

Consent Form

Acknowledgement of Handbook Receipt & Acceptable Use Policy

I have reviewed a copy of the Niangua R-V School Handbook for 2022-2023 either online or paper copy provided by the district. I understand that the handbook contains information that my child and I may need during the school year. I also understand that all students will be held accountable for their behavior and will be subject to the disciplinary consequences outlined in this handbook.

Name of Student: _____ Date: _____

Signature of the Student: _____

Signature of Parent/Guardian: _____

DIRECTORY INFORMATION NOTICE

Our school releases “directory” information to organizations such as military recruiters. Directory information includes the student's name, address, telephone, date of birth, etc. If you do not want this information released on your child, please sign below.

Name of Student: _____ Date: _____

Signature of Parent/Guardian: _____

If you give permission for your child to be taped or photographed for educational purposes (school plays, athletic events, classroom activities, yearbook, etc.) please sign below.

Name of Student: _____ Date: _____

Signature of Parent/Guardian: _____

SCHOOL-SPONSORED TRIP PERMISSION NOTICE

I give permission for my child to take all school-sponsored academic, athletic, and extra-curricular trips during the 2022-2023 school year.

Name of Student: _____ Date: _____

Signature of Parent/Guardian: _____

Complete and return to the school office within 10 days.

**Niangua R-V School Handbook
2022-2023**

DISTRICT INFORMATION

MissionStatement.....	5
VisionStatement.....	5
DistrictPhilosophy.....	5
Customs and Traditions.....	5
Complaint Resolution Procedures under NCLB.....	6
Board of Education.....	9
Administration.....	9
Faculty.....	9
Staff.....	9

GENERAL INFORMATION

School Calendar.....	10
Bell Schedule.....	11
Emergency Procedures.....	13
Acceptable Use Policy.....	14

ATTENDANCE

Attendance Policy.....	18
Absenteeism.....	19
Academic Requirements.....	19
Admit Slip/Make upWork.....	20
AttendanceIncentives.....	20
Attendance Required for Course Credit (Overview).....	21
Change of Schedule.....	24
LateStart.....	24
Checking In and Out.....	24
Credit RecoveryCourse.....	25
DualEnrollment.....	26
Excessive Absences.....	27
FieldTrips.....	27
Final Exams.....	27
Grades.....	28
High School Classification.....	29
Homecoming Guidelines.....	29
Honor Roll.....	30
Impact of Absentee Policy.....	30
Middle School Retention.....	31
Part-time Attendance.....	32
Participation.....	32
Progress Reports.....	32
PromGuidelines.....	33

SCHOOL LETTERING SYSTEM

AcademicLetter.....	34
Athletic Letter.....	34
Music Letter.....	35
Speech and DramaLetter.....	36
Vocational Letter.....	36

GENERAL RULES AND REGULATIONS

Awards.....	37
Backpacks and Purses.....	37
Bus Misconduct.....	37
Bus Regulations.....	37
CafeteriaRules.....	38
Dance Regulations.....	39
Dress and Grooming.....	39
Early Graduation.....	40
Electronic Devices.....	40
Employment.....	41
Fund Raising.....	42
Internet Usage.....	43
Lockers.....	44
Student Government.....	44
Student Parking.....	45
Telephone.....	45
Transportation.....	45

DISCIPLINE

DisciplineCode.....	45
Classroom Rules.....	46
DueProcess.....	46
Suspension.....	47
LunchDetention.....	47
Friday School.....	47
Monday School.....	48
In-School Suspension.....	48
After-School Detention.....	48
Out-of-School Suspension.....	49
Expulsion.....	49
Academic Dishonesty.....	49
Arson.....	49
Assault.....	50
Automobile/Vehicle Misuse.....	50
Bullying & Cyberbullying.....	51
Bus or Transportation Misconduct.....	51
Complicity in Fighting.....	51
Dishonesty.....	51
Disrespectful Conduct or Speech.....	52

Drugs/Alcohol.....	52
Extortion.....	53
Failure to Meet Conditions of Suspension.....	53
False Alarms.....	53
Fighting.....	54
Gambling.....	54
Harassment.....	55
Hazing.....	55
Incendiary Devices.....	55
Nuisance Items.....	56
Public Display of Affection.....	56
Sexting, Possession of Sexually Explicit, Vulgar, Violent Material	56
Self-Defense.....	56
Sexual Activity.....	57
Tardies (Unexcused).....	57
Technology Misconduct.....	57
Theft.....	58
Threats or Verbal Assault	58
Tobacco.....	58
Truancy.....	59
Unauthorized Entry.....	59
Vandalism	61
Weapons.....	61

