Frederick High School
Student Handbook

Enter to Learn, Go Forth to Serve

2018 - 2019
Upon arrival to school, and prior to the first bell, students will assemble in the cafeteria or courtyard until 7:15 AM. Students who need to see a teacher before school must obtain a pass from that teacher the day prior. **Once students arrive at school, they may not leave campus without administrative approval. Baker Park and “the bridge” are not on campus.** Within ten minutes of the dismissal bell, all students must exit the building or be under the direct supervision of a staff member.

<table>
<thead>
<tr>
<th>Block</th>
<th>Time</th>
<th>Time</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Block 1</td>
<td>7:30</td>
<td>8:50</td>
<td>Warning bell @ 7:20 and 7:25.</td>
</tr>
<tr>
<td>Block 2</td>
<td>8:55</td>
<td>10:15</td>
<td></td>
</tr>
<tr>
<td>Connect/ Advocacy</td>
<td>10:20</td>
<td>10:55</td>
<td>PM CTC Students dismissed for Lunch @ 10:40.</td>
</tr>
<tr>
<td>Block 3</td>
<td>11:00</td>
<td>12:50</td>
<td>The PM CTC bus will depart by 11:05.</td>
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<td></td>
<td></td>
<td></td>
<td>Lunch 1</td>
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<tr>
<td></td>
<td></td>
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<td>Lunch 2</td>
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<td></td>
<td></td>
<td></td>
<td>Lunch 3</td>
</tr>
<tr>
<td>Block 4</td>
<td>12:55</td>
<td>2:15</td>
<td>Daily (Buses depart at 2:25)</td>
</tr>
<tr>
<td>Block 5/ Learning Lab I</td>
<td>2:20</td>
<td>3:40</td>
<td></td>
</tr>
<tr>
<td>Supper</td>
<td>3:45</td>
<td>4:15</td>
<td>Daily (Buses depart at 4:15)</td>
</tr>
<tr>
<td>Learning Lab II</td>
<td>4:20</td>
<td>5:40</td>
<td>T/W/R (Buses depart at 5:45)</td>
</tr>
</tbody>
</table>
## DAILY SCHEDULE (Non-CONNECT Day)

<table>
<thead>
<tr>
<th>Block</th>
<th>Time</th>
<th>Activity</th>
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</thead>
<tbody>
<tr>
<td>Block 1</td>
<td>7:30</td>
<td>9:00 Warning bell @ 7:20 and 7:25.</td>
</tr>
<tr>
<td>Block 2</td>
<td>9:05</td>
<td>10:35</td>
</tr>
<tr>
<td>Block 3</td>
<td>10:40</td>
<td>12:40 PM CTC students will eat lunch @ 10:40. The CTC bus will depart by 11:05.</td>
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<tr>
<td></td>
<td></td>
<td>Lunch 1 11:00 - 11:30</td>
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<tr>
<td></td>
<td></td>
<td>Lunch 2 11:35 - 12:05</td>
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<tr>
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<td></td>
<td>Lunch 3 12:10 - 12:40</td>
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<tr>
<td>Block 4</td>
<td>12:45</td>
<td>2:15 Daily (Buses depart at 2:25)</td>
</tr>
<tr>
<td>Block 5/</td>
<td>2:20</td>
<td>3:40 Learning Lab I</td>
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<tr>
<td>Learning</td>
<td></td>
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<tr>
<td>Lab I</td>
<td></td>
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<tr>
<td>Supper</td>
<td>3:45</td>
<td>4:15 Daily (Buses depart at 4:15)</td>
</tr>
<tr>
<td>Learning</td>
<td>4:20</td>
<td>5:40 T/W/R (Buses depart at 5:45)</td>
</tr>
<tr>
<td>Lab II</td>
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</tbody>
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The following bell schedules will apply for delayed openings and early dismissals:

## 2 HOUR DELAY SCHEDULE (Non-CONNECT Day)

<table>
<thead>
<tr>
<th>Block</th>
<th>Time</th>
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<tr>
<td>Block 1</td>
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<td>10:25 Warning bell @ 9:20 and 9:25.</td>
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<tr>
<td>Block 2</td>
<td>10:30</td>
<td>11:30 PM CTC students dismissed for lunch @ 11:20</td>
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<tr>
<td>Block 3</td>
<td>11:35</td>
<td>1:15 The PM CTC bus will depart by 11:40</td>
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<td></td>
<td></td>
<td>Lunch 1 11:30 - 12:00</td>
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<td></td>
<td></td>
<td>Lunch 2 12:05 - 12:35</td>
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<tr>
<td></td>
<td></td>
<td>Lunch 3 12:45 - 1:15</td>
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<tr>
<td>Block 4</td>
<td>1:20</td>
<td>2:15 Daily (Buses depart at 2:25)</td>
</tr>
<tr>
<td>Block 5/</td>
<td>2:20</td>
<td>3:40 Learning Lab I</td>
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<tr>
<td>Learning</td>
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<td>Block 1</td>
<td>7:30</td>
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<tr>
<td>Block 2</td>
<td>8:30</td>
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<tr>
<td>Block 4</td>
<td>11:20</td>
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<tr>
<td>Block 5</td>
<td></td>
<td></td>
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</tbody>
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FREDERICK HIGH SCHOOL
650 Carroll Parkway • Frederick, MD  21701

School Website:  http://fhs.sites.fcps.org
Find Out First:  www.fcps.org/fof/fhs

Main Office Information  240-236-7000, prompt 1
Main Office Fax        240-236-7015
Counseling Office    240-236-7000, prompt 2
Counseling Fax       240-236-7184
Attendance Office    240-236-7000, prompt 3
Nurse’s Office       240-236-7000, prompt 4
Athletic Director    240-236-7000, prompt 5
Cafeteria Manager   240-236-7129

Principal            David Franceschina
Assistant Principals
                        Last name beginning with A-H  Sheri Murphy
                        Last name beginning with I-R  Aaron Phillips
                        Last name beginning with S-Z and EL Carrie Artis

Counselors
                        Last name beginning with A-E  Christine Alexander
                        Last name beginning with F-L  Carrie Garman
                        Last name beginning with M-P  Patti Lombardi
                        Last name beginning with Q-Z  Aaron Duckett
                        EL Students                    Laren Anderson

LYNX TEACHER ADVOCATES
Kathy Koops
Marlon Moran
Beth Sands
Sandra Zimmerman

Behavior Specialist   Jessica Wismer

Coordinator of Facilities and Athletics  Keivette Hammond
Assistant Athletic Director  Phil Rhodes

EL Community Liaison  Lorgia Clotter
Message from the Principal

Welcome to the 2019 school year at Frederick High School! I am excited to welcome you back for another great school year. As many of you know, we may have a brand new building, however Frederick High School is one of the oldest high schools in the county with a rich tradition of excellence. At Frederick, we believe in equitable, personalized, rigorous learning for all students leading to readiness for college, careers and citizenship.

