

FAIRFIELD COMMUNITY HIGH SCHOOL

STUDENT HANDBOOK 2009-2010

300 West King Street

Fairfield, IL 62837

(618) 842-2649

This agenda belongs to:

NAME _____

ADDRESS _____

CITY/TOWN _____ ZIP CODE _____

PHONE _____

STUDENT NO. _____



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Table of Contents

TIME SCHEDULES	p. 3
PRINCIPAL'S MESSAGE TO PARENTS AND STUDENTS	p. 6
FCHS Internet Agreement	p. 8
ILLINOIS HIGH SCHOOL ASSOCIATION	p. 13
EXTRACURRICULAR POLICY	p. 21
MULES' RULES: GENERAL CONDUCT AND ATTENDANCE	p. 39
GRADUATION REQUIREMENTS	p. 58
COURSE DESCRIPTIONS	p. 67

Revised April 2009

Fairfield Community High School's Mission Statement

The mission of Fairfield Community High School is to assist each student in developing and expanding his/her intellectual, physical, emotional, and social well-being. To improve the school's process for meeting student needs, FCHS is committed to provide a safe environment that prepares students to live and work in a rapidly changing global society.

Disclaimer Notice

The FCHS Board of Education and Administration reserve the right to add/delete information and/or policies listed in this Handbook at any time throughout the school year. As new, unforeseen situations arise, it may become necessary to adjust the handbook regulations within the over-all framework of existing FCHS procedures.

Notice of Non-Discrimination

Fairfield Community High School does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs and activities. The following person has been designated to handle inquiries regarding the non-discrimination policies: Mr. David Savage, Superintendent, 300 West King Street, Fairfield, IL 62837, Ph: (618) 842-2649.

SCHOOL SAFETY

FCHS is dedicated to providing a safe educational environment. A Crisis Management Plan has been developed to address the overall school safety issues. Also, in cooperation with the Illinois State Police, the following telephone number can be used to anonymously report school safety concerns: **1-800-477-0024**. Calls will be answered by state police employees and the information will be forwarded to local law officials.

We also encourage students, parents, and/or community members to report school safety concerns to an administrator or faculty member. Any/all concerns will be thoroughly investigated.

Signed Receipt for Handbook

Every student is required to obtain a copy of the Student/Parent Handbook within fifteen days of enrollment. Each student must sign a receipt acknowledging he/she received the Handbook. A copy of the receipt is as follows:

**Statement of Receipt
Student/Parent Handbook**

This is to certify that I am in receipt of a 2009-2010 copy of the Fairfield Community High School Student/ Parent Handbook, commonly referred to as the "Mules Rules." If I do not understand any of the information written in the Mules Rules, it is my responsibility to ask for assistance in interpreting the information.

**FAIRFIELD COMMUNITY HIGH SCHOOL
2009-10 TIME SCHEDULES**

SCHEDULE A (Regular schedule)

7:17 - 8:06	Early Bird
8:10 - 8:59	Period 1
9:03 - 9:52	Period 2
9:56 - 10:45	Period 3
10:49 - 11:38	Period 4 class (Lunch 10:49-11:24)
11:28 - 12:17	Period 5 class (Lunch 11:42-12:17)
12:21 - 1:14	Period 6 (announcements)
1:18 - 2:07	Period 7
2:11 - 3:00	Period 8

SCHEDULE B (Early Dismissal)

7:23 - 8:06	Early Bird
8:10 - 8:52	Period 1
8:56 - 9:38	Period 2
9:42 - 10:24	Period 3
10:28 - 11:10	Period 6
11:14 - 11:56	Period 4
12:00 - 12:42	Period 5
12:46 - 1:28	Period 7
1:32 - 2:15	Period 8

SCHEDULE C (Assembly Schedule)

7:24 - 8:07	Early Bird
8:10 - 8:53	Period 1
8:56 - 9:39	Period 2
9:42 - 10:24	Assembly Period
10:27 - 11:10	Period 3
11:13 - 11:56	Period 4 (Class or Lunch)
11:59 - 12:42	Period 5 (Class or Lunch)
12:45 - 1:28	Period 6
1:31 - 2:14	Period 7
2:17 - 3:00	Period 8

SCHEDULE D (Semester Exam Schedule)

First Semester Exam Day

8:10 - 9:35	Period 1
9:40 - 11:05	Period 2
11:10 - 11:50	Lunch
11:55 - 1:20	Period 3
1:25 - 2:50	Period 4 and 5

Second Semester Exam Day

8:10 - 9:35	Period 6
9:40 - 11:05	Period 7
11:10 - 11:50	Lunch
11:55 - 1:20	Period 8 and Early Bird

SCHEDULE E (One Hour Late Schedule)

8:27 - 9:07	Early Bird
9:10 - 9:50	Period 1
9:53 - 10:33	Period 2
10:36 - 11:16	Period 3
11:19 - 11:59	Period 4
12:02 - 12:42	Period 5
12:45 - 1:25	Period 6
1:28 - 2:12	Period 7
2:15 - 2:55	Period 8

SCHEDULE F (Two Hour Late Schedule)

No Early Bird Classes

10:15 - 10:48	Period 1
10:51 - 11:24	Period 2
11:27 - 12:00	Period 3 Lunch 1
12:03 - 12:36	Period 4 Lunch 2
12:39 - 1:12	Period 5
1:15 - 1:40	Period 6
1:51 - 2:24	Period 7

2:27 - 3:00 Period 8

SCHEDULE G (School Improvement Day Schedule)

7:39 - 8:06 Early Bird
8:10 - 8:37 Period 1
8:41 - 9:08 Period 2
9:12 - 9:39 Period 3
9:43 - 10:10 Period 4 and 5
10:14 - 10:41 Period 6
10:45 - 11:12 Period 7
11:16 - 11:44 Period 8
11:47 Lunch available in cafeteria
12:25 Buses leave FCHS
12:30 - 3:10 School Improvement Activities

HIGH SCHOOL ACCREDITATION

Fairfield Community High School is accredited by the Illinois State Board of Education and meets all requirements prescribed by the State of Illinois.

As a member of the Illinois High School Association, all FCHS interscholastic activities such as athletics, speech and music contests are governed by the rules and policies of this association.

PHILOSOPHY AND OBJECTIVES

As elected representatives of the people of this high school district, the members of the Board of Education are morally obligated to speak for all of the citizens of the district. As members of your board, we are interested in each student. The student should be encouraged to reach mental, moral, physical, and character development according to his or her potential. If the foregoing is realized, the students will have developed a love of country, an appreciation of the past, and a sense of civic responsibility for the future.

As members of the Board of Education, it is our responsibility to see that the proper educational environment exists for the kind of education described, and that the different areas of the program are properly staffed. It is also necessary to keep abreast of the educational times and to be alert to needed change. To this end our energies and the exercise of the privileges as members of the board and as a citizen of this district are devoted.

In applying this philosophy, the following objectives will be used as a guide in preparing students:

1. To meet and solve life's problems;

2. To participate according to their age and abilities in the understanding and building of better communities;
3. To become as good and as capable in every way as native endowment permits;
4. To acquire skill and characteristics which a majority of the community deems worthy;
5. To develop an appreciation for and understanding of other people and other cultures;
6. To develop skills in reading, writing, speaking and listening;
7. To understand and practice democratic ideas and ideals;
8. To develop and use the skills of creative and critical thought;
9. To develop skills of money management;
10. To develop a desire for learning now and in the future;
11. To learn the value of using leisure time advantageously;
12. To understand and practice the concepts of proper health and safety;
13. To develop pride in work and a feeling a self-worth.

PRINCIPAL'S MESSAGE TO PARENTS AND STUDENTS

Parents and Students:

Welcome to Fairfield Community High School!

This handbook outlines our policies and procedures. Please read it thoroughly and keep it for future reference. If you have any questions or comments regarding our school, please contact me.

FCHS's faculty and staff are committed to providing a safe environment in which each student can learn. The mission of the school is to assist each student in developing and expanding his or her intellectual abilities. I sincerely hope you take advantage of the various academic programs and the extra-curricular activities that are available. By becoming actively involved in school, you will be growing in a positive manner as a student and citizen.

I am looking forward to working with you. May the 2009-2010 school year be an enjoyable and enlightening educational experience for you!

Ms. Diana Zurliene, FCHS Principal

STATEMENT OF RESPONSIBILITY FOR SPECIAL EDUCATION

The local school district shall be responsible for providing and maintaining an appropriate and effective

education program, for all exceptional children who are residents therein.

Each local school district, independently or in cooperation with other districts, shall provide a comprehensive program of special education for those exceptional children who are between the ages of three and twenty-one and who are residents in the district. Additionally, each local school district shall have a goal of providing full educational opportunity to all handicapped children birth to age three.

ABUSED AND NEGLECTED CHILD REPORTING

All district employees who have reasonable cause to suspect that a student may be an abused or neglected child are required to report this information to the Illinois Department of Children and Family Services hotline: 1-800-252-2873.

INTEGRATED PEST MANAGEMENT POLICY

Fairfield Community High School District #225 has an Integrated Pest Management Policy. As required by Illinois law, citizens must be notified that periodically pesticides are used to control pests. If you wish to be placed on a registry to be notified prior to spraying pesticides, please notify in writing the Superintendent's Office, Fairfield Community High School, 300 West King Street, Fairfield, Illinois 62837. In addition, a file of hazardous or toxic substances that is used in the district is maintained at Fairfield Community High School.

NOTIFICATION OF ASBESTOS MANAGEMENT PLAN

AVAILABILITY NOTICE

The Fairfield Community High School District #225 Asbestos Management Plan is available for public inspection during regular school business hours at the District #225 Superintendent's Office, 300 West King Street, Fairfield, Illinois.

The management plan contains current information about inspections, response actions, and post-response action activities, including periodic re-inspection and surveillary activities that are planned or in progress.

Copies of the plan are available, at 10 cents per page, from the District Administrative Office upon five days written request made to the District Designated Person.

The parents, students, employees, and general public have been notified in the following publications: Wayne County Press - Fairfield, Illinois, FCHS Student/Parent Handbook, and Employee payroll enclosure.

STUDENT FEES

Textbook rental and computer disk fee	\$55.00
Driver Education if enrolled	\$25.00
Band (cleaning and storing) if enrolled	\$10.00
All labs (with a max of \$10)	\$5.00

All registration fees are non-refundable even if courses are dropped after registration. If courses are added, then additional fees as outlined above will be charged.

The Fairfield Board of Education recognizes that some households may be unable to afford to pay student fees. To apply for a waiver of fees, complete a Fee Waiver Application (available during registration and in the main office) along with a Free and Reduced Lunch application, and return it to the school.

RESPONSIBILITIES OF THE STUDENT

Students are guaranteed certain individual rights and have corresponding individual responsibilities. Parents, teachers and administrators have a responsibility, indeed a duty, to protect the rights of students while maintaining an educational atmosphere conducive to the teaching and learning process. The concept of balancing the rights of the individual with the rights of society is as valid in the educational community as in the larger community.

There are certain special responsibilities required of a citizen who is a student in school:

1. To become informed of and adhere to reasonable rules and regulations established by local boards of education and implemented by school administrators and teachers;
2. To respect the rights and individuality of other students and school administrators and teachers;
3. To refrain from libel, slander and obscenities in verbal and written expression;
4. To dress and groom in a manner that meets reasonable standards of health, cleanliness and safety;
5. To be punctual and present in the regular or assigned school program to the best of one's ability;
6. To refrain from gross disobedience, misconduct or behavior that materially and substantially disrupts the educational process;
7. To maintain the best possible level of academic achievement;
8. To respect the reasonable exercise of authority by school administrators and teachers in maintaining discipline in the school and at school-sponsored activities.

**FAIRFIELD COMMUNITY HIGH SCHOOL/NETWORK/INTERNET USE
AGREEMENT**

Each employee and student shall sign this Computer/Network/Internet Use Agreement as a condition precedent to being granted use of the district's computers, network and Internet connections. Each user shall execute the acknowledgement, which follows the document, before being granted permission to use district computer(s) and before being granted access to the Internet via district computer(s).

This document will be distributed at registration or is available in the Learning Center and school office.

Both the student and a parent/guardian must sign the Acceptable Use Policy (AUP) before a student can use the internet.

**FAIRFIELD COMMUNITY HIGH SCHOOL DISTRICT #225 ACCEPTABLE
USE POLICY**

Internet access is available to students and teachers at Fairfield Community High School. We believe the Internet offers vast, diverse, and unique resources to both students and staff. Our goal in providing this service to teachers and students is to promote educational excellence in our school by facilitating resource sharing, innovation, and communication.

In making decisions regarding student access to the Internet, FCHS considers its own stated educational mission, goals and objectives. Electronic information research skills are now fundamental to preparation of citizens and future employees. Access to the Internet enables students to explore thousands of libraries, databases, bulletin boards, and other resources while exchanging messages with people around the world. The District expects that faculty will blend thoughtful use of the Internet throughout the curriculum and will provide guidance and instruction to students in its use. As much as possible, access from school to Internet resources should be structured in ways which point students to resources which have been evaluated prior to use. While students will be able to move beyond recommended resources to resources particularly suited to learning objectives.

Students utilizing District-provided Internet access must first have the permission of and must be supervised by FCHS professional staff. Each student and his or her parent must sign the District's Student Account Agreement prior to establishing an account with the school-provided Internet access service. Students utilizing school-provided Internet access are responsible for good behavior on-line

just as in a classroom or other area of the school. The same general rules for behavior and communications apply.

The purpose of District-provided Internet access is to facilitate communications in support of research and education. To remain eligible as users, students' use must be in support of and consistent with the educational objectives of the District. Access is a privilege, not a right. Access entails responsibility.

Users should not expect that files stored on school-based computers will always be private. Electronic messages and files stored on school-based computers may be treated like school lockers. In order to maintain system integrity, administrators and faculty may review files, databases, programs, retrieved information, and messages. To insure that users are acting in a responsible manner, the District retains the right to request any student to provide his or her password or log-on information.

All network use will be monitored and/or filtered per the Federal Children's Internet Protection Act.

Any attempt to circumvent the CIPA filter will be viewed as a violation of this policy. This includes, but is not limited to, the use of proxy sites that have been designed for this purpose.

****Contact the technology coordinator with any questions about the network or school computers.****

Any violation of District Policy and rules may result in loss of District-provided access to the Internet. Additional disciplinary action may be determined at the building level in keeping with existing procedures and practices regarding inappropriate language or behavior. Possible disciplinary actions could include: suspension from Internet access, revocation of Internet service account, suspension from network access, revocation of network access, school suspension, school expulsion, and/or referral to legal authorities.

Fairfield Community High School makes no warranties of any kind, neither expressed nor implied, for the Internet access it is providing. The District will not be responsible for any damages users suffer, including - but not limited to - loss of data resulting from delays, interruptions in service, or hardware/network malfunctions. The District will not be responsible for the accuracy, nature or quality of information gathered through District-provided Internet access. The District will not be responsible for unauthorized financial obligations resulting from District-provided access to the Internet.

Notice: This policy and all its provisions are subordinate to local, state, and federal statutes.

The following uses of school-provided Internet access are not permitted:

a. Criminal speech and speech in the course of committing a crime - threats to the President; instructions on breaking into computer systems; child pornography; drug dealing; purchase of alcohol; gang activities; etc. (Anything that would violate any local, state, or federal statute.)

b. Speech that is inappropriate in an educational setting or that violates district rules - inappropriate language includes, but is not limited to, obscene, profane, lewd, vulgar, rude, disrespectful, abusive, sexually explicit, threatening, or inflammatory language; harassment; personal attacks, including prejudicial or discriminatory attacks; or false or defamatory material about a person or organization.

c. Dangerous information - information that if acted upon could cause damage or present a danger of disruption. This includes vandalizing, damaging, or disabling the property of another individual or organization.

d. Violations of privacy - revealing personal information about others or accessing another individual's materials, information, files without permission, or transmission of another individual's financial information. Do not reveal personal information (such as full name, address, telephone number, e-mail address, etc.) about anyone else over the Internet.

e. Abuse of resources - chain letters, spamming (sending an annoying or unnecessary message to a large number of people), using another user's account or password, violent gaming, unauthorized downloads, unauthorized installation of software, attempting to access another's account, chatting, instant messaging.

f. Copyright infringement or plagiarism - do not use the intellectual property of another individual or organization without permission. This includes downloading music, software, movies, etc.

g. Violations of personal safety - revealing personal contact information about self. Do not reveal your full name, address, telephone number, e-mail address, or any other personal information.

h. Accessing, retrieving, viewing or disseminating obscene or indecent materials.

(1) Indecent material - materials which, in content, depict or describe, in terms that are patently offensive, as measured by contemporary community standards, sexual activity or organs.

(2) Obscene material - materials which, if taken as a whole, appeal to the prurient interest in sex, which portray sexual conduct in a patently offensive way in which, taken as a whole, do not have any serious literary, artistic, political, or scientific value.

i. Vandalism - Vandalism shall be defined as any attempt to harm or destroy data of another user, the computers/network/Internet, or any other computer or network. This includes, but is not limited to, the uploading or creation of computer viruses.

Student Agreement

Student Section

Student Name _____

I have read the District Acceptable Use Policy and agree to follow the rules contained in this Policy. I understand that if I violate the rules the District may suspend, revoke, or terminate my account and network access, and I may face other disciplinary or legal actions.

I hereby release the School District and its Board members, employees, and agents from any claims and damages arising from my use, or inability to use the internet.

Student
Signature _____ Date _____

Parent/Guardian Agreement

I have read and witnessed my child's reading and signing of the District 225 Acceptable Use Policy.

I hereby release the district, its personnel, and any institutions with which it is affiliated from any and all claims and damages of any nature arising from my child's use of, or inability to use, the District-provided Internet system, including, but not limited to, claims that may arise from the unauthorized use of the system to purchase products or services or accessing restricted, inappropriate, or controversial material.

I have discussed the terms of the agreement with my child. I give permission for my child to use the Internet and certify that the information contained in this form is correct.

Parent
Signature_____Date_____

Parent
Name(please print)_____

Parent/Guardian Web Publishing Agreement

I understand that my student's writing and/or artwork could be published on the Internet during class. I understand that the work will appear with a copyright notice prohibiting the copying of such work without express written permission. In the event anyone requests such permission, those requests will be forwarded to me as the parent/guardian. With any work or material published, only the student's picture and/or name will accompany the work. No email address, home address, full name, or telephone number will appear with such work. My signature below indicates my permission for District 225 to use my child's name and picture on the school's web site.

We grant permission for the Internet publishing as described above for this school year.

Parent
Signature_____Date_____

IHSA: ILLINOIS HIGH SCHOOL ASSOCIATION

Athletic Eligibility Rules

When you become a member of an interscholastic athletic team at your high school, you will find that both your school and the IHSA will have rules you must follow in order to be eligible for interscholastic sports participation. The IHSA's rules have been adopted by the high schools which are members of IHSA as part of the Association's constitution and by-laws. They must be followed as minimum standards for all interscholastic athletic competition in any member high school. Your high school may have additional requirements, but they may not be less stringent than these statewide minimums.

The principal of your school is responsible to see that only eligible students represent the school in interscholastic athletics. Any question concerning your athletic eligibility should be referred to your principal, who has a complete copy of all IHSA eligibility rules,

including the Association's due process procedure. Only the IHSA Executive Director is authorized to make formal rulings on eligibility, so if your principal has questions or wishes assistance in answering your questions, the principal should contact the IHSA office.

Information contained here highlights only the most important features of the IHSA by-laws regarding interscholastic athletic eligibility. It is designed to make you aware of major requirements you must meet to be eligible to compete in interscholastic athletics. The information here is only a general description of major by-law provisions and does not contain the statement of the by-laws in their entirety.

You will lose eligibility for interscholastic athletics if you violate IHSA by-laws. Therefore, it is extremely important that you review this material with your parents, your coaches, your athletic director and your principal to thoroughly understand the IHSA eligibility by-laws and how they relate to you.

Attendance

1. You may represent only the school you attend. Participation on a cooperative team of which your school is a member is acceptable.
2. You must be enrolled and attending classes in your high school no later than the beginning of the 11th school day of the semester.
3. If you attend school for ten (10) or more days during any one semester, it will count as one of the eight (8) semesters of high school attendance during which you may possibly have athletic eligibility.
4. If you have a lapse in school connection for ten (10) or more consecutive school days during a semester, you are subject to ineligibility for the rest of the semester. The specific terms of your extended absence must be reviewed by the Executive Director to determine if it is "lapse in school connection" or not.

Scholastic Standing

1. You must pass twenty (20) credit hours of high school work per week. Generally, twenty (20) credit hours is the equivalent of four (4) "full credit" courses.
2. You must have passed and received credit toward graduation for twenty (20) credit hours of high school work for the entire previous semester to be eligible at all during the ensuing semester.

Residence

Your eligibility is dependent on the location of the residence where you live full time with your parents, parent who has been assigned custody by the court, or court appointed legal guardian. [If you do not reside with both of your biological parents, your eligibility may be subject to special provisions. Check with your principal to be sure you are eligible before you participate.]

You may be eligible if you are entering high school as a freshman and:

1. You attend the public high school in the district in which you live full time with both of your parents; custodial parent or court appointed guardian, or
2. You have paid tuition to attend a public school for a minimum of 7th and 8th grades in a district other than the one where you live with your parents, custodial parent or court appointed guardian, and you continue to pay tuition as a high school student in that same district; or
3. You attend a private/parochial school located within the boundaries of the public school district where you live with your parents, custodial parent or court appointed legal guardian; or
4. You attend a private/parochial school for 7th and 8th grades, or for any four (4) grades from kindergarten through eighth grades; or
5. You attend the private/parochial high school which one or both of your birth parents attended or where one of your parents' current spouse attended; or
6. You attend a private/parochial high school located within a thirty (30) mile radius of the residence where you live with your parents, custodial parent or court appointed guardian.

