



FERNDALE PUBLIC SCHOOLS

Enrollment & Pupil Services Office

Harding Administration Center

2920 Burdette • Ferndale, MI 48220 • 248/586-8686 • Fax 248/586-8698

INFORMATION FOR MAGNET LOTTERY APPLICANTS

WELCOME TO THE FERNDALE PUBLIC SCHOOLS!

Lottery Application Deadline:

Wednesday, February 29, 2012 by 4 pm in the Enrollment Office, located at:
Harding Administration Center, 2920 Burdette.

Lottery: Wednesday, March 14 at 3:30 pm at Harding Administration Center

The following information is provided to help guide families through the Magnet Programs Lottery enrollment process. These guidelines are in accordance with the Magnet School Enrollment Guidelines for parents interested in participating in the Lottery.

- 1. TOURS OF ALL PROGRAMS at YOUR CHILD'S GRADE LEVEL:** Your first step is to participate in tours of the programs offered at Roosevelt Primary School (248-548-1950), Coolidge Intermediate School (Grades 4 & 5 Open Classroom) (248-547-1700), and John F. Kennedy School (248-547-0880). If you have not toured **both** schools at your child's next grade level, please contact the school offices for the tour schedule, or check the Ferndale Schools Calendar.
- 2. ENROLL:** Your second step is to enroll your student in the Ferndale Schools prior to the Lottery deadline. When you complete this packet of information, your enrollment is complete with the exception of updating your child's immunization records and your address (if you move before school starts). Your child will be officially enrolled in the Ferndale Public Schools after your residency is verified, you complete the enrollment packet, and have turned in all required documents to the Enrollment Office.
- 3. LOTTERY:** Once your enrollment process is complete, and you have verified your residency grid, your child's name will be included in the March 2012 Magnet Program Lottery. You will be notified of the lottery results by mail approximately two weeks following the Lottery. The Lottery is a public meeting, and parents are welcome to attend. Please do not bring children, childcare **WILL NOT** be available.

WHAT TO BRING TO ENROLL AFTER ATTENDING TOURS:

Final enrollment is complete when all the following documents have been provided, and the enrollment packet of forms has been completed (forms available on our website

www.ferndaleschools.org/enrollment and in the Enrollment Office):

- Original Birth Certificate with Seal or Valid Passport** (demonstrating parentage of custodial parent)
- Probate Court Guardianship Papers** (for Legal Guardians, demonstrating relationship to child)
- Immunization Records (up to date)** – Provided by a doctor or health department, including proof of Varicella (chicken pox) Your child's immunization records **must** be updated before school starts.
- Vision Screening (Kindergarten only)**
- Special Education Documents - Current IEP/MET** for students receiving Special Education services
- Driver's License** (or State ID showing photo ID of parent/guardian and current address)

Residency Documentation and Verification

- Residency Documentation and Verification** – These documents are described below. If you move to another address before school starts in Fall 2012, it is your responsibility to notify the Enrollment Office of your new address. If you move out of the district, you will not be able to participate in the Lottery until your child has been enrolled in a non-magnet Ferndale Schools program for one school year and you will forfeit your position in the Lottery for Fall 2012.

Every new school family will have their address verified according to the Ferndale Schools street address map prior to enrolling. Please gather the documents you need and bring them with you when you come to enroll your child. Please call 248/586-8686 if you have any questions.

Residency is defined as a student who has one or both parents or legal guardians who own or rent within the Ferndale School District. In-District Residency is defined as the City of Pleasant Ridge, and portions of the Cities of Ferndale, Oak Park, and the Charter Township of Royal Oak. A street address map is available in the Enrollment Office for residency verification, as well as on the Ferndale Schools website, www.ferndaleschools.org.

Standard Proof of Legal Residency must include the following:

Driver's License with current address. Note: On a change of address label, the address and date issued must be legible.

AND

Home Owner (one of the following):

- Closing Statement
- Purchase Agreement
- Mortgage Payment Book
- Current Property Tax Bill

Renter:

- Current Signed Lease with contact information for landlord (*Landlord will be contacted to verify lease and occupants*)

AND

TWO Current Bills for the residence covering a service period ending within 30 days of the enrollment date. These document that the parent/guardian is conducting the business of a resident at this address. Any **two of the following** original documents showing parent/guardian name and address within the Ferndale School District:

- Gas or Electric Bill (postmarked)
- Cable Bill (postmarked)
- Satellite TV Bill (postmarked)
- City Water/Sewage Bill (postmarked with homeowner name showing, if not occupant)
- Credit Card Bill (postmarked)
- Pay Stub with Address (postmarked)
- Official Government Business Mail (postmarked)



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Form Due February 29, 2012

Dear Parents/Guardians of Incoming Kindergarten Students:

The Ferndale Schools offer wonderful full-day Kindergarten program options, **Roosevelt Primary School (K-3)** (Brain-Based and Open Classroom Programs), and **John F. Kennedy School (K-6)** (Open Classroom and Multi-Age Programs). Ferndale Schools families may enroll in the district grade-centered schools (no lottery participation required), or may choose to participate in the Magnet Lottery. To participate in the Magnet Lottery, fill out the form below and return it to the Enrollment & Pupil Services Office by February 29, 2012.

