity of the district, regardless of whether the activity takes place on district property, unless one of the following conditions exist:

- The student is under the direct supervision of the student's parent, legal guardian, custodian or another adult designated in advance, in writing, to the student's principal by the student's parent, legal guardian or custodian, and the superintendent or designee has authorized the student to be on district property.
- The student is enrolled in and attending an alternative school that is located within 1,000 feet of a public school in the district.
- The student resides within 1,000 feet of a public school in the district and is on the property of his or her residence.
- If a student violates the prohibitions in this section, he or she may be suspended or expelled in accordance with the offense, "Failure to Meet the Conditions of Suspension, Expulsion or Other Disciplinary Consequences," listed below.

Impact on Grades

As with any absence, absences due to an out-of-school suspension may result in the student earning a lower grade in accordance with the district's policy on absences.

Prohibited Conduct

The following are descriptions of prohibited conduct as well as potential consequences for violations. Building-level administrators are authorized to more narrowly tailor potential consequences as

appropriate for the age level of students in the building. All consequences must be within the ranges established in this regulation. In addition to the consequences specified here, school officials will notify law enforcement and document violations in the student's discipline file pursuant to law and Board policy.

Academic Dishonesty – Cheating on tests, assignments, projects or similar activities; plagiarism; claiming credit for another person's work; fabrication of facts, sources or other supporting material; unauthorized collaboration; facilitating academic dishonesty; and other misconduct related to academics.

First Offense:

No credit for the work, grade reduction, or replacement assignment.

Subsequent Offense:

No credit for the work, grade reduction, course failure, or removal from extracurricular activities.

Arson – Starting or attempting to start a fire, or causing or attempting to cause an explosion.

First Offense:

Detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion. Restitution if appropriate.

Subsequent Offense:

1-180 days out-of-school suspension or expulsion. Restitution if appropriate.

Assault (3rd Degree) - Using physical force, such as hitting, striking or pushing, to cause or attempt to cause physical injury; placing another person in apprehension of immediate physical injury; recklessly engaging in conduct that creates a grave risk of death or serious physical injury; causing physical contact with another person knowing the other person will regard the contact as offensive or provocative; or any other act that constitutes criminal assault in the third degree.

First Offense:

Principal/Student conference, detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.

Subsequent Offense:

In-school suspension, 1-180 days out-of-school suspension, or expulsion.

Assault (1st and 2nd Degree) Knowingly causing or attempting to cause serious bodily injury or death to another person, recklessly causing serious bodily injury to another person, or any other act that constitutes assault in the first or second degree.

First Offense: 10-180 days out-of-school suspension or expulsion.

Subsequent Offense: Expulsion

Bullying and Cyberbullying (see Board policy JFCF) – Intimidation or harassment of a student or multiple students perpetuated by individuals or groups. Bullying includes, but is not limited to: physical actions, including violence, gestures, theft, or damaging property; oral or written taunts, including

name-calling, put-downs, extortion, or threats; threats of retaliation for reporting such acts; sending or posting harmful or cruel text or images using the Internet or other digital communication devices; sending or posting materials that threaten or raise concerns about violence against others, suicide or self-harm. Students will not be disciplined for speech in situations where the speech is protected by law.

First Offense:

Detention, in-school suspension, or 1-180 days out-of-school suspension.

Subsequent Offense:

1-180 days out-of-school suspension or expulsion.

Bus or Transportation Misconduct (see Board policy JFCC) – Any offense committed by a student on transportation provided by or through the district shall be punished in the same manner as if the offense had been committed at the student's assigned school. In addition, transportation privileges may be suspended or revoked.

Dishonesty – Any act of lying, whether verbal or written, including forgery.

First Offense:

Nullification of forged documents. Principal/Student conference, detention, or in-school suspension.

Subsequent Offense: Nullification of forged document. Detention, in-school suspension, or 1-180 days out-of-school suspension.

Disrespectful or Disruptive Conduct or Speech (see Board policy AC if illegal harassment or discrimination is involved) – Verbal, written, pictorial or symbolic language or gesture directed at any person that is in violation of district policy or is otherwise rude, vulgar, defiant, considered inappropriate in educational settings or that materially and substantially disrupts classroom work, school activities or school functions. Students will not be disciplined for speech in situations where it is protected by law.

First Offense: Principal/Student conference, detention, in-school suspension, or 1-10 days out-of-school suspension.

Subsequent Offense: Detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.

