

FENTON AREA PUBLIC SCHOOLS



FENTON
AREA PUBLIC SCHOOLS

SCHOOL NOTICES

2019 - 2020

Fenton Area Public Schools

3100 Owen • Fenton, MI 48430-1788 • (810) 591-4700 • FAX: (810) 5914705

Dear Parents and Students:

On an annual basis, the Fenton Area Public School District is required to provide notification of the following:

- A notice of the Family Education Rights and Privacy Act that assures parents and students over 18 years of age ("eligible students") certain rights with respect to their educational records.
- The Board of Education policy regarding Grievance Procedures as related to Title IX of the Educational Amendment Act of 1972 and Section 504 of the Rehabilitation Act of 1973.
- The Board of Education policy regarding Directory Information and accessibility to this information.
- A notice to parents before any pesticide application is completed.
- A Management Plan for the inspection and control of asbestos materials, if such materials should exist in the school environment.
- Finally, this packet includes other important information regarding immunizations, delayed starting times due to weather conditions, the medication use policy and information regarding expected student behaviors.

This information is not intended to be exhaustive; however, there are legal mandates that require both notice and reporting procedures associated with these various laws and implementing regulations.

Sincerely,

Dr. Adam J Hartley, Ed.D.
Fenton Area Public Schools
September 16, 2019

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Behavior Code

Disruption of school

A student shall not engage in any conduct causing the substantial and/or material disruption or obstruction of any lawful mission, process or function of the school or the district.

A student shall not urge other students to engage in such conduct for the purpose of causing a disruption or obstruction of any lawful mission, process or function of the school if a disruption or obstruction is reasonably certain to result.

Damage to or destruction of school property

A student shall not cause or attempt to cause damage to school property or steal, or attempt to steal, school property. Repeated damage or theft involving school property may be a basis for discipline, up to and including long-term suspension or expulsion from school.

Damage to or destruction of private property

A student shall not intentionally cause or attempt to cause damage to private property or attempt to steal private property either on the school grounds or during a school activity. Damage or theft involving private property may be a basis for discipline, up to and including long term suspension or expulsion from school.

Eligible Special Education

Parental approval regarding appropriate disciplinary measures for special education students shall be obtained by the building principal prior to a change of placement due to violent or disruptive behavior.

Alcohol use

The consumption and/or possession of any alcoholic beverage by students is prohibited in any facility, on school grounds or at any school sponsored activity.

Any student who consumes alcoholic beverages on school grounds or in any facility, or at any school sponsored activity off school grounds or going to or from any school function shall result in discipline up to, and including, suspension and/or expulsion.

District personnel may refer students to any medical, treatment or social service agency when such student is reasonably believed to be abusing or incapacitated by the use of alcohol or drugs.

Family Educational Rights and Privacy Act

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age ("eligible students") certain rights with respect to the student's educational records.

1. The right to inspect and review the student's education records within 45 days of the day the District receives a request for access. Parents or eligible students should submit to the school principal a written request that identifies the record(s) they wish to inspect. The principal will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.
2. The right to request an amendment of the student's education records that the parent or eligible student believes are inaccurate or misleading. Parents or eligible students may ask Fenton Area Public Schools to amend a record they believe is inaccurate or misleading. They should write the school principal, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading.

If the District decides not to amend the record as requested by the parent or eligible student, the District will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment.

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

3. The right to consent to disclosures of personally identifiable information contained in the student's education records. One exception to this consent allows disclosure to school officials with a "legitimate educational interest". A school official is a person employed by the District as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement personnel); a person serving on the school board; a person or company with whom the District has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

A school official has a "legitimate educational interest" if the official needs to review an education record to fulfill his or her professional responsibility.