As high school students, you will need to consult your educational compass throughout your learning experiences. This is why this handbook has been developed—so that you can self-monitor your direction and adjust your course with relative ease. While it may not seem like it at times, your time here is short. The path ahead of you is yours to travel but don’t be afraid to ask for help when you need it. That is why we are here!

Finally, as we work through this school year I challenge you not to forget our school motto, “Enter to Learn, Go Forth to Serve”. That is the expectation we place on every Cadet. It is going to be another great year at Frederick. I look forward to learning with you!

David Franceschina
Principal, FHS

COMMITMENT TO EXCELLENCE
The administration and staff of Frederick High School encourage you to take advantage of your educational opportunities. From the beginning of your initial year and with renewed commitment each semester, dedicate yourself to academic excellence and improvement. Challenge yourself each semester. Choose courses that will stretch your mind and help you to become a lifelong learner. This handbook includes important information that will help you to choose the right path and to ensure you stay with it; please take time to review it with your parents.

FREDERICK HIGH SCHOOL MISSION STATEMENT
As Frederick High School prepares all students for the future, we envision a unified school of diverse individuals striving to develop an effective learning community. We are committed to:
- having an empowered team of dedicated faculty, with high academic expectations for our students, to lead our school.
- keeping the lines of communication open among faculty, administration, students, parents and community.
- establishing positive and consistent behavior expectations resulting in a safe school environment.
- using technology, character education and community partnerships to prepare our students for their successful transition into post-secondary endeavors.
2018-2019 STUDENT GOVERNMENT ASSOCIATION OFFICERS

President: Gracie Tanner  Vice President: Praise Natli
Recording Secretary: Van Mawi  Treasurer: Esther Ageymom Badu
Advisor: Ms. Beth Strakonsky

WELCOME FROM YOUR SGA

FHS students and families,

On behalf of the Student Government Association, I would like to welcome all incoming and returning students to the 2018-2019 school year! It is with great honor that I express to you my excitement for the upcoming school year. With this year being only the second in our marvelous new building, we expect great things to come! Frederick High School is a school of pride and unity; a community of diverse families, strong willed students and hardworking staff and administration. At FHS we value our school spirit and community involvement, as well as our integrity as a student body; all of which make FHS so successful. Our dedicated students give countless hours of their time, as SGA strives each and every year to provide Frederick High with Spirit Weeks, Homecoming, an annual Leadership Conference, reunion tours, community service opportunities, and the best Pep Rally imaginable in all of FCPS. Thanks to the ongoing involvement of our students and staff, the SGA continues to help improve our community. I truly hope each and every one of you have a rewarding year at Frederick High, and will join me in growing our FHS spirit!

Sincerely,
Gracie Tanner
2018-2019 SGA President

What activities does the SGA plan for this year?

- Active participation in FCASC
- Homecoming/Spirit Week Activities
- Leadership Conference
- Tour Guides/Host
- Principal meetings
- Community Outreach events
- Mix It Up Day
- Your new ideas!

How can I become involved with SGA?

- Become a homeroom representative or delegate-at-large.
- Express your ideas for change to School Improvement Committee.
- Help prepare for Homecoming in room 227 anytime from 2:30-4:30 PM every day after school in the fall.
- Participate in SGA sponsored activities.
- Participate in the annual Leadership Conference.
- The SGA meets every club day.
A BRIEF HISTORY OF FREDERICK HIGH

Frederick High School was established in 1891 at Koontz Hall on 156 North Market Street, and known then as the Male High School. The first graduating class had only one member. By 1912, a new school was built near Frederick Memorial Hospital on Park Avenue (the school formerly known as Elm Street) and became known as Boys’ High School. Tuition was charged for the students attending school during the last decade of the nineteenth century at a cost of $2.50 for the first year, $3.00 for the second year and $4.00 for the third year. At this time a student was required to complete only three years of high school to graduate. The story of high school education for girls in Frederick was very similar. The Girls’ School was housed from 1889 to 1922 in the large brick building on East Church Street that recently housed the offices of the Board of Education. When co-education was introduced in 1922 the Elm Street building was greatly enlarged and became known as Frederick High School.

In the spring of 1940, commencement was held for the first time in the present school building, located on a large campus in the western section of town. In the fall of 1957, ninth grade students became part of a junior high school housed at Elm Street, and FHS then became a senior high school only. In 1957 a new vocational agriculture building with its farm shop and greenhouse was completed. The football field, track and other improvements were completed in 1959.

Beginning in 1977 a major renovation project completely refurbished the existing building and more than doubled the square footage. Students who were temporarily moved to the West Frederick Junior High School returned to a new building in 1981 with a dedication ceremony held in November, after the final work on the gym, pool and auditorium had been completed. In the summer of 2012 a feasibility study was begun to explore options to renovate FHS. The Board of Education unanimously voted to allow students to remain in the current 1939 building while constructing a new school on the Frederick campus. The new building opened in September 2017.

ACADEMIC RECOGNITION

Academic Awards

- All Frederick County Public High Schools including FHS recognize exemplary academic achievement using the designations of honors, high honors and highest honors as described below:
  - Highest Honors………4.0 or greater on a weighted grading scale
  - High Honors………3.75 – 3.99 on a weighted grading scale
  - Honors…………3.5 – 3.74 on a weighted grading scale

Honor Roll

In order to be included on the FHS academic Honor Roll, the student must meet the following criteria:

- The student must have a “B” average.
- The student must not have earned any incomplete grades.
- Any “C” must be balanced by an “A”, credit for credit.

All students, except seniors, must be enrolled for a minimum of six credits per year. Seniors must be enrolled for a minimum of four credits per year.

Honor Societies

Admission to National Honor Society is open only to juniors and seniors who have a minimum 3.5 weighted GPA in all subjects. It also requires outstanding service, leadership, and character, as rated by school staff. Frederick High School is proud to have a number of other prestigious honor societies, including: American Sign Language Honor Society, National Science Honor Society, Sociedad Honoraria Hispanica, Rho Kappa National Social Studies Honor Society, National English Honor Society, Tri M National Music Honor Society, National Technical Honor Society and Mu Alpha Theta National Math Honor Society. Each has its own membership requirements.
ACADEMIC STANDARDS

Course Outlines: Teachers will distribute to all students in every class a written course outline detailing course objectives/goals, materials, types of assignments, specific class rules/regulations, and general grading procedures.