Transfer

1. In all transfer cases, both the principal of the school from which you transfer and the principal of the school into which you transfer must concur with the transfer in writing on a form provided by the IHSA Office. **You cannot be eligible when you transfer until this form is fully executed and on file in the school office.**
2. If you transfer after classes begin for the current school term, you will definitely be ineligible for thirty days from the date you start attending classes at the new high school. In addition, you will be ineligible for that entire school term in any sport in which you engaged in any team activity, including but not limited to tryouts, drills, physical practice sessions, team meetings, playing in a contest, etc. at the school from which you transferred. For example, if you were out for cross country at the school from which you transfer and transfer after classes have started for the school term, you will be ineligible for cross country that entire school term at the new school.
3. If you transfer attendance from one high school to another high school, you will be ineligible unless:
 - a. Your transfer is in conjunction with a change in residence by both you and your parents, custodial parent or court appointed guardian from one public school district to a different public school district;
 - b. Your transfer is between high schools within a public school district and both you and your parents, custodial parent or court appointed guardian change residence to the

district attendance area for the school to which you transfer;

c. Your transfer is from a private/parochial school to your home public high school, you are entering a public high school for the first time, and the principals of both your former and the new school approve your transfer;

d. Your transfer is from one private/parochial school to another private/parochial school located within a thirty (30) mile radius of the residence where you live with your parents, custodial parent or court appointed guardian, you are changing high schools for the first time, and the principals of both your former and the new school concur your transfer;

e. Your parents are divorced or legally separated; you transfer to a new school in conjunction with a modification or other change in legal custody between your parents by action of a judge; and required court documents are on file at the school into which you transfer.

4. If you transfer in conjunction with a change in legal guardianship, a ruling on your eligibility must be obtained from the IHSA Office.

5. If you transfer attendance from one school to another while you are ineligible for any reason, the period of ineligibility imposed prior to your transfer will be enforced at the school to which you transfer, even if you are otherwise in compliance with the by-laws.

6. Any questions about your eligibility in any of these instances must be resolved by a formal ruling from the IHSA Executive Director.

7. In all other transfer situations, a ruling by the IHSA Executive Director is necessary to determine your eligibility. This ruling must be obtained in writing by the principal of the school into which you transfer before you participate in an interscholastic athletic contest.

Participation Limitations

1. After you enroll in ninth (9th) grade, you may be eligible for no more than the first eight (8) semesters you attend school. If you attend school for ten (10) or more days in a semester, that counts as semester of attendance. You are not guaranteed eight semesters of eligibility, but that is the maximum number of semesters of high school attendance during which you may possibly have eligibility.

2. Your 7th and 8th semesters of high school attendance must be consecutive.

3. After you enroll in ninth (9th) grade, you will not be eligible for more than four (4) years of competition in any sport. You are not guaranteed four (4) years of competition, but that is the maximum amount of competition you may have.

Age

You will become ineligible on the date you become twenty (20) years of age, unless your twentieth (20th) birthday occurs during a sport season. In that case, you will

become ineligible in regard to age at the beginning of the sport season during which your twentieth (20th) birthday occurs.

Use of Players

You may not appear at a contest in the uniform of your school while you are ineligible. This means that you may not dress or sit on the bench in uniform if you are not eligible to play. Also, you may not compete as an "exhibition" contestant if you are not eligible.

Participating Under a False Name

If you compete under a name other than your own, your principal will immediately suspend you from further competition and you and any other person(s) who contributed to the violation of this by-law will be subject to penalties.

Physical Examination

You must annually have placed on file with your principal a certificate of physical fitness, signed by a licensed physician, in order to practice or participate. Your physical examination each year is good for only one (1) year from the date of the exam. The physician's report must be on file with your high school principal.

Amateur Status

1. If you win or place in actual competition, you may accept a medal or trophy for that accomplishment, without limit to its cost.
2. For participating in competition in an interscholastic, sport, or for athletic honors or recognition in a sport, you may receive any type of award (except cash, check or legal tender) that does not exceed \$20 fair market value. There is no limitation on the value of your school letter.
3. The amateur rule does not prohibit you from being paid to referee, receiving pay for teaching lessons or coaching in a little kids league, etc. It only applies to your own competition in an athletic contest.
4. If you violate the amateur rule, you become ineligible in the sport in which you violate. You must be reinstated by the Executive Director before you may compete again.

Recruiting of Athletes

1. The by-laws prohibit recruiting of high school students for athletics. If you are solicited to enroll in or transfer to a school to participate in athletics, you are being illegally recruited and your eligibility is in jeopardy.
2. You will lose your eligibility if you enroll in or transfer to a school in response to recruiting efforts by any person or group of persons, connected with or not connected with the school, related to athletic participation.
3. You will lose your eligibility if you receive special benefits or privileges as a prospective student-athlete, which are not uniformly made available to all students who attend your school.

4. You may not receive an "athletic scholarship" or any other special benefit from your school, provided because you participate in athletics.

5. It is a violation for any student-athlete to receive or be offered remuneration or any special inducement, which is not made available to all applicants who apply to or enroll in the school. Special inducement includes, but is not limited to:

a. Offer or acceptance of money or other valuable consideration such as free or reduced tuition during the regular year or summer school by anyone connected with the school.

b. Offer or acceptance of room, board or clothing or financial allotment for clothing.

c. Offer or acceptance of pay for work that is not performed or that is in excess of the amount regularly paid for such service.

d. Offer or acceptance of free transportation by any school connected person.

e. Offer or acceptance of a residence with any school connected person.

f. Offer or acceptance of free or reduced rent for parents.

g. Offer or acceptance of any privilege not afforded to non-athletes.

h. Offer or acceptance of payment of moving expenses of parents or assistance with the moving of parents.

i. Offer or acceptance of employment of parent(s) in order to entice the family to move to a certain community if someone connected with the school makes the offer,

j. Offer or acceptance of help in securing a college athletic scholarship.

6. It is also a violation to induce or attempt to induce or encourage any prospective student to attend any member school for the purpose of participating in athletics; even when special remuneration or inducement is not given. Please remember that you may not be offered or receive any benefit, service, privilege or opportunity which is not also provided or made available to all prospective students at that school.

School Team Sports Seasons

1. Each sport conducted by IHSA member schools has a starting and ending date. Your school may not organize a team, begin practice or participate in contests in a given sport until the authorized starting date. Your school may not continue to practice or participate in contests after the authorized ending date. This means that:

a. During the school year, you may not participate on a non-school team coached by any member of your school's coaching staff unless it meets specific criteria established by the by-laws.

b. No school coach may require you to participate in an out-of-season sport program as a requirement for being a member of a school's; team.

2. Violation of the sport season by-laws will result in penalty to you and/or to your school's coaching personnel.

Playing in Non-School Competition

1. During the time you are participating on a school team in a sport at your high school, you may neither play on a non-school team nor compete in non-school competition as an individual in that same sport or in any skill of that sport.

2. If you participate in non-school competition during a sport season and subsequently wish to join the school team in the same sport, you will not be eligible.

3. If you wish to participate in a competition sponsored and conducted by the National Governing Body for the sport, your principal must request approval in writing from the IHSA Office prior to any such participation.

4. You may try out for a non-school team while you are on your school's team in that same sport, but you may not practice, receive instruction, participate in workouts, or participate in competition with a non-school team in that same sport until you cease being a member of your school's team. You cease being a member of your school's team when the team(s) of which you are a member terminated for the school term.

5. You will become ineligible if you play on any junior college, college or university team during your high school career.

All-Star Participation

1. After you have completed your high school eligibility for football, basketball, soccer or volleyball, you may participate in one (1) all-star contest in any of these sports and still play for other school teams, provided:

a. the high school season in that sport has been completed;

b. the all-star contest has been approved by the IHSA
You may lose your eligibility for other interscholastic sports if you play in all-star competition in any of these sports under any other conditions.

2. You are not restricted from participating in all-star competition in sports other than football, basketball, soccer or volleyball, except that you may not do so during the school season for the sport.

Coaching Schools

1. A coaching school, camp or clinic is defined as any program, sponsored by an organization or individual, which provides instruction in sports theory and/or skills; which does not culminate in competition, and which is attended by more than two (2) persons from the school which the student attends.

2. During the school term, you may not attend a coaching school or clinic for any interscholastic sport.

3. You may attend a coaching school, camp or clinic during the summer (that period between the close of school in the spring and the opening of school in the fall) within the following criteria:

a. You may not attend a coaching school, camp or clinic for any sport after Saturday of Week No. 4 in the IHSA Standardized Calendar (July 31, 2004).

Misbehavior During Contests

1. If you violate the ethics of competition or the principles of good sportsmanship, you may be barred from interscholastic athletic contests, either as a participant or spectator or both.

2. If you are ejected from a contest for unsportsmanlike conduct, you will be ineligible for your team's next contest. You are also subject to other penalties.

3. Any other person(s) found to be in violation of the ethics of competition or principles of good sportsmanship may also be barred from interscholastic athletic contests.

ATHLETICS

At FCHS, the athletic program is considered an integral part of the educational system. Although everyone is not able to participate in sports, everyone can help to boost the school spirit. Each year, FCHS fields teams in golf and cross county; girls' basketball, track, softball, volleyball and tennis; and boys' basketball, track, baseball, wrestling, tennis and football. The "Mules" (name given to FCHS athletes) compete in the Black Diamond Conference with five other area high schools.

Every student is encouraged to try out for the sport or sports of her or his interest. Although all candidates cannot make the starting lineup, the many hours of practice afford excellent experience. In addition to the good experience attained through participation in sports, the athlete develops coordination, ability, and a high degree of physical fitness.

In order for a student to take part in the athletic program, the student must have a physical examination in each year of participation. Also to remain eligible, the athlete must be passing four (4) academic courses. The student must have school insurance or sign a waiver form provided by the school, which releases the school from all insurance cases. All athletes must sign the FCHS Drug Procedure Form.

The awards for the athletes of FCHS are numerals for freshmen athletes, small "F" for sophomores and juniors and a larger "F" for the varsity athletes. The freshman athlete must remain out for the sport the entire season in

order to receive a numeral. The junior varsity and varsity athlete must participate in a certain percentage of the games played in her or his sport to earn a letter. The Fairfield Mule senior letter winners will also receive a plaque. The senior athlete must have earned a varsity letter during his or her senior year to be eligible for this plaque.

STUDENT IDENTIFICATION

A card containing each student's name is issued free of charge to every student for the purpose of identifying him or her at all the various school activities at home and away. These cards, known as "I.D." cards, permit the student to purchase tickets to plays, athletic contests, etc.

FCHS DISTRICT #225 TICKET POLICY

All Season Athletic Passes and Student Activity Passes will be available at the beginning of the school year.

Adults - All Season Athletic Ticket

- * non-transferable - good for current school year
- * priority status for tournament and playoff tickets
- * no reserved seating
- * good for all regular scheduled home athletic events

Student Activity Pass (through High School Age)

- * non-transferable - good for current school year
- * good for all regular scheduled home school activities

FAIRFIELD COMMUNITY HIGH SCHOOL EXTRACURRICULAR POLICY

Fairfield Community High School's extracurricular policy has been approved and developed by the administration, coaches/sponsors, and Board of Education of District #225. The Illinois High School Association's bylaws and policies shall be enforced. The extracurricular program at FCHS is considered to be an integral part of the educational system. However, participation in such activities is considered a privilege, NOT A RIGHT.

FCHS students must remember that their first priority is academics. The main goal of extracurricular activities is to teach fundamentals, discipline, good sportsmanship and proper techniques to compete at the high school level. Hopefully, through the extracurricular program, students will develop into productive members of society. Therefore, we expect the students to conduct themselves properly in school and in the community according to the specific rules of this policy.

Each student will be given a copy of this policy. A parent or legal guardian and the student must sign the form indicating that they know the rules and pledge to abide by them. Students may not practice nor participate in any IHSA sponsored activities, FFA - non graded, Music - non-graded, Play/Musical, Math Team, Science Fair, WYSE, FBLA, Troubleshooting, Student Council, Academic Challenge, Sportsman Club, National Honor Society, and Class Officers until this form is on file in the Athletic Director's office.

FEATURES OF THIS EXTRACURRICULAR POLICY

This extracurricular policy will be in effect 365 days from the date of signature by the student and parent/guardian.

If a student breaks a rule listed he/she will be given a hearing which will consist of the student, the athletic director, the principal, and the coach/sponsor of the team/activity involved. Parents will be informed of the hearing and given the option of attending.

If a suspension is involved, it will take effect following the hearing and continue for the duration of the time specified in this policy. The student may not be eligible for any contests/activities that take place between the infraction and the hearing.

If a student is involved in both athletics and other extracurricular activities at the same time, he/she will be ineligible for each activity he/she is involved in as well as the athletic activity. If not enough activities remain for the penalty, the participant will be declared ineligible for the next scheduled activity, contest, or performance in which he/she elects to participate. Note: It can be carried over to the next school year if that is his/her next activity. (This would be the next athletic activity and the next other extracurricular activity.) For the consequence to be considered served, the student must start the activity on the original starting date of that activity.

The student, if on suspension, is expected to practice with the team/activity, but he/she forfeits the right to participate in any scheduled contest(s)/activity for the duration of the suspension.

Every coach/sponsor has the right to establish rules which students in that activity must follow. Those rules are not included in this extracurricular policy, but will be given to the students by the coach/sponsor.

FCBS staff/faculty members and law enforcement officials are the responsible parties for reporting any rule

infraction(s) to the coach/sponsor, athletic director, and/or principal.

INFRACTIONS

The following infractions will result in disciplinary action. Conviction is not a prerequisite for discipline.

- To use, buy, sell or possess any alcoholic beverage, tobacco, narcotic, illegal drug, controlled substance or look-alike drug
- To steal or vandalize personal and school property. This includes possession of stolen property.
- To be arrested or charged for a misdemeanor or felony (excluding traffic violations or curfew)
- To commit extreme act or acts of unsportsmanlike conduct during the season in which the student is involved
- To repeat instances of disciplinary referrals from FCHS faculty as listed in the FCHS Mules Rules
- To repeat or to continue any other conduct which the coach/sponsor has tried to remediate

PENALTIES FOR ATHLETICS/EXTRACURRICULAR ACTIVITIES

First Offense

The student shall be declared ineligible for four consecutive interscholastic contests (IHSA) or four consecutive weeks (all other activities), at the player's participation level, in a schedule of 15 contests or less or declared ineligible for eight consecutive interscholastic contests (IHSA) or eight consecutive weeks (all other activities), at the player's participation level, in a schedule of more than 15 contests.

Either of these consequences may be reduced by one-half if the student attends counseling approved by FCHS. A minimum of five sessions is required for the student to be eligible for a reduction in the consequences. These sessions will be at the expense of the parent or guardian. Upon completion of the counseling program, the counseling service must provide the Principal or Athletic Director with a signed written statement showing the date of enrollment and the date of completion. This statement will be filed in the office. Failure to complete the counseling program requirement will result in a return to the higher penalty of the regularly scheduled contests.

During the suspension, the student will be expected to continue to practice in the activities but will not be allowed to participate in any of the competitions.

Second Offense

The student shall be declared ineligible for one calendar year (365 days).

This consequence may be reduced to 180 days if the student attends counseling approved by FCHS. A minimum of five sessions is required for the student to be eligible for a reduction in the consequences. This number may be increased if the counselor deems necessary. These sessions will be at the expense of the parent or guardian. Upon completion of the counseling program, the counseling service must provide the Principal or Athletic Director with a signed written statement showing the date of enrollment and the date of completion. This statement will be filed in the office. Failure to complete the counseling program requirement will result in a return to the higher penalty of the regularly scheduled contests.

Third Offense

The student will be declared ineligible for his/her career, with the right to appeal after serving one year of ineligibility.

Fourth Offense

The student will be declared ineligible for his/her career.

APPEAL PROCESS

A student who has committed a third offense may appeal his/her ineligibility for his/her career if the following conditions are met:

- The student completes an approved counseling program.
- The student receives a recommendation to reinstate from his/her counselor.
- The appeal will be heard by an Appeals Committee consisting of the coach/sponsor involved, the Athletic Director and the Administration.
- The committee's decision is final
- An athlete is allowed one appeal in his/her career. Another violation will result in an immediate dismissal from all extracurricular activities.
- All previous suspensions must be served in full before an appeal can be considered.

CONSENT FORM

I/We have received a copy of the Fairfield Community High School District #225 Extracurricular Policy and have read and understand the policy.

I/We desire that _____ student) be permitted to participate in the extracurricular program and hereby voluntarily agree to the terms of this program.

Student's Signature

Date

Parent/Legal Guardian Signature

Date

**FAIRFIELD COMMUNITY HIGH SCHOOL DISTRICT #225
EXTRACURRICULAR DRUG TESTING PROGRAM**

The Board of Education of the Fairfield Community High School District #225 recognizes the health risks and dangers associated with the use of unlawful, illicit drugs, tobacco and/or alcohol. Drug, alcohol, and tobacco abuse in the school is a threat to the safety and health of students, faculty, and staff. It jeopardizes the efficiency and the quality of our educational programs. The risks associated with such abuse may include the possibility of impaired judgment, diminished capacity, deterioration of the organs of the body, addiction, and conditions that substantially inhibit a person from performing to his/her fullest natural ability.

The extracurricular program of Fairfield Community High School District #225 is an integral part of the school system and the community. The recognized value of participation to a student's personal development has given these activities a high priority in the total school program. The Board of Education encourages all students to participate in extracurricular programs of the school, but believes the opportunity for such participation is not an absolute right. It is a privilege offered to students who meet both the scholastic and the physical conditions of eligibility. The privilege to participate in certain extracurricular programs requires an agreement by the student to submit to testing for the use of drugs, alcohol, and tobacco products, if selected, in the accordance with the testing program. The drug testing program will be applied to all high school students (9-12), male and female, who participate in specified extracurricular activities.

The primary purpose of the program is not punitive. It is designed to prevent drug, tobacco, and alcohol usage, to educate students to the physical, mental, and emotional harm caused by drug and alcohol abuse, to create and maintain a safe, drug free environment for students and to assist them in getting help when needed.

The extracurricular drug testing program will be in compliance with the Fairfield Community High School Dist. #225 Student Parent Handbook. The procedures established under this document apply only to circumstances involving testing for drugs, alcohol, and tobacco. All other

misconduct described shall be covered by the consequences as outlined in the current "Student-Parent Handbook".

PROCEDURES:

CONSENT

The parent and/or guardian and the student are required to sign a written consent for drug, tobacco, and alcohol testing, in the form attached hereto, as a condition precedent to the student's participation in the program. Any student who refuses to sign a written consent for drug testing will not be allowed to participate in specified extracurricular activities until the student signs such a consent. Any student who refuses to be tested will be suspended from specified extracurricular activities for the remainder of the school year.

MEDICATION

Students who have been or who are taking prescription medication must provide verification (either by a copy of the prescription or by doctor's authorization) prior to being tested. Students who refuse to provide verification and test positive will be subjects to the actions specified below for "positive tests."

STUDENT SELECTION

All students participating in specified extracurricular activities may be tested at the beginning of each activity season. During each activity, fall, winter, and spring, students may be randomly tested. At intervals of the activity, testing may be conducted at random unannounced times. Each student participating in specified extracurricular activities will be assigned a number. The Athletic Director shall make a list of all such students cross-referencing the students and his/her respective number. Such list shall be maintained by the Athletic director and the contents of the same shall remain confidential. When a selection is to be made, the numbers of all team members shall be placed in a box and the Athletic Director and Principal will blindly draw the numbers of the appropriate number of students randomly from the box. After testing, a student's number will be returned to the testing population and subject to reselection. The District specifically reserves the right to test any student participating in specified extracurricular activities at any time where reasonable suspicion of drug use is found to exist.

TESTING

Once a student is selected, the student will be accompanied by a school official of the same sex to a bathroom, where the student athlete shall provide a sample of his/her urine in a verifiable manner. The student will not be

under direct visual observation while providing the sample, unless there is reason to believe that the student will alter or substitute the specimen to be provided. The sample will be labeled with the date and the student athlete's number. Any sample which tests positive is then retested. The sample will not be tested for pregnancy or birth control or for prescription medication. The District and the testing laboratory shall closely monitor and record the chain of custody of the sample to assure accuracy and anonymity of the testing procedure. The only school personnel who will know of a selection shall be the Athletic Director, Principal, and School Nurse.

FALSIFYING TEST

If a student alters or substitutes a specimen in an attempt to falsify results the student and his or her parents or guardians shall be notified of the infraction and shall meet with the Athletic Director and Principal. The student shall be subject to the consequences of the **Second Offense of the Extracurricular Policy.**

"POSITIVE" TEST

If a student's sample tests positive, the student and his or her parents or guardians shall be notified of the results and shall meet with the Athletic Director, Principal, and Coach and/or Sponsor. In all instances, counseling and rehabilitation will be a consideration.

The student shall be subject to the following discipline:

FIRST OFFENSE

The student shall be declared ineligible for four consecutive interscholastic contests (IHSA) or four consecutive weeks (all other activities), at the player's participation level, in a schedule of 15 contests or less or declared ineligible for eight consecutive interscholastic contests (IHSA) or eight consecutive weeks (all other activities), at the player's participation level, in a schedule of more than 15 contests.