Drugs/Alcohol (see Board policies JFCH and JHCD)

Possession, sale, purchase or distribution of any over-the-counter drug, herbal preparation or imitation drug or herbal preparation.

First Offense:

In-school suspension or 1-180 days out-of-school suspension.

Subsequent Offense:

1-180 days out-of-school suspension or expulsion.

Possession of or attendance while under the influence of or soon after consuming any unauthorized prescription drug, alcohol, narcotic substance, unauthorized inhalants, counterfeit drugs, imitation controlled substances or drug-related paraphernalia, including controlled substances and illegal drugs defined as substances identified under schedule I, II, III, IV or V in section 202(c) of the Controlled Substances Act.

First Offense:

In-school suspension or 1-180 days out-of-school suspension.

Subsequent Offense:

11-180 days out-of-school suspension or expulsion.

Sale, purchase or distribution of any prescription drug, alcohol, narcotic substance, unauthorized inhalants, counterfeit drugs, imitation controlled substances or drug-related paraphernalia, including controlled substances and illegal drugs defined as substances identified under schedules I, II, III, IV or V in section 202(c) of the Controlled Substances Act.

First Offense:

1-180 days out-of-school suspension or expulsion.

Subsequent Offense:

11-180 days out-of-school suspension or expulsion.

Extortion – Threatening or intimidating any person for the purpose of obtaining money or anything of value.

First Offense:

Principal/Student conference, detention, in-school suspension, or 1-10 days out-of-school suspension.

Subsequent Offense:

In-school suspension, 1-180 days out-of-school suspension, or expulsion.

Failure to Care for or Return District Property – Loss of, failure to return, or damage to district property including, but not limited to, books, computers, calculators, uniforms, and sporting and instructional equipment.

First Offense:

Restitution. Principal/Student conference, detention, or in-school suspension.

Subsequent Offense:

Restitution. Detention or in-school suspension.

Failure to Meet the Conditions of Suspension, Expulsion or Other Disciplinary Consequences –

Violating the conditions of a suspension, expulsion or other disciplinary consequence including, but not limited to, participating in or attending any district-sponsored activity or being on or near district property or the location where a district activity is held. See the section of this regulation titled, "Conditions of Suspension, Expulsion and Other Disciplinary Consequences."

As required by law, when the district considers suspending a student for an additional period of time or expelling a student for being on or within 1,000 feet of district property during a suspension, consideration shall be given to whether the student poses a threat to the safety of any child or school employee and whether the student's presence is disruptive to the educational process or undermines the effectiveness of the district's discipline policy.

First Offense:

Verbal warning, detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion. Report to law enforcement for trespassing if expelled.

Subsequent Offense:

In-school suspension, 1-180 days out-of-school suspension, or expulsion. Report to law enforcement for trespassing if expelled.

False Alarms (see also "Threats or Verbal Assault") – Tampering with emergency equipment, setting off false alarms, making false reports; communicating a threat or false report for the purpose of frightening or disturbing people, disrupting the educational environment or causing the evacuation or closure of district property.

First Offense:

Restitution. Principal/Student conference, detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.

Subsequent Offense:

Restitution. In-school suspension, 1-180 days out-of-school suspension, or expulsion.

Fighting (see also, "Assault") – Mutual combat in which both parties have contributed to the conflict either verbally or by physical action.

First Offense:

Principal/Student conference, detention, in-school suspension, or 1-180 days out-of-school suspension.

Subsequent Offense:

In-school suspension, 1-180 days out-of-school suspension, or expulsion.

Gambling – Betting on an uncertain outcome, regardless of stakes; engaging in any game of chance or activity in which something of real or symbolic value may be won or lost. Gambling includes, but is not limited to, betting on outcomes of activities, assignments, contests and games.

First Offense:

Principal/Student conference, loss of privileges, detention, or in-school suspension.

Subsequent Offense:

Principal/Student conference, loss of privileges, detention, in-school suspension, or 1-10 days out-of-school suspension.

Harassment, including Sexual Harassment (see Board policy AC)

Use of material of a sexual nature or unwelcome verbal, written or symbolic language based on gender, race, color, religion, sex, national origin, ancestry, disability or any other characteristic protected by law. Examples of illegal harassment include, but are not limited to, racial jokes or comments; requests for sexual favors and other unwelcome sexual advances; graffiti; name calling; or threatening, intimidating or hostile acts based on a protected characteristic.

First Offense:

Principal/Student conference, detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.

Subsequent Offense:

In-school suspension, 1-180 days out-of-school suspension, or expulsion.