Print Student's Name Last, First	Street Address	City, Zip
Print Name of Parent/Guardian	Daytime Phone <input type="checkbox"/> Home <input type="checkbox"/> Work <input type="checkbox"/> Cell	Evening Phone <input type="checkbox"/> Home <input type="checkbox"/> Work <input type="checkbox"/> Cell
Student's Birthdate (mm/dd/yy)	Email Address	Students Grade for Fall 2012

Kindergarten Lottery Preferences:

Indicate your 1st-4th choice for Kindergarten, by putting an **X** in the columns below. Select only one 1st choice, one 2nd choice, etc. Also, please indicate if your child has a sibling in the programs you have selected below.

	1 st Choice	Sibling? Yes/No	2 nd Choice	Sibling? Yes/No	3 rd Choice	Sibling? Yes/No	4 th Choice	Sibling? Yes/No
Multi-Age at JFK (lottery)								
Open Classroom at JFK (lottery)								
Open Classroom at Roosevelt (lottery)								
Brain-Based at Roosevelt (non-lottery) <i>*Brain-based 1st choice selection will automatically enroll your child in that program – no lottery necessary*</i>								

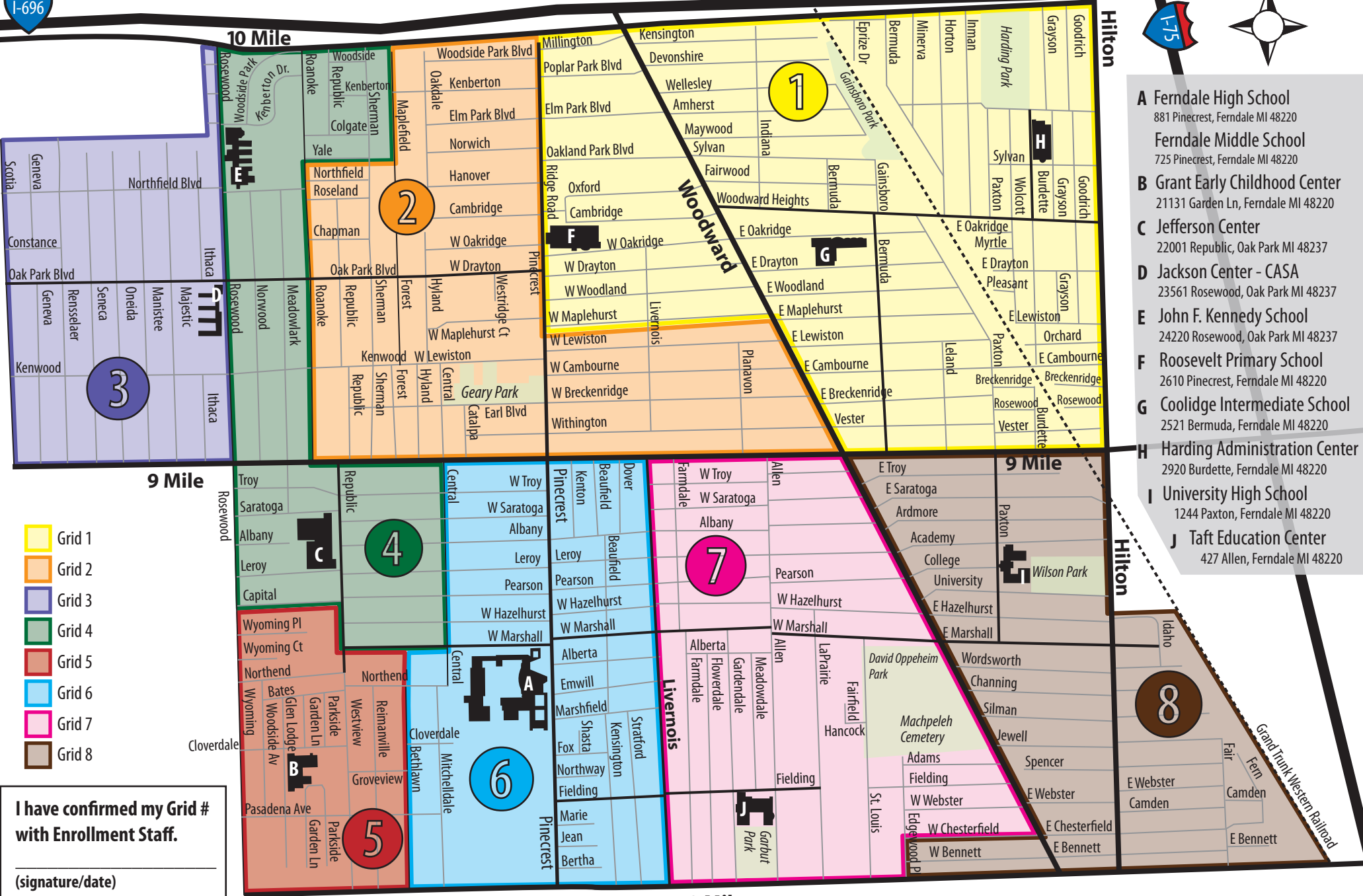
Lottery Procedure: If your child's name is drawn for your first choice, your lottery is complete. If your child's name is on the waiting list for your 1st choice, it will be drawn for your 2nd and/or 3rd and 4th choices. After the March 14, 2012 Lottery, everyone will be notified by letter of their placement. If your child's name is placed on a waiting list, you will be notified of openings if they become available, according to the Magnet Program guidelines available online at www.ferndaleschools.org/enrollment.