Either of these consequences may be reduced by one-half if the student attends counseling approved by FCHS. A minimum of five sessions is required for the student to be eligible for a reduction in the consequences. These sessions will be at the expense of the parent or guardian. Upon completion of the counseling program, the counseling service must provide the Principal or Athletic Director with a signed written statement showing the date of enrollment and the date of completion. This statement will be filed in the office. Failure to complete the counseling program requirement will result in a return to the higher penalty of the regularly scheduled contests.

During the suspension, the student will be expected to continue to practice in the activities but will not be allowed to participate in any of the competitions.

SECOND OFFENSE

The student shall be declared ineligible for one calendar year (365 days).

This consequence may be reduced to 180 days if the student attends counseling approved by FCHS. A minimum of five sessions is required for the student to be eligible for a reduction in the consequences. This number may be increased if the counselor deems necessary. These sessions will be at the expense of the parent or guardian. Upon completion of the counseling program, the counseling service must provide the Principal or Athletic Director with a signed written statement showing the date of enrollment and the date of completion. This statement will be filed in the office. Failure to complete the counseling program requirement will result in a return to the higher penalty of the regularly scheduled contests.

THIRD OFFENSE

The student will be declared ineligible for his/her career, with the right to appeal after serving one year of ineligibility.

FOURTH OFFENSE

The student will be declared ineligible for his/her career.

APPEAL PROCEDURES

A student who has committed a third offense may appeal his/her eligibility for his/her career if the following conditions are met:

- The student completes an approved counseling program.
- The student receives a recommendation to reinstate from his/her counselor.
- The appeal will be heard by an Appeals Committee consisting of the coach/sponsor involved, the Athletic Director and the Administration.
- The committee's decision is final.
- An athlete is allowed one appeal in his/her career. Another violation will result in an immediate dismissal from all extracurricular activities.
- All previous suspensions must be served in full before an appeal can be considered.

Definitions:

A. Extracurricular Program

Extracurricular activities include any IHSA sponsored activities, FFA- non graded, Music-non graded, Play/Musical, Math Team, Science Fair, WYSE, FBLA, Troubleshooting, Student Council, Academic Challenge, Sportsman Club, National Honor Society, and Class Officers.

B. Student

Student is any student who participates in any specified extracurricular activities sponsored by District #225.

C. Participation

Participation is the taking part in or being a member of specified extracurricular activities. For purposes of this policy, a student will be considered a "Participant" from the time student first attends a meeting or the start of a season until the end of the season or the student ceases participation.

D. Prohibited Substances

Controlled substances are those substances prohibited by the Illinois Controlled Substances Act and the Illinois Cannabis Control Act.

CONSENT FORM FOR DRUG TESTING

I/We have received a copy of the Fairfield Community High School District #225 Extracurricular Drug Testing Policy and have read and understand the policy.

I/We desire that _____(student)be permitted to participate in the extracurricular program and hereby voluntarily agree to the terms of this program.

I/We accept the method of obtaining urine samples, testing of such specimen, and all other aspects of the program as explained in the policy. I/We agree that the above named student will cooperate in furnishing urine specimens whenever requested within the specifications of this policy. Refusal to comply with the testing program will result in ineligibility in all athletic activities for the remainder of the school year.

I/We further consent to the disclosure of sampling, testing, and results as explained in this policy.

This consent is given pursuant to all State and Federal Privacy Statutes and is a waiver of rights to non-disclosure of such test records and results only to the extent of the disclosures in the program.

Student Signature

Date

Custodial Parent or Guardian Signature

Date

**EXTRACURRICULAR DRUG TESTING PROGRAM
REFUSAL STATEMENT**

STUDENT:

I **HEREBY ACKNOWLEDGE** that I refused to be tested on _____
_____. (Date)

I **UNDERSTAND** that I am ineligible for all athletic activities for the remainder of the school year.

Student Signature

Principal Signature

Date

CHEERLEADING POLICY

Tryouts will be in the spring of the year for the next cheering season. Students will try out in front of a panel of impartial and experienced adult cheerleading judges that are chosen by the sponsor and approved by the principal.

Criteria - Students will be judged after a minimum of six practice sessions. Eighth grade students from the five "feeder" schools and freshmen, sophomores, and juniors are eligible to try out for the twelve-member Varsity Squad. Students must be residents of FCHS District #225 in order to try out. Tryout requirements and procedures will be discussed at the initial registration informational meeting each spring. The 12 students obtaining the highest points will become the FCHS cheerleading squad.

Squad Duties

Varsity Cheerleaders will cheer for all Varsity Football games and all JV and Varsity Basketball games and tournaments. The squad will be expected to attend the cheerleading camp chosen by the coach and squad. Cheerleaders are responsible for camp fees. Basic uniforms

are furnished by FCHS but the cheerleader must furnish shoes, socks, tights, and other accessories.

GRADES AND CLASS REQUIREMENTS

In order for a student to take part in **any** athletic program, the student must maintain a passing grade in 20 credit hours a week.

TRANSPORTATION TO AND FROM GAMES

All athletes and cheerleaders are required to ride school provided transportation to and from games. Parents/guardians who find it necessary to take their child home after a game/contest must sign a release form and talk directly with the coach.

DAILY SPORT PARTICIPATION AND SCHOOL ATTENDANCE

Any athlete including cheerleaders who misses school in the afternoon on the day of an IHSA sponsored event, without a medical, will not be allowed to participate in the IHSA event on that day/night.

VISITORS

It is the policy of FCHS to encourage parents to come and visit the school at any time. We request that all visitors stop in the principal's office.

Visitors will not be allowed to attend classes with FCHS students during school hours.

EXTRA-CURRICULAR ACTIVITIES

Below is a partial listing of extra-curricular activities available to students at Fairfield Community High School. Each activity is governed by a constitution or set of rules. Sponsors should be contacted concerning rules and regulations. A list of sponsors is available in the main office. All clubs and athletic teams can have one (1) solicitation-type fundraiser and one (1) service-type fundraiser per year. All sponsors or coaches must get administrative approval for any fundraising activity.

ALPHA	Reflector
Homecoming Court	Jets
Auto Mechanics Troubleshooting	Math Club
Band	Science Club
Choir	Student Council
Class Officers	Scholastic Bowl
Math Team	Spanish Club
National Honor Society	Sportsman Club
Future Farmers of America (FFA)	
Future Business Leaders of America (FBLA)	
Family Consumer & Career Leaders of America (FCCLA)	

WEEKLY ELIGIBILITY

All athletes and students participating in any and all extra-curricular activities must be passing at least twenty (20) credit hours of high school work per week. This is an equivalent of four (4) "full credit" courses. Grades are submitted by the teachers weekly and the eligibility of the student will be from Monday to Monday each week.

STUDENT ACTIVITY REGULATIONS

STUDENT COUNCIL RULES

Election is held during the 4th nine-week grading period for seniors, juniors and sophomores. Freshmen will elect their representatives during the first two weeks of the fall semester. (If a student has been elected as an officer in the State Student Council, then he/she will be an automatic FCHS Student Council member for the following year.) Membership shall consist of six members per class.

Qualifications: Representatives shall be members of the class they are representing. Tenth-twelfth graders shall have a cumulative G.P.A. of 2.0 or above for their school career. Petitions must contain 50 class membership signatures to be eligible for the ballot.

CLASS ELECTIONS

Same procedure as for Student Council.

HOMECOMING

This annual day and night of festivities is sponsored by the Student Council. Approximately one month before homecoming, the freshman, sophomore and junior classes elect two attendants for the Royal Court. The senior class elects three candidates. The senior candidate with the most votes will reign as Queen while the other two will serve as attendants. Students who have served as attendants in the freshman, sophomore or junior year will not be eligible for nomination again until they are seniors.

INITIATION

No initiation or hazing of students is allowed. Only formal initiation of students into membership in school clubs is allowed. (This should be approved by the administration.)

GANG ACTIVITIES

Any public school fraternities, sororities, secret societies and gangs are prohibited. Any of these organizations are detrimental to the best interests of Fairfield Community High School. This includes wearing or displaying at school or any school-related activity clothing, badges, adornment, or other insignia (including physical gestures) intended to display membership or

solicitation of membership in any public school fraternity, sorority, secret society or gang.

ASSEMBLY PROGRAMS

Assembly programs are provided for cultural enrichment, for educational development, and for the student's enjoyment. Students are to behave in an orderly manner while attending such meetings. Students should always keep in mind that the people presenting the programs are our guests and here at our request. (Please extend all courtesies to these guests.) Proper behavior, therefore, is mandatory.

CLASS PARTIES

The primary purpose of FCHS is to provide an educational experience for all students. Therefore, class parties during the instructional day will not be permitted.

ANNOUNCEMENTS

All articles for any media--local and otherwise--should be approved by the principal prior to publication.

Announcements are made at the end of the sixth period each day over the public address system. Announcements are then typed and a copy is made available for each teacher. For an announcement to be included, it should be submitted to the office no later than 9:30 a.m. and must be initialed by a teacher or group sponsor.

BUS TRANSPORTATION

Bus transportation is provided for students at Fairfield Community High School who reside 1 1/2 miles or more from school. If a student is privileged to ride the bus to and from school or to and from school-sponsored activities, he or she is expected to abide by the rules and regulations set by the school. When a faculty member is not present on the bus, the driver is responsible for setting reasonable rules of conduct. Students getting on or off the bus other than at home need permission from both parents and the school.

SCHOOL NURSE

Students who are ill and need to see the nurse or use the nurse's room must get permission **and** a pass from their teacher. If the nurse is not available, the student should go to the main office for assistance.

PHYSICAL EXAMINATIONS

State Law requires that all freshmen and out-of-state transfer students receive a physical exam. Physical examinations will be due at registration. A student will not be permitted to register until the examination form or an appointment card has been submitted.

IMMUNIZATIONS

Students entering ninth grade and transfer students are required to provide evidence of the State of Illinois requirements for immunizations. Students entering FCHS for the first time must submit evidence of immunizations by October 15, or within 30 days after entrance to the school.

HEARING AND VISION SCREENING

Students in the ninth grade and all transfer students are required to have vision and hearing screenings. The nurse will administer the screenings throughout the year.

MEDICATION IN SCHOOL

The purpose of supervision of medications in school is to provide opportunity for a student to take medications that are necessary to maintain the student in school and that can only be given during school hours as prescribed by the student's physician.

A student with asthma is permitted to self administer asthma medication provided or a student with allergies is permitted to use an epinephrine auto-injector provided (1) the parents of the student provide written authorization for such use and waive liability and (2) the student's doctor provides written certification that the student has asthma or allergies and is capable of self-medicating.

DAMAGED OR LOST BOOKS

If a student loses or damages a textbook, a fine will be assessed based on the condition of the book, and the number of years the book has been in use. A textbook is considered to go through the cycle of new to poor in the normal everyday use over a period of semesters. If books are damaged beyond normal wear and tear, a fine will be assessed. Students are issued books at the beginning of a semester/year and are expected to return the same book at the end of the semester/year. If the same book is not returned, the student is expected to pay for the lost book depending on age and condition of the textbook.

STUDENT INSURANCE

Parents are encouraged to have adequate accident insurance coverage for their high school students. Many parents presently have sufficient coverage through their employment insurance program. For those who feel their insurance is lacking, two types of policies are available:

School-time: This coverage is for the student during the school day over a nine-month period;

Twenty-four Hour Coverage: This coverage is for a twelve-month period throughout the entire twenty-four

hour day.

Each policy does have limitations as to the amount and type of coverage. All claims are paid on a non-duplicating basis where other insurance is involved. Information on these insurance programs is given to each student at the beginning of each school year (available at registration time). Parents should read this information and become familiar with the coverage of both types of policies. The student insurance plan does **not** cover inter-scholastic football.

Fairfield Community High School does not provide medical or accidental insurance coverage for students. Any students enrolled in regular, vocational, or extra-curricular activities are encouraged to have adequate insurance coverage. Students involved in any school related accident, where student negligence or carelessness is a factor, will be responsible for their own medical/hospital expenses. All accidents must be reported immediately to the main office. If negligence on the part of school personnel is a possible factor, the accident will be reported to the school district's liability insurance agent.

REPORT OF INJURIES

A student who receives an injury at school or at any of the school sponsored activities must report the accident immediately to the teacher, coach, or supervisor in charge. This is important for insurance purposes if medical treatment is necessary. The accident should also be reported to the principal's office, where arrangements will be made for treatment and the necessary forms will be completed.

SCHOOL LUNCH PROGRAM

In order to keep bookkeeping to a minimum and thus help keep the cost of meals to a minimum, FCHS will continue to follow these basic cafeteria rules:

1. Meals are to be paid for on a day-to-day basis, or weekly basis;
2. Those students who receive free or reduced-priced lunches will receive a number that must be given to the cafeteria cashier each day.
3. All eating and drinking (sodas, included) is to be confined to the cafeteria;
4. Tables are available for those students who choose to bring a sack lunch;
5. Trays are to be returned and litter picked up;
6. FCHS has an open-campus policy in that a student may leave school during his or her lunch hour.
7. Students are to remain in the cafeteria, breezeway or outside the building during lunch.
8. Once a student leaves the cafeteria they must go to the breezeway or outside the building. Students are not permitted to go back and forth.

Free and Reduced Lunch forms are given to each student at registration. The form must be completely filled out, submitted to the Main Office, and then a notification letter will be mailed to the parent/guardian.

Prices

Student and Adult Breakfast	\$1.25
Student Lunch	\$1.75
Adult Lunch	\$2.00

LOCKERS

Hall Lockers: These lockers are provided for students' books and personal items which are brought to school. It is strongly recommended that students purchase either key or combination locks for their hall lockers and keep the lockers locked at all times!

P.E. Locker: These lockers are provided for girls' P.E. and boys' P.E. Locks for P.E. are not provided. It is strongly recommended that students purchase either key or combination locks for their P.E. lockers and keep the lockers locked at all times!

Both P.E. and hall lockers are the property of the school and are subject to reasonable search at any time. Students are responsible for keeping lockers clean and neat. The Administration reserves the right to search all lockers at anytime in a random, general manner to insure no illegal drugs, weapons, alcohol, contraband, etc. are kept in the lockers.

FCHS is not liable for any items that are stolen on school property. This includes items in locked and/or unlocked lockers.

RADIOS, CD PLAYERS, ELECTRONIC GAMES

Students are not allowed to possess or use, for entertainment purposes of any kind portable radios, CD players, MP3 players, Ipods, gameboys, PSP players, and computers during the school day. Use or display of such devices, including but not limited, to the ones listed above will result in disciplinary action.

STUDENT MOTOR VEHICLES AND PARKING AREAS

Students who drive to school are reminded that the parking lot is school property.

All cars parked on school property can be searched at any time with reasonable suspicion at the discretion of the Administration. Assistance from law enforcement officers will be obtained at the discretion of the Administration.

In order to alleviate congestion in finding a parking space and concerns over safety, FCHS has instituted the following rules:

1. A student must have a valid driver's license to register for a parking sticker.
2. Students who park in school parking lots may buy a parking tag at a cost of twenty dollars.
3. Students will register for the tags in the spring for the following year. A lottery will then be held for parking spaces with seniors who registered during the spring registration period with first choice, then juniors and sophomores.
4. Students who receive their driver's license after the spring registration period may apply for a parking sticker on a first-come first-serve basis, if stickers are available.
5. A student who parks in another student's assigned space will be subject to detention, losing their parking privileges or having their car towed.
6. Littering by students can result in detention or loss of parking privileges.
7. Students are not permitted to enter cars during the school day except when leaving for lunch or permission from an administrator.
8. Reckless driving, driving at excessive speeds and playing radios, tapes or CD's at excessive volume can result in loss of driving privileges or detention.
9. All cars parked on school property can be searched at any time with reasonable suspicion at the discretion of the administration.

ALTERNATIVE SCHOOL STUDENTS

FCHS senior students who are currently attending an alternative school will have their request to attend senior activities and the graduation program reviewed by the principal on a case-by-case basis. Consideration will be given to the discipline record of each student making the request.

DANCES

All rules and regulations regarding student behavior during the school day will be in effect for school dances. This includes normal penalties for consumption of alcohol and/or use of drugs before and anytime during the dance. Students are encouraged to remain for the entire dance, however, if a student leaves the dance, he or she will not be readmitted.

Dances at FCHS are for current students and their dates only. A guest permission form must be filled out for all dance attendees who are not FCHS students. The form is

available in the office. The minimum age for a dance is 9th grade and the maximum age is 20.

DRESS

Dress sets the mode for the occasion and should reflect positively on the person, the school, and the home. When you come to school, you must use good judgment in selecting appropriate clothing. Clothes with vulgar, distracting or suggestive writing, pictures or images, tobacco, drug and/or alcohol related themes may not be worn to school or to school functions.

Short shorts, boxers and short trunks are not appropriate for school wear. Also pajama tops, bottoms, house slippers, and bath robes are not appropriate. Shorts and pants must be worn around the waist. Bare midriff clothing, "see-through" attire, tank tops, undershirts, half shirts or split-side shirts, cannot be worn by students. All shirts must have sleeves. Halter tops will not be acceptable. Caps, hats, visors, bandannas and sunglasses may not be worn by any student. Shoes must be worn at all times. Students shall wear no wallet chains, studded bracelets and studded necklaces.

Students who are in violation of the dress standards may be sent home to change and will receive an absence for any classes they miss.

ELECTRONIC COMMUNICATION DEVICES

Students are permitted to carry a pager or cell phone. However, FCHS prohibits the use or display of these devices during the school day, except in the event of an emergency that threatens the safety of students, staff or other individuals. Use or display of a device during the school day will result in disciplinary action. FCHS is not responsible for loss or theft of an electronic communication device.

TELEPHONE

Telephone calls to and by the students are limited to emergencies. A student will not be called out of class unless the call is an emergency and the caller identifies himself or herself.

LOST AND FOUND

This service to students has its headquarters in the principal's office where students should turn in items they happen to find. Unclaimed items are kept there for a reasonable length of time. Found textbooks and library books will be returned to the respective teacher.

SIGNS AND PUBLICATIONS

All signs or publications should first be approved by the principal before they are displayed in the halls or distributed to students.

Also, no signs, banners, and/or noisemakers are allowed at ballgames. (Homecoming banners will be exempt.)

ENTERPRISING STUDENTS

No student will be allowed to sell an item or items for personal profit, or for non-school organizational profit, during the school day or at school-sponsored activities.

LIBRARY

The mission of the library is to ensure that students and staff are effective users of information and ideas. To fulfill the needs of patrons are approximately 8,500 volumes of books, periodicals in print and microfiche, and other equipment and materials needed in the learning process.

As a member of the Shawnee Library System, the library has access to books and other resources through the interlibrary loan delivery service. Library patrons can search the collection using computers equipped with Follett automation software. Computer workstations allow access to information and full-text journal articles through electronic resources like First Search, Big Chalk, and PDR Online.

The library is open from 7:45 am to 3:10 pm, and whenever the librarian is present. Hours can be flexible upon student request. Most items may be checked out for three weeks, and a fine may be calculated for overdue items.

More information about the library's objectives, selection policies, and collection maintenance is available in the Library Policies and Procedures Manual housed in the library.

MULES' RULES:

GENERAL CONDUCT AND ATTENDANCE

GENERAL CONDUCT REQUIRED

In order to provide a desirable learning environment, reasonable rules and regulations concerning student discipline must be established and maintained. When breeches of school disciplinary rules and regulations occur, it is the responsibility of the involved teachers and administrators to work with the student, his or her parents, and other support personnel to help the student

correct his or her behavior. All disciplinary actions shall be directed toward protecting the welfare of the school community as well as helping the student develop self-discipline.

When determining the response for a specific breach of discipline, school personnel will consider the nature of the act, the student's previous school history, his or her age and maturation, all mitigating circumstances, the seriousness of the disciplinary infraction, and the affect of his or her actions on the welfare of the school community. Please keep in mind, the provisions of this handbook are not to be considered as irrevocable contractual commitments between the school and the student. Rather, these provisions reflect the current status of the rules, practices, and procedure as currently practiced and are subject to change. So the following disciplinary responses may include but are not limited to the following options and no progressive order is intended regarding the disciplinary responses.

It is believed these policies will deal with the majority of the discipline cases. It should be remembered there are times when the principal and/or other administrators must deviate from the rigid policies to meet the needs of the individual situations. This right is reserved.

The Board of Education of Fairfield Community High School #225 has established the specific rules and regulations to govern the conduct of the student body. These rules and regulations shall cover student infractions that occur during the school day and/or school sponsored activities. Suspensions and expulsions will be enforced when a student is involved in behavior which is considered gross disobedience and/or misconduct. The student violations of misconduct shall be classified into three (3) separate categories. In all instances parent contact will be made with all disciplinary infractions either by telephone, in person, or by written notification. Also, contact will be made with law enforcement personnel, when needed.

Classification I

Students committing this type of violation shall be subject to immediate suspension and/or expulsion. Infractions of this type of behavior shall include but not be limited to:

- A. Actions considered to be life threatening, including physical assault of district employees and/or other students
- B. Possession, transfer, sale, use, or being under the influence of any alcohol, intoxicant, narcotic, marijuana, any other controlled substance, and/or "look-a-like" drugs, while on school grounds or attending school sponsored activities. This includes students who

- have consumed any of these substances prior to entering or while attending school or any school sponsored event
- C. Possession of drug related paraphernalia
 - D. Setting fires or willful damage to school property
 - E. Setting off the fire alarm without justification
 - F. Participating in a Bomb Threat
 - G. Any threatening actions which may endanger the well-being of the student body and/or jeopardize the educational process
 - H. Possession of a weapon or explosive
(Refer to the State Mandate regarding weapons at school)
 - I. Fighting

Disciplinary Options:

- Denial of classroom privileges or removal from class
- 3-5 days out of school suspension
- 6-10 days out of school suspension with possible recommendation for expulsion

Classification II

Infractions of this type of behavior shall include but not be limited to:

- A. Use of tobacco on school grounds, including parking lots, and in the streets in front of the school
- B. Repeated truancy
- C. Profanity - written or verbal
- D. Flagrant insubordination, disrespect, and in general uncooperativeness directed toward any district employee
- E. Gambling
- F. Vandalism
- G. Excessive tardiness
- H. Theft
- I. Failure to serve assigned detention
- J. Misconduct committed off school property by a student toward a district employee
- K. Verbal and/or written harassing, profane and/or intimidating remarks.
- L. Failing to cooperate with school officials.