Committed Learning: All students are expected to be actively engaged in the learning process in all classes.

Students are expected to
- Be present in a class during any day in which they are in attendance at school, except with the written approval of an administrator.
- Be on time, unless otherwise excused by an administrator.
- Bring to each class all books and required materials every day.
- Participate in all class activities in active/meaningful ways.
- Follow all classroom policies and procedures.

Non-committed Learners Policy: A non-committed learner is a student who sleeps in class, reads non-classroom related materials, refuses to participate, etc.

- Non-committed learning behavior is unacceptable.
- Teachers will warn students with such behavior.
- Teachers will contact parents to resolve problems.
- If the behavior persists, the student will be referred to Counseling Office.
- Following a meeting with Counseling Office, the student will be returned to class with a note indicating commitment.
- If the non-committed learning behavior continues, the student will be referred to administration.

Rationale for Academic Honesty Policy

Academic dishonesty is at an all-time high across the country according to recent studies by Duke University and other academic institutions. While collaboration and cooperation are certainly important and encouraged when appropriate, acts of academic dishonesty (such as cheating and plagiarism) hinder achievement and can carry serious penalties. The community of Frederick High School acknowledges that learning is a right and responsibility of all students. A successful school experience requires the highest standards of integrity on the part of all involved.

Violations of Academic Honesty

Plagiarism can be defined as the unaccredited use of another’s ideas and is essentially stealing someone else’s work. Plagiarism can sometimes occur unintentionally from improper documentation, but this is no less serious. Plagiarism includes but is not limited to
- Paraphrasing or summarizing without credit to the originator of the idea
- Reusing an essay/paper written for another class
- Omitting documentation/citations
- Falsifying documentation
- Copying/pasting from the Internet

Cheating often involves attempts to gain an unfair advantage, typically to earn a higher score on an assignment, through unauthorized aid received from another student, a parent, or another source.

Acts of cheating include, but are not limited to
- Substituting another source, such as Cliff Notes or Spark Notes instead of reading the required assignments
- Copying another student’s homework, classwork, or lab data
- Purchasing an essay from a website or other source
- Using unauthorized aids (books, notes, texting, cheat sheets, websites…) or sharing answers during a test
- Having someone else complete an assignment for you
• Submitting as your own an assignment completed by a student who previously took a class
• Using a translator in an unauthorized way in a world language class

Facilitation of either cheating or plagiarizing is the same as actually doing it yourself. Helping another student cheat or copy work is facilitation. This includes, but is not limited to:
• Giving someone else your work to copy
• Providing questions or answers to tests or other assignments

To support the goals of our program, we have established the following policy:
1) A zero will be assigned when academic honesty has been violated.
2) The teacher will notify the parent/guardian and write an office referral.
3) The first violation of academic honesty will place a student on academic probation. Each subsequent violation will result in disciplinary actions ranging from a Saturday School to suspension.
4) Students who are referred for academic dishonesty may be denied admission to—or removed from—honor societies.

ACADEMIC STANDARDS FOR PARTICIPATION IN ATHLETICS AND OTHER EXTRACURRICULAR ACTIVITIES

The following academic standards for extracurricular activities were developed to reflect the belief that a student’s first obligation is to perform satisfactorily in the academic setting. To be eligible to participate in extracurricular activities, a student must have received no “F” and must have earned a minimum 2.0 unweighted term GPA. Students may lose eligibility only through nine-week term grades; Eligibility may be regained at interim report dates and nine-week dates. Eligibility/ineligibility for fall extracurricular activities is determined by the fourth term grades from the previous year.

❖ The student will become eligible/ineligible on the first school day following the system-designated day for posting grades for each marking period.
❖ In any grading period, if a student has made a schedule change and if he/she received an interim report for either class involved in the schedule change, then the class in which the student has been enrolled for the most number of days (within the reporting period) will be used to determine eligibility.
❖ If a student believes that a procedural error has occurred through a miscalculation, omission, or an inaccurate reporting in the awarding of a grade, an appeal may be made to the school principal within five (5) school days of the system-designated day for posting grades for the marking period. The appeal must include the circumstances that may have created an incorrect grade. Until the principal reaches a decision, the student remains ineligible. The principal’s decision must be made within five (5) school days of the appeal and will be final.

ATHLETIC TEAMS

<table>
<thead>
<tr>
<th>FALL</th>
<th>WINTER</th>
<th>SPRING</th>
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</thead>
<tbody>
<tr>
<td>Cheerleading</td>
<td>Basketball</td>
<td>Baseball</td>
</tr>
<tr>
<td>Cross Country</td>
<td>Cheerleading</td>
<td>Lacrosse</td>
</tr>
<tr>
<td>Field Hockey</td>
<td>Indoor Track and Field</td>
<td>Softball</td>
</tr>
<tr>
<td>Football</td>
<td>Swimming/Diving</td>
<td>Tennis</td>
</tr>
<tr>
<td>Golf</td>
<td>Wrestling</td>
<td>Unified Track and Field</td>
</tr>
<tr>
<td>Soccer</td>
<td>Unified Bocce</td>
<td>Field</td>
</tr>
<tr>
<td>Volleyball</td>
<td></td>
<td>Outdoor Track and Field</td>
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<tr>
<td>Unified Tennis</td>
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</tbody>
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ATTENDANCE/ EARLY DISMISSAL/MAKE-UP WORK POLICIES

A student is counted present for a full day if the student is in attendance four (4) hours or more of the school day. A student is counted present for one-half (1/2) day if in attendance for at least two (2) hours of the school day, but less than four (4) hours. Students who are involved in extracurricular activities must attend school for the entire day to be eligible to practice or participate in any after-school activity, including athletics. In the case of extenuating circumstances, the school administration may waive this rule. Students who are absent or arrive late and are admitted after 9:00 a.m. are ineligible to compete, practice, or participate that day unless they have received prior permission from the
In addition, if a student leaves school for more than a 90-minute segment, he/she will be ineligible from participating in after-school activities. Morning work-study and FCC students must attend afternoon classes until time of dismissal or otherwise are ineligible to participate. Those students who have a doctor’s appointment must have written permission from the doctor to participate in after-school activities on the day of the doctor’s appointment. Those students who feel ill in the morning and arrive to school after 9:00 a.m. will not be granted to participate in any after-school activities without a doctor’s approval.