PUBLIC NOTICES

Notice of Non-Discrimination.....	63
Free and Appropriate Public Education.....	63
Rehabilitation Act of 1973, and Section 504.....	63
Title XI of the Education Amendments and Section 703.....	63
Early Intervention.....	63
Access to Student Records.....	64
Special Education.....	64

Niangua R-V School District Mission Statement

Niangua R-V School District will provide students an academically challenging, safe, and supportive environment.

Niangua R-V School District Vision Statement

Niangua R-V School District will foster excellence through a community of learning and literacy that leads to high academic achievement, independent learning, a safe and orderly environment, and productive citizens of a global society.

Niangua R-V School District Philosophy

We realize that ultimately all people need to be prepared to work, but we also realize that there must be more to life than work. Therefore, we believe that: * All children can learn, but often not in the same way or with the same interests.

* Successful schools require the support of parents, the community, and its students.

* The school should be the focus of the community, and by increasing the quality of the students' education, we can increase the quality of the community.

* All children need to know how to respect others as well as themselves, to know kindness, so they can be productive members of a pluralistic society. * All children need to appreciate beauty, to find truth, and remain healthy so they can be well-rounded people.

CUSTOMS AND TRADITIONS

School Colors: Red and White with Black trim

School Mascot: Cardinal

School Traditions: Pride and Sportsmanship

School Song: (To the tune of "Roll Out the Barrel")

"Here comes Niangua,

The school we all learned to love.

Here comes Niangua,

Her colors flying above.

Our school is ideal,

To her we'll always be true.

Come on all Niangua, for we're all for you!"

Students should remember that school life is comparable to life within the community. At school you should perfect the qualities of good citizenship and practice those qualities in the community. Some of the things it means and some of the ways students can contribute to good school spirit are:

1. Loyalty to all functions of the school.
2. Courteous to teachers, officials, adults, fellow students, and all visiting students.
3. Sportsmanship. Being fair, courteous, generous, a good loser and a graceful winner.
4. Keeping buildings and grounds free of litter and trash.

Niangua R-V Standard Complaint Resolution Procedures

This complaint resolution procedure applies to all programs administered by the Department of Elementary and Secondary Education . A complaint is a formal allegation that a specific federal or state law or regulation has been violated, misapplied, or misinterpreted by school district personnel or by Department of Education personnel.

Any parent or guardian, surrogate parent, teacher, administrator, school board member, or other person directly involved with an activity, program, or project operated under the general supervision of the Department may file a complaint. Such a complaint must be in writing and signed; it will provide specific details of the situation and indicate the law or regulation that is allegedly being violated, misapplied, or misinterpreted. The written, signed complaint must be filed and the resolution pursued in accordance with local district policy School Community Relations #1005.2

The following steps are to be followed by parents/guardians or the public when questions or complaints arise regarding the operation of the school district or federal programs administered by the Department of Elementary and Secondary Education (DESE) that cannot be addressed through other established procedures.

1. Complaints on behalf of individual students should first be addressed to the teacher or employee involved.
2. Unsettled matters from (1) above or problems and questions concerning individual schools should be presented in writing to the principal of the school. The principal will provide a written response to the individual raising the concern within five (5) business days of receiving the complaint or concern.
3. Unsettled matters from (2) above or problems and questions concerning the school district should be presented in writing to the superintendent. The superintendent will provide a written response to the individual voicing the concern within five (5) business days of receiving the complaint or concern.
4. If the matter cannot be settled satisfactorily by the superintendent, it may be brought to the Board of Education. Written comments submitted to the superintendent or the secretary of the Board will be brought to the attention of the entire Board. The Board will address each concern or complaint in an appropriate and timely manner.