Disciplinary Options:

- Saturday detention and for lunch detention
- Denial of classroom privileges or removal from class
- 1-5 days out of school suspension
- 6-10 days out of school suspension with possible recommendation for expulsion

Classification III

Infractions of this type of behavior shall include but not be limited to:

- A. Class and/or school truancy
- B. Class tardiness
- C. Unauthorized use of school property
- D. Littering and general disregard for school grounds and property
- E. Forgery and cheating
- F. Disrespect to employees and other students which includes inflammatory speech
- G. Misconduct in class, at school sponsored activities, and/or on the school bus
- H. Display of affection
- I. Possession of tobacco products
- J. Failure to follow the teachers' individual classroom rules
- K. Violations of the rules and regulations contained in the student handbook not otherwise covered in this disciplinary section
- L. No head coverings are allowed to be worn in the classroom or in the school during the regular school day
- M. No radios, tape players, CD players or headphones
- N. No eating or drinking in the halls or in the classrooms
- O. Any device(s) that may be psychologically or physically harmful to another student or district employee is not allowed on school property and/or at school sponsored events

Disciplinary Options:

- Verbal warning
- Saturday detention and/or lunch detention
- Denial of classroom privileges or removal from class
- 1-5 days out of school suspension
- 6-10 days out of school suspension with possible recommendation for expulsion

AGGRESSIVE BEHAVIOR

The Board of Education has determined that a safe school environment facilitates learning. Accordingly, it is the policy of this Board of Education that aggressive behavior of students of the District shall not be permitted.

Aggressive behavior is defined as:

Any behavior that may cause physical or psychological harm to someone else and/or urging other students to engage in such conduct. Prohibited aggressive behavior includes, without limitation, the use of violence,

force, noise, coercion, threats, intimidation, fear, bullying, or other comparable conduct.

The main types of aggressive behaviors are:

Physical (hitting, kicking, grabbing, spitting, etc.)
Verbal (name calling, racist remarks, etc.) Indirect
(spreading rumors, wearing or possessing items depicting
or implying hatred or prejudice, etc.)

Grounds for disciplinary action apply whenever the student's prohibited aggressive behavior is reasonably related to school or school activities, including, but not limited to:

1. On school grounds before, during, or after school hours or at any other time when the school is being used by a school group;
2. Off school grounds at a school-sponsored activity, or event, or any activity or event which bears a reasonable relationship to school;
3. Traveling to or from school or a school activity, function, or event; or
4. Anywhere, if the aggressive behavior may reasonably be considered to be a threat or an attempted intimidation of a student, visitor, or staff member or an interference with school purposes or an educational function.

Students who are the victims of aggressive behavior, as stated in this policy, at anytime by anyone are encouraged to notify any school district employee who in turn, reports the alleged incident to the principal or superintendent.

When there is substantial evidence of violation of this policy, the administration and/or Board shall take appropriate action that may include expulsion, suspension, detention, police contact and report, warning, and/or such other disciplinary action as may be warranted.

****The State Mandate regarding weapons is as follows:**

ILLINOIS SCHOOL CODE 10-22.6

The board may expel a student for a definite period of time not to exceed two (2) calendar years, as determined on a case-by-case basis. A student who is determined to have brought a weapon to school, any school-sponsored activity or event, or any activity or event which bears a reasonable relationship to school, shall be expelled for a period of not less than one year, except that the expulsion period may be modified by the superintendent, and the superintendent's determination may be modified by the board on a case-by-case basis. For the purpose of this Section, the term "weapon" means (1) possession, use, control, or transfer of any gun, rifle, shotgun, a weapon as defined by Section 921 of Title 18, United States Code, firearm as defined in Section 1.1 of the Firearm Owners Identification

Act, or use of a weapon as defined in Section 24-1 of the Criminal Code, (2) any other object if used or attempted to be used to cause bodily harm, including but not limited to, knives, brass knuckle, or billy clubs, or (3) "look alike" of any weapon as defined in this Section. Expulsion or suspension shall be construed in a manner consistent with the Federal Individuals with Disabilities Education Act. A student who is subject to suspension or expulsion as provided in this Section may be eligible for a transfer to an alternative school program in accordance with Article 13A of the School Code. The provisions of this subsection (d) apply in all school districts, including special charter districts and districts organized under Article 34.

WEAPONS NOTICE

A school staff member shall immediately notify the Principal in the event that he or she (1) observes any person in possession of a firearm on or around school grounds, however, such action may be delayed if immediate notice would endanger students under his or her supervision, (2) observes or has reason to suspect that any person on school grounds is or was involved in a drug-related incident, or (3) observes a battery committed against any staff member. Upon receiving such a report, the Principal or designee shall immediately notify a local law enforcement agency and, if a student is reportedly in possession of a firearm, also the student's parent(s)/guardian(s).

NOTIFICATION OF PARENTS

When a student is placed in detention, suspended, or expelled, the parents of the student will be notified by mail stating the reason for the detention, suspension or expulsion. In the case of out of school suspension, the parent/guardian will be notified by telephone if possible, followed by notification by mail.

While in detention, the student must follow these rules:

1. Bring assignments, books, paper, pencils, etc. You cannot go to your locker or in the school building
2. Work on the assignments
3. Remain in your seat and be quiet
4. No eating or drinking in detention
5. Serve the hour(s) assigned to you-do not come early or stay late
6. Enter the building through the main entrance (door number 3)
7. Do not bring any toys - hand held games, etc.
8. Do not bring a pillow

DETENTION/ALTERNATIVE PLACEMENT

Detention will be assigned on Saturdays. Failure to serve detention will result in double detention time being assigned. Failure to serve detention the second time will result in one day out-of-school suspension. Failure to serve succeeding detention times will result in one to ten days out of school suspension. Student(s) with an individualized educational plan (IEP), may receive an alternative placement in school for one or more periods. Detention will be assigned in one unit (8:00-10:00) or 10:00-12:00 noon, two units (8:00-noon), or a full Saturday from 8:00-1:00 p.m.

SUSPENSION

Only the superintendent or the principal may suspend a student. Suspensions out-of-school may last from one to ten days. Any out-of-school suspension counts against a student's three-day exam policy each semester. Out-of-school suspensions are unexcused; therefore, no make up work is permitted (unless the student has an individualized education plan) during the length of the suspension. Students suspended from school are not allowed to attend any school activities during the time of suspension. Also, students are not allowed on school property at any time during the suspension.

EXPULSION

Only the Board of Education may expel a student. Expulsion will last until the end of the semester or until the end of the school year. The length of the expulsion will be at the discretion of the board. Students are not allowed on school property during the expulsion time period. Students will be recommended for expulsion by the principal for repeated, accumulated, or severe offenses.

APPEAL PROCEDURE

The principal has been authorized to handle all discipline and attendance matters.

In the event a student feels he or she has been treated unfairly in regard a disciplinary matter, he or she may ask for a hearing with the superintendent, with those involved present at the hearing. If the student is still not satisfied with the findings, he or she may proceed from this point to the Board of Education by having the superintendent place the matter on the board's agenda. If not satisfied at the point, the student may proceed to the Superintendent of the Regional Office of Education.

ACCUMULATION OF DISCIPLINARY REFERRALS

When a student accumulates a total of 10 disciplinary referrals for behavior, he/she will receive five (5) days Out-of-School suspension. Once 15 disciplinary referrals

are accumulated, then 10 days Out-of-School Suspension will be assigned, and 20 accumulated disciplinary referrals will result in 10 days Out-of-School Suspension with a recommendation for expulsion. (Tardy referrals will be excluded from this accumulation policy.)

CORPORAL PUNISHMENT

In all matters relating to the discipline of students while in the conduct of the school, the teachers shall stand in the relation of parents and guardians. This relationship shall extend to all activities with the school program and may be exercised for the safety and supervision of students in the absence of their parents or guardians. Teachers and non-certified personnel may use reasonable force as needed to maintain safety for the other students, school personnel or persons for the purpose of self-defense or the defense of property. A staff member shall not slap, paddle, maintain a student in a physically painful position, or intentionally inflict bodily harm.

SEARCH AND SEIZURE

The School Board recognizes its responsibility to maintain order and security in the schools. Accordingly, school authorities are authorized to conduct searches of students and their personal effects as well as the property of the district, in accordance with this policy. Any and all means may be utilized in assisting the school district in search and seizure procedures, if necessary to include but not limited to police agencies and police dogs. The school district will not be responsible for any damage incurred by these animals.

STUDENTS AND THEIR PERSONAL EFFECTS

School authorities (certified employees and administrators) may search a student and/or the student's personal effects (i.e. purses, wallets, knapsacks, book bags, lunch boxes, etc.) when there is reasonable ground for suspecting that the search will produce evidence that the student has violated or is violating either the law or the rules of the school. The search itself must be conducted in a manner that is reasonable, related to the objectives of the search, and not excessively intrusive in light of the age and sex of the student and the nature of the infraction. When feasible, the search should be conducted as follows: outside of view of others, including students; in the presence of a school administrator or adult witness; and by a certified employee or administrator of the same sex.

SCHOOL PROPERTY

School property, including but not limited to lockers and the parking lot, is owned and controlled by the district and the district may make reasonable regulations regarding its use. School authorities are authorized to conduct

area-wide general administrative inspections of school property (i.e. searches of all student lockers) as a means of protecting the health, safety, or welfare of the district, its employees, and its students, without notice to or consent of the student and without a search warrant. In all other cases, school authorities may search such school property when there are reasonable grounds to suspect that the search will produce evidence that a student has violated either the law or the district's rules. An individual locker will be assigned to each student. Students will be responsible for the contents of their lockers.

RELATIONS WITH LAW ENFORCEMENT AGENCIES

Cooperation with law enforcement agencies is desirable, keeping in mind the rights of pupils and parents.

Interviews: Interviews of students by law enforcement officers, who show proper identification, will be permitted during the school day only when interviews during non-school hours are impossible, impractical, or would unduly interfere with law enforcement. Efforts should be made to notify the parent, guardian, or other adult person having custody of the child.

Arrest: Custody and/or arrest can occur by a police officer after he or she has shown proper identification and credentials.

RECIPROCAL REPORTING POLICY WITH LAW ENFORCEMENT

Information communicated to law enforcement professionals remains confidential. Any unlawful act taking place on school grounds or buses not only makes the student subject to penalties which the courts may prescribe, but also will result in the school taking any disciplinary steps deemed necessary and/or appropriate.

ATTENDANCE POLICY

Fairfield Community High School is committed to the philosophy that all students must attend their classes in order to receive the maximum benefit of a complete education. Regular attendance and promptness are expected of each student and are essential for the development of responsible behavior which will be useful throughout life.

Fairfield Community High School will enforce the laws of the State of Illinois concerning compulsory school attendance. This law basically states that it is the parent's or other guardian's duty to make sure that his or her child attends school. Failure to do so can result in legalities against the parents, guardians and (or) the student.

ABSENCES

Each day a student is absent, the parent/guardian should call the school office (842-2649) by 10:00 a.m. or immediately after lunch. Upon returning to school, the student is to report to the attendance office to receive an admit to class. If no phone call was made, a note from the parent/guardian is required explaining the reason for the absence. **"Admits" are to be obtained previous to the first period regardless of when the student was absent.** Those admits written after this time will cause the student to be considered tardy to the first period class or any subsequent class. Students who are age 18 or older may write their own notes.

A student whose parent/guardian fails to call in their absence or a student who fails to bring a note from home will have 24 hours in which to clear the absence and detention may be assigned.

The following absentee policy will be observed:

1. A student will be allowed ten (10) days absence from class per semester.
2. A student who exceeds ten (10) absences in a class will be removed from that class with an "F" for the semester and loss of credit for that semester will occur. The student will be placed in study hall.
3. **Students who exceed three days absence in a class per semester will be required to take semester exams.** Any student who does not exceed three days absence in a class will have the option of whether to take semester exams.
4. **Any type of absence will count against a student's three-day limit** with the exception of school-sponsored activities and college/military days, death in the immediate family (which is defined as mother, father, legal guardians and siblings) and some type of natural catastrophe (i.e. tornado, flood or fire).
5. **Semester exams may** be required in some classes at the discretion of the instructor, and **with administrative approval.**

Any student who accumulates **five (5) truancies in a class per semester** will receive a **grade of "F" with loss of credit** for the semester. Any student who is removed from two classes under this rule is subject to out-of-school suspension and/or expulsion with mandatory parent conference before readmission to school.

FCHS reserves the right to determine whether an absence is classified as excused, as an absence, or as truant.

The Compulsory Attendance Laws of the State of Illinois will be followed as well as the Special Education laws regarding attendance.

TYPES OF EXCUSED ABSENCES

Those absences which are considered excused, are illness and medical appointments when both are **confirmed** by a doctor or dentist, observance of a religious holiday, death in the immediate family, two prearranged vacation days per semester, and suspension.

Excused absences will count against the three (3) day exam policy, but will not count against the ten (10) days absentee limit per semester.

Students will be able to make up missed class work due to excused absences. Death in the immediate family will be reviewed on an individual basis.

COLLEGE VISITATION

Seniors and juniors are encouraged to attend the college visitation days on the weekend and/or school holidays that all colleges conduct. Seniors and juniors with a good academic standing and a good attendance record will be allowed a total of two college/military days for the two years. These two days can be taken any time during their junior or senior year. These days will not count against their number of absences regarding semester exams, or the ten (10) day limit, if the absence is prearranged and upon returning to school a signed letter from the admissions office of the college is presented. No college days will be granted after April 1 unless requested by the university, college, or military.

The number of students per day allowed to take a college/military day will be limited per the discretion of the administration.

TYPES OF ABSENCES

An absence from school is one in which the school cannot approve, but the parent has given written permission. Examples of this include, but are not limited to, the following types of absences:

1. Personal business, banking, going to get medicine, etc.
2. Absence past 10 minutes in a class without a valid excuse from another teacher or the main office.
3. Working.
4. Not signing out.
5. Out of town without a prearranged absence.
6. Overslept.
7. Car trouble.
8. Missed ride to school.
9. Not bringing a note from a parent or other guardian within 24 hours of an excused absence.

10. Vacation.

Teachers are under no obligation to permit students with absences to make up assignments or tests. In addition, detention may be assigned for absences. All absences in this category count against the three (3) day exam policy **and** the ten (10) absence days per semester policy.

TRUANT ABSENCES

FCHS considers a student to be truant who is absent without valid cause for a school day or portion thereof, as defined in Section 26-2a of the Illinois School Code. The parent may be unaware that the student is absent. If a student is considered truant, there are no make-up privileges for schoolwork missed and grades are recorded as zeros. Detention and/or suspension will result from truancy. Five trancies in a class per semester will result in the removal of the student from the class with a grade of "F" and no credit. **FCHS reserves the right to classify all absences as excused, as an absence, or as a truancy.** FCHS will refer and/or provide services to a student experiencing attendance problems as outlined in the following resources and supportive services section.

PREARRANGED ABSENCES

It is recognized that all requests for prearranged absences are different. Therefore, the attendance office reserves the right to classify a prearranged absence as excused, as an absence, and/or as a truancy depending on the nature of the request, the academic record of the student, and the student's attendance record. However, except for excused absences and the college and military days, these absences are counted against a student's three-day semester exam policy and the ten absence days per semester policy. Students are expected to prearrange an absence at least one day in advance, and no more than two days maximum per semester will be granted as excused for a prearranged absence.

An example of a prearranged is when a student takes a vacation with his or her family.

FCHS discourages parents or other guardians from letting the student(s) take vacations during periods when school is in session. Such vacations may disrupt the continuity of a student's learning and create educational problems. The prearranged absence policy must be followed, when the vacation is unavoidable. Only two days will be excused per semester. Teachers are under no obligation to permit students make-up privileges for any and all absent days.

SIGNING OUT AND LEAVING SCHOOL

Any student who needs to leave the school during the school day must sign out in the main office. Any student who will not return to school after the lunch period must have a parent or guardian notify the school on the day of the absence and explain the reason for the student's absence. Any student who does not follow these procedures will be given a truancy or absence admit and/or detention.

Valid reasons for signing out include illness verified by the school nurse or for medical appointments. If a student feels ill during the day he or she should go to the nurse's office. If the nurse is not in, students are to go to the main office and contact will be made with the home in order for the student to be picked up at school. If no contact can be made with the home, the student will not be allowed to leave school.

Fairfield Community High School operates under the open campus system in that students are able to leave the campus during the lunch periods. If a student is away from the school grounds during his/her lunch period, and for some reason, is not going to return to school, he/she must have a parent/guardian notify the school and explain the reason for the absence. Any student leaving the school ground must obtain permission from the attendance office.

TARDINESS

A student is considered tardy unless he or she has a pass from a teacher. The decision on what constitutes tardiness to class rests with the teacher. However, a student who is more than ten minutes late to class without a pass from another teacher will be counted absent and be given an absent admit and/or detention. **Teachers shall fill out referrals upon the third tardy to class.** Tardies are kept on a cumulative basis for each class and individually per class by the teacher. The accumulation of tardies is kept on a semester basis. The penalties for tardiness include the following:

1. 1st three tardies=one absence per that specific class, plus one unit detention
2. 2nd three tardies=one absence per specific class, plus two units detention; if this occurs in a study hall, then two units detention will be assigned
3. 3rd three tardies=one day Saturday detention plus an absence for that specific class
4. Additional sets of tardies=out-of-school suspension along with additional absences per that specific class.

Absences accrued because of tardies will count toward the three (3) day semester exam policy **and** the ten (10) day attendance semester policy.

CHRONIC OR HABITUAL TRUANT

FCHS considers a student to be a chronic truant who is absent without valid cause for 10% or more of the previous 180 regular attendance days, per Section 26-2a of the Illinois School Code.

RESOURCES AND SUPPORTIVE SERVICES

The following resources and supportive services are available to truants and chronic truants (this is a partial listing):

1. Conferences with school personnel, student and parents.
2. Counseling services with school counselors.
3. Testing by school psychologists and special education personnel.
4. Conference with the student's probation officer. Schedule or program changes.
5. Special education placement.
6. Referral to the Truant Alternative Program and/or the County Truant Officer through the established procedures outlined with the Superintendent of the Educational Service Region. This may lead to court action against the student and (or) parent or other guardian.
7. Referral to other community services such as Public Aid, Counseling Center, Drug and Alcohol Rehabilitation Services, etc.
8. Academic Resource option will be discussed.

TRUANT MINOR

FCHS, in keeping with Section 26-2a of the Illinois School Code, considers a truant minor to be a chronic truant to whom the above resources and supportive services have been provided and have failed to result in the remediation of the chronic truancy, or have been offered and refused by the parent or other guardian and (or) student. No punitive action, including out-of-school suspension, expulsion or court action shall be taken against chronic truants for such truancy **unless** available supportive services and other school resources have been provided to the student and they have been refused or have failed to result in the remediation of the truancy.

APPEAL PROCEDURE

A student may appeal, in writing to the principal, within (10) days of being removed from class if the student feels events beyond his or her control have caused them to exceed the ten allowable absent days per semester.

A hearing on the appeal will be conducted within ten (10) school days following the receipt of the written appeal.

FURTHER APPEAL

A student may appeal the principal's decision within three (3) days by appealing, in writing, to the District Superintendent. The District Superintendent's decision may be appealed within five (5) days of receiving such notification by appealing, in writing, to the Fairfield Community High School's Board of Education. The board's decision is final.

POLICY FOR CO-OP STUDENT ABSENCES

A student who is absent from school on any given day is not to report for work. The student should also make sure the employer has been notified of the absence. Students and parents are required to sign a CO-OP agreement outlining all the CO-OP rules.

WORK PERMITS

Juniors and seniors who find it necessary to work during the school year with the exceptions of the Co-op or Vocational Work-Study programs, need to make arrangements with the guidance department and principal prior to registration in August.

Work permits will be issued for one period per day, either morning or afternoon and will be issued if a student has no truancies, maintains at least a 2.0 average in his or her classes and has not received disciplinary referrals. Work permits are a privilege and must be renewed after the first semester and may be revoked for violation of the above reasons.

Students issued work permits are not to be anywhere on school grounds when they are scheduled for work.

STUDY HALLS

All students are required to attend study halls unless they are enrolled in a work situation that has been approved by the principal.

PASSES

Students must have a PASS from a teacher before they are in the halls. Before leaving a classroom or gym **for any reason**, the student must obtain a pass from the supervising teacher.

CLOSING OF SCHOOL

In case of school closing due to inclement weather or for any other reason, the local radio station, WFIW, will carry such information.

TRANSFER OR WITHDRAWAL FROM SCHOOL

All students who transfer or who withdraw from school must follow this procedure:

1. Obtain a withdrawal form from the guidance office.
2. Return all textbooks to teachers and pay all outstanding fees
3. Make sure all necessary signatures are on the form, including parent's or guardian's signature
4. Return the withdrawal form to the Guidance office

After a student has completed withdrawal procedures, a pro-rated refund of book fees may be requested by the student's parent or other guardian. No refund can be made on insurance.