Unwelcome physical contact of a sexual nature or that is based on gender, race, color, religion, sex, national origin, ancestry, disability or any other characteristic protected by law. Examples include, but are not limited to, touching or fondling of the genital areas, breasts or undergarments, regardless of whether the touching occurred through or under clothing; or pushing or fighting based on protected characteristics.

First Offense:

In-school suspension, 1-180 days out-of-school suspension, or expulsion.

Subsequent Offense:

1-180 days out-of-school suspension or expulsion.

Hazing (see Board policy JFCF) – Any activity that a reasonable person believes would negatively impact the mental or physical health or safety of a student or put the student in a ridiculous, humiliating, stressful or disconcerting position for the purposes of initiation, affiliation, admission, membership or maintenance of membership in any group, class, organization, club or athletic team including, but not limited to, a grade level, student organization or district-sponsored activity. Hazing may occur even when all students involved are willing participants.

First Offense:

In-school suspension or 1-180 days out-of-school suspension.

Subsequent Offense:

1-180 days out-of-school suspension or expulsion.

Incendiary Devices or Fireworks – Possessing, displaying or using matches, lighters or other devices used to start fires unless required as part of an educational exercise and supervised by district staff; possessing or using fireworks.

First Offense:

Confiscation. Warning, principal/student conference, detention, or in-school suspension.

Subsequent Offense:

Confiscation. Principal/Student conference, detention, in-school suspension, or 1-10 days\ out-of-school suspension.

Nuisance Items – Possession or use of items such as toys, games, (including “fidget spinners”) and portable media players that are not authorized for educational purposes.

First Offense:

Confiscation. Warning, principal/student conference, detention, or in-school suspension.

Subsequent Offense:

Confiscation. Principal/Student conference, detention, in-school suspension, or 1-10 days out-of-school suspension.

Public Display of Affection – Physical contact that is inappropriate for the school setting including, but not limited to, kissing and groping.

First Offense:

Principal/Student conference, detention, or in-school suspension.

Subsequent Offense:

Detention, in-school suspension, or 1-10 days out-of-school suspension.

Sexting and/or Possession of Sexually Explicit, Vulgar or Violent Material – Students may not possess or display, electronically or otherwise, sexually explicit, vulgar or violent material including, but not limited to, pornography or depictions of nudity, violence or explicit death or injury. This prohibition does not apply to curricular material that has been approved by district staff for its educational value. Students will not be disciplined for speech in situations where it is protected by law.

First Offense:

Confiscation. Principal/Student conference, detention, or in-school suspension.

Subsequent Offense:

Confiscation. Detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.

Sexual Activity – Acts of sex or simulated acts of sex including, but not limited to, intercourse or oral or manual stimulation.

First Offense:

Principal/Student conference, detention, in-school suspension, or 1-180 days out-of-school suspension.

Subsequent Offense:

Detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.

Technology Misconduct (see Board policies EHB and KKB and procedure EHB-AP)

Attempting, regardless of success, to: gain unauthorized access to a technology system or information; use district technology to connect to other systems in evasion of the physical limitations of the remote system; copy district files without authorization; interfere with the ability of others to utilize district technology; secure a higher level of privilege without authorization; introduce computer viruses, hacking tools, or other disruptive/destructive programs onto or using district technology; or evade or disable a filtering/blocking device.

First Offense:

Restitution. Principal/Student conference, loss of user privileges, detention, or in-school suspension.

Subsequent Offense:

Restitution. Loss of user privileges, 1-180 days out-of-school suspension, or expulsion.

Using, displaying or turning on pagers, phones, personal digital assistants, personal laptops or any other personal electronic devices during the regular school day, including class change time, mealtimes or instructional class time, unless the use is part of the instructional program, required by a district-sponsored class or activity, or otherwise permitted by the building principal.

First Offense:

Confiscation, principal/student conference, detention, or in-school suspension.

Subsequent Offense:

Confiscation, principal/student conference, detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.

Violations, other than those listed in (1) or (2) above, of Board policy EHB, procedure EHBAP or any policy or procedure regulating student use of personal electronic devices.

First Offense:

Restitution. Principal/Student conference, detention, or in-school suspension.

Subsequent Offense:

Restitution. Loss of user privileges, 1-180 days out-of-school suspension, or expulsion.

Use of audio or visual recording equipment in violation of Board policy KKB.

First Offense:

Confiscation. Principal/Student conference, detention, or in-school suspension.