Sibling Guidelines: According to the Ferndale Schools Guidelines for Magnet School Enrollment, siblings of students already enrolled in **magnet programs in grades K-6** have priority and automatic enrollment in the **same** program as the older sibling. Please indicate above if your child has a sibling in the programs you selected.

**This form must be returned to the Enrollment & Pupil Services Office,
(Harding Administration Building, 2920 Burdette) by 4 pm, February 29, 2012**

Questions? Call 248/586-8686

For office use only: <input type="checkbox"/> Roosevelt Tour <input type="checkbox"/> Kennedy Tour Grid Section: _____ Parent Reviewed Grid: _____



- A** Ferndale High School
881 Pinecrest, Ferndale MI 48220
- B** Grant Early Childhood Center
21131 Garden Ln, Ferndale MI 48220
- C** Jefferson Center
22001 Republic, Oak Park MI 48237
- D** Jackson Center - CASA
23561 Rosewood, Oak Park MI 48237
- E** John F. Kennedy School
24220 Rosewood, Oak Park MI 48237
- F** Roosevelt Primary School
2610 Pinecrest, Ferndale MI 48220
- G** Coolidge Intermediate School
2521 Bermuda, Ferndale MI 48220
- H** Harding Administration Center
2920 Burdette, Ferndale MI 48220
- I** University High School
1244 Paxton, Ferndale MI 48220
- J** Taft Education Center
427 Allen, Ferndale MI 48220

- Grid 1
- Grid 2
- Grid 3
- Grid 4
- Grid 5
- Grid 6
- Grid 7
- Grid 8

I have confirmed my Grid # with Enrollment Staff.

(signature/date)

(student's name - please print)





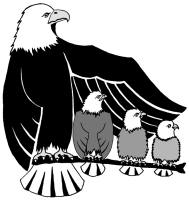
FERNDALE PUBLIC SCHOOLS

CA-60

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Enrollment Form

Student Information - PLEASE PRINT		Student #	
Last Name _____ Jr. II III (circle)		Last School Attended (Name/District, Address, Phone, Date)	
First Name _____			
Middle Initial _____ <input type="checkbox"/> Male <input type="checkbox"/> Female		Special Education Information	
Date of Birth _____ Multiple Birth <input type="checkbox"/> Yes <input type="checkbox"/> No		Has your child ever received Special Education Services? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Address _____ Apt # _____		Is your child receiving any Special Education Services now? <input type="checkbox"/> Yes <input type="checkbox"/> No	
City _____ Zip _____		If yes, please provide the IEP for the Special Education Office.	
Home Phone _____ <input type="checkbox"/> Day <input type="checkbox"/> Evening		Ferndale Schools Information	
Cell Phone _____ <input type="checkbox"/> Day <input type="checkbox"/> Evening		Has your child ever been enrolled in a Ferndale School? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Student Email _____		When? (Month/Year) _____ Which School? _____	
Primary Legal Guardian(s): Please provide all contact information/phone and email to help the school reach you in an emergency.		Ethnicity (choose one) ___ Hispanic or Latino ___ NOT Hispanic or Latino	
		Race Information (choose one or more, regardless of ethnicity checked above. Two or more races, please rank in 1, 2, 3 order)	
		___ Black or African American (04) ___ Asian (05) ___ White (02) ___ Native Hawaiian/Pacific Islander (06) ___ American Indian or Alaska Native (01)	
		City, State, Country of Birth	
Mother		Father	
Legal Guardian			
Name (first, last) _____		Name (first, last) _____	
Street Address _____		Street Address _____	
City, State Zip _____		City, State Zip _____	
Home Phone _____		Home Phone _____	
Work Phone _____		Work Phone _____	
Cell Phone _____		Cell Phone _____	
Email _____		Email _____	
Student lives with this parent? <input type="checkbox"/> Yes <input type="checkbox"/> No		Student lives with this person? <input type="checkbox"/> Yes <input type="checkbox"/> No	
If no, send mail to this parent? <input type="checkbox"/> Yes <input type="checkbox"/> No		If no, send mail to this person? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Custodial Parent/Guardian? <input type="checkbox"/> Yes <input type="checkbox"/> No		Custodial Parent/Guardian? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Child Lives with: <input type="checkbox"/> Both Parents <input type="checkbox"/> Father/Stepmother <input type="checkbox"/> Mother/Stepfather <input type="checkbox"/> Father only <input type="checkbox"/> Mother only <input type="checkbox"/> Legal Guardian <input type="checkbox"/> Divorced Joint Custody <input type="checkbox"/> Court Placed <input type="checkbox"/> Foster Home <input type="checkbox"/> Group Home <input type="checkbox"/> Relative _____ <input type="checkbox"/> Other			
Other Schoolage Children in Family			
Name		Birthdate	
		<input type="checkbox"/> Male <input type="checkbox"/> Female	
		<input type="checkbox"/> Male <input type="checkbox"/> Female	
		<input type="checkbox"/> Male <input type="checkbox"/> Female	
Parent/Guardian Signature		For Office Use (Staff please initial each)	
I certify the information given is true and accurate. I am a legal resident of the Ferndale Public School district, or I have enrolled my child legally through the Schools of Choice program or with a Superintendent's Release. I understand that documented and verifiable residency within the Ferndale Schools district policies is a requirement. I understand it is my responsibility to inform the district Enrollment Office if any of this information changes. Failure to do so may subject my child to exclusion from enrollment in the Ferndale Public Schools.		Date: _____	
Parent/Guardian Signature _____ Date _____		UIC# _____	
		MICR <input type="checkbox"/> Yes <input type="checkbox"/> No	
		MEAP <input type="checkbox"/> Yes <input type="checkbox"/> No	
		Transportation <input type="checkbox"/> Yes <input type="checkbox"/> No	
		Lunch Application <input type="checkbox"/> Yes <input type="checkbox"/> No	
		Scanned <input type="checkbox"/> Yes <input type="checkbox"/> No	
For Enrollment Office Use – Enrolled by (Initials)			
1 st Day of Attendance _____		Year of Grad _____	
Code (circle one) N=New R=Reenroll		Building # (Admin Unit) _____	
Assigned to Grade _____		Counselor _____	
Residency Verified <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> MV		Home Language: English <input type="checkbox"/> Yes <input type="checkbox"/> No (CC: S. Chapman)	
Birth Certificate Verified <input type="checkbox"/> Yes <input type="checkbox"/> No		Circle Waivers Denied Media Technology Sex Ed	
Schools of Choice (date approved) _____		30 Day Affidavit Expires _____	
Supt Release (date approved) _____		Permanent Affidavit with Supporting Doc <input type="checkbox"/> Yes	
		Special Education Svs <input type="checkbox"/> No <input type="checkbox"/> Yes (CC: S. Chapman)	