Students who are 16 years of age or older, and not transferring from another high school, may not enroll in FCHS two weeks after the beginning of a semester.

Students who enroll and are not in attendance for ten (10) consecutive days, with no explanations to the high school, will be dropped from the attendance rolls and class lists. To re-enroll, a student must be given permission by the school administration.

STUDENT RECORDS

Both permanent and temporary records are kept on all students. A student's permanent record includes basic information such as name, birth date and birthplace, gender, plus academic transcript, attendance record, health record, honors, awards, participation in school-sponsored activities and test scores. All student information not included in the permanent record is filed in the temporary or cumulative record. This includes all disciplinary infractions involving drugs, weapons or bodily harm. All temporary files are destroyed five (5) years after the student leaves school. Approval from the Illinois State Board of Education is secured.

Also, the guidelines for the Family Educational Rights and Privacy Act (FERPA) will be followed. FERPA affords the students certain rights with respect to their education records. They are: 1) The right to inspect and review their records within 45 days of the day the District receives a request for access, 2) The right to request an amendment of the student's education records that the parent/guardian or eligible student believes are inaccurate or misleading. The request must be submitted in written form to the District Superintendent, 3) The right to consent to disclosures of personally identifiable information contained in the student's education records. Except, FERPA does allow for disclosure of the student's educational records to school officials with legitimate

educational interests. A school official is a person employed by the District in an administrative supervisory, academic, or support staff position (including law enforcement personnel and health staff); a person or company with whom the District has contracted (such as an attorney, auditor, or collection agency); or a person serving on the Board of Education. Also, upon request, the District discloses education records without consent to officials of another school in which a student seeks or intends to enroll, 4) The right to file a complaint with the U.S. Department of Education concerning alleged failures by the District to comply with the requirements of FERPA. The name and address of the Office of the administrators FERPA is: Family Policy Compliance Office, U.S. Dept. of Education, 400 Maryland Ave, S.W., Washington, D.C. 20202-4605,

Parents or students wishing to inspect the records prior to signing a release form may do so. The principal or guidance counselor will be present at such inspections to insure correct interpretation of all information. Forms granting permission for release of records are available in the Guidance Office.

Disclosure of your Social Security Number is voluntary. No legal right, benefit or privilege will be denied as a result of any failure to disclose your Social Security Number.

Social Security Numbers collected will be used for educational research purposes only and will primarily be used for employment tracking of vocational education program completers in accordance with the Carl D. Perkins Vocational Education Law, 20 U.S.C. Sec 2301 et seq., and State law, Ill. Rev. Stat. 1987. ch. 122, par. 697.

**NOTICE FOR DIRECTORY INFORMATION UNDER THE FAMILY
EDUCATIONAL RIGHTS & PRIVACY ACT (FERPA)**

The *Family Educational Rights and Privacy Act (FERPA)*, a Federal law, requires that Fairfield Community High School, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, Fairfield Community High School may disclose appropriately designated "directory information" without written consent, unless you have advised the District to the contrary in accordance with District procedures. The purpose of directory information is to allow the Fairfield Community High School to include this type of information from your child's education records in certain school publications. Examples include:

- A playbill, showing your student's role in a drama production;
- The annual yearbook;

- Honor roll or other recognition lists;
- Graduation programs, and
- Sports activity sheets, such as for wrestling, showing weight and height of team members.

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks. In addition, two federal laws require local educational agencies (LEAs) receiving assistance under the *Elementary and Secondary Education Act of 1965* (ESEA) to provide military recruiters, upon request, with three directory information categories—names, addresses and telephone listings—unless parents have advised the LEA that they do not want their student's information disclosed without their prior written consent.¹

If you do not want Fairfield Community High School to disclose directory information from your child's education records without your prior written consent, you must notify the District in writing by December 2, 2004. Send necessary correspondence to Diana Zurliene, Principal, 300 West King Street, Fairfield, IL 62837. Fairfield Community High School has designated the following information as directory information:

- Student's Name
- Address
- Telephone listing
- Electronic mail address
- Photograph
- Date & place of birth
- Major field of study
- Dates of attendance
- Grade level
- Participation in officially recognized activities and sports
- Weight and height of members of athletic teams
- Degrees, honors, and awards received
- The most recent educational agency or institution attended

¹These laws are: Section 9528 of the ESEA (20 U.S.C. 7908), as amended by the *No Child Left Behind Act of 2001* (P.L. 107-110), the education bill, and 10 U.S.C. 503, as amended by Section 544, the *National Defense Authorization Act for Fiscal Year 2002* (P.L. 107-107), the legislation that provides funding for the Nation's armed forces.

**NOTICE FOR SURVEYS UNDER THE FEDERAL EDUCATION RIGHTS AND
PRIVACY ACT**

Parents are entitled to inspect all instructional materials used in connection with any survey, analysis or evaluation. Also, no student will be required to submit to any survey, analysis or evaluation which reveals the kind of information specified in 20 U.S.C. & 1232h without prior written consent of parents (or consent of student if age 18 or emancipated). Copies of the law which is referenced are available in the District office for inspection during regular business hours.

TRANSCRIPTS

Upon written request, FCHS will forward a student's educational records to a school in which that student seeks or intends to enroll, an employer or prospective employer. TRANSCRIPT REQUEST forms are available in the Guidance Office.

Incoming educational records will be evaluated according to State of Illinois School Standards, with no credit allowed for course work from non-accredited schools.

ILLINOIS CHILD LABOR LAW

FCHS acknowledges and abides by the Illinois Child Labor Law. Students under the age of 16 along with his/her guardian should obtain information at the Regional Superintendent of Education's Office prior to obtaining employment.

SCHOOL VISITATION RIGHTS

The School Visitation Rights Act which became effective July 1, 1993, will be followed for the parent/guardian to take to his/her employer verification of his/her attendance at a conference or meeting at FCHS. The attendance form will be completed by school personnel when requested by the parent/guardian

SEXUAL HARASSMENT POLICY

Sexual harassment of students, as defined by the Board of Education, is prohibited on school district property at all times and away from school property during all district-sponsored activities. Please refer to the entire policy in the Board's Policy Manual, for more information.

Examples of sexual harassment include, but are not limited to, unwelcome touching, crude jokes or pictures, discussions of sexual experiences, teasing related to sexual characteristics, and spreading rumors related to a person's alleged sexual activities.

Students who believe they are the victims of sexual harassment or have witnessed sexual harassment should discuss the matter with one of the individuals listed below.

Complaints will be kept confidential to the extent possible, given the need to investigate. Students who make good faith complaints will not be disciplined; however, any student making a knowingly false accusation will be subject to disciplinary action, up to and including expulsion.

Sexual harassment complaints should be directed to one of the following individuals at Fairfield Community High School, 300 W. King Street, Fairfield, IL (618) 842-2649:
Superintendent
Principal and/or
Administrative Assistant

TEMPORARY STUDENT RECORDS

At the end of each school year, teachers will dispense of all individual student assessments, essays, and other examples of class work. If the parent/guardian wishes to review their student's work, they should make a formal request to do so with the individual teacher(s) before May 1 of the current school year.

GRADUATION AND ACADEMIC REGULATIONS

GRADUATION REQUIREMENTS

I. The requirement for graduation from Fairfield Community High School is twenty (20) credits. Of the twenty credits, sixteen must be in academic subjects and four must be in physical education. (One-half credit in resource management must be incorporated into the academic subjects.)

II. All students are required to successfully pass **four** years of English, including two years of intensive writing beginning with the class of 2010; **two** years of social studies (American History, Government and Geography); **two** years of science beginning with the class of 2009; **three** years of math including one year of Algebra I and one year of geometry beginning with the class of 2009; **one** semester of Resource Management; and **four** years of Physical Education (Driver's Education and Health will meet the requirement for two semesters of Physical Education). At least one elective per year must be chosen from Fine Arts, Foreign Languages or Vocational Education classes (Business, Family & Consumer Science, Agriculture, Industrial Arts and Interrelated Cooperative Education).

A junior or senior student may request, through a counselor to be excused from Physical Education for the following reasons:

A. To enroll in those academic classes which are required for college admission;

B. To enroll in extra high school classes needed for graduation credit.

C. Students in grades 9-12 who participate in marching band for the year may be excused from physical education for a semester with a band waiver. If the student fails to remain in band for the entire year, he or she will need to make up a semester of PE for that school year.

A waiver must be signed for this to be in effect.

III. According to the Illinois State Board of Higher Education, all students who plan to enter a college or university must have completed, in high school, four years of English, three years of social studies, three years of natural sciences, three years of math, and a combination of two years of vocational classes, foreign language, art and/or music. Although these classes are not required for graduation from FCHS, they are required of students who wish to enter college.

IV. **Transfer Policy:** Any senior student who transfers to or re-enrolls in Fairfield Community High School and desires to graduate from FCHS, must be in attendance during the final semester and obtain the principal's approval to participate in commencement exercises.

It is stated in THE SCHOOL CODE OF ILLINOIS/1992, Chapter 122, Section 27-3, "No student shall receive a certificate of graduation without passing a satisfactory examination upon (the following) subjects:"

American Declaration of Independence;

The Constitution of the United States of America;

The Constitution of the State of Illinois;

Proper use and display of the American flag;

The method of voting at elections by means of the balloting system and the method of the counting of votes for candidates.

V. FCHS reserves the right to academically place students in classes from a religious and/or home school situation based on the student's achievement levels on a standardized test administered by FCHS personnel. All FCHS's required courses and number of credits must be completed before the student is eligible for graduation.

VI. All FCHS students are required to enroll in at least six classes per semester by the ruling of the Board of Education. IEP requirements will be enforced.

VII. Required Courses, By Class	Units of Credit
Freshman (Grade 9)	Total 6 Units
English I	1 unit
Science	1 unit
Mathematics	1 unit
Physical Education	1/2 unit
Health	1/2 unit
Electives (2)	2 units
Sophomore (Grade 10)	Total 6 Units
English II	1 unit
(writing intensive beginning with the class of 2010)	
Math	1 unit
Science	1 unit
(beginning with class of 2009)	
Physical Education	1/2 unit
* Driver Education (Classroom Instruction and Behind-the- Wheel Training	1/2 unit
Resource Management	1/2 unit
Electives (2 1/2)	2 1/2 units
Junior (Grade 11)	Total 6 Units
English III	1 unit
(writing intensive beginning with the class of 2010)	
Math	1 unit
American History	1 unit
Physical Education	1 unit
Electives (3)	3 units
Senior (Grade 12)	Total 6 Units
English	1 unit
American Government/Geography	1 unit
Physical Education	1 unit
Electives (3)	3 units

*Driver's Ed will be assigned at the proper age level which is determined by the instructor (Fr, Soph, Jr) and the appropriate number of classes must be passed.

HOME SCHOOL STUDENTS

Upon enrollment on a full-time basis, home-schooled students shall take a standardized achievement test administered by an FCHS guidance counselor. Grade level placement in FCHS courses will be determined by FCHS

personnel based on the achievement test results and age appropriateness.

HOMEBOUND INSTRUCTIONS

Students who are unable to attend school for a period of more than two weeks may be eligible for homebound instruction. See the principal or guidance counselor for more information.

HONOR ROLL

To be on the Honor Roll, a student must have at least a 3.0 semester grade point average. High Honors requires at least a 3.5 semester grade point average.

High Honors 3.5 - 4.000 Honors 3.0 - 3.499

To compute grade point average:

1. Each letter grade should be assigned the following points:

A=4.0 B=3.0 C=2.0 D=1.0 F=0.0

2. In determining grade point averages all academic semester grades will be counted regardless of the number of times a course has been repeated and regardless of the grade, passing or failing. All subjects, including physical education classes and driver education, are considered academic subjects.

3. The points from all academic subject grades must be added.

4. Divide the total points by the total number of academic course credits attempted, then rounded off to the nearest 1000th (.000).

To compute grade point average for the weighted classes:

1. Additives (A= .2, B= .15, C= .1, D= .05) will be added to the calculated 4-point Scale each semester.

2. This change is retroactive and grade point averages for all students with weighted classes will be recalculated using the additive formula.

<u>Additives</u>	<u>Regular Classes</u> (4-point Scale)
A= 4 (+.2)	A= 4
B= 3 (+.15)	B= 3
C= 2 (+.1)	C= 2
D= 1 (+.05)	D= 1
F= 0	F= 0

Example

<u>One Semester</u>	<u>Example</u>	<u>Additives</u>
AP Math IV	A=4	.2

AP Biology	B=3	.15
U.S. Gov.	A=4	
Senior PE	A=4	
AP English	A=4	.2
Multimedia	A=4	
Band	<u>A=4</u>	

Cr Pts 27/7 (no. of courses)=3.857 calculated 4 pt. GPA
+.20 additive
+.15 additive
+.20 additive
4.407 Weighted GPA

Gifted Math 9-12 and all Advanced Placement courses for all grade levels will be weighted.

CLASS RANK

Class rank is calculated at the end of each semester. A student's grade point average is the basis of class rank. In ranking students, should two or more identical ranks occur, all persons will receive the highest rank as if the tie had not occurred. Grade point averages will be rounded off to the nearest 1000th (.000).

When a tie occurs with the class rank, valedictorian and salutatorian will be determined by calculating the highest percentage average from all academic classes.

HONOR GRADUATES

Honor graduates are determined by an accumulative grade point average of 3.5 or higher after 8 semesters at FCHS.

HONORARY USHERS FOR GRADUATION

Honorary ushers shall be determined based on the two highest GPA's in the junior class at the end of the 5th semester.

GRADUATION CEREMONY

Each student must complete all the graduation requirements before he/she will be allowed to participate in the graduation ceremony.

COURSE REPETITION

Individual course credit can be applied toward graduation only once. Courses repeated for any reason will not provide additional credit.

SCHEDULE CHANGES

Students cannot initiate schedule changes after the week of registration. Guidance counselors may initiate schedule

changes as deemed appropriate. A student dropping a course after the week of registration will receive a failing grade (F) for the semester. This F will be recorded on the transcript.

PROGRESS REPORTS

A letter system of grading is used to indicate scholastic achievement.

Progress reports are distributed four times annually with each grade period consisting of nine weeks of school. **"Deficiency Reports"** are mailed to parents of failing or near-failing students following the fourth week of each nine-week grading period and/or as needed during the semester. Only semester grades are recorded on the student's permanent transcript.

GRADING AND INSTRUCTION

Grading

Teachers are to administer the marking, grading or other means of evaluating students as prescribed by the administration and/or Board of Education.

It shall also be the case that specific learning objectives be available for each course taught.

Semester grades given in each course shall be based on quantity by each student as follows:

% of Learning Objectives Achieved	Grade
94-100	A
86- 93	B
76- 85	C
68- 75	D
0- 67	F

Grades are based on the accumulation of **points**. **Total point accumulation** will determine **percentage**. Percentage will be arrived at by dividing each student's points by the total possible number of points which can be achieved for the semester to the nearest hundredth. The percentage, not the letter grade is used for determining class valedictorian and salutatorian.

At the close of the first quarter (nine weeks) each student's point totals will be reported as a percentage on the progress report. The semester exam must count 20% of the point total.

Semester grades are to be weighted as follows:

First and Second Quarter Accumulated Total 80% or 4/5
Semester Exam Grade 20% or 1/5

At the end of each semester, two days are provided for semester exams. **All students are encouraged to take semester exams even though they may not be required to do so.**

Students who exceed three days absence will be required to take semester exams. Any student who does not exceed three days absence per semester will have the option to take semester exams. (Students with an option cannot have their grade lowered.)

Students receiving an "Incomplete" for the quarter or semester will have a one-week period in which to complete their work. Failure to complete work will result in an "F" for the period involved.

Only letter grades will be recorded on student permanent records. No pluses or minuses will be recorded or used in determining grade point average or class rank. Only academic subjects' grades are to be used in determining the grade point average.

ACADEMIC EXCELLENCE

FCHS encourages all students to take semester exams even though they may not be required to do so. As an incentive for achievement on the PSAE test the following exception is available for seniors: seniors may be exempt from 1st semester exams, if as juniors their class met or exceeded the state percentages for meets and exceeds on the PSAE test.

GIFTED AND ADVANCED PLACEMENT PROGRAM CRITERIA

Students at Fairfield Community High School are evaluated for gifted placements by the following criteria:

1. Achievement Test Scores - Students must score in the 90th percentile on the 8th grade test to qualify for consideration for gifted placement in that learning area. If no achievement test is given, the student's ISAT score must fall into the "Exceeds" category. The individual feeder schools will provide these scores.
2. I.Q. Scores - A score of 120 or higher qualifies the student for consideration for gifted placement. The individual feeder schools will supply these scores.
3. Teacher's recommendation - The student's teacher(s) will complete a checklist to assist in identifying high achieving students.
4. A student must maintain a grade of C or better to remain in an honors class.

COLLEGE CLASSES FOR HIGH SCHOOL STUDENTS

It is the policy of Fairfield Community High School that college courses may not be used toward credit for high school graduation.

DUAL CREDIT WITH FRONTIER COLLEGE (IECC)

In regards to Dual Credit with Frontier (IECC), a student who successfully completes college courses may receive high school credit provided:

1. The student is a junior or senior in good academic standing: 2.0 or higher
2. The course taken may not replace a course required for high school graduation
3. The course is not offered in the high school curriculum
4. The course is approved in advance by the high school guidance counselor and the high school principal
5. The student assumes responsibility for all fees
6. Selected courses that FCHS offers are available for students while obtaining high school credits to also obtain college credit from IECC. IECC is responsible for course registration and other administrative responsibilities. There is no fee for students.
7. All dual credit courses and courses taken at Frontier for high school credit are listed and labeled in the course descriptions of the handbook.

A maximum of two (2) units of credit may be counted towards the requirements for a student's high school graduation.

CORRESPONDENCE COURSES

Correspondence course credit, while enrolled at FCHS, will not be applied toward high school graduation requirements.

GUIDANCE SERVICES

Counseling Services

At one time or another most students want to talk with someone who is interested in them and their problems. Parents and teachers also, at times, wish to talk with the counselor about a student's progress. The guidance department is for anyone who needs information or assistance.

Counseling is one service provided by the school to help the student understand himself or herself and his or her surroundings. This means that counseling will vary with each student because the counselor recognizes each as an individual with his or her own needs.

Students are free to decide what they will discuss with the counselor. Many students like to talk about such things as:

1. Choosing school subjects;
2. Planning four years of high school;
3. Getting along in a new school;
4. Getting along with others - friends, parents, teachers, etc.
5. Careers and continuing education.

There will be times when the counselor will send a pass or call a classroom requesting that a student be allowed to go to the Guidance Office. Students may be invited for reasons such as:

1. To get acquainted;
2. To discuss school progress and grades;
3. To discuss standardized test results;
4. To continue previous discussions.

Whether the student goes to see the counselor or the counselor requests the student, there are two important things to keep in mind. First, feel sure that the conversation will be kept in private. Secondly, the counselor is not a disciplinarian.

In addition to regular counseling services, other guidance services include:

1. Planning College and Career Fairs, Financial Aid Seminars, Freshman Orientation, Parents' Night (for parents of soon-to-be freshmen);
2. Scheduling Seniors, Juniors, Sophomores and Freshmen for the next school year;
3. Administering the ACT Assessments and other standardized tests;
4. Providing job placement, tutoring and referral services;
5. Scheduling visits of representatives from various colleges and vocational schools;
6. Maintaining a library of college catalogs and career information;
7. Enrolling all students.

The student, not the counselor, has the ultimate responsibility to fulfill the requirements for graduation, to check his or her own eligibility to take courses, to observe the academic rules governing his or her program, and to meet the specific requirements for admission to a selected school if he or she plans to continue his or her education after graduation from high school. The guidance counselor's role is to assist the student in making important decisions.

Financial Aid Notes

There are many scholarship, grant and loan funds available to graduating seniors who want to continue their education. Most scholarships and grants are given on the basis of academic average, rank in class, ACT and/or SAT scores and financial need. In addition, the college major of the student may be a requirement for consideration.

Usually, the whole amount of a student's financial need cannot be met with an outright grant or scholarship, and most colleges now make aid offers in the form of a "package"--some combination of grant, loan or job. Each college's director of financial aid is the best source of information about the various types of aid his or her institution has available.

Local organizations are the source of a variety of scholarships and low interest loans. Announcement of the availability of scholarships is made through the local news media and the daily announcements at school. Please check with the guidance office for more specific information.

COURSE DESCRIPTIONS

LANGUAGE ARTS

***Four Years Required**

ENGLISH I

1 Year

Grade 9

1 Credit

Ninth grade students will study three major types of literature: short story, drama, and novel. In addition to learning the defining characteristics of each type of literature, the students will improve comprehension skills through sustained reading and will develop higher level thinking skills such as analysis, evaluation, and inference.

Practical academic skills will also be given high priority. Students will receive instruction in locating information in the learning center.

The development of writing skills will include instruction in the writing process of pre-writing, writing, revising, and proofreading. Instruction in grammar will be incorporated into every writing assignment. The "Write on, Illinois" program will be used for the writing curriculum. The four major types of writing, exposition, description, narration, and persuasion, will be covered in a variety of assignments.

ENGLISH II

(Prereq: English I)

1 Year

Grade 10

1 Credit

Tenth grade students will continue their study of the short story, drama, and novel in addition to poetry and nonfiction, strengthening their skill of comprehension, analysis, evaluation, and inference.

Writing assignments will be integral part part of the course's content. The writing will be relevant to the subject matter being presented as a vehicle for improving student's writing skills in terms of correct usage, well organized composition, communication of ideas for a variety of purposes, and location, organizing, evaluation, and using information.