Upon request, the District discloses education records without consent to officials of another school district 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 Fenton Area Public Schools to comply with the requirements of FERPA. The name and address of the office that administers FERPA is: **Family Policy and Compliance Office, U.S. Department of Education, 400 Maryland Ave., S.W., Washington, D.C. 20202-4605**

Pupil Rights Amendment

PRA affords parents and students who are 18 or emancipated minors ("eligible students") certain rights regarding surveys, collection and use of information for marketing purposes, and certain physical exams. These rights include:

- *Consent* before students are required to submit to a survey that concerns one or more of the following protected areas ("protected information survey") if the survey is funded in whole or in part by a program of the U.S. Department of Education -
 1. Political affiliations or beliefs of the student or student's parent;
 2. Mental or psychological problems of the student or student's family;
 3. Behavior or attitudes;
 4. Illegal, antisocial, self-incriminating, or demeaning behavior;
 5. Critical appraisals of others with whom respondents have close family relationships;
 6. Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
 7. Religious practices, affiliations, or beliefs of the student or parents; or
 8. Income, other than as required by law to determine program eligibility.
- *Receive notice and an opportunity to opt a student out of-*
 1. Any other protected information survey, regardless of funding;
 2. Any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student, except for hearing, vision or scoliosis screenings, or any physical exam or screening permitted or required under State law; and
 3. Activities involving collection, disclosure, or use of personal information obtained from students for marketing or to sell or otherwise distribute the information to others.
- *Inspect*, upon request and before administration or use –
 1. Protected information surveys of students;
 2. Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; and
 3. Instructional material used as part of the educational curriculum.

Fenton Area Public Schools will develop and adopt policies, in consultation with parents, regarding these rights, as well as arrangements to protect student privacy in the administration of protected surveys and the collection, disclosure, or use of personal information for marketing, sales, or other distribution purposes. Fenton Area Public Schools will directly notify parents and eligible students of these policies at least annually at the start of each school year and after any substantive changes. Fenton Area Public Schools will also directly notify parents and eligible students, such as through U. S. Mail, at least annually at the start of each school year of the specific or approximate dates of the following activities and provide an opportunity to opt a student out of participating in:

- Collection, disclosure, or use of personal information for marketing, sales, or other distribution.

McKinney-Vento Homeless Assistance Act

Children who meet the Federal definition of "homeless" will be provided a free appropriate public education in the same manner as all other students of the District. To that end, homeless students will not be stigmatized or segregated on the basis of their status as homeless and will be assigned to the school serving those non-homeless students residing in the area in which the homeless child is actually living. The District shall establish safeguards that protect homeless students from discrimination on the basis of their homelessness.

Homeless children and youth are defined as individuals who lack a fixed, regular, and adequate nighttime residence, and include those who meet any of the following criteria:

- A. share the housing of other persons due to loss of housing, economic hardship, or similar reason
- B. live in motels, hotels, trailer parks, or camping grounds due to a lack of alternative adequate accommodations
- C. live in emergency or transitional shelters
- D. are abandoned in hospitals
- E. are awaiting foster care placement
- F. have a primary night time residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings, or
- G. live in a car, park, public space, abandoned building, substandard housing, bus or train station, or similar setting

Additionally, pursuant to Federal and State law, migratory children who are living in circumstances described in A-G above are also considered homeless.

Homeless preschool-aged children and their families shall be provided equal access to the educational services for which they are eligible, including preschool programs administered by the School District.

The District shall remove barriers to the enrollment and retention of homeless students in schools in the District. Homeless students shall be enrolled immediately, even if they do not have the necessary enrollment documentation such as immunization and health records, proof of residency or guardianship, birth certificate, school records, and other documentation.

Homeless students will be provided services comparable to other students in the District including:

- A. transportation services;

- B. educational services for which the homeless student meets eligibility criteria including services provided under Title I of the Elementary and Secondary Education Act or similar State or local programs, educational programs for children with disabilities, and educational programs for students with limited English proficiency;
- C. programs in vocational and technical education;
- D. programs for gifted and talented students;
- E. school nutrition programs; and
- F. before- and after- school programs.

Homeless students have the right to remain in their school of origin or the local attendance area school, according to the child's best interest. The school of origin is the school that the student attended when permanently housed or last enrolled. The local attendance area school is any public school that non-homeless students who live in the attendance area in which the student is actually living are eligible to attend.

Homeless students have the right to dispute their school assignment, if their assignment is other than their school of origin. In determining the best interest of the student, the District shall, to the extent feasible, keep the student in the school of origin, except when doing so is contrary to the wishes of the homeless student's parent or guardian or the unaccompanied youth. If the student is sent to a school other than the school of origin or a school requested by the parent or guardian, a written explanation, including a statement regarding the right to appeal, will be provided to the homeless student's parent or guardian or the unaccompanied youth.