**Lawful/Excused Absences**

Maryland State guidelines allow for the following absences to be considered lawful and excused:
- Illness of the student (doctor’s verification may be required)
- Death in the immediate family
- Court Summons
- Hazardous weather condition
- Work or activity accepted by the school authorities
- Observance of a religious holiday
- State emergency
- Suspension
- Lack of authorized transportation
- Vacation (Students who plan to miss school because of a vacation must complete and submit the Vacation Approval Form in advance of their planned absence. Vacation leave with parents/guardians may be excused no more than twice during a year for a combined maximum of five (5) days.)
- College Visits (excused up to four (4) days per year)
- Other emergency at the judgment of the Superintendent or designee

**Unlawful/Unexcused Absences**

Any absence other than those cited as lawful are presumed to be unlawful and unexcused, and may constitute truancy, including but not limited to:
- Indifference of parent (i.e., failure to provide a written excuse note for absence or tardiness)
- Uncertified illness of the student
- Illegal employment
- Truancy or “playing hooky” from school
- Care of younger siblings
- Car Trouble
- Alarm clock malfunction and/or over-sleeping
- Traffic

**Unexcused Absence Policy**

- The Frederick County attendance policy specifies that **more than five (5) days missed per term constitutes excessive absence.**
- A student who has more than five (5) unexcused absences in any one marking period, or more than ten (10) days in any one semester, will be assigned a grade of “F” for the term/semester in all classes missed.
- Students should contact their administrator regarding possible buy back opportunities to restore grades/credit lost due to unexcused absences.

**Returning from an Absence**

- Within two school days of the absence, a student must present a written excuse that includes the date(s) of absence, the reason for the absence, the signature of the parent/guardian and a contact phone number.
- A parent/guardian may write notes to excuse up to ten (10) days of students’ absences per school year due to illness. Parents are encouraged to get a doctor’s note whenever their child is absent due to an illness and is seen by a doctor.

**Late Arrivals to School**

- The general school day for students starts at 7:30 a.m. Any student arriving after 7:30 A.M. will report to the attendance office.
- Excessive tardiness is not accepted or excused; missing the bus, over sleeping and traffic are not considered valid excuses for being tardy.
Repeated Lateness policy (per term)- Students arriving late to school, block 1

3rd late lunch detention and parent/guardian will be contacted
4th late after school detention
5th late after school detention
6th late Saturday day school detention
7th administrator discretion
After the 10th late in a term (excused or unexcused), the student will be required to present a doctor’s note for each subsequent late to be coded as excused or legal.

Repeated Lateness policy (per term): Students arriving late to classes, blocks 1, 2, 3, 4, 5

1st late – Warning
2nd late – Warning and Parent Contact
3rd late – Teacher After school detention
4th or more lates – Referral to Administrator (ASR/Saturday School)

Arrival to/Dismissal from School

❖ Once a student arrives on campus, he or she may not leave campus without consent from a parent/guardian and the attendance office. The bridge and Baker Park are considered “out of area.”
❖ A student leaving school early for an appointment must present a written parent note to the attendance office by 7:30 a.m.

❖ The attendance staff will need to verify all early dismissal notes prior to issuing the student an out-of-school pass. Once receiving the out-of-school pass, the student must still sign out with the attendance office before leaving.
❖ Upon returning to school, the student must report immediately to the attendance office for an “admit to class” pass.
❖ A student who becomes ill during the day should get a pass from his/her teacher and then report to the health room. A student is responsible for knowing phone numbers where parents can be contacted. A reasonable effort will be made to contact parents. An emergency contact person must be listed in the event a parent cannot be reached.

Make-up Work for Absences

❖ A student may make up, for credit, any work that is missed during excused absences or lateness to school.
❖ A student must request make-up work within two (2) days of his/her return school and is given a reasonable period of time for completion of make-up work. Make-up work counts for full credit if turned in within the allotted time.
❖ Unexcused absences/lateness will cause the student to be denied credit for make-up work. The work may be done for the purpose of teacher review and student understanding, but NO credit will be given.

BEHAVIOR EXPECTATIONS

As a resident of a democratic country, you have the right to expect others to treat you and your property with respect. In turn, you have the responsibility to respect others and their property. Any behavior which does not do this is unacceptable. See the Student Rights and Responsibilities section of the FCPS Calendar Handbook for additional information about expectations for behavior.

BOOKS AND EQUIPMENT

Students are expected to return books and materials in the condition they were received. Financial obligations will be issued for lost/damaged books and materials based on Regulations 500-7 and 500-32.
CAFETERIA SERVICES/MEAL PRICES

Breakfast is served from 7:00-7:25 daily and supper is served from 3:45-4:15. A hot lunch is served also served daily. Milk and a la carte items may be purchased separately. During lunch students are to remain in the cafeteria or may eat in the picnic area on days that administrators determine that students are permitted to go outside. Students may not walk around the building. Food is permitted in the cafeteria and picnic areas only. Students must clean their eating area before returning to class. There is no open campus for lunch.

Applications for meal benefits are available at free and reduce meals application or in the Counseling Office.

<table>
<thead>
<tr>
<th></th>
<th>Meal Prices for 2018-2019</th>
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</thead>
<tbody>
<tr>
<td>Breakfast</td>
<td>$1.85</td>
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<tr>
<td>Lunch</td>
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</tr>
<tr>
<td>Supper</td>
<td>free for all students</td>
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<tr>
<td>Milk</td>
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<td>Reduced Breakfast</td>
<td>$0.30</td>
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<tr>
<td>Reduced Lunch</td>
<td>$0.40</td>
</tr>
</tbody>
</table>

CLUBS AND ACTIVITIES

Students have the opportunity to become involved in many organizations active at Frederick High. Students must be academically eligible to participate in clubs/activities during the school day. Announcements regarding club sign-ups will be on the daily bulletin. Please note that not all clubs are offered every year.


COUNSELING SERVICES OFFICE

The primary purpose of the Counseling Services Office is to help students develop a better understanding of themselves, their capabilities, limitations and goals. Hopefully, this self-knowledge will enable them to make positive, satisfactory adjustments to the variety of experiences they will encounter in school and life.

Appointments may be made with the Counseling Office secretary before or after school or during lunch. One counselor is in the cafeteria during each lunch shift to answer questions.

Credit Requirements: Students must earn a minimum of twenty-five (25) credits consisting of specific course requirements and elective offerings. Courses offered are dependent on student enrollment and staffing.

Student Scheduling: Student course requests are submitted in February for the following school year. Selecting appropriate classes, academic levels and electives is very important. The master schedule is developed based upon students’ selections. Requests for changes may not always be possible so we encourage students to make wise choices. Any questions regarding credits or scheduling should be referred to the Counseling Office.