The decision of the Board shall be final except in the case of complaints concerning the administration of federal programs. In that case the complainant may go to the appropriate section of DESE and from there on to the United States Secretary of Education. The Board considers it the obligation of the professional and support staff of the district to field the questions of parents/guardians or the public. Accordingly, the district will inform patrons of this complaint procedure and its availability. Complaints regarding district compliance with nondiscrimination laws will be processed according to Board policy. Employee grievances will be processed in accordance with the established employee grievance procedure or as otherwise required by law. All other grievances for which there is a specific policy or procedure will be addressed pursuant to that policy or procedure.

**STANDARD COMPLAINT RESOLUTION PROCESS AS IT APPLIES TO
DISPUTES REGARDING THE EDUCATION OF HOMELESS CHILDREN
AND YOUTH**

Following is the complaint resolution process recommend by the Department of Elementary and Secondary Education when a dispute arises regarding the education of a homeless child or youth:

- I. School District Level – Every effort must be made to resolve the complaint or dispute at the school district level before it is brought to the Department of Elementary and Secondary Education. It is the responsibility of the Niangua R-V School District to inform the complainant of the district’s Complaint Resolution Procedure when a question concerning the education of a homeless child or youth arises.
 - A. Notify the Niangua R-V School District’s Homeless Coordinator (Niangua R-V high school Counselor). The Homeless Coordinator serves as a liaison between the homeless child and the school the child attends. All staff will be able to assist in recognizing and identifying the Homeless Coordinator.
 1. Request a copy of or access to the Niangua R-V Board of Education policies addressing the education of homeless children and youths and review them. Make an appointment with the Homeless Coordinator to discuss the complaint.
 2. If the dispute is not resolved after the initial discussion with the district’s Homeless Coordinator, the complainant can file a complaint in writing to the district’s Homeless Coordinator for further review.
 3. In the complaint, include a request that a written proposed resolution of the dispute or a plan of action be provided within five (5) days* of the date the complaint was received by the district’s Homeless Coordinator. A review of the proposal or plan of action with the Homeless Coordinator should follow.
 - B. If the dispute is not resolved at the homeless coordinator level, the complaint may be forwarded to the superintendent of the district for review followed by a meeting with the superintendent to discuss the dispute. The complainant should request from the superintendent a written resolution within five (5) days* of the date of the discussion.
 - C. If the dispute is not resolved in a satisfactory manner at the superintendent level, the complainant may take the matter before the Niangua R-V School Board for resolution.
- II. State Level – If the dispute is not resolved in a satisfactory manner at the school board level the complaint may be brought to the Department of Elementary and Secondary Education. Complaints made under this process must be made in writing and signed by the complainant. The following steps are to be taken:

- A. Address the complaint to the State Homeless Coordinator, Federal Discretionary Grants, P. O. Box 480, Jefferson City, Missouri 65102- 0480.
- B. Include in the complaint:
 - 1. A detailed description of the dispute
 - 2. The name(s) and age(s) of the children involved
 - 3. The name(s) of involved school district personnel and the district(s) they represent
 - 4. A description of attempts that were made to resolve the issue at the school district level
- C. The Director of Federal Discretionary Grants (the director) will inform the involved school districts (2) of the complaint. The director of the director's designee will gather needed information including documentation and statements of the parties and may conduct an independent investigation through an on-site visit if necessary.
- D. Within thirty (30) days* after receiving a complaint, the director will resolve the complaint and will inform the parties, in writing, of the decision.
- E. If a complainant disagrees with the director's decision, the complainant may, within ten (10) working days, appeal the decision to the Deputy Commissioner of Education. This appeal must be in writing and state why the complainant disagrees with the decision.
- F. Within thirty (30) days ** after receiving the appeal, the Deputy Commissioner of Education will render a final administrative decision and notify the complainant and all other interested parties in writing.
- G. While the dispute is ongoing, the child (ren) in question must be enrolled in school. If the dispute revolves around which school is the school of best interest for the child, the child shall remain in the school they currently attend until the dispute is resolved, unless arrangements already implemented allow the child to attend the school of origin.

*The parties may mutually agree on an extension; however, every effort should be made to resolve the complaint in the shortest possible time.

**Although the standard procedure allows thirty (30) days for a response, every effort will be made to resolve the complaint in the shortest possible time.