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Enrollment Forms for Home Language and Student Discipline Record

PRINT Child's Name Last, First _____

Child's Birthdate _____

Grade in Fall _____

HOME LANGUAGE SURVEY

The Ferndale Public Schools records the language background of all students. This information is used by the district to determine the number of children who should be provided bilingual instruction according to Sections 380.1151-1158 of the School Code of 1976, Michigan's Bilingual Education Law.

Please provide information about your child's language skills.

1. Is your child's native language a language other than English?

Yes, my child's native language is: _____

No, my child's first language is English

2. Is the primary language used in your child's home or environment a language other than English?

Yes, the primary language is: _____

No, English is the primary language

What are other languages spoken at home: _____

For students born outside of the U.S. please provide the following information:

Number of full school years student has attended any US school: _____ Immigration Date (mm/dd/yyyy): ____/____/____

STUDENT DISCIPLINE RECORD

History of any student behavior that resulted in being removed from prior school districts must be reported when applying for enrollment. Public Act 211 prohibits students from possessing any weapons at school, at any school activity, or on the way to or from school on a school bus.

Has your child ever been removed from a school for any violations of policies or rules about violent or unmanageable behavior, possession or use of a firearm, dangerous weapon or dangerous device?

Yes. School/District: _____ Date _____

If Yes, please explain: _____

No. If no, please sign below.

My **signature below affirms that my child has not been removed** (expelled) from his/her last school for any violations of policies or rules about violent or unmanageable behavior, possession or use of a firearm, dangerous weapon, or dangerous device.

Print Name of Parent/Guardian

Signature of Parent/Guardian

Address

Please complete one form per child.

Date

Phone



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District Waivers and Release Form

Print & Electronic Media, PTA Directory, Sex Education, Technology/Internet Use

Dear Parents/Guardians:

Your signatures and checked wishes on the waivers and releases below indicate that you have read the District Waivers and Release Information handout provided by the Enrollment Office or your child's school for your records, also located on the Ferndale Schools website at www.ferndaleschools.org/enrollment/documents/2009-10_Waivers_Info_Form.pdf. This form will be saved in your child's official record folder, the CA60, and your wishes will be recorded in our student record database system. If you decide to change this record, you may complete a new form at any time. If this form is not completed within ten days of enrollment or the beginning of the school year, the district will not release any media or PTA information about this student.

Print and Electronic Media – Including PTA Directory

This waiver is valid throughout your child's enrollment, but may be changed by notifying your school in writing.

Check one for Media Release of Information

- I give permission to the Ferndale Public Schools to publish information about my child, including photographs of or work by my child, either alone or in a group, in print material or on their website for the sole purpose of communicating students' school, classroom, or district activities.
- I **DO NOT** give permission to the Ferndale Public Schools to publish photographs, information, or work of my child.

Check one for PTA Directory Publication

- I give permission to have my child's Directory information (such as parent contact names, phone number, address, email address) published in a PTA Directory.
- I **DO NOT** give permission to have my child's information published in a PTA Directory.