ENGLISH III

(Prereq: English II)

1 Year

Grade 11

1 Credit

Eleventh grade students will continue to expand their reading and writing skills through the study of American Literature. Special emphasis will be given to national themes, major historical developments, and major philosophical and cultural influences.

Writing assignments will be an integral part of the course's content. The writing will be relevant to the subject matter being presented as a vehicle for improving student's writing skills in terms of correct usage, well organized composition, communication of ideas for a variety of purposes, and location, organizing, evaluating, and using information.

ENGLISH IV

(Prereq: English III)

1 Year

Grade 12

1 Credit

For students not interested in lengthy term papers and concentrations of speech, English IV offers opportunities to strengthen areas of communication necessary to succeed at college or in the work force.

Seniors will complete a life skills unit in which they will learn interviewing skills and build a portfolio. The portfolio will include, among other pieces, a cover letter, resume, and follow up.

A portion of the class is also dedicated to literature. Students will read and study several short stories from around the globe. Larger works will include Hamlet, Fahrenheit 451, and Lord of the Flies.

One research project will be conducted in this course. This project will allow for practice in both written and oral communication, as finding will be presented.

CREATIVE WRITING**1 Semester****Grades 11, 12****1/2 Credit**

This elective gives students, so inclined, an opportunity to create their own poetry, short stories, dramatic scenes and even small screenplays. The syllabus can be determined based upon the interest level of the students in a particular part of literature. Different forms of poetry, mystery, comedy, suspense and fiction are included in this course.

A general objective of this class is to help students develop their talents in order to complete several pieces of original creative writing. Students will learn how to work in a cooperative atmosphere and learn the benefits of sharing work with fellow writers.

ENGLISH IV-RESEARCH AND WRITING**(Prereq: English III grade of A or B or teacher approval)****1 Semester****Grade 12****1/2 Credit**

College-bound seniors evaluate print resources, electronic databases, reference materials, and websites to develop several Modern Language Association-style research papers. Students become skilled in paraphrasing, summarizing, note taking, outlining, writing a formal paper, and creating bibliographies.

ENGLISH IV-BRITISH LITERATURE**(Prereq: English III grade of A or B or teacher approval)****1 Year****Grade 12****1 Credit**

British Literature to 1650 : This (first) semester surveys the development of the literature with an emphasis on the major writer, the historical periods in which they wrote, and the themes of their writing. The historical and literary periods include the Anglo-Saxon Period, the Medieval Period, and the Renaissance.

British Literature, 1650-1990's : This (second) semester surveys the development of the literature with an emphasis on the major writers, the historical periods in which they wrote, and the themes of their writing. The historical and literary periods include the Age of Reason, the Romantic Period, the Victorian Period, and the Turn of the Century years. (College Prep)

SPEECH

(Prereq: English III)

1 Semester

Grades 12

1/2 Credit

The speech course focuses on the repetition of basic speech techniques in the frequent delivery of various types of speeches and their combinations including discussion. Minimum competency objectives require a 68% performance level. (College Prep)

LANGUAGE ARTS I

(Prereq: Teacher Recommendation)

1 Year

Grade 9

1 Credit

Ninth grade students will concentrate on 3 major areas within the two semesters: Study skills, reading and writing. The first 9 weeks will focus on study skills and organizing information. Students will learn how to take notes, listen and take tests as well as locating and processing information through the use of the learning center and computer lab.

The primary focus of the course is reading and reading skills. This will be reinforced through the use of the Accelerated Reading Program as a supplementary instruction tool. Students will also strengthen reading skills through short stories, dramas, periodicals and novels.

The third area, writing, will be developed through the utilization of vocabulary skills and inferencing learned from reading exercises. The Write-On Illinois format will be used in the writing curriculum.

Activities centered around career education will be introduced throughout the year.

LANGUAGE ARTS II

(Prereq: Teacher Recommendation)

1 Year

Grade 10

1 Credit

English II will build on skills that were taught on the Freshman level. In addition, the student will participate in four dramas.

LANGUAGE ARTS III

(Prereq: Teacher Recommendation)

1 Year

Grade 11

1 Credit

English III will build on skills that were taught on the Freshman and Sophomore levels. Dramas will be replaced by novels and daily journals.

STUDY SKILLS**(Prereq: Teacher Recommendation)****1 Year****Grades 9-12****1 Credit**

Study Skills consists of diagnosing the student's reading and language difficulties, along with emphasis on note taking, study habits, test-taking and writing improvement skills being discussed. Great emphasis is placed on selection of specialized materials to enhance all skills mentioned. Reading skills will be improved through the Accelerated Reading Program to be used as an enhancement to instruction.

TAP Tests are used to gauge reading improvement, as well as testing the Accelerated Reading. Other teacher-made and standardized testing is used to monitor language skills.

BASIC LANGUAGE ARTS I - IV**(Prereq: IEP)****1 Year****Grades 9-12****1 Credit**

This course is an individualized course that uses literature and other materials to develop reading skills, writing skills and listening/attention development. A wide variety of materials are used: texts, simplified novels, periodicals, videos and plays. Activities center around developing functional literacy and writing skills.

HONORS AND ADVANCED PLACEMENT ENGLISH

Honors English I, II, III, and Advanced Placement English IV is a curriculum designed for college bound students who have demonstrated proficiency in reading and comprehending challenging literature, higher level thinking skills, and analytical writing. Students will be encouraged, but not required, to take the Advanced Placement English exam in the spring of their senior year.

Honors and AP English classes have summer reading and writing requirements. Students enrolling in an Honors or AP class must obtain the summer reading list and writing assignment from the assigned teacher

HONORS ENGLISH I**(Prereq: Honors English criteria; Teacher's Recommendation and Summer Reading)****1 Year****Grade 9 WEIGHTED GRADE****1 Credit**

Honors English I is an accelerated class designed for those students exhibiting characteristics of high achievement in English as set forth by the Fairfield High School Honors English Program criteria.

Students enrolled in this class will be expected to exhibit high level thinking skills while studying units in short story, drama, poetry, non-fiction, and the novel at an

accelerated pace. Along with this study of literature, the four major types of writing--exposition, description, narration, and persuasion--will be covered in a variety of assignments applicable to the current unit of study. Various enrichment projects will supplement the program of study to enhance the student's experience and preparation for Honors English II.

HONORS ENGLISH II

(Prereq: Teacher's recommendation and Summer Reading)
1 Year

Grade 10 WEIGHTED GRADE

1 Credit

Honors English II is the second level of acceleration in the honors program. It is designed for those students who have successfully passed the level 9 class and/or have exhibited advanced reading comprehension and writing skills. Students enrolled in this class will continue their study of the short story, drama, and novel, in addition to poetry and non-fiction. Writing and speaking skills will be coordinated with the study of literature. Various enrichment projects will supplement the program of study to enhance the student's experience and preparation for Honors English III.

HONORS ENGLISH III

(Prereq: Teacher's recommendation and Summer Reading)
1 Year

Grade 11 WEIGHTED GRADE

1 Credit

Honors English III is the third level of acceleration in the honors program. It is designed for those students who have successfully passed the level 10 class and/or exhibit advanced reading comprehension and writing skills.

Students enrolled in this class will study techniques of research writing and organize formal research papers in addition to critical analyses of formal essays. Included will be a speech skills unit in which the students will learn and practice basic techniques of speech and communication through different modes of delivery. Students will also study American literature with a continued focus on writing analytically about the works of famous/prominent American authors. A study of novels will be incorporated into the curriculum as they apply to each author studied. Various enrichment exercises will supplement the curriculum to enhance the student's experience and preparation for A P English IV.

ADVANCED PLACEMENT ENGLISH IV

(Prereq: Teacher's Recommendations and Summer Reading)
1 Year

Grade 12 WEIGHTED GRADE **1 Credit**

Advanced Placement English IV will include a study of different genres (drama, poetry, essay, novel, and short story) in English, World, and American Literature. Critical analysis of the authors and their works will be the main focus. Assignments will include short compositions, research papers, creative writing assignments, timed writing assignments, and oral presentations. All students will be encouraged, but not required to take the A P Exam in the spring of their senior year.

MATHEMATICS

*** Three Years Required**

ALGEBRA I

(Prereq: Elementary Arithmetic) **1 Year**

Grades 9-12 **1 Credit**

Algebra I is a transition from arithmetic to higher levels of abstractions and includes review of the skills of arithmetic. In the development of concepts, the emphasis is on skills rather than theory. Students learn the skills of algebra and how to apply them to real problems within the student's realm of experience. The vocabulary is developed by presenting new terms in examples and exercises in a way that shows their usefulness. Alternate forms of expressions are also given.

GEOMETRY (Prereq: Algebra I) **1 Year**

Grades 10-12 **1 Credit**

Geometry is a course designed for the college-bound or vocational students. The first semester topics include basic concepts of lines, points and planes including congruent triangles and quadrilaterals. The second semester includes study of areas of plane figures, similar figures, basic constructions, volumes, and graphing procedures.

ALGEBRA II (Prereq: Algebra I) **1 Year**

Grades 10-12 **1 Credit**

Algebra II expands the student's understanding of the power of mathematics by solving more difficult problems. It includes a review of the skills and concepts of Algebra I. Algebra II reinforces one of the most important aspects of higher mathematics - the idea that mathematics and mathematical procedures are created to extend or supplement existing mathematics. This becomes necessary when the existing procedures do not provide solutions to all the problems encountered. The development of the complex numbers is an example of this level of abstraction.

Algebra II is intended to give students a proper foundation for continuing their studies in advanced mathematics, in sciences, or in technology that requires mathematics.

MATH IV

(Prereq: Algebra II and Geometry) 1 Year
Grade 12 1 Credit
Dual Credit Available

Math IV is a course which is intended to introduce some new topics in Trigonometry, Analytic Geometry, Matrices and Probability. The course is designed to give the students a more adequate preparation for college; especially those students who are preparing to enter such fields as mathematics, science, accounting or engineering. The course also will be approached from the standpoint of enrichment and enjoyment of mathematical fundamentals.

PRE-ALGEBRA

(Prereq: IEP) 1 Year
Grades 9 or 10 only 1 Credit

Pre-Algebra is a class designed for students who are not ready to enter the Algebra I sequence. This class will give a basic introduction to algebra with concentration on the basic goals of general mathematics behind them. This class will also include real-life concepts and projects. Some of the projects may include maintaining a checking account, catalog shopping, trip planning, and many other concepts.

PLANE GEOMETRY

1 Year
(Prereq: Pre-Algebra or Algebra 1-A) 1 Credit

Plane Geometry is a geometry class designed to present the basic concepts of geometry without the rigors of complicated algebra and with only limited exposure to formal proof. This class may utilize hands-on activities, computer activities, physical models, traditional approaches and cooperative learning approaches.

ALGEBRA 1-A

(Prereq: Teacher Recommendation) 1 Year
Grades 9-12 1 Credit

Algebra 1-A is a comprehensive course making the transition from basic arithmetic skills to the skills of algebra. Students learn algebraic strategies and apply these strategies to solve real life situations. Topics include working with variables, problem solving, number lines, operations with real numbers, solving equations, polynomials, factoring, and algebraic fractions. Completion of Algebra 1-A and Algebra 1-B is equivalent to completion of the Algebra I course (#2213).

ALGEBRA 1-B

(Prereq: ALG 1-A, Teacher Recommendation) 1 Year
Grades 9-12 1 Credit

Algebra 1-B is a continuation of the skills learned in Algebra 1-A. Students learn algebraic strategies and apply these strategies to solve real life situations. Topics include ratio and proportion, fractional equations, exponents, linear equations and systems, functions, inequalities, rational and irrational numbers, and quadratic functions. Completion of Algebra 1-A and Algebra 1-B is equivalent to completion of the Algebra I course (#2213).

BASIC MATH APPLICATIONS

(Prereq: IEP) 1 Year
Grades 9 or 10 only 1 Credit

This course gives students the tools they need to understand mathematics principles and apply them successfully to daily challenges. Students will learn about whole numbers and how to add, subtract, multiply and divide them. They will also learn about fractions, decimals, percents, different systems of measurement, and other basics of mathematics

Basic Consumer Math

(Prereq: IEP) 1 Year
Grades 9 and 10 1 Credit

This course teaches students about the importance of math competence in money management, banking career choices, consumerism, business and everyday living. This course is designed to provide students with the knowledge and confidence needed to solve a wide variety of issues, whether it's day-to-day purchases, health-care decisions or planning for the future.

HONORS MATH 9

(Prereq: Honors Math criteria) 1 Year
Grade 9 WEIGHTED GRADE 1 Credit

Honors Mathematics 9 is an accelerated class designed for those students exhibiting characteristics of high achievement in mathematics as set forth by the Fairfield High School Honors Program criteria. Students enrolled in this class will cover topics of beginning algebra, computer programming, advanced algebra and geometry. Such topics include solving equations and inequalities, systems of equations, logarithms, arithmetic operations of polynomial functions, solving applications problems, writing computer programs in the BASIC language, and writing geometric proofs.

HONORS MATH 10

(Prereq: Teacher Recommendation) 1 Year
Grade 10 WEIGHTED GRADE 1 Credit

Honors Mathematics 10 is the second level of accelerations in the gifted mathematics sequence. It is designed for those students who successfully completed the level 9 class. Students enrolled in this class will cover topics of plane and solid geometry and trigonometry including areas, volumes, geometric figures and their relationships, transformations, writing geometric proofs, proving trigonometric identities, and advanced algebra.

HONORS MATH 11

(Prereq: Teacher Recommendation) 1 Year
Grade 11 WEIGHTED GRADE 1 Credit

Dual Credit Available

Honors Mathematics 11 is the third level in the gifted mathematics program. It is designed for those students who have successfully completed the level 10 class. Students taking Honors Mathematics 11 will complete an in-depth study into the topics of trigonometry and probability and statistics as well as conduct a research project using the methods of descriptive statistics and computer programming.

ADVANCED PLACEMENT CALCULUS

(Prereq: Teacher Recommendation) 1 Year
Grade 12 WEIGHTED GRADE 1 Credit

Dual Credit Available

Advanced Placement Calculus is an Advanced Placement course in calculus designed for students who have a thorough knowledge of college preparatory mathematics. The course includes the topics of: functions and graphs, limits and continuity, differential calculus, and integral calculus. Applications using current technology will be strongly emphasized. Students will be encouraged, but not required, to take the Calculus AP exam in the spring of their senior year.

BIOLOGICAL AND PHYSICAL SCIENCES

***Two Years Required**

NATURAL SCIENCE 1 Year
Grade 9 1 Credit

Natural Science is a full year program for freshmen. The introduction covers the nature of science, the metric system and scientific methods. Density and buoyancy are explained, as well as atomic theory. Physical and chemical changes are studied. Mechanics including the simple machines, force, work, and energy are studied. There will be a unit over food composition. Diseases (Types, causes and treatments) will also be covered. Rocks and minerals

and the structures of the earth are covered. The atmosphere and weather are studied. Forty percent of class time will be spent using the laboratory.

BIOLOGY I

(Prereq: Nat Sci Grade of C or Better) **1 Year**
Grades 9-12 **1 Credit**
(Grade 9 by Teacher Recommendation Only)

Biology I is a full year course. The following topics are covered in Unit 1 (The Nature of Biology): communities, methods of science, and scientific tools. In Unit 2 (Energy and the Cell) topics covered are matter, biological chemistry, energy and reactions, membranes, cell structure, functions and interactions of cell parts, energy for cells, and photosynthesis. Unit 3 (The Continuation of Life) topics are cellular reproduction, heredity, solving genetics problems, structure and role of DNA, transcription, translation, and sources of genetic variation. In Unit 4 (Evolutionary Relationships) we discuss the concept of classification, viruses and microorganisms, and animals. We also discuss human reproduction, internal development, and birth.

Laboratory exercises are performed to increase the student's understanding of biological principles. Animal dissection labs are held in the spring. Assignments on the Internet may be pursued only when the student is in compliance with FCHS policies regarding Internet use. Students may increase their understanding and experience in scientific principles by participating in Science Fair. A Science Fair project is an extra credit option. Students in Biology I may join Science Club and participate in club activities.

NATURAL CHEMISTRY

(Prereq: Nat. Sci Grade of C or Lower) **1 Year**
Grades 10-12 **1 Credit**

Chemistry is a study of the nature of matter and changes in the composition of matter. Emphasis is placed on experimentation and observation as the basis of all knowledge of chemistry. Formula writing and naming compounds are covered in detail. The Gas laws are investigated. Patterns of chemical behavior are searched for as The Periodic Table is studied. The electrical nature and structure of the atom is examined. Organic chemistry is studied, and the functional groups are found to determine the behavior of organic molecules. The properties of solid, liquids, and solutions are studied. The calculations of chemistry are studied, as well as the rates of chemical reactions and chemical equilibrium. Students may increase their understanding in scientific principles by participating in the Science Fair. A Science Fair project is an extra credit option.

Natural Chemistry is designed for students interested in only one year of chemistry. It will focus on the same topics as Chemistry I, but several areas of study will be explored in less detail.

BIOLOGY II

(Prereq: Bio I; Suggested: Chem 1)
Grades 10-12

1 Year
1 Credit

Dual Credit Available

Biology II is a full year course which may be taken upon the successful completion of Biology I. The following topics are covered in Unit 7 (Interactions in the Environment): population biology, ecosystems, origin and distribution of communities, and humans and the environment. In Unit 5 (Life Functions on Organisms) we cover the immune system. Students are introduced to sterile technique, microbiological media, yogurt-making, simple bacterial staining technique, the Gram stain, and biotechnology, including biotechnology labs. In Unit 3 (Evolutionary Relationships) discussions include evolution, adaptation, speciation, and plants. Dissection of the fetal pig will provide the student the opportunity to observe structures which are similar to those in a human. Appropriate topics in Unit 5 (Life Functions of Organisms) and Unit 6 (Controlling Living Systems) will be discussed as the fetal pig dissection progresses. Other laboratory exercises are performed throughout the course to facilitate understanding. Assignments on the Internet may be pursued only when the student is in compliance with FCHS policies regarding Internet use.

Students may increase their understanding of scientific principles by participating in Science Fair. A Science Fair project is an extra credit option. Students in Biology II are eligible to join Science Club and participate in club activities.

ADVANCED PLACEMENT BIOLOGY

(Prereq: Chemistry I and Biology/Teacher
Recommendation)

1 Year

Grade 11 or 12 WEIGHTED GRADE

1 Credit

Advanced Placement (AP) Biology is a course designed for college-bound students who have demonstrated proficiency in biology. Students in this course will be expected to exhibit and develop high level independent thinking and writing skills. The pace of this course is accelerated. Skills will be developed through extensive reading, class discussions, writing assignments, and laboratories. AP Biology receives a weighted grade.

Topics covered follow the guidelines given in the biology Advanced Placement description produced by the College Board, and are similar to those to be found in introductory college level biology courses.

In the spring, students will be encouraged, though not required, to take the AP Biology exam.

There is a fee to take this exam. Successful completion of the exam may result in the awarding of college credit by the college the student chooses to attend.

Since the AP Biology curriculum specifies particular labs, some of which require more time than a class period, students taking this class must **not** take an Early Bird class or college class which would meet between 7:17-8:07 A.M. The Biology class will meet during this time on numerous occasions for labs, testing, and other purposes.

Students will take a Final Exam each semester. The exam is intended to be helpful to the student in preparing for the AP Biology exam.

Assignments involving the Internet are expected; the student must be in compliance with FCHS regarding Internet use.

Students in AP Biology may join Science Club and participate in club activities.

CHEMISTRY I

(Prereq: Nat Sci Grade of A or B)

1 Year

Grades 10-12

1 Credit

Chemistry is a study of the nature of matter and changes in the composition of matter. Emphasis is placed on experimentation and observation as the basis of all knowledge of chemistry. Formula writing and naming compounds is covered in detail. The Gas Laws are investigated. Patterns of chemical behavior are searched for as The Periodic Table is studied. The electrical nature and structure of the atom is examined. Organic chemistry is studied, and the functional groups are found to determine the behavior of organic molecules. The properties of solids, liquids, and solutions are studied. Giant molecules are studied, and items are embedded in clear plastic. The calculations of chemistry are studied, as well as the rates of chemical reactions and chemical equilibrium. Time permitting, students will learn to balance REDOX equations. Students may increase their understanding in scientific principles by participating in Science Fair. A Science Fair project is an extra credit option.

CHEMISTRY II**(Prereq: Chem I; Suggested: Bio I)****1 Year****Grades 11, 12****1 Credit**

This course involves a systematic study into the methods of identifying metallic and non-metallic ions. Solutions containing unknown ions are given to the student to identify at the end of this part of the course. Selected experiments from college lab books are also included. A review of organic chemistry is included, prior to a study of the chemistry of living organisms. A study of the structure and behavior of carbohydrates, lipids, proteins, vitamins and enzymes is made, including laboratory exercises at the college level on these subjects. Students may increase their understanding in scientific principles by participating in Science Fair. A Science Fair project is an extra credit option.

This course will be taught on alternating years with PHYSICS.

PHYSICS**(Prereq: Algebra I)****1 Year****Grades 11, 12****1 Credit**

Physics is a one-year laboratory course designed to present a clear and straightforward presentation of the basic concepts of physics. Mechanics is the study of motions, and is studied by experiments and the use of graphs. Then the inter-relationships between each form of energy, heat, light, sound, electric, nuclear, forms of wave motions. The textbook is used, accompanied by a laboratory manual complete with instructions, data tables, graph paper and answer sheets. Equipment is available for all standard experiments, as well as additional investigations, and teacher demonstrations. Students may increase their understanding in scientific principles by participating in Science Fair. A Science Fair project is an extra credit option.

This course will be taught on alternating years with #3323 CHEMISTRY II.