Board of Ed. Aaron York..... President
 Mike Deckard..... Vice President
 Kellie Kelso..... MSBA Delegate Alternate
 Mattelyn Aurthur..... Board Secretary
 Jerry Terry..... Board Treasurer
 Shane Callaway..... MSBA Delegate
 Ted Stuber..... Member

Administration Josh Hume..... Superintendent
 Lori Allen..... K-5 Principal
 ClintGazette.....6-12 Principal/Ath. Dir./Girls Basketball/Softball

Faculty (PK–12)4-5 ELA
 Rickole Bickford Paraprofessional
 Gladys Brown..... Librarian/Social Studies
 Jennifer Callaway..... Business/Computer Science
 Cindy Clark..... Title I Reading/Math
 Kalem Copling.....PE/Boys Basketball
 Amy Corban.....Foreign Language/Online Learning
 Aaron CrosbyAgriculture Education/ Biology
 Shanda Cullen..... English
 Alivia Donaldson.....Paraprofessional
 Vocal/Instrumental Music
 Pam Earls..... 1st Grade
 Kaitlyn Deese.....Counselor
Counselor
 Tim Hankins..... PE/Health/Opportunities
 Marla Harnden Preschool Lead Teacher
 David HesfordMath
 Donna J alas..... M.S.Math
 Teresa Jennings.....Art
 Angelia Kochs..... FACS
 Desiree Laskowski.....Jr. High ELA
3rd Grade
 Andrea LongParaprofessional
 Kim Nichols.....4-5 Math
 Lorri OsbourneSpecial Education Coordinator
7-12 Social Studies
 Shell Short.....Kindergarten
K-5 (6th Math) Special Education
 Sarah Tucker.....2nd Grade
 Laurin Wehling..... 1st Grade
 Fran Wells..... Title I Math
 Crystal Young Paraprofessional
 Science
 Science
 Art

Staff Lori Ballard.....Assistant Cook
 Sandy Crain.....PreK-5 Custodian
 Julie Schadwick.....Nurse
 Tara Deckard..... Head Cook
 Teresa Jennings.....Assistant Cook
 Amber Lynch.....Bus Driver
 Gina McMahan.....District Secretary
 Melissa Phillips.....District Bookkeeper
 Sam Porter.....Director of Maintenance/Transportation/Bus Driver
 Food Service

**NIANGUA R-V DISTRICT CALENDAR
2022-2023 – 4 Day Week (Tues. –Fri.)
Every Monday Possible Make-up Day**

Aug. 16	New Teacher Orientation
Aug. 17-19	Staff Work Day
Aug. 19	Open House
Aug. 23	Students First Day of School
Sept. 5	Labor Day
Sept. 12	Staff PD Day
Oct. 3	Parent/Teacher Conferences (1:00 – 7:00)
Nov. 7	Staff PD Day
Nov. 22-25	NO SCHOOL – THANKSGIVING BREAK
Dec. 5	Staff PD Day
Dec. 16	End of First Semester (64 days)
Dec. 20-30	NO SCHOOL – WINTER BREAK
Jan. 2	Staff PD Day
Jan. 3	First Day Back for Students
Feb. 6	Staff PD Day
March 6	Staff PD Day
March 14-17	NO SCHOOL – Spring Break
April 3	Staff PD Day
May 1	Staff PD Day
May 26	Last Day of School (144 days)
May 26	Last Contract Day for Teachers (156 days)

Bell Schedule

Tuesday, Wednesday, Thursday, Friday		
Period	Time	Total Minutes
1	7:50 – 9:00	70
2	9:04 – 10:04	60
3	10:08 – 11:08	60
JH Lunch	11:08 - 11:32	24
JH 4th	11:36-12:36	60
HS 4th	11:12-12:12	60
HS Lunch	12:12-12:36	24
5	12:40 – 1:40	60
6	1:44–2:44	60
7	2:48 – 3:48	60

- PreK Breakfast 8:15
- K – 12 Breakfast 7:25 – 7:50
- PreK Lunch – 11:30
- K – 5 Lunch – 11:32-12:16
- 6 – 8 Lunch – 11:12-11:32
- 9 - 12 Lunch – 12:16-12:36

Students will be allowed into the cafeteria doors at 7:25. Students will not be permitted into any other part of the building prior to 7:30. Students are expected to report to their appropriate classrooms ready to learn by 7:50.