Subsequent Offense:

Confiscation. Principal/Student conference, detention, in-school suspension, or 1-10 days out-of-school suspension.

Theft – Theft, attempted theft or knowing possession of stolen property.

First Offense:

Return of or restitution for property. Principal/Student conference, detention, in-school suspension, or 1-180 days out-of-school suspension.

Subsequent Offense:

Return of or restitution for property. 1-180 days out-of-school suspension or expulsion.

Threats or Verbal Assault – Verbal, written, pictorial or symbolic language or gestures that create a reasonable fear of physical injury or property damage.

First Offense:

Principal/Student conference, detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.

Subsequent Offense:

In-school suspension, 1-180 days out-of-school suspension, or expulsion.

Tobacco

Possession of any tobacco products, electronic cigarettes, or other nicotine-delivery products on district property, district transportation or at any district activity. Nicotine patches or other medications used in a tobacco cessation program may only be possessed in accordance with district policy JHCD.

First Offense:

Confiscation of tobacco products. Principal/Student conference, detention, or in-school suspension.

Subsequent Offense:

Confiscation of tobacco products. Detention, in-school suspension, or 1-10 days out-of-school suspension.

Use of any tobacco products, electronic cigarettes, or other nicotine-delivery products on district property, district transportation or at any district activity. Nicotine patches or other medications used in a tobacco cessation program may only be used in accordance with district policy JHCD.

First Offense:

Confiscation of tobacco products. Principal/Student conference, detention, in-school suspension, or 1-3 days out-of-school suspension.

Subsequent Offense:

Confiscation of tobacco products. In-school suspension or 1-10 days out-of-school suspension.

Truancy or Tardiness (see Board policy JED and procedures JED-API and JED-AP2) –

Absence from school without the knowledge and consent of parents/guardians and the school administration; excessive non-justifiable absences, even with the consent of parents/guardians; arriving after the expected time class or school begins, as determined by the district.

First Offense:

Principal/Student conference, detention, or 1-3 days in-school suspension.

Subsequent Offense:

Detention or 3-10 days in-school suspension, and removal from extracurricular activities.

Unauthorized Entry – Entering or assisting any other person to enter a district facility, office, locker, or other area that is locked or not open to the general public; entering or assisting any other person to enter a district facility through an unauthorized entrance; assisting unauthorized persons to enter a district facility through any entrance.

First Offense:

Principal/Student conference, detention, in-school suspension, or 1-180 days out-of-school suspension.

Subsequent Offense:

1-180 days out-of-school suspension or expulsion.

Vandalism (see Board policy ECA) – Willful damage or the attempt to cause damage to real or personal property belonging to the district, staff or students.

First Offense:

Restitution. Principal/Student conference, detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.

Subsequent Offense:

Restitution. In-school suspension, 1-180 days out-of-school suspension, or expulsion.

Weapons (see Board policy JFCJ)

Possession or use of any weapon as defined in Board policy, other than those defined in 18 U.S.C. § 921, 18 U.S.C. § 930(g)(2) or § 571.010, RSMo.

First Offense:

In-school suspension, 1-180 days out-of-school suspension, or expulsion.

Subsequent Offense:

1-180 days out-of-school suspension or expulsion.

Possession or use of a firearm as defined in 18 U.S.C. § 921 or any instrument or device defined in § 571.010, RSMo., or any instrument or device defined as a dangerous weapon in 18 U.S.C. § 930(g)(2).

First Offense:

One calendar year suspension or expulsion, unless modified by the Board upon recommendation by the superintendent.

Subsequent Offense:

Expulsion.

Possession or use of ammunition or a component of a weapon.

First Offense:

In-school suspension, 1-180 days out-of-school suspension, or expulsion.

Subsequent Offense:

1-180 days out-of-school suspension or expulsion.

Transportation - All students who ride the bus to and from school are governed by the following rules.

- 1) Be at the bus stop 5 minutes early.
- 2) Do not get on or off the bus until it comes to a full stop.
- 3) No standing on the bus while it is in motion.
- 4) Do not block the aisle.
- 5) No glass or animals allowed on the bus.
- 6) The driver may choose to assign seats.
- 7) Keep heads, hands, and feet inside the bus.
- 8) No throwing items out of the bus at any time.
- 9) Skateboards are not allowed on buses.

Bus drivers will refer violations to the principal. Students who are referred to the principal will be subject to consequences as outlined in the Student Conduct and Discipline section of this handbook.