Health Occupations I**1 Semester****1/2 Credit****Dual Credit Available**

This course is part one of a two part course that will prepare students for a specific health occupation or cluster of closely related occupations. Included will be and orientation to health occupations which is designed to provide in-depth information on health careers, the occupational and educational opportunities and the attitudinal requirements needed by health care workers. The course will prepare students for a specific health

occupation or cluster of closely related occupations. Students will complete occupational task lists in the classroom, lab, and clinical areas.

Health Occupations II

(Prereq: Health Occupations I) 1 Semester
1/2 Credit

Dual Credit Available

This course is a continuation of Health Occupations I course content. The health occupation clusters provide the potential for employment immediately following high school-level instruction in a variety of health occupations.

BASIC SCIENCE

(Prereq: Individual Ed. Program) 1 Semester
Grade 9 1/2 Credit

This course gives students a fundamental understanding that science is essential if one is to make appropriate decisions, face and solve real-life problems, and comprehend the needs and concerns of the community. This course gives students the knowledge of science needed to think and function as participatory members of modern society. This course covers the basic concepts and principles of Life, Physical, and Earth Science.

BASIC BIOLOGY

(Prereq: Individual Ed. Program) 1 Semester
Grades 9, 10 1 Credit

This course provides students with an understanding of the fundamental concepts and processes of life. This course is about things that are all around us, plants and animals, and about what is within cells, body systems, and us. Students are encouraged to view their knowledge of basic life activities as being useful to them not only for the moment, but also for the future.

SOCIAL SCIENCES

***Two Years Required**

U.S. HISTORY 1 Year
Grade 11 1 Credit

First Semester: A study of the social, economic and political development from the Colonial period through the Civil War era. Topics such as colonization, the American Revolution, the formation of the U.S. government, Jacksonian and Jeffersonian democracy and the Civil War will be studied.

Second Semester: A study of the social, economic and political development from the Reconstruction, Spanish-

American War, World War I, World War II, Cold War Era, Korean and Vietnam conflicts, and America's role as a 20th Century world leader will be studied.

AMERICAN GOVERNMENT

1 Semester

Grade 12

1/2 Credit

Dual Credit Available

This course is designed to provide a thorough study of the Federal Government of the United States and the State of Illinois. It will stress such areas as organization, duties and functions of each level of government. It will attempt to bring about the realization of the need for citizens to be informed in order to develop better-prepared individuals for responsibilities of citizenship. This course will fulfill the State of Illinois requirements of successfully passing tests on the Constitution of the United States, the Constitution of Illinois, the Declaration of Independence, the American Flag, and balloting.

Note: Any student enrolling in Fairfield Community High School who has not passed **all** of the above stated Illinois requirements for high school students must take **and** pass this course before being allowed to graduate from FCHS.

WORLD GEOGRAPHY

1 Semester

Grade 12

1/2 Credit

Dual Credit Available

Geography students will explore the relationship between people and the land. The focus is centered upon two major themes: How people use the earth and how the earth influences the way that people live. These themes will be applied to the study of the continents and regions. Map work will be used to supplement study and understanding.

WORLD HISTORY

1 Year

Grades 10-12

1 Credit

The goal of World History is to foster an appreciation of the roots of Western culture by stressing the impact of European traditions and Western civilization with an emphasis given to the post-Renaissance period.

WAYNE COUNTY/LOCAL HISTORY

1 Semester

Grades 10-12

1/2 Credit

Students will be able to study and analyze the history of the Fairfield and Wayne County area. This will allow the students to form an appreciation for their community and the surrounding area. Research and analytical skills will be emphasized in this course.

PSYCHOLOGY I **1 Semester**
Grades 11, 12 **1/2 Credit**

Dual Credit Available

Psychology I is the scientific study of human and animal behavior. Students will examine human development, nature vs. nurture, puberty, old age, learning, memory and language. Class experiments and group projects will be used as supplements to learning and understanding.

PSYCHOLOGY II **1 Semester**
Grades 11,12 **1/2 Credit**

Dual Credit Available

This course is a continuation of the study of human and animal behavior. Topics may include the biology of behavior, sensation and perception, learning, memory, cognition, motivation, emotion, life-span development of behavior, personality, abnormal behavior and its therapies, social behavior and individual differences.

BASIC GEOGRAPHY

(Prereq: IEP) **1 Semester**
Grades 11, 12 **1/2 Credit**

This course provides students facts about our planet and our country. Students will learn how to use maps, graphs and tables. Focus will be on the relationship between the land and the people.

BASIC U.S. HISTORY

(Prereq: IEP) **1 Year**
Grades 11, 12 **1 Credit**

This course provides students with an understanding of the amazing story of our country and its people. This course presents to students a sequential development of the settlement, growth, and expansion of the territory now known as the United States from the times of its earliest inhabitants to the present.

BASIC AMERICAN GOVERNMENT

(Prereq: IEP) **1 Semester**
Grades 11, 12 **1/2 Credit**

This course is designed to give students an understanding of how the government works and how decisions made throughout the years affect their lives. Basic Government gives students a basic understanding of our system of government. First they will learn about the roots of American Government. Students will discover that our system reflects some principles of government that are thousand of years old. They will learn how federal, state, and local governments work, independently and cooperatively. They will also learn about the rights and freedoms guaranteed to all citizens.

ADVANCED PLACEMENT UNITED STATES HISTORY

(Prereq: Teacher's Recommendation)

1 Year

Grade 11

1 Credit

Advanced Placement United States History is a course designed for college bound students who have demonstrated proficiency in reading, writing, and understanding advanced material. The A P United States History course will include a survey study of the history of the United States from colonization through the present. Students in this course will be expected to exhibit and develop high-level independent thinking skills and writing skills in the area of U.S. History. These skills will be developed through extensive reading, class discussions, and writing assignments. In the spring, students will be encouraged, though not required, to take the A P United States History exam. Successful completion of the exam may result in the awarding of college credit by the college the student chooses to attend.

FINE ARTS AND LANGUAGES

Music and Art

PERFORMANCE BAND

(Director's Recommendation)

1 Year

Grades 9-12

1 Credit

The FCHS Band consists of marching, pep, and concert bands, and participates in many school and community events. They include all boys home football and basketball games, and some girls basketball games. They also perform at the Homecoming and Christmas parades. Regularly scheduled concerts include the winter concert, spring concert, graduation, and the IHSA music contest.

CONCERT CHOIR (No Prerequisite)

1 Year

Grades 9-12

1 Credit

Concert choir is a way for the students to be involved in music without many out of school requirements. The students discover how to sing music intelligently by learning proper breath control, good tone and posture, rhythm, accurate pitch, correct pronunciation, and expression. The concert choir performs at the annual winter and spring concerts, and participates in IHSA solo and ensemble contest.

MUSIC APPRECIATION

1 Semester

Grades 11, 12

1/2 Credit

Dual Credit Available

A study is made of types of music and their composers to increase understanding through integration of the technical, historical, social, and biographical aspects of music. These include great masterpieces from different

time periods of western music, as well as, popular music such as jazz, blues, rock, and music-theater. This is a comprehensive dual credit class through Frontier Community College with a required semester exam.

SHOW CHOIR (Audition Only)

1 Year

Grades 9-12

1 Credit

Show Choir is a course which combines rehearsal techniques, music literature, and choreography. The Show Choir auditions annually at the end of the school year for the next school season. Auditions consist of learning a short dance routine, singing a solo, and sight reading. The Show Choir performs at the winter and spring concerts, and they also sing the national anthem at some basketball games. The Show Choir also participates in the IHSA solo and ensemble, and organizational contest as well as performs for many public functions.

Art I

1 Year

Grades 9, 10, 11

1 Credit

This course is a prerequisite to all courses in the Art Department. Following are the units of study:

Elements and Principles of Design

Art History

Exploration of tools & techniques in Drawing,
Painting, Sculpture, Computer Art, and Crafts

Course requirements: sketchbook, notebook, research paper, and studio projects.

Items which student must purchase: sketchbook, drawing pencils, kneaded eraser, craft supplies.

Art II

(Prereq: Art I)

1 Year

Grades 10, 11, 12

1 Credit

This course will include in depth study of Drawing, Color Theory and Painting. The units of study are:

Drawing (graphite, charcoal, pastel, pen & ink, color pencils, markers, ink wash, scratchboard, cartooning, & calligraphy)

Color Theory (color mixing)

Painting (acrylic, oil, and water)

Course requirements: sketchbook, color wheel, studio projects

Items student must purchase: sketchbook, pencils, eraser, canvas, matting and/or frames and may choose to purchase paints and/or brushes and toolbox

ART III

(Prereq: Art I and Art II)

1 Year

Grades 11, 12

1 Credit

The course includes units of study in: Sculpture, Computer Graphics and Crafts. The units of study will explore the proper tools and techniques of each of the following areas:

Sculpture - Clay, plaster, wood, paper, paper mache, wire.

Computer Graphics - Microsoft Paint, Corel Draw, Desktop publishing.

Crafts - The design and creation of usable objects (greeting cards, rug, t-shirts, sun-catchers, jewelry, etc.)

Course requirements: sketchbook, computer composition, and studio projects

Items the student must purchase: craft items for craft projects, computer diskette, choice of sculpture materials

FOREIGN LANGUAGES

SPANISH I

(Prereq: Elem Eng. Grade of B or better)

1 Year

Grades 9-12

1 Credit

Spanish I is an introduction to the Spanish language and its culture. Students learn and practice simple conversation patterns, and read and write in Spanish what they hear and speak. Students are also introduced to the geography, history, customs, and achievements of Spanish-speaking peoples. The majority of activities have a youth-related theme (e.g. hobbies, travel, schoolwork, relationships with parents and friends, leisure activities, etc.)

SPANISH II (Prereq: Spanish I)

1 Year

Grades 10-12

1 Credit

Spanish II is a continuation of Spanish I. Students improve their pronunciation and intonation in speaking, they learn more complex structures of basic Spanish and expand their knowledge of the cultural themes of Spanish I. They acquire a command of key vocabulary and structure necessary for personal communication and an appreciation of the content and development of the culture of the Spanish-speaking world.

SPANISH III (Prereq: Spanish II)

1 Year

Grades 11, 12

1 Credit

Students continue practicing their pronunciation of Spanish. They acquire a more extensive knowledge of Spanish literature and cultural patterns. Students will

learn to express themselves through intermediate level compositions.

SPANISH IV (Prereq: Spanish III) 1 Year
Grade 12 1 Credit

Students continue practicing their pronunciation of Spanish. They acquire a more extensive knowledge of Spanish literature and cultural patterns. Students will learn to express themselves through advanced level reading and compositions.

BUSINESS AND TECHNOLOGY

THE POWER OF MULTIMEDIA 1 Semester
Grades 11-12 1/2 Credit

The purpose of this one-semester course is to introduce students to innovative methods of presenting both written and visual ideas using multimedia. Students will develop multimedia projects using a combination of audio, video, animation, graphics, still photography, and text. Possible tasks include:

1. Create stacks using HyperCard and/or HyperStudio protocol
2. Capture a still image with a scanner, a QuickTake camera, a traditional camera, and a video camera.
3. Record a movie live using a video camera.
4. Digitize footage from a videotape.
5. Record live sound.
6. Digitize sound from audiotape.
7. Use text, charts and graphics, and animation in multimedia projects.
8. Create interactive videodisc projects.
9. Incorporate any of the aforementioned tasks in individual and group projects.

INTRODUCTION TO COMPUTERS-PARTS, REPAIRS, AND INSTALLATION 1 Semester
Grades 10, 11, 12 1/2 Credit

Introduction to Computers - Parts, Repairs, and Installation is a one-semester course in which students will learn the inter-workings of modern computer systems. Course topics include: the history of computing, operating systems and their use, how computers work, and troubleshooting. The main portion of this course will consist of part research. Students will use their research to build a working computer that can be used by all students in the Computer Lab.

WEB DESIGN AND NEWSWRITING
Grades 11, 12

1 Semester
1/2 Credit

Web design and news writing is a one-semester class where students will combine their design and writing skills. Students will create and maintain the FCHS Homepage. They will learn and apply the basics and essentials of web design. In addition, students will learn the basics of news writing as they write factual news stories and features. Students will be required to participate in both the design and writing phases of the class.

BUSINESS AND TECHNOLOGY CONCEPTS

1 Semester
1/2 Credit

Students will develop a broad knowledge of business operations and learn the economic roles of a consumer. Procedures for recording and reporting financial data are introduced. Students cover topics such as budgeting, money management, wise use of credit, taxes, savings and investments, and human services. Students may be introduced to topics and careers in financial services, marketing, or management. The use of the computer lab is incorporated into learning these skills. Successful completion of this course will satisfy the Resource Management requirement.

KEYBOARDING

1 Semester
1/2 Credit

Using Microtype Pro and Microsoft Office software, students will learn the basic skills in keyboarding technique and build on those keying skills in order to interact with the computer. Students will also develop competencies for personal and business use. Basic work processing skills will be developed while learning to format reports, letters, memos, and tables. This class is designed for students with low or no keyboarding skills. Students could opt out of this class by passing a proficiency test involving accurate keying skills of 25 words a minute or higher, formatting skills, and knowledge of word processing.

Computer Applications I
(Prereq: Keyboarding (C or better)
Or the passing of a proficiency test

1 Semester
½ Credit

Using Microsoft Office software, students will refine word processing skills while reinforcing formatting competency and develop skills using graphics and presentation graphics software. Students will also integrate the use of the Internet in completing various projects. This class is designed for students with adequate keyboarding skills, and knowledge of word processing.

Computer Applications II **1 Semester**
(Prereq: Computer Applications I (C or better)) **½ Credit**

Students will utilize project-based learning to develop advanced Microsoft skills by integrating Word, Excel, PowerPoint, and Access. Emphasis will be placed on problem-solving using special applications. Students will also perform advanced Internet searches.

Computer Applications III **1 Semester**
(Prereq: Computer Applications II (C or better)) **½ Credit**

Using Microsoft Office software, Publisher, Outlook, and Elitevision, students will create newsletters, calendars, brochures, advertisements, and other publishing documents, and be able to send completed work to the instructor via email. Students may learn the basics of web design and web searching skills, and other advanced Internet features, as well as using digital cameras and scanners in designing and creating presentations and/or documents.

ACCOUNTING I **1 Year**
(Prereq: Bus/Tech: C or better or Permission of Instructor)
Grades 11, 12 **1 Credit**

Dual Credit Available

This first-year accounting text will give you a thorough background in the basic accounting procedures used to operate a business. The accounting procedures presented will also serve as a sound background for employment in office jobs and preparation for studying business courses in college. Practice sets with business papers are used to emphasize actual business records management. Computer applications for automated accounting are integrated throughout the course.

ACCOUNTING II **1 Year**
(Prereq: Accounting I)
Grade 12 **1 Credit**

Accounting II is a skill level course that builds upon the foundation established in Accounting I. This course is planned to help students to develop deeper knowledge of the principles of accounting with more emphasis being placed on financial statements and accounting records. New concepts include bad debts, depreciation, accruals, deferrals, departmental accounting, the voucher system, notes, corporations, and stocks and bonds. The student will learn to use a microcomputer process accounting data covering the major components of a computerized accounting system - general ledger, accounts receivable, accounts payable, and payroll. This course provides a technical background for college-bound students who plan a business curriculum, as well as those who wish vocational preparation.

BUSINESS LAW **1 Semester**
Grades 11, 12 **1/2 Credit**

Primarily, business law is designed to stress the contractual obligations arising out of sales, insurance, bailments, and a multitude of other daily activities that students will encounter. Business Law is a course to inform the college and non-college bound students of the pitfalls that can befall them in our business world. Topics covered are: criminal law, law of torts, the court systems, how contracts arise and come to an end, laws effecting employment, and creating of an agency.

BUSINESS MANAGEMENT **1 Semester**
Grades 11, 12 **1/2 Credit**

The economic foundation, characteristics, and opportunities in American business are presented. Various types of business ownership and the ways businesses are organized internally are discussed. Some of the units deal with marketing, purchasing, financing, accounting, pricing, selling, advertising, and banking operations. A continuing project consisting of gathering materials on a selected business of the student's choice throughout the course is maintained and presented to the instructor at the end of the course for a grade.

ADAPTIVE TYPING (Prereq: I.E.P.) **1 Year**
Grades 9-12 **1 Credit**

This course is planned to develop basic skills in keyboarding. Major emphasis is placed on individual instruction on keyboarding techniques, proofreading, and correcting errors.

Units of instruction in this course include developing a touch system technique, developing speed and accuracy skills, and developing punctuation and capitalization skills.

Speed and accuracy drills on the numeric keypad are included in this course. Students learn valuable computer skills using the Internet, tables, and graphics. Class size will be limited due to the individualization of course objectives.

BASIC TYPING (Prereq: I.E.P.) **1 Year**
Grades 9-12 **1 Credit**

Typing CC is a beginning keyboarding class designed to introduce students to typing on the computer. Each student is allowed to progress at his or her individual level of ability. Students will be exposed to memos, business letters, and other types of everyday communication as their individual skills progress during the year.

FAMILY & CONSUMER SCIENCE AND AGRICULTURE

Family and Consumer Science

RESOURCE MANAGEMENT **1 Semester**
Grades 10-12 **1/2 Credit**

Resource Management equips students with the knowledge and skills needed to operate in the marketplace. It is the study of the knowledge needed to choose, to spend, and to conserve resources, goods, and services. Four topics of concern to all individuals will be discussed: Decision Making - attitudes, values, choice making, and the problems facing the consumer; Resource Management - purchasing and conserving goods and services; Money Management - borrowing, saving, investing, paying taxes, and insuring life, health and property; and Citizen Participation - consumer protection, laws and regulations, consumer redress procedures, and the responsibilities of individuals in the American economic system.

One semester of BUSINESS PRINCIPLES plus one semester of PARENTING will also fulfill this requirement.

Clothing: Fashion and Construction **1 Semester**
Grades 9-12 **1/2 Credit**

This class is a chance for creative minds to bloom as fashion throughout the ages will be explored. Additionally, two (2) creative sewing projects will be completed after instruction in proper use of sewing equipment, selection of fabrics, care of clothing, psychological aspects of clothing, and career opportunities. The projects will include one personal garment and one other project of the student's choice. No kits or precut projects will be used.

Introduction to Foods and Nutrition **1 Semester**
1/2 Credit

This course will include an introduction to food and nutrition principles. Emphasis will be placed on food safety and sanitation, proper preparation techniques, cooperative learning, the development of daily food plans for healthy living and career awareness. Approximately 9 weeks will be devoted to gaining knowledge of the above mentioned areas with the last 9 weeks allowing the student to put this information into practice.

PRINCIPLES OF FOODS AND NUTRITION II
(Prereq: Foods and Nutrition I) **1 Semester**
Grades 10-12 **1/2 Credit**

This course is an in-depth study of nutrition as well as advanced food preparation techniques. Most of the emphasis in this class will be on nutrition.

BAKING AND DESSERTS

No Prerequisite **1 Semester**

Grades 11, 12 **1/2 Credit**

A one-semester study of breads, pastries, cakes, candies and other desserts from a basic homemaking standpoint as well as a quantity situation. Management of time and equipment will be stressed.

FOREIGN FOODS

No Prerequisite **1 Semester**

Grades 11, 12 **1/2 Credit**

A one-semester course in which meal management will be stressed with students planning and preparing complete meals from foreign and ethnic cultures.

CREATIVE CUISINE

No Prerequisite **1 Year**

Grade 12 **1 Credit**

An advanced study of food preparation techniques including cake decorating, gourmet food, quantity food preparation and food service for buffet and banquet meals.

CHILD CARE AND CHILD DEVELOPMENT

No Prerequisite **1 Semester**

Grades 10, 11 **1/2 Credit**

This course will include discussion of pregnancy, the development of the child from birth to age 5, necessary communication skills for parents, as well as lessons for use in the preschool arena (whether in a structured situation or at home), health and safety standards for children, career opportunities in this field of knowledge.

Principles of Interior Design

Grades 9-12 **1 Semester**

1/2 Credit

This course in the study of the principles of interior design will include the history and future of housing, careers in the housing industry, principles and elements of design, the role of color, arrangement of furniture, construction basics, and other important basics toward creating functional, nurturing home environments. Several design projects will be required and field trips to view houses in various stages of construction are planned. Also, trips to businesses, such as lumberyards, furniture stores, etc., will greatly enhance the classroom experience.

BUSINESS PRINCIPLES (LIVING ENVIRONMENTS)

Grades 11, 12

1 Semester

1/2 Credit

Learning experiences are designed to provide students with the basic knowledge and skills needed to select, acquire, maintain, and manage everyday business affairs of families and individuals. The selection and care of housing and furnishings are related to factors such as social-economic conditions, individual tastes, psychological effects, aesthetic values, safety, sanitation and energy conservation. The course content will include applying housing and home management choices in relation to the changing individual(s) and their career patterns. Emphasis will be placed on the application of basic business principles as they relate to everyday life.

This course will fulfill one-half of the RESOURCE MANAGEMENT requirement, (the other half being PARENTING).

ADULT LIVING

Grades 11, 12

1 Semester

1/2 Credit

A one-semester course designed to help prepare the students for the responsibilities as adults with emphasis on knowledge, skills, and attitudes of interpersonal relationships in achieving personal goals. Areas included will be value clarification, legalities and responsibilities associated with employment.

PARENTING

Grades 11, 12

1 Semester

1/2 Credit

A one-semester course which will provide students with knowledge of the role of family member, family member interactions, responsibilities of parenthood and the principles of human growth and development. Areas of study will include teenage pregnancies, early marriage, adoption laws, community agencies and services available.