The Board of Education requires that these rights and the dispute process be communicated to the parent or guardian of the homeless student or unaccompanied youth.

In addition to notifying the parent or guardian of the homeless student or unaccompanied youth of the rights described above, the District shall post public notice of educational rights of children and youth experiencing homelessness in each school.

At the request of the parent or guardian, or in the case of an unaccompanied youth, the local homeless liaison, transportation shall be provided for a homeless student to and from the school or origin as follows:

- A. If the homeless student continues to live in the School District in which the school of origin is located, transportation will be provided in accordance with District policy/administrative guidelines.

- B. If the homeless student moves to an area served by another district, though continuing his/her education at the school of origin, the district of origin and the district in which the student resides must agree upon a method to apportion responsibility and costs for transportation to the school of origin. If the districts cannot agree upon such a method, the responsibility and costs must be shared equally.

Mrs. Heidie Ciesielski, Liaison for Homeless Children, will coordinate and collaborate with the State Coordinator for the Education of Homeless Children and Youth as well as with community and school personnel responsible for the provision of education and related services to homeless children and youths.

Pupil Rights Amendment (Continued)

- Administration of any protected information survey not funded by the U.S. Department of Education.
- Any non-emergency, invasive physical examination or screening as described above.

Parents / eligible students who believe their rights have been violated may file a complaint with:

**Family Policy Compliance Office
US. Department of Education
400 Maryland Avenue, SW
Washington, D.C. 20202-4605**

Directory Information

In accordance with the Family Educational Rights and Privacy Act (FERPA), Fenton Area Public Schools may disclose "Directory Information" from the educational records of a student. Directory information is designated by the District as:

- name of student, date of birth, address and telephone number under appropriate circumstances
- participation in officially recognized activities and sports
- weight and height of members of athletic teams
- dates of attendance
- awards and honor roll
- Photographic, film or video images created by the District in conjunction with school-sponsored activities and awards.

The District may disclose any of the items listed without prior written consent unless the building administrator is notified to the contrary in writing by October 1, 2019. Each building administrator shall maintain a list of student names wherein disclosure has been refused. These lists shall be reviewed and students must be excluded from directory information disclosures. The District reserves the right to disclose directory information of former students without giving prior public notice.

Neither the Board nor its employee's shall not permit the release of the social security number of an employee, student, or other individual except as authorized by law. Documents containing social security numbers shall be restricted to those employees who have a need to know that information or a need to access those documents.

Sexual Harassment

The Board of Education recognizes that students and staff have a right to freedom from discrimination, including the opportunity to learn and work in an environment untainted by sexual harassment.

Sexual harassment includes all unwelcome sexual advances, requests for sexual favors, and verbal and physical contacts of a sexual nature whenever submission to such conduct is made a condition of employment or a basis for an employment decision, or when such conduct has the purpose or effect of unreasonably interfering with work performance or creating an intimidating, hostile, or offensive working environment.

The sexual harassment of a staff member or student of this District is strictly forbidden. Any staff member or agent of this Board who is found to have sexually harassed an employee of this District will be subject to discipline.

Any staff member who has a complaint of sexual harassment at work by anyone, including supervisors, co-workers, or visitors, should bring the matter to the attention of his/her supervisor. If the complaint involves someone in the staff member's direct line of command, then, the staff member may go to the Personnel Director or his/her designee.

Any student in the District who believes he or she has been subjected to discriminatory and/or sexual harassment, insults, or intimidation by a student, teacher, district employee or volunteer shall report such conduct to his/her principal or assistant principal as well as to the student's parent or guardian.

All investigations will be handled as confidentially as possible to avoid embarrassment and to protect the student making the report while still allowing for an adequate and fair investigation. Pursuant to Michigan state law, Fenton Area Public Schools shall report any alleged incidents of child abuse to the State Department of Social Services.

All complaints of sexual harassment will be handled promptly and thoroughly. The District will retain confidential documentation of all allegations and investigations and will take appropriate disciplinary measures when justified to remedy all violations of this policy.