DIRECTORY INFORMATION

Phone numbers and addresses are considered directory information and must be released by law upon request unless the parent has asked for the information to be withheld. Also, pictures/video of students may be taken to use for school newspapers, videos, websites, etc. Please notify the school in writing if you would like your phone number and address kept private and/or no pictures taken of your child. The district shall annually notify parents of students currently in attendance and eligible students currently in attendance of the "Directory Information" the district will release. Parents or eligible students will have (10) school days after the annual public notice to view the student's Directory Information" and to provide notice in writing to the school district that they choose to not have this information or any portion of the "Directory Information" released. Unless notified to the contrary in

writing within ten (10) day period, the school district may disclose any of those items designated as “Directory Information” without the parent’s or eligible student’s prior written consent, including in print and electronic publications of the school district.

PHONE CALLS HOME/TO PARENTS

All phone calls home/to parents MUST be conducted in the office. Students are NOT allowed to call home/to parents with a cell phone during the day. If students make contact with their parent via cell phone, students will be subject to disciplinary action.

FMS Bell Schedules
2022-2023

-REGULAR CLASS SCHEDULE-

6th grade - A Lunch

6:55 - 1st Bell
7:00 - 7:40 - 1st hour (Adv.)
7:43 - 8:31 - 2nd hour
8:34 - 9:22 - 3rd hour
9:25 - 10:13 - 4th hour
10:16 - 10:41 - (EAT)
10:44 - 11:32 - 5th hour
11:35 - 12:23 - 6th hour
12:26 - 1:14 - 7th hour
1:17 - 2:05 - 8th hour

7th/8th grade - B Lunch

6:55 - 1st Bell
7:00 - 7:40 - 1st hour (Adv.)
7:43 - 8:31 - 2nd hour
8:34 - 9:22 - 3rd hour
9:25 - 10:13 - 4th hour
10:16 - 11:04 - 5th hour
11:07 - 11:32 - (EAT)
11:35 - 12:23 - 6th hour
12:26 - 1:14 - 7th hour
1:17 - 2:05 - 8th hour

7th/8th grade - C Lunch

6:55 - 1st Bell
7:00 - 7:40 - 1st hour (Adv.)
7:43 - 8:31 - 2nd hour
8:34 - 9:22 - 3rd hour
9:25 - 10:13 - 4th hour
10:16 - 11:04 - 5th hour
11:07 - 11:55 - 6th hour
11:58 - 12:23 - (EAT)
12:26 - 1:14 - 7th hour
1:17 - 2:05 - 8th hour

ADVISORY

Advisory meets every day of the week (1st period) from 7:00-7:40. Your advisory will concentrate on several different aspects of school life as well as College & Career Readiness. Attendance and behavior requirements are the same as in every other class. Each advisory teacher will be the main contact point for their advisory students regarding missing homework.

2022-2023 FOX MIDDLE SCHOOL CALENDAR

Dates are subject to change in case of scheduling conflicts or inclement weather

These dates are also subject to change based on any concerns with COVID-19

Calendar updates will be posted to our website at <http://foxms.fox.k12.mo.us>

AUGUST

Aug. 16 - New Student Reg. 8:00AM-3:30PM

Aug. 24 - First Day of School

SEPTEMBER

Sept. 1 - Open House, 5:30-8:00

Sept. 5- NO SCHOOL, LABOR DAY

Sept. 14- Sky Zone Night, 7-9pm

Sept. 22 - Fall Picture Day

OCTOBER

Oct. 3 - PD DAY, NO SCHOOL

Oct. 19- Popcorn Day

Oct. 21 - 1st Quarter Ends

Oct. 24 - Oct. 28- Red Ribbon Week Activities

Oct. 27- Basketball Intramurals @ FHS, 5:00pm

Oct. 28 - Mix It Up Day at Lunch

NOVEMBER

Nov. 1 - Book Fair Begins

Nov. 3- Picture Retake Day

Nov. 7- PD Day/ Parent/Teacher Conferences, 12:30-7:00PM
NO SCHOOL

Nov. 8- NO SCHOOL

Nov. 11 - Book Fair Ends

Nov. 18 - Turkey Trot

Nov. 23, 24, 25- NO SCHOOL

Nov. 29 - FMS Food Drive Begins

Nov. 29 - Band Concert, 7:00pm

DECEMBER

Dec. 2 - Winter Dance (6-8pm)

Dec. 7 - Popcorn Day

Dec. 9 - FMS Food Drive Ends

Dec. 14 - Choir Concert, 7:00 pm (mandatory for
choir students)