Transcripts: A transcript is the student’s official high school academic record sent, upon request, to legitimate agencies. One transcript is mailed for free if the student is enrolled at Frederick High School; each additional transcript requested incurs $2.00 fee. All transcripts sent require a signed release from the student; students under 18 must have the parent/guardian signature. Per FCPS policy, students with financial obligations will have their transcripts withheld.

Work Permits: Students under 18, who are employed for any type of work during or after school hours, Saturday and Sunday, or during vacation must secure a work permit. State law requires this permit. Information for permits can be obtained from the Counseling Office.
Office. You may also go to http://www.dllr.state.md.us and click on Minor Work Permit under the Quick Links section to begin the work permit process.

**DANCE POLICY**

School events should provide a healthy, safe and enjoyable atmosphere for all students. The following behavior expectations are designed to ensure positive dance environments for our students, staff and community.

**FCPS Expectations for Students and Guests:**

- All FCPS rules, regulations and policies are in effect for FCPS dance events.
- Possession, use, or being under the influence of drugs, alcohol and tobacco products is an infraction of both FCPS regulation and Maryland state law.
- Entry to the dance will be denied for inappropriately revealing, sexually suggestive, or disruptive dress.
- The dance is only for the students of the home school and their guests.
  - All attendees must be enrolled in grade 9 or above.
  - All guests attending FCPS dances must be under 21 years of age.
  - All guests must be approved in advance by the school administration.
  - All guests must enter and leave the dance with the student who invited them to attend.
  - All guests must provide a photo ID before entering a dance.
- Everyone is expected to behave in a respectful manner, consistent with the policies and procedures of Frederick County Public Schools. This includes:
  - Adhering to the guidelines while on the dance floor
  - Avoiding sexually suggestive or explicit dancing
    - Sexually suggestive/explicit dancing includes: suggestive squatting, bending, freaking, grinding, touching of the breasts, buttocks, or genitals or simulating sexual activity.
- Once participants enter the dance, they are not permitted to leave and return.
- Failure of participants to comply with these guidelines may result in:
  - Suspension from the dance floor for a period of time
  - Expulsion from the dance and forfeiture of the admission cost
  - Suspension from future home school extracurricular activities
  - Suspension from future FCPS (home and guest) extracurricular activities
  - Fully lighted dance floor
  - Termination of the dance

**DISCIPLINE PROCEDURES AND GUIDELINES**

The school administration and teachers are charged with the responsibility of enforcing state law with reference to the school’s operation and for ensuring the proper school learning climate in which (1) each student maintains the “right to learn,” (2) each teacher maintains the “right to teach,” and (3) the social and physical well-being of all individuals is maintained. No matter how effective a disciplinary program may be, violations of the student conduct code occur. The school administrator will make a decision based upon the facts of the incident and may be required to notify the proper authorities. Disciplinary consequences may include the following:

- **Reprimand or Warning**
- **Detention** for 10-30 minutes before, during, or after school
- **Conference with Peers/Teachers**
- **Disciplinary Probationary Status**
- **Parent Contact or Request for Conference**
- **After-School Retention (ASR)** from 2:30-3:30 in room 214; parents receive notification through the ASR contract given to the student.
- **Saturday School** from 8:30-11:30 a.m. in the media center; parents receive notification through the Saturday School contract given to the student.
Suspension: According to Maryland law, the principal may suspend a student for a period of not more than ten days. Work missed during suspension may be made up for credit.

CARE Assignment: CARE (Commitment to Achievement, Rigor and Excellence) is an alternative educational program within FHS where students work on academic and behavioral activities without social distractions.

Suspension Pending Parent Conference: A student can be suspended out-of-school and not permitted to return until a satisfactory conference has been held with the parent/guardian.

Pupil Personnel Referral: made for various reasons including maladjustment to a particular school situation, illegal absences, child neglect, etc. Police Referral and Juvenile Services Referral: made when there is a violation of local/state law.

Extended Suspension or Expulsion: The Superintendent of Schools or her designated representative removes the student from school for a period in excess of ten school days to the end of the school year, indefinitely, or permanently.

DISCRIMINATION CLAUSE
Frederick County Public Schools prohibits discrimination based on race, religion, color, national origin, age, disability, sexual orientation, or gender and is committed to maintaining an environment that is free from such conduct. This policy applies to conduct on and off school premises, including sporting events and other extracurricular activities.

DRESS, APPEARANCE, COMPORTMENT & PERSONAL PROPERTY

FHS is a place of business. We expect all students to come to school dressed to learn.

- Offensive or obscene language, pictures or words depicting violence, disrespect, sex, nudity, drugs, gang affiliation, alcohol or weapons will not be tolerated at FHS.
- Students are prohibited from wearing clothing or items containing derogatory expression or language demeaning an identifiable person or group such as based on a person's race, color, gender, national origin, religions, sexual orientation, gender identity, or disability that could disrupt or materially interfere with school activities.
- Students may not wear hats, hoods or any other headgear which hinders clear identification of students in the building at any time.
- Anything that covers the face is not permitted on campus (including athletic events).
- Shirts are to conceal what is underneath: No low-cut Shirts (at neckline or underarm) or exposed midriff.
- Shorts and skirts should not be too short or revealing as students walk up and down stairs or sit at desks.
- Pants are to be worn above the hips to avoid exposing underwear or skin.
- Bare feet are not permitted in a public school building.

Students are expected to follow all school rules governing safety in specialized programs that may require the wearing of protective clothing, safety glasses, proper foot protection, or other similar requirements.

Consumption of food/candy and drink, other than water, is prohibited in classrooms and common areas. The cafeteria is the only place where food is permitted.

Electronic Devices: See BYOD Policy
- 1st offense – student may retrieve the device after school from the office
- 2nd offense – student may retrieve the device after school the following school day (or a parent may retrieve it)
- 3rd offense – parent must retrieve the device
- 4th offense and beyond – parent must retrieve the device and the student will be referred for disciplinary action

Public Displays of Affection, as defined by prolonged embraces, kissing and/or inappropriate touching, will be subject to intervention and correction by staff members. The dignity of all students must be respected and valued. Continued violations or refusal to comply will result in disciplinary actions.

Riding/use of skateboards on school property is prohibited.

EXTENDED LEARNING OPPORTUNITIES AND LEARNING LAB

FINANCIAL OBLIGATIONS TO THE SCHOOL
Students with financial obligations to Frederick High for lost or damaged books, materials, damages, etc., will have their names placed on the school’s “Obligation List.” Obligations must be paid in full before transcripts will be issued. Obligations are carried over from year to year.
GRADUATION
Frederick High School’s commencement ceremonies are formal. In order to eligible for participation in the ceremonies students must

- have completed all graduation requirements by the last day of instruction for seniors
- have senior status
- be a student in good standing
- have attended all of the required senior assemblies/practices
- have no outstanding financial obligations

Information packets for seniors and parents are mailed at the beginning of April. Seniors are responsible for knowing, understanding and complying with the information contained in the packet.