The Board encourages a victim of sexual harassment to come forward with appropriate allegations. At no time is the victim required to complain first to the supervisor if he/she is the offending party.

The Superintendent or his/her designee shall make an appropriate effort to insure that all staff members and agents of this board understand this policy. The District policy regarding sexual harassment and intimidation shall be posted in appropriate places throughout the District.

If any person believes that the Fenton Area Public Schools or any part of the school organization had inadequately applied the principles and/or regulations of District Policy, he/she may bring forward a complaint to the Sexual Harassment Officer at the following address:

Dr. Douglas Busch, Executive Director/Finance and Personnel
3100 Owen Road
Fenton, MI 48430
810-591-4700

Non-Discrimination Policy

The Board of Education shall comply with all Federal and State laws and regulations, as well as the requirements and regulations of the U.S. Department of Education, with regard to prohibitions against discrimination, including but not limited to the following: Title II, Title IV, Title VI, Title VII of the Civil Rights Act of 1964; Title IX of the Education Amendments of 1972; the Age Discrimination Act of 1975; the Americans with Disabilities Act of 1990 and its implementing regulations, the individuals with Disabilities in Education Act (IDEA) and its implementing regulations; the Michigan Mandatory Special Education Act; and the Revised Administrative Rules for Special Education. Fenton Area Public Schools is committed to a policy of nondiscrimination because of gender, religion, race, color, national origin or ancestry, disability, age, marital status, and/or any other legally protected characteristics in employment, education or any program or activity for which the Board of Education is responsible and/or for which the Board of Education receives financial assistance from the U.S. Department of Education.

If any individual believes that he/she has been discriminated against or believes that the District or any employee of the District has inadequately applied the principles and/or regulations of any Federal or State law or regulation, or any requirement or regulation of the U.S. Department of Education, a complaint should be directed to the following coordinators:

Title II

Courtney Szucs, *Director of Special Programs & Services*

Title IV, VI, 504-students, Special Education/IDEA

Courtney Szucs, *Director of Special Programs & Services*

Title VII, 504-employees, Age Discrimination, ADA

Dr. Douglas Busch, *Executive Director of Finance and Personnel*

Title IX

Dr. Douglas Busch, *Executive Director of Finance and Personnel*

All complaints and/or requests for accommodations should be directed to the persons specified above and will be handled in accordance with Board Policy and Administrative Guidelines.

Student Nutrition Programs – Free and Reduced Meals

Free and Reduced Price Meals are available to families who believe they may qualify. If your family chooses to apply, please complete a "**Free and Reduced Meal Price Application Form.**" The forms can be obtained and returned (completed) to any school office. You will be notified by mail of your child's status. Until notification you must provide your child with a lunch or lunch money.

If you would like to apply on-line please go to www.lunchapp.com. You may also pick up an application at any building or the Administration building and return it to the Administration building to be processed.

Only complete one application per family. The information you give will be used to determine or prove your child's eligibility for free or reduced-priced meals. This information may also be used for other state or federally funded school benefits.

Factors considered in the application process are household size and total household income. HOUSEHOLD SIZE is considered all persons, related or unrelated: Including parents, children, grandparents who live in your home and share living expenses. The TOTAL HOUSEHOLD INCOME is the income each household member received last month before taxes - this includes wages, social security, pension, unemployment, welfare, child support, alimony, and any other cash income.

Foster children are categorically eligible for free meal benefits. An application is not needed yet there does need to be documentation of status by a state or local entity familiar with the child's status. Foster children may be included in the household application as part of the household size. If you have questions or concerns please call the Food Service Office at 810-591-4709.

Personal Curriculum

The parent/guardian of a student may request a Personal Curriculum that modifies certain areas of the Michigan Merit Curriculum standard requirements. If all of the requirements for a Personal Curriculum are met, then the board of a school district may award a high school diploma to a student who successfully completes his or her Personal Curriculum, even if it does not meet the requirements of the Michigan Merit Curriculum standard. The Personal Curriculum will be considered only after all other options have been attempted, and must meet stringent requirements of determining educational goals and evaluating student progress. The use of a Personal Curriculum modification is allowed by state statute for only four reasons:

- 1.) To modify the mathematics requirement.
- 2.) To modify credit requirements because that student has transferred from out of state or from a non-public school.
- 3.) A student wishes to go beyond the academic credit requirements by adding more math, science, English language arts, or languages other than English credits.
- 4.) A student with a disability needs to modify the credit requirements based on his or her disability.