Dec. 19- Dec. 30- NO SCHOOL

JANUARY

Jan. 13 - First Semester Ends, ½ Day for Students

Jan. 16-NO SCHOOL, MLK JR. DAY

Jan. 17 - Second Semester Begins

Jan. 19 - Volleyball Intramurals at FHS, 5:00pm

FEBRUARY

Feb. 1- Connect Night at FHS, for 8th graders

Feb. 3 - Blacklight Dance

Feb. 7 - PD Day, NO SCHOOL

Feb. 20- NO SCHOOL, PRESIDENT'S DAY

Feb. 23 - 5th Grade Welcome Night

MARCH

March 15 - Popcorn Day

March 17 - 3rd Quarter Ends

March 20 - 4th Quarter Begins

March 20 - Book Fair Begins

March 21 - Soccer Intramurals- 5:00pm at SHS

March 22- 6th Gr. Grandperson Lunch

March 23- 7th/8th Gr. Grandperson Lunch

March 31 - Book Fair Ends

End of March - Honor Society Induction TBA

APRIL

April 3 - PD Day/Parent/Teacher Conferences, 12:30-7:00PM
NO SCHOOL

April 4 - NO SCHOOL

April 10-14- SPRING BREAK

TBA - MAP TESTING

MAY

TBA - MAP TESTING

May 2- Intramurals Track Meet @ SHS, 5:00pm

May 10 - Band Concert, 7:00 pm (mandatory for
band students)

May 10 - Popcorn Day

May 11 - Evening with the Arts

May 12 - Transition Day-5th Grade to 6th Grade

May 18- Spring Choir Concert, 7:00pm

May 19 - 8th Grade Dance, 6:00-9:00pm Royale
Orleans

May 24- Autism Walk

May 26 - Last Day of School - ½ day for
students

FOX MIDDLE SCHOOL

2022-2023 Student Handbook Signature Form

*We the undersigned have read and understand the
Fox Middle School 2022-2023 Student Handbook.*

I have been shown how to access the FMS Student Handbook. Parents and students are expected to become familiar with and follow the rules, which provide for the general welfare of the entire student body. Failure to read and understand the school rules is not an excuse for breaking them.

I can access the handbook on the Fox Middle website at any time at <http://foxms.fox.k12.mo.us> under the “Students” tab.

FOX C-6 SCHOOL DISTRICT

745 JEFFCO BLVD. • ARNOLD, MO • 63010

636.296.8000 • www.fox.k12.mo.us

School and district handbooks contain policies and procedures that may be updated throughout the course of a school year. Updates to district-wide policies can be tracked by following Board of Education meetings through BoardDocs, and any changes to the policies contained in this handbook will be made available on district and building websites.

Please check the district website at www.fox.k12.mo.us frequently for the most updated versions of our policies, procedures, and other useful information.

If you have any questions, please contact your building principal for more information.

(Parent Signature)

Date

(Student Name - Printed)

Grade

(Student Signature)

Date

FMS Attendance Policy

*Please review the FMS attendance policy below with your child and sign this form.
All students will be held to this policy.*

Good attendance is of vital importance to your child's education. Prolonged and excessive illness without a doctor's verification will be considered unexcused. The school is required to notify the Juvenile Office in Hillsboro when students continue to be truant. ***Fox Middle will notify Juvenile authorities after the 8th day absent when there is not appropriate documentation to justify absences.***

Fox Middle School accepts the following as excused absences:

- Illness in which student is taken to see a physician (notes must be signed by the physician)
- Absences mandated by order of government agency or court order
- Death of family member (please obtain a bereavement note from the funeral home)
- Observance of a religious holiday
- Pre-arranged absences approved in advance and in writing by administration (vacations will not be approved as excused absences)

Parents are asked to provide doctor notes to document student absences. If a student is sick at home they must bring a note from a parent or guardian and present the note to the office upon returning to school to request make-up assignments.

Parents are asked to call the office as early as possible to report their child absent. Any student in athletics, music, band, or drama must be in school the day they are going to play or perform. Failure to do so will result in the student not being allowed to play or perform. Exceptions may be approved by the principal in advance. **STUDENTS ABSENT FROM SCHOOL MAY NOT ATTEND ANY AFTER SCHOOL ACTIVITIES.**

The office will only collect homework after a student has been absent for 3 consecutive days. If you need homework for a single day, please call the school number after 4:00 pm.

Please contact the office if you have any questions regarding our attendance policy.

(Parent Signature)

(Student Name - Printed)

(Student Signature)