HALL PASSES
A student leaving a classroom for any reason must first obtain written permission of the teacher in the form of a hall pass. Passes should include student name, place of origin, destination and time. Students must present this pass to any staff member who requests to see it. The pass should be returned to the teacher upon the student’s return to class.

HARASSMENT/BULLYING
Frederick County Public Schools regulation 400-48 maintains a firm policy prohibiting bullying, harassment or intimidation, to include by electronic means. Harassment or violence related to race, color, sex, national origin, disability, religion or socioeconomic status against students or employees is discrimination. All persons are to be treated with respect and dignity. Sexual violence, sexual advances, or any forms of religious, ethnic, racial or sexual harassment by any pupil, teacher, administrator or other school personnel, which creates an intimidating, hostile or offensive environment, will not be tolerated under any circumstances. The Bullying, Harassment or Intimidation Reporting Form is available in the administrative and counseling offices of the school and at Bully Harassment forms and policy.

HEALTH SERVICES
Our School Health Services Program is designed to help children stay healthy and remain in school/class by providing a variety of services. The school health services team is composed of a registered nurse and health room technician. The Registered Nurse can perform in-depth health assessments, assists families in finding medical or other needed services, and serves as a resource to school personnel. The nurse also serves as part of a multi-disciplinary school team whose purpose is to maximize the health and learning of each student by promoting a healthy environment, health instruction, improved nutrition and early identification and intervention for special needs. Under the direction of the Registered Nurse, the Health Technician remains in the health room to provide emergency treatment of major and minor accidents and illnesses, administers medications, and performs selected treatments. There is no charge for school health services. School personnel and parents are encouraged to talk with one of the school health teams regarding any health concerns.

- **Health Information and Student Information Cards:** On the first day of school, every student receives a Health Information Card and a Student Information Card. The Health Information Card is to be taken home, completed, and signed by a parent or guardian. The Student Information Card is to be taken home, corrected, and signed by a parent or guardian. It is essential that these cards be returned promptly and given to the first block teacher. Students who have not returned cards within the first week of school may receive disciplinary consequences.

- **Illness:** All cases of illness or accident must be reported to the office. In the case of accidents or injuries arising out of school programs for which the student wishes to claim benefits under the school insurance, the claim will not be processed unless the injury has been reported to the office on the same day on which the injury occurred. Except in emergency situations, students must have a written pass to be admitted to the health room.

- **Prescriptions/medications:** Students requiring any medication at school, whether prescription or over the counter (OTC), must:
  1. Have a parent/guardian transport this medication to the health room.
3. Have the medication in a properly labeled prescription container stating patient’s name, dosage, times given, etc.

* Possession of prescription or OTC medicines on school property carries the same penalty as possession of other drugs.
  - The first full-day’s dosage of a new medication will not be given at school.
  - No student should have any medications, in his/her possession during the school day, to include OTC medication.
  - All medications should be taken in the presence of a designated FHS staff member

IDENTIFICATION
Every student is required to identify himself, or herself, to any staff member who requests such identification.

INCLEMENT WEATHER
Decisions to delay or close schools are made by 5:30 a.m. and by 11:30 a.m. for early closings. For the most reliable information, check the following sources: Television: Channel 18, Internet: www.fcps.org, Radio: AM - 930 WFMD, FM - WAFY 103.1, WARX 106.9, WFRE 99.9

** Reminder: There is a Frederick County, MD, and a Frederick County, VA. Listen carefully to which STATE is named when schools are delayed or closed.

LOCKERS
Lockers are the property of Frederick High School and will be assigned at student request during the first week of school during lunch. Students must use the school-provided locks and are responsible for all items in the lockers. Lost locks will result in a financial obligation. Lockers offer minimal security, and items of value should not be brought to school and stored in lockers. Students may not share lockers. All lockers must be cleaned prior to the last day of school. Any item remaining in the lockers will be removed the day after students leave school for the summer. All items are held for two weeks. Unclaimed belongings are then given to a local charity or sold through a fundraiser.

LOST AND FOUND
All articles that are found should be taken to the main office. Students missing items may check in the main office. Unclaimed items will be kept for a reasonable period of time and then donated to local charities.

The school is NOT responsible for lost or stolen personal property items. Due to the risk of loss or theft, students should not bring expensive items to school. School staff will not be responsible for searching for or replacing lost or stolen items.

LYNX
LYNX stands for Linking Youth to New Experiences. At Frederick High School, we recognize that there is no "typical student." LYNX centers on creating highly individualized plans for student success that provide maximum choice and flexibility in meeting academic and career goals. Every student has different dreams, goals, challenges, and talents requiring flexible approaches to teaching and learning within a structured framework.

Students will experience four unique features at Frederick High: Advocacy, Partnerships, Flexible Schedules, and Innovative Learning. During the 2018-19 school year, Frederick High ninth and tenth grade LYNX students will design a Student Success Plan with parents/guardians, teachers, advocates, and business and community partners.

All FHS students (grades 9-12) can access the LYNX Learning Lab to receive academic support and tutoring. Free supper is available daily to all Frederick High School students.

Please visit www.fcps.org/LYNX for more information and follow us on Twitter: @LYNXFHS
**Vision and Mission**

The vision of the FHS Library Media Center is to provide integrated instruction with classroom curricula centered on maximizing outcomes in information literacy, independent learning, and socially responsible use of information and information technology.

We support the school mission of Enter to Learn, Go Forth to Serve. To fulfill this mission the media center will act as the hub of the school community for students, faculty, staff, and parents. Our staff will create a warm and welcoming environment that fosters critical thinking, problem-solving, deep understanding and an appreciation of literature. Our facilities will be accessible to all, both physically and intellectually, through a quality collection in a variety of formats that is well-organized, diverse, and incorporates the interests of the community and the school curriculum. An essential aspect of our mission is to provide instruction and guidance that creates a love of reading in all students. Our resources utilize the power of technology and provide exposure to instructional technology to enable students to access new ideas and information so that they may become self-sufficient, responsible citizens who are contributing members of a global information society. As an essential part of the community we will foster a reciprocal relationship with community members and businesses, including public and academic libraries.

**Services and Guidelines**

**Library:** The library is open for individual students from 7:15am to 2:45pm. Class use of the library is scheduled through the online calendar. Library services include:
- Book checkout and readers advisory
- Space for collaborative work sessions
- Instruction in the use of resources in a variety of formats.
- In-service training on the use of equipment and resources.