This course will fulfill one-half of the RESOURCE MANAGEMENT requirement, (the other half being BUSINESS PRINCIPLES).

BASIC RESOURCE MANAGEMENT

(Prereq: IEP)

Grades 11, 12

1 Semester

1/2 Credit

This course is designed to teach students how to manage their personal resources by making informed choices in the consumer world. Budgeting, taxes, mortgages and other consumer decisions will be discussed.

AGRICULTURE

INTRODUCTION TO AGRICULTURAL INDUSTRY **1 Year**
1 Credit

This orientation course provides an opportunity for students to learn how the agricultural industry is organized; its major components; the economic influence of agriculture at state, national and international levels; and the scope and types of job opportunities in the agricultural field. Basic concepts in animal science, plant science, soil science, horticulture, natural resources, agribusiness management, agricultural mechanics, agricultural biotechnology, environmental science and aquacultural science and technology will be presented. Improving computer and workplace skills will be a focus. Participation in FFA student organization activities and Supervised Agricultural Experience (SAE) projects is an integral course component for leadership development, career exploration and reinforcement of academic concepts.

BASIC AGRICULTURAL SCIENCE **1 Year**
(Prereq: Intro to Ag Ind) **1 Credit**

This orientation builds on basic skills and knowledge gained in the Introduction to the Agriculture Industry course. Major units of instruction include advanced plant science, soil science, animal science, and agricultural mechanics. Applied science and math skills and concepts will be stressed throughout the course as they relate to each area. Improving computer and workplace skills will be a focus. Participation in FFA student organization activities and Supervised Agricultural Experience (SAE) projects is an integral course component.

AGRICULTURAL BUSINESS OPERATIONS **1 Year**
(Prereq: Basic Ag Science) **1 Credit**

Dual Credit Available

This course is designed to develop student knowledge and skills in operating an agribusiness. Instructional units include establishment of agribusinesses, managing the agribusiness, financing the agribusiness, marketing and advertising, product development, sales techniques and strategies, communicating with employees and customers, and studying various agricultural companies and career opportunities. Computer software applications and the Internet will be integrated through data management, inventories and accounting. Student skills will be enhanced in math, reading comprehension and writing through agribusiness applications. Improving computer, hands-on, and workplace skills will be a focus. Participation in FFA student organization activities and SAE projects is an integral course component.

AGRICULTURAL BUSINESS MANAGEMENT 1 Year
(Prereq: Agricultural Bus. Op.) 1 Credit

This course will develop students' understanding of the agricultural industry relating to the United States and World marketplace. Instructional units include: marketing and trading of agricultural products, international agriculture, imports and exports, agricultural law, taxes, governmental regulations and policies, and advanced computerized record keeping. Employability skills will be developed with resume writing and interviewing techniques to gain employment. Post-secondary education will be explored at colleges and universities. Participation in FFA and SAE is an integral course component.

BIOLOGICAL SCIENCE APPLICATION IN AGRICULTURE 1 Year
ANIMAL AND PLANT SCIENCE 1 Credit

(Prereq: Intro to Ag and completed Nat. Sci. or Bio. I with a C or above or permission from instructor)

This course is designed to reinforce and extend students understanding of science by associating basic scientific principles and concepts with relevant applications in agriculture. Students will examine major phases of plant growth and management in agriculture and the specific biological science concepts that govern management decisions. Students will examine major phases of animal agriculture and specific biological science concepts that govern management decisions in the animal industry. The course will be valuable preparation for further education and will increase the relevance of science through the applied setting of agriculture by enhancing literacy in science and the scientific process.

PHYSICAL SCIENCE APPLICATION IN AGRICULTURE 1 Year
(PSAA) 1 Credit

(Prereq: Intro to Ag and completed Nat. Sci. or Bio. I with a C or above or permission from instructor)

This course is designed to reinforce and extend students understanding of physical science and the scientific process by associating scientific and math principles and concepts with relevant applications in agriculture. Topics of study are in the areas of scientific investigation, environmental/natural resource systems, agricultural production systems, agricultural structural systems, energy and power systems, agricultural mechanics and machine systems and food processing systems.

BASIC HORTICULTURE SCIENCE 1 Year
(Prereq: Intro to Ag and completed Nat. Sci. or Bio I with a C or above or permission of instructor) 1 Credit

This course is designed to develop knowledge and skills in the following areas: using soil and other plant growing media; identifying horticultural plants; propagating

horticultural plants; basics of growing horticultural plants in greenhouse and nursery settings; constructing maintaining and using plant-growing structures; operating, repairing and maintaining equipment used in the horticultural field.

INDUSTRIAL AND TECHNOLOGICAL EDUCATION

INDUSTRY AND TECHNOLOGY **1 Year**
Grades 9, 10 **1 Credit**

Industry and Technology is designed to be a general education course at the freshman level. It introduces students to modern industry and technology, its products, and the world of work. It is divided into four areas: Communications, Transportation, Production, and Power and Energy. Students are to explore these areas to learn how products are designed and manufactured. Drawings, hand and machine skills will be developed by the students through the design and making of projects related to these areas. Computer programs will be used to enhance the learning objectives.

ORIENTATION TO ELECTRONICS **1 Semester**
(Preq: Ind. & Tech) **Grades 10-12** **1/2 Credit**

This course provides learning experiences related to the testing, maintenance, and repair of electronic components and circuits. Learning activities in the course will be coordinated to permit students to acquire knowledge of fundamental electronic theories and laws, to develop practical skills in testing, maintaining, and repairing selected electronic components, circuits, equipment and systems. Instruction will include utilization of safety practices, electrical parameters and circuits, the use and care of test equipment, and electronic component function and identification.

BASIC WOODWORKING **1 Semester**
(Prereq: Industry and Tech) **Grades 10-12** **1/2 Credit**

Woodworking is intended for students interested in learning more about wood and wood products. It is designed to give students a chance to gain skill in the use of modern machine tools and portable power tools while making a project.

CONSTRUCTION TRADES I **1 Year**
(Prereq:Teacher/Principal's recommendation) **2 Periods**
Grades 11, 12 **2 Credits**

Dual Credit Available

During the first year of on-the-job training, the student is learning the basic skills of the construction trades

while practicing and developing those skills. This course is to serve those students who plan to enter the construction trades. It will be broken up into ten general categories with all being interrelated upon one another: Building Location and Layout, Foundation, Concrete, Carpentry and Framing, Plumbing, Heating and Cooling, Electrical, Painting and Decorating, and Carpentry and Finish.

CONSTRUCTION TRADES II **1 Year**
(Prereq: Constr Tr I) **2 Periods**
Grade 12 **2 Credits**
Dual Credit Available

This second year course will include detailed objectives on the construction trade and development of supervisory skills for the student.

ORIENTATION TO ELECTRICITY/ELECTRONICS **1 Year**
Grades 10-12 **1 Credit**

ORIENTATION TO MFG.-WELDING
(Prereq: Industry and Tech) **1 Semester**
Grades 10-12 **1/2 Credit**

Basic Welding is a one-semester course designed to follow a short orientation course in the Ind. & Tech. By following the orientation courses, the majority of time in this class is spent on skill development. Actual hands-on experience is the order of the day. Both oxy-acetylene and electric arc welding are practiced by the students. Certain assigned welds in both types of welding are completed by the students. These assigned welds include, but are not to be limited to, the following: Beads, lap, butt, fillet, pipe welds, bending, brazing, puddling, mild steel welding, fusion welding and low hydrogen welding. In addition to the assigned welds, students will be allowed to construct individual projects that will be the property of the students.

INTRODUCTION TO AUTOCAD
No Prerequisite **1 Semester**
Grades 10, 11, 12 **1/2 Credit**

This course is an introduction to Computer Aided Design and teaches the student programs and techniques used to develop designs and drawings via AutoCAD. Students in INTRODUCTION TO AutoCAD will become acquainted with the use of the computer and the occupations and activities that utilize Computer Aided Design. Introduction to AutoCAD is intended for juniors and seniors interested in learning skills in Computer Aided Design.

Objectives

1. Develop an understanding of drafting fundamentals and their applications in conveying ideas to others.
2. Develop a methodical procedure for making drawings using self-reliance in following oral as well as written instructions.
3. Learn the habits of accuracy, speed and neatness in completing drawings.
4. Become familiar with the hardware used in Computer Aided Design.
5. Become familiar with AutoCAD's screen layouts and menu structure.
6. Learn the use of the keyboard and other input devices to select commands, enter text, and pick screen locations.
7. Learn to set up and complete drawings.
8. Learn to use the commands of AutoCAD in creating and editing.
9. Learn to print completed drawings.

AUTOCAD I

(Prerequisite: Intro to AutoCAD) ` **1 Semester**
Grades 10, 11, 12 **1/2 Credit**

This course will build on fundamentals and drawing skills learned in Introduction to AutoCAD. Students will explore the mechanics of three-dimensional drawing and complete dimensioned floor plans. Students will become acquainted with the use of the computer and its components to develop 3-D drawings. AutoCAD I is intended for juniors and seniors interested in enhancing CAD skills. Students will:

1. Develop a methodical procedure for making drawings in three-dimensions
2. Learn the habits of accuracy, speed, and neatness in completing 3-D drawings
3. Become familiar with AutoCAD's 3-D screen and menus
4. Learn the use of the keyboard and other input devices to select 3-D commands
5. Learn to set up and complete 3-D drawings
6. Learn to use commands of AutoCAD in creating and editing 3-D
7. Learn to print completed 3-D drawings

ORIENTATION TO MECHANICS

(Prereq: Ind and Tech) **1 Year**
Grades 10-11 **1 Credit**

This course is designed to instruct the students in various parts of the automobile and how to care for the automobile. Emphasis will be placed on the various systems of the automobile, tools used to repair, and minor tune-up.

MECHANICS 1

(Prereq: Orient to Mech)

1 Year

Grades 11, 12

2 Periods

2 Credits

This class is designed to instruct the students in general concepts in Auto Mechanics including brakes, chassis repair, clutch repair and replacement, and differential set-up and repair. Also covered is engine repair and troubleshooting.

MECHANICS II

(Prereq: Mech I)

1 Year

Grade 12

2 Periods, 2 Credits

Dual Credit Available

This class is designed to instruct the student in engine overhaul, including valve grinding, bearing replacement, cylinder honing, etc. Automatic and manual transmission repair and replacement plus air conditioning repair will be taught. An introduction to the diesel engine is another unit of study for this class.

INDUSTRY AND TECHNOLOGY

BASIC CARES AND REPAIRS

(Prereq: I.E.P.)

1 Year

Grades 9, 10

1 Credit

This class is designed for vocational students who have learning problems. It focuses on the basic everyday problems that people encounter throughout the home and the basic care of the automobile.

Home repairs include filling cracks and holes in the walls, replacing electric cords on appliances, picking the proper tools for the job, and other types of basic home repairs. The auto section includes checking fluids, changing oil, changing tires, proper maintenance procedures, cleaning, the care and other related tasks.

Inclusion in this class is limited to those selected by I.E.P.'s and teacher recommendation.

INTERRELATED CO-OPERATIVE EDUCATION

CO-OP CLASS

1 Year

Grade 12

2 Credits

Application must be filed with the Co-op Director by specified date and course requested during registration.

1 Period Related Class, 2 Periods or more on-the-job

Interrelated Co-operative Education (Co-op) is the capstone course to a student's vocational program. Just having a job does not necessarily qualify a student for Co-op. A student's job should reflect his or her training to previous vocational course work and be a part of his or her

career goals. The student must attend a job-related class each school day which covers such topics as finding employment, completing job applications, job interviews, getting along with co-workers, taxes, insurance and finances.

A student may work a morning or afternoon schedule, taking required courses during the remaining part of the school day. Students will be assisted in securing a job. Entrance to the class is by application with the co-op director and registration for the class through the Guidance Department. Due to time constraints, it should be noted that, the Co-op program is not conducive with the S.T.E.P. program.

STEP COOP Class I and II

STEP I CLASS

1 Year

Grades 11, 12

1 Credit

The Step One class is set up to help the students who enroll in the Work Study Program. Students will build a portfolio which will include application forms, resumes, cover letters, interview skills, and other information related to job finding. Each of these areas will be explored in depth and will tie into the working world.

STEP II CLASS (Prereq: STEP I)

1 Year

Grades 11, 12

1 Credit

The Step II class will expand and enhance those skills that were learned in the Step I class. The portfolio developed in the previous class will be updated and expanded. Emphasis will be on developing career choices and how to obtain the necessary background and/or education to make those choices.

CAREER EDUCATION CLASS

1 Semester

Grades 10, 11

1/2 Credit

The Career Education Class is offered on the sophomore and junior levels. Students in the Career Education Class will learn about various careers through the use of interest inventories, computer software, videos, and textbook applications. The students will then narrow the focus to three occupations of interest. They will then complete an annual budget to see if they can live within the financial parameters of the chosen careers. They can gain exposure to careers through the possible use of community speakers, field trips, and job shadowing. More importantly, it will give the students an opportunity to make valuable contacts with people in the community who can further the students' individual interests in specific career areas.

COMPUTER NETWORKING SPECIALIST PROGRAM

4 Semesters Frontier Dual Credit

SMALL SYSTEM ARCHITECTURE 1 Semester
Grades 11, 12 1/2 Credit
Dual Credit Available

This course is designed to introduce students to the basic and advanced microcomputers components and their operations. The course will cover the anatomy of popular personal computers such as the IBM PC and compatibles and the PS/2. Elements include microprocessors, motherboard, coprocessors, memory, displays, data and expansion buses, floppy and hard disks, mass storage systems, optical storage and tapes.

MAINTENANCE AND DIAGNOSTICS I 1 Semester
(Prereq: Small Sys. Arch.) 1/2 Credit
Dual Credit Available

This course is designed to train students to maintain and diagnose personal computer hardware. This would include installing and upgrading computer components and diagnosing problems using the latest available techniques. Topics will include such things as storage devices, motherboards, memory and input devices.

MAINTENANCE AND DIAGNOSTICS II 1 Semester
(Prereq: Maint. And Diag. I) 1/2 Credit
Dual Credit Available

This course is a continuation of Microcomputer Maintenance and Diagnostics I and is designed to train students to maintain and diagnose personal computer hardware, notebooks, components, and software. This would include installing and upgrading computer components and diagnosing problems using the latest available techniques. Topics will include controller cards, multimedia, fax modems, monitors, printers, scanners, notebooks, software, and other miscellaneous hardware.

MICROCOMPUTER OPERATING SYSTEMS 1 Semester
(Prereq: Maint. And Diag. II) 1/2 Credit
Dual Credit Available

This course is designed for the student desiring a complete knowledge of Disk Operating System (DOS) and Windows. In addition to the theoretical background, the course is designed to give the students hands-on experience with sophisticated DOS commands, advanced batch-file techniques, configuration and optimization of Windows and an introduction to OS/2 Workplace Shell and UNIX. This experience will be accompanied by individually completed assignments and case studies.

PHYSICAL DEVELOPMENT AND HEALTH

***Four Years Required**

Physical Education

PE 9, 10, and 11 **1/2 Credit per Semester**

The major objective of the physical education program is the development and maintenance of physical fitness and motor skills, social efficiency, recreational and intellectual competency. All students are required to take part in our physical education classes unless he or she is physically disabled or has a religious excuse from P.E. If a student has a medical/religious excuse for not participating, he/she will be required to write reports on a sport for each week of the medical/religious excuse. The reports should be equivalent to one handwritten page per day of the medical/religious excuse. Doctors should write any specific limitations on the medical form such as if a student could be allowed to walk in lieu of doing daily reports. **All** students are expected to dress out for their classes in the uniform prescribed by the high school which is red shorts, white T-shirt, socks, and an extra pair of athletic shoes (other than street shoes). See Guidance for more information regarding an academic waiver.

PE 12 **1 Year**
Grade 12 **1 Credit**

Life Time Sports: This class is open to all seniors at FCHS. The program has been developed to meet the needs of the students of the 1990's, with content of activities in which an adult may participate for a lifetime. Some of the activities included are golf, archery, table tennis, tennis, fishing, biking, canoeing, swimming, cards, board games, and parlor games. Even if a student is out for a sport, he or she should consider taking this class. Everyone needs a chance to get away from the normal everyday class schedule - and what better way could there be than to play golf or tennis, cards or chess? Students will be evaluated on participation and knowledge of the particular activity. Dress will be to meet the requirements of the activity, i.e., for swimming: bathing suit; however, most of the time normal school clothes will be appropriate. Medical/religious excuses for PE 12 will be handled in the same format as PE 9, 10, 11. See Guidance for more information regarding an academic waiver.

HEALTHFUL LIVING **1 Semester**
Grade 9-10 **1/2 Credit**

Health is required for all students to pass a graduation requirement and will meet the requirement for one semester of Physical Development and Health. The course is designed to teach students to present a good personal appearance, to keep their bodies functioning in a healthful manner, to plan an adequate diet, and to develop healthy personalities. The course includes sections on

construction and functions of body parts and the harmful effects of foreign ingredients into the body both physically and mentally.

DRIVER EDUCATION CLASSROOM INSTRUCTION 1 Quarter

(Prereq: Pass eight classes the previous two semesters)

Grades 9-11 (depending on birth date) 1/4 Credit

This driver education course offered at Fairfield Community High School shall consist of at least 30 clock hours of classroom instruction and at least 6 clock hours of practice driving in a car having dual operating controls under direct individual instruction. Students must meet the State law of passing eight (8) courses during the previous two semesters.

DRIVER EDUCATION BEHIND-THE-WHEEL TRAINING 1 Quarter

(Prereq: Pass eight classes the previous two semesters)

Grades 9-11 (depending on birth date) 1/4 Credit

Behind the Wheel education course focuses on the congruent relationship between a driver's emotional characteristics and his/her ability to operate a motor vehicle safely. The student shall participate in at least six hours of practice driving in a car having dual operating controls under direct individual instruction.

BASIC HEALTH 1 Semester

Grades 9, 10 1/2 Credit

SPECIAL SERVICES

CROSS-CATEGORICAL (CC) INSTRUCTIONAL CLASSES

Grades 9-12

The primary objectives of the CC Instructional Classes are to prepare students for the work world and to satisfy graduation requirements. This is accomplished by the use of mainstreaming, whenever possible, a strong emphasis on pre-vocational studies, and possibly the most important, an atmosphere of academic achievement and good fellowship in the classroom.

Cross-categorical Instructional Classes will be accessed by special education students and scheduled according to their Individualized Education Programs.

SUCCESSFUL UTILIZATION OF THE CORE CURRICULUM IN THE EDUCATION OF SECONDARY STUDENTS

(S.U.C.C.E.S.S.)

1 Year

Grades 9-12

1/2 Credit

The S.U.C.C.E.S.S. Class is designed to aid secondary special education students in the regular academic program. Students work with the S.U.C.C.E.S.S. instructor in small groups or individually in a tutorial or reteaching capacity. The goal of the program is to help the students succeed in their mainstream classes. Students are scheduled and placed in the S.U.C.C.E.S.S. Class according to their Individualized Education Programs.

A grade of PASS or FAIL will be assigned by the Special Education Instructor. This grade will not be calculated in the GPA.

SECONDARY TRANSITION EXPERIENCE PROGRAM (S.T.E.P.)

1 Year

Grades 11-12

1 Period, 1 Credit

The purpose of this course is to give students the opportunity to gain positive work-related skills, to gain experience in a job situation, and to gain knowledge in obtaining and keeping a job. Students will work a minimum of five hours a week. Related classroom instruction will be given. Participation is determined by approval of O.R.S. and placement is determined by the Individualized Education Program.

DAILY LIVING I

(Prereq: I.E.P.)

1 Year

Grades 9-12

1 Credit

A course designed to introduce students to basic life skills. Students will be introduced to basic nutrition and food preparation, shopping skills, grooming and hygiene, home care and clothing selection and care. Students will also explore the aspects of relationships and personal identity and explore community resources related to independent living.

DAILY LIVING II

(Prereq: Daily Living I)

1 Year

Grades 10-12

1 Credit

Students will be involved in activities that simulate independent living. They will plan budgets, time schedules, meals, and other important steps to living independently. They will participate in basic sewing repairs and construction, meal preparation, grocery shopping and role-playing of interpersonal relationships related to independent living.

CARING INVOLVEMENT VESTED THROUGH COMMUNITY SERVICE

C.I.V.I.C.S. WORK EXPERIENCE CLASS **1 Year**
Grades 9-12 **1 Credit**

The C.I.V.I.C.S. Work Experience Class is a class offered on a yearly basis for freshmen through seniors. It can be accessed at the beginning of the year or at the beginning of second semester. Preference will be given to freshmen and sophomores. Juniors and seniors can enter the class with permission of the teacher.

The class is designed to enable students to learn and develop through active participation in thoughtfully organized voluntary service experiences. The students will develop and strengthen work-based skills and personal skills through structured service projects that meet school and community needs. The class will provide opportunities for the students to learn beyond the classroom and to foster the development of a sense of caring for others as well as instilling personal pride and integrity in themselves. Through the use of skilled adult guidance and supervision, the students will strengthen planning skills, decision-making skills, and analysis skills while making meaningful contributions to the community, school, peers, and themselves.

PERSONAL DEVELOPMENT CLASS

Grades 9 - 12 **1 Semester**
(Prereq: Individual Ed. Program) **1/2 Credit**

The Personal Development Class is a semester class offered on a yearly basis for freshman through senior levels. Each semester contains different elements and the students can access the program either semester. The class will contain many elements of character education and provide the students with opportunities to practice, foster, and apply positive strategies in everyday life. A few areas addressed are: assertiveness, motivation, goal setting, stress, anger control, decision-making skills, problem solving techniques, conflict resolution, self-esteem, respect, and values.