I waive and forego any compensation for the use of material, including photographs that may appear on the Ferndale Public Schools' website or in print materials. Further, I release the Ferndale Public School District, its staff, its agents, employees and any other authorized parties from any liability arising from creation and/or use of the material created or furnished by my child.

Technology Responsibility/Internet Use

- Part A: For Parents or Guardians of Students under age 18:** As the parent/guardian of this student, I have read the District's Internet Use Policy and Technology Procedures and I accept full responsibility for supervision if and when my child's use is not in a school setting. I give permission to issue an account for my child.
- Part B: Students age 18 or older:** As an adult over 18, I have read and understand and will abide by the District's Internet Use Policy and Technology Procedures. I understand any violation of the Policy or Procedures is prohibited and may constitute a criminal offense. If I commit any violation, my access privileges may be revoked, school disciplinary action may be taken, and/or appropriate legal action may be initiated.

Sex Education Participation Approval

- Yes, I APPROVE participation of my child(ren) in all Sex Education/HIV Instruction.** I have read the information regarding School Code PA 451 and I give permission for my child(ren) to participate in all instruction concerning Sex Education/HIV Instruction. I understand that notices will be sent home when Sex Education/HIV units will take place, and at that time I may choose to excuse my child(ren) from participation in specific units on Sex Education/HIV.
- No, I DO NOT wish my child(ren) to participate in Sex Education/HIV Instruction.** I have read the information regarding School Code PA 451 and I request that my children be excused from all instruction concerning Sex Education/HIV Instruction until I further notify the school principal in writing.

Child's Name– Print

Child's Birthdate

Child's School

Print Name of Parent/Guardian

Signature of Parent/Guardian

Date

Address

Phone



Attention Students and Parent/ Guardians!

We Need Your Email Addresses!!!

We know you want to keep up on your progress and get access to your information about:

- Assignment
- Grades
- Attendance
- Discipline

We can also reach you on Snow Days to let you know when there will be no school.

So, please complete your email addresses and return this form at your schedule pick up. Zangle Student Connection requires students to use their email addresses to login. Once the district has your email on file, you will receive your password and Zangle instructions to go online and see your info. Zangle Passwords will be U.S. Mailed home by the end of September.

Write Neatly, so your email will be entered accurately.

Student Name

Student Email Address

Parent/Guardian Name

Parent/Guardian Email Address

Parent/Guardian Name

Parent/Guardian Email Address

Parent/Guardian Name

Parent/Guardian Email Address

If you do not have your own email address, free accounts are available through Hotmail. Gmail, and Yahoo, and AOL.



FERNDALE PUBLIC SCHOOLS

Student Emergency Contact Information

Grade _____ Teacher _____ Room _____

Student's Name- Print (Last, First) _____ Student's Birthdate _____ Student's School _____

Male Female (_____) _____
Home Phone

Student address: Street/City/Zip _____

Parent/Guardian Contacts: Please list all telephone numbers and email addresses where parents/guardians can be reached. Please list in the order you wish to be called:

1) _____
Relationship to child: Mother Father other _____ Address if other than above _____
(_____) _____ (_____) _____ (_____) _____
Cell Phone Home Phone Daytime Phone Email address

2) _____
Relationship to child: Mother Father other _____ Address if other than above _____
(_____) _____ (_____) _____ (_____) _____
Cell Phone Home Phone Daytime Phone Email address

3) _____
Relationship to child: Mother Father other _____ Address if other than above _____
(_____) _____ (_____) _____ (_____) _____
Cell Phone Home Phone Daytime Phone Email address

Emergency Dismissal Contacts

It is most important that children know where they are to report if their parents will not be home when there is an emergency dismissal. Parents should make arrangements with friends or neighbors to care for their children if no one is at home during school hours. If the school is unable to reach parents/guardians, the following are LOCAL people to be contacted in case of an emergency or where students are to report during an emergency dismissal of school:

Last Name, First Name Relationship to Child (i.e. neighbor)

Address
(_____) _____ (_____) _____ (_____) _____
Cell Phone Home Phone Daytime Phone Email address

Last Name, First Name Relationship to Child (i.e. neighbor)

Address
(_____) _____ (_____) _____ (_____) _____
Cell Phone Home Phone Daytime Phone Email address

Medical Authorization

In case of an accident or serious illness, if the school is unable to contact me, I hereby authorize the school to take my child to the nearest available hospital emergency clinic, physician, neighbor or relative specified by me on this card. We authorize the attending physician and hospital personnel to take action and give treatment they deem advisable for our child's comfort and well being.

Local Physician's Name _____ (_____) _____
Business Phone

Check only health problems that apply to this student:

- | | | |
|--|---|--|
| <input type="checkbox"/> Allergies requiring treatment | <input type="checkbox"/> Diabetes | <input type="checkbox"/> Other conditions that may require treatment or hospitalization
_____ |
| <input type="checkbox"/> Asthma | <input type="checkbox"/> Epilepsy | |
| <input type="checkbox"/> Bee Sting Allergy | <input type="checkbox"/> Heart Problems | |
| <input type="checkbox"/> Peanut Allergy | <input type="checkbox"/> Hemophilia | |

Current medications or treatments _____

Signature of Parent/Guardian _____ Date _____

Parent/Guardian must return this form to the school office every year. Please call to report any changes.