**Technology:** Our goal is to provide technological instruction and support to maximize learning. Some of the services we provide are:
- Housing and maintaining equipment.
- Instruction and assistance in the production of multimedia projects.
- Acting as a clearinghouse on new and emerging instructional technologies

**Teaching:** As part of our partnership with classroom teachers, the media center will support effective teaching by:
- Cooperative planning and teaching of lessons on research and information skills.
- Sharing new resources available on teaching and in their specific department.

**Online Database and eBook Access:** Access to the Online Databases and eBook collection is through the Media Center webpage at: education.fcps.org/fhs/mediacenter. Passwords and descriptions of these online resources are linked on that page under “Search App Log Ins & Descriptions”. NOTE: You must be logged in with your FCPS email account to view this document

**OFF-CAMPUS BEHAVIOR**

In accordance with regulations 400-8 and 400-60, students can be disciplined for off-campus incidents where there is a reasonable belief that the health and/or safety of others in school could be in danger or that school operations or activities may be disrupted. Examples include reportable offenses such as sexual offenses in the first or second degree, use of a handgun in the commission of a felony, or other crimes of violence, et. al. Additionally, there can be consequences for acts committed while traveling to and from school, on buses, at bus stops, or at other schools or for acts of harassment of other students or staff, whether in person or by electronic means (text, phone, e-mail, social networking sites, etc.).
PARKING
Frederick County Public Schools provides bus transportation for all students who qualify. Due to the final construction phase of the FHS replacement project, there is no student parking available on campus. Parking spaces on campus are limited to staff and visitors. Students may part in limited spots available on Carroll Parkway. If students are found parking on campus the following steps will be taken:

First Occurrence: Warning
Second Occurrence: Parent Contact
Third and Fourth Occurrence: $10 Fine
Fifth Occurrence: Towing at drivers expense

PLEDGE TO THE FLAG/OPENING EXERCISES
Students/Teachers are expected to participate in the Pledge of Allegiance. However, we recognize that there are certain individuals who may have specific reasons to be excused from this activity. Those who are excused must be respectful and mindful of those participating. Students are expected to remain quiet and courteous throughout the pledge and all morning announcements. Students will be held accountable for all information distributed through these announcements.

RECYCLING
Frederick High School participates in a recycling effort as an attempt to do our part to protect the earth’s resources. Clearly marked containers are placed within the building for your convenience. Everyone’s cooperation will help to provide us with a better environment.

SEARCH AND SEIZURE
Students may be searched on school grounds based on probable cause or reasonable suspicion. An administrator, in the presence of a third party (usually another administrator), will conduct the search. Search of a student’s person extends to the student’s locker(s) and vehicle. The parent of the student searched is informed as soon as possible. Refusal of a search may result in a suspension. This statement serves as notification of the school’s right to search. The Board of Education and local law enforcement authorities have joined in a program to curtail the use of drugs in the county secondary schools; we will cooperate in that program. Program guidelines are as follows:
At unannounced and randomly selected times, law enforcement authorities will bring to the school a dog that has been trained to detect all types of drugs. The police, the dog, members of the school administration, and designated staff will inspect lockers and certain areas of the school building. In addition, the canine unit will also be inspecting cars in our parking lot. If, as a result of these investigations, a student is found to be in possession of drugs, his or her parent/guardian will be notified immediately. At that time, the school system’s procedures for handling drug offenses will be initiated. In addition, local law enforcement authorities may take further action. This program is designed to eliminate the use, possession, and distribution of drugs on school property. We sincerely hope that none of us will need to suffer the consequences of drug involvement.

SMOKING
State law prohibits smoking and/or possession of any tobacco product anywhere on or near school grounds. This law applies not only to students but also to any person who may be on the premises. Students may also be subject to consequences for being in an unauthorized area. Regardless of a student’s age, smoking at a school-sponsored event—regardless of location—is prohibited. The use of E-Cigarettes and any other vaping device is also prohibited on FHS property.
Acceptable use policy for computers/networks
User responsibilities include the following:

1. Users are responsible for using the provided school account in an ethical, responsible and legal manner for school-related tasks only. Users will not jeopardize in any way the safety of students or staff of FCPS.

2. Using or importing offensive, obscene, libelous, disruptive, or Inflammatory language, pictures, or other material on any computer or network within FCPS is prohibited. Examples may include, but are not limited to:
   - Bullying / Cyber Bullying
   - Denigration or Defaming Character
   - Offensive or Rude Messages
   - Gossips and Rumors that affect instruction
   - Cyber Stalking
   - Cyber Threats
   - Sexual Harassment
   - Comments that infer hate or bias based on race, religion, sexual orientation or physical characteristics

3. If a user receives any harassing, threatening, or inappropriate material on the internet or digital network, the user should not respond and should immediately report the material to a teacher or the appropriate administrator.

4. For safety reasons, users shall not label photographs posted online or reveal personal information such as home phone numbers or addresses except in specific circumstances where such information is required to complete academic assignments.

5. Digital networks will be used for authorized activities only. Unauthorized activities include, but are not limited to: knowingly spreading viruses, worms, or any other malicious files, violating copyright laws (e.g. illegally sharing copyrighted material), installing or using unauthorized software, accessing the network via another user’s account, unauthorized entry hacking), advertising commercial products or services, mass unsolicited electronic mailings, and/or destruction of computer systems and files.

6. Users will use the network in such a way that use of the network by other users is not intentionally disrupted.

7. Users will not circumvent or disable filtering or other technology protection measures put in place by system administrators, without proper authorization.

8. Files and electronic communication messages, or posts of any kind created or stored on equipment or media covered under this regulation are the property of the Frederick County Public Schools, and can be used as evidence in a court of law.

9. Users will not divulge their passwords to, or otherwise allow access to their network accounts by, anyone other than authorized supervisors for the purpose of maintaining the network or implementing this regulation.

10. Users will use all resources on digital networks in accordance with the policies of the institutions providing the service and the procedures developed by FCPS.

The complete rules regarding computer/network use can be found at technology policy 400-73

Bring Your Own Device (B.Y.O.D.)

1. Students may bring their own personal wireless devices with parent permission.
2. Students may only use devices as an instructional tool in the classroom and during school approved periods during the day.
3. Making or receiving phone calls during the day is not permitted. Students are expected to use the main office to make phone calls.