Emergency Procedures

Fire Alarm

The fire alarm will be sounded with all students and personnel following these rules:

1. Escort students out of the building using evacuation routes and in an orderly manner.
2. Leave doors and windows. Do not take the time to open or close anything.
3. No books or backpacks should be taken. Students should NOT stop at their lockers.
4. Teachers should take class record book if possible.
5. Teachers should follow the students out of the building. Teachers are responsible for caring for disabled students.
6. Verify presence of all students.
7. Students should walk rapidly away from the building to their designated areas. Students should proceed to, but not beyond, the boundaries of the school grounds.
8. Wait for all clear (short tones stop or administrator states “all clear”) to be given to return to class. This will usually be done by bell.
9. All students will remain in school custody until released by the administrator.
10. In the event of an emergency during class break or lunch, the students should be instructed to meet with their previous hour’s teacher after they exit the building in that class’s designated location.

Students should follow the disaster plan for the room they are in at the time the warning bell sounds.

In severe weather, an administrator will determine if the storm shelter is safe for all students to assemble while awaiting arrival of emergency services.

Tornado Alarm

The alarm will sound with all personnel and students quietly, calmly, and quickly evacuating to the Storm Shelter using routes designated in the Emergency Response Plan. If students are unable to make it to the Storm Shelter they should proceed to an inside hallway and assume a position on knees, facing the wall, with hands cupped over the head. Positions should be maintained until the all-clear bell is sounded. This all-clear bell will be when the siren sound stops or an administrator states “all clear”. Do NOT open windows in the classrooms before exiting.

Students in the new gym that do not have time to evacuate to the Storm Shelter should go immediately to the boys' dressing room and assume the position on knees, facing the wall with hands cupped over the head.

Students in the music building that do not have time to evacuate to the Storm Shelter should get as near the southwest corner of the building as possible, assume the necessary position.

If an alarm should sound while students are in the cafeteria, everyone should

move into the Storm Shelter.

If time is short and a tornado is fast approaching, everyone is advised to get on the floor or under desks in the southwest corner of the room. Move away from glass and windows.

All rooms will have emergency instructions posted.

Lockdown/Intruder

The alarm may sound along with an announcement over the intercom that an intruder is in the building.

1. Secure any students in the hall to the closest classroom.
2. Lock doors and windows and pull all shades.
3. Cover windows on doors, if possible.
4. Move students to a wall that is the least visible from the door or windows and instruct the students to remain as quiet as possible.
5. Verify the presence of all students. Green card for all students present, red card for missing student.
6. Attempt to notify office of missing students.
7. Classroom doors should not be opened for any reason until the all clear has been given (descending door bell tone stops or administrator states “all clear”).
8. Students who are trapped out of their rooms during an intruder alert should stay where they are, such as in the bathroom or the library.
9. Students in the hallway should go into the first available classroom and follow teacher instructions.
10. Students and teachers should not try to be heroes.
11. Maintain calm and order in the classroom.

Acceptable Use Policy

Introduction

Niangua R-V Schools recognizes that access to technology in school gives students greater opportunities to learn, engage, communicate, and develop skills that will prepare them for work, life, and citizenship. We are committed to helping students develop 21st-century technology and communication skills.

To that end, we provide access to technologies for student and staff use.

This Acceptable Use Policy outlines the guidelines and behaviors that users are expected to follow when using school technologies or when using personally owned devices on the school campus.

1. The Niangua R-V Schools network is intended for educational purposes.
2. All activity over the network or using district technologies may be monitored and retained.
3. Access to online content via the network may be restricted in accordance with our policies and federal regulations, such as the Children’s Internet Protection Act

(CIPA).

4. Students are expected to follow the same rules for good behavior and respectful conduct online as offline.
5. Misuse of school resources can result in disciplinary action.
6. Niangua R-V Schools makes a reasonable effort to ensure students' safety and security online, but will not be held accountable for any harm or damages that result from use of school technologies.
7. Users of the district network or other technologies are expected to alert IT staff immediately of any concerns for safety or security.

Technologies Covered

Niangua R-V Schools may provide Internet access, desktop computers, mobile computers or devices, videoconferencing capabilities, online collaboration capabilities, message boards, email, and more.

As new technologies emerge, Niangua R-V Schools will attempt to provide access to them. The policies outlined in this document are intended to cover *all* available technologies, not just those specifically listed.