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District Waivers & Release Information

Dear Parents/Guardians:

The following information provides you an opportunity to review school district policies and then approve or deny the participation of your child in various school district initiatives and educational opportunities. Please read this information carefully, then sign and return the attached form to be saved with your child's records.

Print and Electronic Media

Ferndale Schools Print Media Policy (Board Policy #8330):

Often during a student's school years, personal information may be printed in school or district publications. The following information is considered "directory" information and may be published on occasion: a student's name; address; contact (s) telephone number and email address; date and place of birth; photograph; major field of study; participation in officially recognized activities and sports; height and weight and grade level, if a member of an athletic team; dates of attendance; date of graduation; awards received; honor rolls; scholarships; and telephone numbers only for inclusion in school or PTO directories. *Parents, or students 18 or older, who do not want this information made public must indicate their wishes on the Waiver and Release Form provided at the time of Enrollment.*

Electronic Media Policy (www.ferndaleschools.org):

Student and teacher work is showcased on the Ferndale Public Schools website. The district has adopted the following standard: if a student's picture is shown, the name will not be listed; if a name is listed, there will be no picture. Parents/Guardians, or students 18 or older, are asked to sign the *Waiver and Release for Print and Electronic Media*.

Technology Responsibility/Internet Use

Part A: For Parents or Guardians of students under age 18: As the parent/guardian of this student, you will be given an opportunity to read the District's Internet Use Policy and Technology Procedures. Your signature indicates you understand that Internet access is available for educational purposes. Ferndale Schools has taken precautions to eliminate controversial material; however, parents/guardians should recognize it is impossible for Ferndale Schools to restrict access to all controversial and inappropriate materials, and your signature will indicate you will not hold the District responsible for materials acquired on the network. Further, you must accept full responsibility for supervision if and when your child's use is not in a school setting. Your signature will indicate your desire to give permission to issue an account to your child and will certify that the information contained on this form is correct. **Failure to sign will deny student access privileges. This form will remain active throughout the student's enrollment in Ferndale Public Schools.**

Part B: For Staff and Students 18 years or older

As an adult over 18, your signature indicates you have read and understand and will abide by the District's Internet Use Policy and Technology Procedures. And that you further understand that any violation of the Policy or Procedures is prohibited and may constitute a criminal offense. If you commit any violation, your access privileges may be revoked, school disciplinary action may be taken, and/or appropriate legal action may be initiated.

Sex Education Information

On July 1, 1996, the State of Michigan adopted School Code (Act 451 of 1976) regulating education in public schools. Sex education is regulated by this Code. In accordance with the law, Ferndale Public Schools provides the following information to all parents/legal guardians to allow them to make decisions regarding their own children's participation in sex education.

All reproductive health taught in the Ferndale Public Schools has been approved by the Board of Education and the district's Reproductive Health Committee, who are parents, health care professionals, clergy, teachers, and students. All reproductive health instructors must meet criteria set by these groups. Sex education in the Ferndale Public Schools begins in the 4th Grade. While separated into all female or all male groups, students learn about hygiene and their own bodies, including reproductive health.

The law requires that:

- Students can only be enrolled in a family planning or reproductive health class if their parents/legal guardians are notified in advance of the course and its content, are given an opportunity to review the materials to be used in the course, and are notified in advance of their right to have their child(ren) excused from the class.
- Parents/legal guardians may choose to exclude their child(ren) from *any or all* sex education with one notice on the Waiver and Release form provided in the Enrollment Office, or changed in writing at any time.
 1. Parents/legal guardians who wish to excuse their children only when sex education reproductive health and HIV/AIDS units are taught, may do so when teachers send home notices about when the unit will be taught and what topics will be included.
 2. Anyone who wishes their children to be excused from *all* sex instruction, may check "No" on the Sex Education Participation Approval form. This decision remains in effect until the parent/legal guardian contacts the school to change the request.
- Upon the written request of a student's parent or legal guardian, that student will be excused, without penalty or loss of academic credit, from attending the class.

If you have any questions about sex education in the Ferndale Public Schools, please contact the Curriculum and Instruction Office at 248/586-8657.

On the form provided, Parents/Guardians may choose to approve or decline the participation of their child(ren) in Sex Education/HIV Instruction. Notices will be sent home when Sex Education/HIV units will take place, and at that time Parents/Guardians may choose to excuse their child(ren) from participation in specific units on Sex Education/HIV. If they decide not to approve participation, that decision will remain in place, unless the Parent/Guardian notifies the school principal in writing.

BOARD OF EDUCATION POLICY

STAFF & STUDENT NETWORK & INTERNET ACCEPTABLE USE & SAFETY POLICY

Advances in telecommunications and other related technologies have fundamentally altered the ways in which information is accessed, communicated, and transferred in society. Such changes are driving the need for educators to adapt their means and methods of instruction, and the way they approach student learning, to harness and utilize the vast, diverse, and unique resources available on the Internet. The Board of Education is pleased to provide Internet services to its students. The Board encourages students to utilize the Internet in order to promote educational excellence in our schools by providing them with the opportunity to develop the resource sharing, innovation, and communication skills and tools which will be essential to life and work in the 21st century. The instructional use of the Internet will be guided by the Board's policy on Instructional Materials.