Michigan's High School Graduation Requirements Guide for Parents. See Curriculum Guide and/or contact the Counseling & Guidance Office for more information – 810-591-2612.

English Language Learner (ELL) Students

Special Education Director, Dr. Courtney Szucs, will send a notice in the student's/parent's native language within the first 30 days of school for eligible students who are eligible at the beginning of the school year. For any new English Language Learner (ELL) Student enrollments after 30 days, a notice is sent within 10 days.

Grievance Procedures

Section I. If any person believes that the Fenton Area Public Schools or any part of the school organization has inadequately applied the principles and/or regulations of (1) Title VI of the Civil Rights Act of 1964, (2) Title IX of the Educational Amendment Act of 1972, and (3) Section 504 of the Rehabilitation Act of 1973, he/she may bring forward a complaint, which shall be referred to as a grievance, to the local Civil Rights Coordinator at the following address:

Dr. Doug Busch, Executive Director of Finance/Personnel
Fenton Area Public Schools
3100 Owen Road
Fenton, MI 48430
810-591-4700

Section II: The person who believes he/she has a valid basis for grievance shall discuss the grievance with the local Civil Rights coordinator. He/she may initiate formal procedures according to the following steps:

Step 1: A signed written statement of the grievance shall be submitted to the local Civil Rights Coordinator within five (5) business days of receipt of answers to the formal complaint. The coordinator shall further investigate the matters of grievance and reply in writing to the complainant within five (5) days.

Step 2: If the person filing the complaint wishes to appeal the decision of the local Civil Rights Coordinator, he/she may submit a signed statement of appeal to the Superintendent within five (5) business days after receipt of the Coordinator's response. The Superintendent must respond within ten (10) days.

Step 3: If the person filing the complaint remains unsatisfied, he/she may appeal through a signed, written statement to the Board of Education within five (5) business days of his/her receipt of the Superintendent's response. In an attempt to resolve the grievance, the Board of Education shall meet with the concerned parties and their representatives within forty (40) days of the receipt of the appeal. A copy of the Board's disposition of the appeal shall be sent to each concerned party within ten (10) days of this meeting.

Step 4: If the grievance has not been satisfactorily settled, further appeal may be made to the Office for Civil Rights, Department of Education, Washington, D.C. 20201.

Annual Notice As Required By Federal Legislation (No Child Left Behind)

Parents have the right to request information regarding the professional qualifications of their child's classroom teacher(s) and, where appropriate, the paraprofessional working with their child for all Title I schools.

Dr. Doug Busch, Executive Director of Finance/Personnel
Fenton Area Public Schools
3100 Owen Road, Fenton, MI 48430
810-591-4700

Freedom of Information ACT

The District's public records, as defined under the Freedom of Information Act, are available for public inspection and/or copying in accordance with the following administrative guidelines. Exemptions are specified in M.C.L. 15.243.

Designation of Officers

The Executive Director for Finance and Personnel shall be the District Records Officer (DRO) as well as the FOIA Coordinator.

Procedures

The following procedures shall be followed in connection with requests to inspect and secure copies of School District records:

- A. Requests to inspect or secure copies of records shall be submitted to the Executive Director for Finance and Personnel on Form 8310 F1, copies of which are available in the Office of the Executive Director for Finance and Personnel.