Usage Policies

All technologies provided by the district are intended for education purposes. All users are expected to use good judgment and to follow the specifics of this document as well as the spirit of it: be safe, appropriate, careful and kind; don't try to get around technological protection measures; use good common sense; and ask if you don't know.

Web Access

Niangua R-V Schools provides its users with access to the Internet, including web sites, resources, content, and online tools. That access will be restricted in compliance with CIPA regulations and school policies. Web browsing may be monitored and web activity records may be retained indefinitely.

Users are expected to respect that the web filter is a safety precaution, and should not try to circumvent it when browsing the Web. If a site is blocked and a user believes it shouldn't be, the user should follow district protocol to alert an IT staff member or submit the site for review.

Email

Niangua R-V Schools may provide users with email accounts for the purpose of school-related communication. Availability and use may be restricted based on school policies.

If users are provided with email accounts, they should be used with care. Users should not send personal information; should not attempt to open files or follow links from unknown or untrusted origin; should use appropriate language; and should only communicate with other people as allowed by the district policy or the teacher. Users are

expected to communicate with the same appropriate, safe, mindful, courteous conduct online as offline. Email usage may be monitored and archived.

Social/Web 2.0 / Collaborative Content

Recognizing the benefits collaboration brings to education, Niangua R-V Schools may provide users with access to web sites or tools that allow communication, collaboration, sharing, and messaging among users.

Users are expected to communicate with the same appropriate, safe, mindful, courteous conduct online as offline. Posts, chats, sharing, and messaging may be monitored. Users should be careful not to share personally-identifying information online.

Mobile Devices Policy

Niangua R-V Schools may provide users with mobile computers or other devices to promote learning outside of the classroom. Users should abide by the same acceptable use policies when using school devices off the school network as on the school network.

Users are expected to treat these devices with extreme care and caution; these are expensive devices that the school is entrusting to your care. Users should report any loss, damage, or malfunction to IT staff or teachers immediately. Users may be financially accountable for any damage resulting from negligence or misuse.

Use of school-issued mobile devices off the school network may be monitored.

Personally-Owned Devices Policy

Students should keep personally-owned devices (including laptops, tablets, smart phones, cell phones, and smart watches) put away and silent during instructional hours—unless in the event of an emergency or as instructed by a teacher or staff for educational purposes.

Students should learn best social and professional technology practices. This includes appropriate time and place usage as well as content and purpose. It is our belief that during instructional time unless directed by a teacher cellular devices are at best a temptation and or a distraction from learning. Any device out in plain sight or that has an audible notification may be confiscated from the student. Repeated offenses may result in disciplinary action. This policy has been derived from business policies that employ a large number of young people such as McDonald's and Wal-mart.

Security

Users are expected to take reasonable safeguards against the transmission of security threats over the school network. This includes not opening or distributing infected files or programs and not opening files or programs of unknown or untrusted origin.

If you believe a computer or mobile device you are using might be infected with a virus, please alert IT. Do not attempt to remove the virus yourself or download any programs

to help remove the virus.

Downloads

Users should not download or attempt to download or run .exe programs over the school network or onto school resources without express permission from IT staff.

You may be able to download other file types, such as images or videos. For the security of our network, download such files only from reputable sites, and only for education purposes.

Netiquette

Users should always use the Internet, network resources, and online sites in a courteous and respectful manner.

Users should also recognize that among the valuable content online is unverified, incorrect, or inappropriate content. Users should use trusted sources when conducting research via the Internet.

Users should also remember not to post anything online that they wouldn't want parents, teachers, or future colleges or employers to see. Once something is online, it's out there—and can sometimes be shared and spread in ways you never intended.

Plagiarism

Users should not plagiarize (or use as their own, without citing the original creator) content, including words or images, from the Internet. Users should not take credit for things they didn't create themselves, or misrepresent themselves as an author or creator of something found online. Research conducted via the Internet should be appropriately cited, giving credit to the original author. Discipline for instances of plagiarism include no credit for assignment and detention.

Personal Safety

Users should never share personal information, including phone number, address, social security number, birthday, or financial information, over the Internet without adult permission. Users should recognize that communicating over the Internet brings anonymity and associated risks, and should carefully safeguard the personal information of themselves and others. Users should never agree to meet someone they meet online in real life without parental permission.