21
4. Students using personal wireless devices must use them in compliance with FCPS acceptable use policies (FCPS Reg. 400-18 and FCPS Reg. 400-73). Failure to obey policies will result in the loss of privilege to bring or use devices in school.
   - Students may not access social networks during the school day unless it is directly connected to a teacher-directed lesson or assignment.
   - Students will still be restricted from accessing sites deemed inappropriate by FCPS.
   - Only at the direction of teachers should personal devices or cell phones be used to take pictures or videos of staff members, students, or other individuals in the school. Individuals may be recorded only with their consent.
5. Students may access cell phones and personal devices during lunch. Phone calls are not permitted.
6. Sharing of personal devices is discouraged, unless students are working collaboratively in the classroom or in an instructional area. FHS and FCPS are not liable for information downloaded or captured on a student’s device. Students should keep their devices with them or secured in a locker at all times.
7. FHS and FCPS are not responsible for a lost or stolen device. Students should keep devices secured at all times. Example: Those students who have Physical Education must use lockers to secure their items. Items not secured in a locker are susceptible to theft or damage.
8. Teachers retain full autonomy in their respective classrooms. Personal devices are only to be used with teacher permission. Discipline: Students who fail to comply with the BYOD Policies are subject to classroom-based or administrative consequences.

Reminder: FHS Administration has the authority to remove a student’s privilege to bring cell phones or personal electronic wireless devices to school.

Computer One to One (1:1)

Students are required to pay a Technology Use Fee when taking devices home. Once the school received the signed 1:1 Devise Use Agreement and the technology fee, students will be issued a Chromebook, case and charger. If there are financial hardships in the household, please contact the school counselor or school administration to discuss the fee.

| Technology Use Fee | One Term: $15 | One Semester: $30 | Full Year: $60 |

Please refer to resource site at Chromebook and device agreement forms for further information. The following regulations are located on this site.

Regulation 400-18 Electronic Devices Student Use
Regulation 500-32 Replacement of Lost or Damaged Instructional Materials

**TRANSPORTATION**

Students are expected to conduct themselves in an appropriate manner on school busses. Proper respect must be demonstrated to the bus drivers. Disrespect to the driver and deliberate defiance of bus rules will result in disciplinary consequences ranging from probation to removal from the bus. When students depart the bus upon arriving at school, they are to remain on school grounds. Students are prohibited from going to the bridge, student parking lot, or to any area away from the school itself. 

**Permission to ride a different bus to or from school** is generally not given. Students are not authorized to arbitrarily change from his/her regularly assigned bus. In cases of emergency or for a compelling reason, a student may obtain permission to ride a different bus if the following steps are taken:

- Student must bring a note signed by a parent bearing a telephone number where that parent can be reached.
- Student will present the note to the attendance secretary who will call the parent to verify the request.
- The note will then need to be approved by an administrator.
- If permission is granted, the change will be made for that day only, and only if the receiving bus is not at capacity.
- In the case where more than one student is involved, permission from all parents must be obtained.
- Permanent bus changes will be made only when there is an address change. Proof of new address will be required.

**Career Tech bus students:** Students attending the Career Tech Center are responsible for knowing at what time their bus departs Frederick High School. Students who fail to board their bus and are left at FHS will receive a warning the first time. Subsequent incidents of missing the bus will result in assignment of disciplinary consequences and/or an illegal absence from CTC.
Parents dropping off/picking up students

Morning Drop Off:
- Car drop offs will enter in via Carroll Parkway, and upload in the front of FHS.
- Cars then exit, by following the one-way driveway to the stop sign. At the stop sign, go straight on Carroll Parkway or turn right to exit the FHS campus.
- Please do not cut through any of the parking lots.

Afternoon Pick Up:
- Cars will enter in via Carroll Parkway, and pickup in the front of FHS. Traffic should be able to pass to the left of pick-up line.
- Cars then exit, by following the one-way driveway to the stop sign. At the stop sign, go straight on Carroll Parkway or turn right to exit the FHS campus.
- Please do not park or pick up in the bus lot.
- Please do not cut through any of the parking lots.

VISITORS
Parents are encouraged to visit their children’s classrooms; however, to provide the best educational program possible that is free from distractions, visitors must arrange with the teacher in advance the optimum time for a visit to that classroom. Your cooperation in this matter is appreciated. Exceptions to this policy must have the approval of the school administration. As per Maryland State Law, all visitors must report to the Main Office for a visitor’s pass before visiting any school classroom. **Student and former student visitors are prohibited during the school day.**

WEAPONS POSSESSION
A weapon is any instrument that has the capacity of rendering serious bodily harm to an individual such as a knife, a gun, brass knuckles, chains, etc. If you have a weapon on your person, in a locker, or in a vehicle while on school property, it will be considered as possession. Possession of such devices will result in suspension and could result in expulsion. Students found to be in possession of a firearm will be expelled from Frederick County Public Schools.

OTHER IMPORTANT RULES

**DELIVERIES:** Deliveries of foods such as cupcakes and donuts, etc. for special occasions, whether made at home or purchased from outside vendors, as well as lunch items purchased from outside vendors are not permitted during regular school hours. Occasionally, deliveries of flowers or balloons for students are sent directly to the school during the day. The student will be notified that he or she has the delivery, which may be picked up in the Main Office at the end of the day. Please remember that some students have allergies to flowers, perfumes, or latex, which can be found in many balloons.

**RECORDINGS:** Audio or video taping without prior approval is a violation of personal rights and is a violation of Maryland State Law.

Additional information can be found in the FCPS Calendar Handbook and at http://www.fcps.org.
IMPORTANT DATES

Term Dates *

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<td>May 10</td>
<td>June 21*</td>
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*Subject to weather related closings

Testing

Advanced Placement Exams

May 6 – May 17

PARCC

Fall Semester – Dec. 10 - Jan 21
Spring Semester – April 29 – May 10

*Dates Subject to change per MSDE

HSA

Jan 7-Feb, 1 May 7- June 7

*Dates Subject to change per MSDE

PSAT

October 10
See the Counseling Office for registration.

SAT

March 9, 2018 @ FHS-- All 11th grade students (free)
Oct 6, Nov 3, Dec 1, Mar 9, May 4, June 1
See the Counseling Office for registration deadlines and locations.

ACT

Sept 8, Oct 27, Dec 8, Feb 9, Apr 13, June 8, July 13
See the Counseling Office for registration deadlines and locations.

Accuplacer (College Placement Exam)

Feb 7-8

Breaks:*

Winter: December 24 – January 1
Spring: April 18 – April 22
*Subject to weather related closings

Picture Dates:

Sept. 6 and 7 with Make ups October 18
Senior Make up Sept 11, Sept. 12 and Sept 14

Dances:

Homecoming – November 3 (8 – 11 pm FHS Gymnasium)
Prom – May 11 (8 – 11 pm Walkersville Social Hall)