- B. The Executive Director for Finance and Personnel will determine and advise the requester, within five (5) days, whether the records specified in the request are available for inspection and copying. If a request is denied by the Executive Director for Finance and Personnel, the requestor may seek to compel disclosure or make a written appeal of the denial to the Board. The Board shall act on the appeal within ten (10) days or issue a notice of extension of ten (10) days in which to make the decision.
- C. With respect to records which are determined to be available, the Executive Director for Finance and Personnel will direct the requester to the place where the requested records may be inspected and will arrange for the preparation and certification of copies upon tender of any required fee. The Executive Director for Finance and Personnel will establish a time and date for inspection and copying of the requested records.
- D. If the request is for enhanced access, the Executive Director for Finance and Personnel shall make arrangements for the record to be transmitted electronically via the medium selected by the requester. If the transmission is by E-mail, the requester must provide the proper address. The Executive Director for Finance and Personnel shall be responsible for establishing the appropriate fees for enhanced access which must be paid prior to the transmission of the record(s).
- E. With respect to records which are determined not to be available or when there needs to be a delay in responding to the request, the Executive Director for Finance and Personnel will note the reason on Form 8310 F3 and send one (1) copy of the form to the requester as soon as possible. The District may extend the time for responding to a FOIA request by not more than ten (10) business days.
- F. Records may be inspected only at the Office of the Executive Director for Finance and Personnel or at such other place as may be designated by him/her. No record may be removed from such location. A member of the staff must be present throughout the inspection and copying of such record.
- G. Requests by mail, fax, or E-mail for copies of available records may be addressed to the Executive Director for Finance and Personnel, and will be honored upon payment of any required fee, provided the requestor and the record of which a copy is requested are sufficiently identified to make compliance practicable.
- H. The District is responsible for providing records of the District but not for providing additional information that may be related to a record but is not part of a record. Nor is the District required to create a record if none is available.
- I. Personnel records are to be considered public records of the District other than those considered to be confidential by law. (See AG 8320.)

Location and Time

Records shall be made available at the Board Office, during the hours of 9:00 a.m. to 3:00 p.m. Monday through Friday, with the exception of the holidays when District schools are closed.

Fees

Upon written request, copies of said records shall be provided for a fee which will be no more than the actual cost for the duplication plus any applicable clerical costs which will be charged at an hourly rate equal to the lowest paid full-time staff member capable of retrieving the information being sought by the requester. The FOIA Coordinator shall be responsible for determining which type of public records requests could require a fee payment for search, examination, review, deletion, and separation of exempt from nonexempt information in the record, because the cost would create unreasonably high costs to the District. In such instances, the requester is to be informed, in advance, of the special fees and the reasons thereof.

Medication in School

District Policy: The administration of medication and student self-administration shall be in strict compliance with the rules and regulations of the board and carried out by district administrators.

Procedures: If your child will need prescription or nonprescription medication during the school day, the following procedure must be followed:

1. It is permissible to administer medication with verbal parental permission on the first day. Subsequent administration of the medication will require written permission via the school form.
2. The student's parent or guardian must provide the school with written permission and request the school to administer medication.
3. Written instructions, which include the name of the student, name of medication, dosage, time to be administered, means of administration, and duration of administration, must accompany the medication.
4. Medication should be brought to school by the parent or guardian or other adult.
5. All medication must be kept in locked cabinets labeled with the dosage and frequency of administration. Dividing of pills is not the responsibility of school personnel.
6. No dosage or time of administration changes will be instituted except by written instruction from the physician.
7. Parental or guardian request or permission and physician's instructions must be renewed annually, or more often, if necessary.
8. Prescription and medication supply renewal is the responsibility of the parent or guardian.
9. Medication left after the end of the school year should be picked up by the parent or guardian. Medication left at the end of the school year will be discarded.
10. The building administrator may choose to discontinue the administration of medication after first notifying the parent or guardian.
11. In rare circumstances, with the permission of the building administrator, elementary students may be allowed to possess or administer medication themselves. Regardless of the student's age, a physician shall provide written instructions authorizing the student to self-possess and/or self administer any prescription medication.
12. Students who violate this conduct standard shall be subject to disciplinary penalties.

Drug Use

The consumption and/or possession of any controlled substance or drug paraphernalia, or look-alike drugs before entering school or district grounds or going to or from any school-sponsored activity, shall cause the student to be refused entrance or admission and may be subject to discipline, up to and including suspension and or expulsion.