The District's Internet system has not been established as a public access service or a public forum. The Board has the right to place restrictions on its use to assure that use of the District's Internet system is in accord with its limited educational purpose. Student use of the District's computers, network, and Internet services (Network) will be governed by this policy and the related administrative guidelines, and the Student Code of Conduct. The due process rights of all users will be respected in the event there is a suspicion of inappropriate use of the Network. Users have no right or expectation to privacy when using the Network including, but not limited to, privacy in the content of their personal files, e-mails, and records of their online activity while on the Network.

The Internet is an electronic highway connecting computers and users in the District with computers and users worldwide. Access to the Internet enables students to explore thousands of libraries, databases, and bulletin boards, while exchanging messages with people throughout the world. Access to such an incredible quantity of information and resources brings with it, however, certain unique challenges and responsibilities.

First, and foremost, the Board may not be able to technologically limit access, to services through the Board's Internet connection, to only those services and resources that have been authorized for the purpose of instruction, study and research related to the curriculum. Unlike in the past when educators and community members had the opportunity to review and screen materials to assess their appropriateness for supporting and enriching the curriculum according to adopted guidelines and reasonable selection criteria (taking into account the varied instructional needs, learning styles, abilities, and developmental levels of the students who would be exposed to them), access to the Internet, because it serves as a gateway to any publicly available file server in the world, will open classrooms and students to electronic information resources which have not been screened by educators for use by students of various ages.

Pursuant to Federal law, the Board has implemented technology protection measures which block/filter Internet access to visual displays that are obscene, child pornography or harmful to minors. The Board utilizes software and/or hardware to monitor online activity of students to restrict access to child pornography and other material that is obscene, objectionable, inappropriate and/or harmful to minors. Nevertheless, parents/guardians are advised that a determined user may

be able to gain access to services on the Internet that the Board has not authorized for educational purposes. In fact, it is impossible to guarantee students will not gain access through the Internet to information and communications that they and/or their parents/guardians may find inappropriate, offensive, objectionable or controversial. Parents/Guardians assume risks by consenting to allow their child to participate in the use of the Internet. Parents/Guardians of minors are responsible for setting and conveying the standards that their children should follow when using the Internet. The Board supports and respects each family's right to decide whether to apply for independent student access to the Internet.

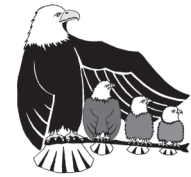
The technology protection measures may not be disabled at any time that students may be using the Network, if such disabling will cease to protect against access to materials that are prohibited under the Children's Internet Protection Act. Any student who attempts to disable the technology protection measures will be subject to discipline.

The Superintendent shall prepare guidelines which address students' safety and security while using e-mail, chat rooms and other forms of direct electronic communications, and prohibit disclosure of personal identification information of minors and unauthorized access (e.g., "hacking"), cyberbullying and other unlawful or inappropriate activities by minors online.

Building principals are responsible for providing training so that Internet users under their supervision are knowledgeable about this policy and its accompanying guidelines. The Board expects that staff members will provide guidance and instruction to students in the appropriate use of the Internet. Such training shall include, but not be limited to, education concerning appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms, and cyberbullying awareness and response. All Internet users (and their parents if they are minors) are required to sign a written agreement to abide by the terms and conditions of this policy and its accompanying guidelines.

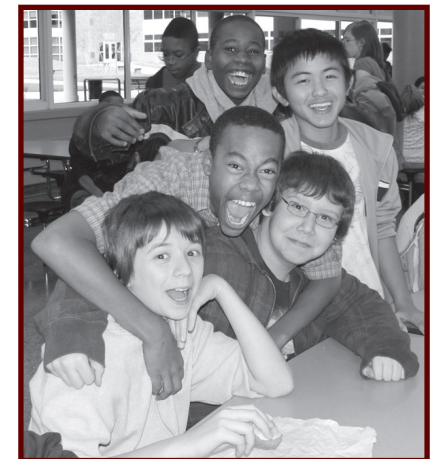
Students and staff members are responsible for good behavior on the Board's computers/network and the Internet just as they are in classrooms, school hallways, and other school premises and school sponsored events. Communications on the Internet are often public in nature. General school rules for behavior and communication apply. The Board does not sanction any use of the Internet that is not authorized by or conducted strictly in compliance with this policy and its accompanying guidelines. Users who disregard this policy and its accompanying guidelines may have their use privileges suspended or revoked, and disciplinary action taken against them. Users granted access to the Internet through the Board's computers assume personal responsibility and liability, both civil and criminal, for uses of the Internet not authorized by this Board policy and its accompanying guidelines.

The Board designates the Superintendent and Director of Technology as the administrators responsible for initiating, implementing, and enforcing this policy and its accompanying guidelines as they apply to the use of the Network and the Internet for instructional purposes.



FERNDALE PUBLIC SCHOOLS

INTERNET USE POLICY FOR STAFF & STUDENTS



INTERNET USE GUIDELINES

Students are encouraged to use the Board's computers/network and Internet connection for educational purposes. Use of such resources is a privilege, not a right. Students must conduct themselves in a responsible, efficient, ethical, and legal manner. Unauthorized or inappropriate use, including any violation of these guidelines, may result in cancellation of the privilege, disciplinary action consistent with the Student Handbook, and/or civil or criminal liability. Prior to accessing the Internet at school, students must sign the Student Network and Internet Acceptable Use and Safety Agreement. Parent permission is required for minors.

Smooth operation of the Board's Network relies upon users adhering to the following guidelines. The guidelines outlined below are provided so that users are aware of their responsibilities.

STUDENT RESPONSIBILITIES

- Students are responsible for their behavior and communication on the Internet.
- Students may only access the Internet by using their assigned account. Use of another person's account/address/password is prohibited. Students may not allow other users to utilize their passwords.
- Students may not intentionally seek information on, obtain copies of, or modify files, data or passwords belonging to other users, or misrepresent other users on the network.
- Students may not use the Internet to engage in "hacking" or other unlawful activities.
- Transmission of any material in violation of any State or Federal law or regulation, or Board policy is prohibited.

COMMERCIAL USE IS PROHIBITED

Any use of the Internet for commercial purposes, advertising, or political lobbying is prohibited.

NETWORK ETIQUETTE & SAFETY

Students are expected to abide by the following generally-accepted rules of network etiquette:

- Be polite, courteous, and respectful in your messages to others. Use language appropriate to school situations in any communications made through the Board's computers/network. Do not use obscene, profane, vulgar, sexually explicit, defamatory, or abusive language in your messages.

- Never reveal names, addresses, phone numbers, or passwords of yourself or other students, family members, teachers, administrators, or other staff members while communicating on the Internet.
- Do not transmit pictures or other information that could be used to establish your identity without prior approval of a teacher.
- Never agree to get together with someone you "meet" on-line without prior parent approval.
- Diligently delete old mail on a regular basis from the personal mail directory to avoid excessive use of the electronic mail disk space.

NON-ACCEPTABLE USE

- Use of the Internet to access, process, distribute, display or print child pornography and other material that are obscene, objectionable, inappropriate and/or harmful to minors is prohibited. As such, the following material is prohibited: material that appeals to a prurient interest in nudity, sex, and excretion; material that depicts, describes or represents in a patently offensive way with respect to what is suitable for minors an actual or simulated sexual act or sexual contact, actual or stimulated normal or perverted sexual acts, or a lewd exhibition of the genitals; and material that lacks serious literary, artistic, political or scientific value as to minors. Offensive messages and pictures, inappropriate text files, or files dangerous to the integrity of the Board's computers/network (e.g., viruses) are also prohibited.
- Malicious use of the Board's computers/network to develop programs that harass other users or infiltrate a computer or computer system and/or damage the software components of a computer or computing system is prohibited. Students may not use the Board's computers/network in such a way that would disrupt their use by others. Students must avoid intentionally wasting limited resources.

SECURITY

- All communications and information accessible via the Internet should be assumed to be private property (i.e. copyrighted and/or trademarked). All copyright issues regarding software, information, and attributions of authorship must be respected.
- Downloading of information onto the Board's hard drives is prohibited.
- Students shall not join a list service or post personal messages on bulletin boards or "Listservs."

- Students are prohibited from accessing or participating in online "chat rooms" or other forms of direct electronic communication.
- Privacy in communication over the Internet and the Network is not guaranteed. To ensure compliance with these guidelines, the Board reserves the right to monitor, review, and inspect any directories, files and/or messages residing on or sent using the Board's computers/network. Messages relating to or in support of illegal activities will be reported to the appropriate authorities.
- Use of the Internet and any information procured from the Internet is at the student's own risk. The Board is not responsible for any damage a user suffers, including loss of data resulting from delays, non-deliveries, mis-deliveries, or service interruptions. The Board is not responsible for the accuracy or quality of information obtained through its services. Information (including text, graphics, audio, video, etc.) from Internet sources used in student papers, reports, and projects should be cited the same as references to printed materials.
- Disclosure, use and/or dissemination of personal identification information of minors via the Internet is prohibited, except as expressly authorized by the minor student's parent/guardian on the "Student Network and Internet Acceptable Use and Safety Agreement Form."
- Proprietary rights in the design of web sites hosted on the Board's servers remains at all times with the Board.

These *Guidelines* and the *Board Internet Use Policy* (printed in this brochure) are provided here so users are aware of the responsibilities they must accept. *In general this requires efficient, ethical and legal use of the internet network resources.* Access to the Internet is a privilege, and inappropriate use will result in the cancellation of this privilege. If a Ferndale Schools user violates any of these provisions, his or her account will be terminated. Ferndale Schools Internet users are required to sign the *Technology Responsibility Form* acknowledging they have read and understand the terms and conditions under which they are permitted access to district technology and to the Internet.

H.R. 4577, P.L. 106-554, Children's Internet Protection Act of 2000
47 U.S.C. 254(h), (1), Communications Act of 1934, as amended
20 U.S.C. 6801 et seq., Part F, Elementary and Secondary Education Act of 1965,

as amended

18 U.S.C. 2256, 18 U.S.C. 1460, 18 U.S.C. 2246