Since the board wishes to help prepare students to attain their full potential, the board shall:

1. Provide students information about drugs and harmful substances at several levels in their educational program;
2. Provide information to parents about substance abuse;
3. Make reasonable efforts to monitor and control the flow of drugs and regulated substances;
4. Cooperate with agencies, groups and individuals working to manage substance abuse and related problems;
5. Cooperate with local police authorities to resolve problems concerning students suspected of, or apprehended in, the distribution or sale of drugs and controlled substances;
6. Provide periodic staff in-service training on substance abuse;
7. Develop identification procedures for students exhibiting behaviors indicative of substance abuse.

Tobacco Products

Smoking by students and/or the possession of any tobacco is prohibited in any building/facility, at school-sponsored events, or, on the school grounds.

Immunizations

In 1979, Public Act 368 was enacted into law which requires all students to be properly immunized. This law is especially important for kindergarten students and those students entering Michigan schools from other states/countries.

The law requires that a child may not enter school unless he/she has provided proof of receiving the necessary inoculations or has completed a waiver as permitted by law. School officials are required to enforce this law. For information regarding Recommended Immunizations for Children from Birth Through 6 Years Old, please call toll free 1-800-232-4636 or visit <http://www.cdc.gov/vaccines>

Annual Asbestos Notification – 2019-2020 School Year

In accordance with Section 763.84 of the Asbestos Hazard Emergency Response Act (AHERA), or the “Asbestos in Schools Rule,” Fenton Area Public Schools is notifying employees and building occupants, or their legal guardians, of activities conducted within the past school year involving the asbestos inspections, response actions, and post-response action activities, including re-inspection and periodic surveillance activities, that are planned or in progress at School District facilities.

During the upcoming school year (2019 - 2020), Fenton Area Public Schools has planned the following activities related to asbestos-containing materials throughout the School District:

Six-Month Periodic Surveillances: Six-month periodic surveillances will be completed every six months and continue on a regular schedule. The next scheduled surveillance will be conducted in September 2019.

Three-Year Reinspections: The EPA requires that each school district re-inspect all known and assumed asbestos-containing materials once every three years. The three-year re-inspection activities for all Fenton Area Public School Facilities were last completed in 2017. The next three-year re-inspection will occur in March 2020.

Asbestos Abatement Projects - Scheduled: As of the beginning of the school year, there are no asbestos abatement projects scheduled for the next twelve-month period. When necessary to support renovations, abatement will be completed in accordance with all state and federal regulations by trained and accredited personnel.

During the previous (2018 – 2019) school year, Fenton Area Public Schools completed the following activities related to asbestos-containing materials throughout the School District:

Six Month Periodic Surveillances: Six-month periodic surveillance activities were completed in September 2018 and March 2019.

Asbestos Abatement Projects - Completed: No asbestos abatement projects were conducted at any district facilities during the 2018-2019 school year. When necessary, all abatement projects will be conducted in accordance with all state and federal regulations by trained and accredited personnel.

AHERA Management Plans are available for review in each school building office or at the Maintenance and Transportation Building (3200 Donaldson Drive, Fenton, Michigan). Summaries for all of the asbestos abatement projects conducted prior to the 2019-2020 school year are located in the AHERA Management Plans, while complete documentation is maintained in the Maintenance and Transportation Building.

Questions regarding the asbestos program for Fenton Area Public Schools may be addressed to Mr. Joe Humpert, Director of Operations at 810-591-8900.

Pesticide Notification

Public Act 131 of 1993 requires that schools notify parents and guardians of children attending the school of their right to be informed prior to the application of pesticides at that school (MCL 286.536d). From time to time, the school's contracted pest control company or certified school employees will apply substances to deal with weed control, ants, bees, wasps, etc. If you would like to be notified prior to the application of these substances, please notify the school office in writing by October 1, 2019.

School Closing Procedure – School Messenger

The decision to close school because of inclement weather is never an easy one and will be made by the Superintendent only after reports from the Bus Supervisor, National Weather Bureau, and surrounding Superintendents. The basis for this decision is the safety of all students. Once the decision to close school is made, **School Messenger** will be utilized to make calls. Please make sure **contact information is updated so you will receive these calls**. Local media will also be contacted and asked to broadcast a school-closing announcement. Please listen to your radio/television (Channel 12 News Flint) for such announcements. Athletic contests may be cancelled when school is closed because of weather conditions. If weather conditions improve during the day, the athletic contest may be held. Check the Fenton High School website for updates.