If you see a message, comment, image, or anything else online that makes you concerned for your personal safety, bring it to the attention of an adult (teacher or staff if you're at school; parent if you're using the device at home) immediately.

Cyberbullying

Cyberbullying will not be tolerated. Harassing, dissing, flaming, denigrating,

impersonating, outing, tricking, excluding, and cyberstalking are all examples of cyberbullying. Don't be mean. Don't send emails or post comments with the intent of scaring, hurting, or intimidating someone else.

Engaging in these behaviors, or any online activities intended to harm (physically or emotionally) another person, will result in severe disciplinary action and loss of privileges. In some cases, cyberbullying can be a crime. Remember that your activities are monitored and retained. Students found guilty of this offense will serve time in after-school detention.

Examples of Acceptable Use

I will:

- ✓ Use school technologies for school-related activities.
- ✓ Follow the same guidelines for respectful, responsible behavior online that I am expected to follow offline.
- ✓ Treat school resources carefully, and alert staff if there is any problem with their operation.
- ✓ Encourage positive, constructive discussion if allowed to use communicative or collaborative technologies.
- ✓ Alert a teacher or other staff member if I see threatening, inappropriate, or harmful content (images, messages, posts) online.
- ✓ Use school technologies at appropriate times, in approved places, for educational pursuits.
- ✓ Cite sources when using online sites and resources for research.
- ✓ Recognize that use of school technologies is a privilege and treat it as such.
- ✓ Be cautious to protect the safety of myself and others.
- ✓ Help to protect the security of school resources.

This is not intended to be an exhaustive list. Users should use their own good judgment when using school technologies.

Examples of Unacceptable Use

I will **not**:

- ✓ Use school technologies in a way that could be personally or physically harmful.
- ✓ Attempt to find inappropriate images or content.
- ✓ Engage in cyberbullying, harassment, or disrespectful conduct toward others.
- ✓ Try to find ways to circumvent the school's safety measures and filtering tools.
- ✓ Use school technologies to send spam or chain mail.
- ✓ Plagiarize content I find online.
- ✓ Post personally-identifying information, about myself or others.
- ✓ Agree to meet someone I meet online in real life.
- ✓ Use language online that would be unacceptable in the classroom.
- ✓ Use school technologies for illegal activities or to pursue information on such activities.
- ✓ Attempt to hack or access sites, servers, or content that isn't intended for my use.

This is not intended to be an exhaustive list. Users should use their own good judgment

when using school technologies.

Limitation of Liability

Niangua R-V Schools will not be responsible for damage or harm to persons, files, data, or hardware.

While Niangua R-V Schools employs filtering and other safety and security mechanisms, and attempts to ensure their proper function, it makes no guarantees as to their effectiveness.

Niangua R-V Schools will not be responsible, financially or otherwise, for unauthorized transactions conducted over the school network.

Violations of this Acceptable Use Policy

Violations of this policy may have disciplinary repercussions, including:

- Suspension of network, technology, or computer privileges
- Notification to parents
- Detention or suspension from school and school-related activities
- Legal action and/or prosecution

ATTENDANCE POLICY

The Board of Education, Administration, and Faculty of the Niangua School District believe that regular attendance in school is important. When students miss school, regardless of the reason, they miss an educational opportunity that is lost forever.

We believe students should learn the value of and demonstrate a pattern of good attendance and punctuality. Students who have developed a pattern of good attendance will be better prepared for the attendance requirements that will be placed upon them throughout their lives. As adults they may find that poor attendance leads to job dismissal and subsequent loss of income.

The attendance policy exists to help our student body reach and maintain the optimum level of achievement. It is not intended to punish the student who truly cares about becoming educated but is forced to miss school because of unplanned and unavoidable reasons.

All students of the Niangua School District will be held responsible for completely informing their parents or guardian of these policies. Students may find that poor attendance leads to failure to meet the requirements for earning credit.

Absenteeism - Effect of Participation in Extracurricular Activities

According to the Missouri State High School Activities Association, in order to participate in extracurricular activities, students must attend at least 6 of their 7 classes for the day of that activity, **or on Friday for Saturday activities**. If there are extenuating circumstances, permission must be given from the district or building administrator.

Academic Requirements

All students are required to have a minimum of twenty-six (26) units of credit and must have seven semesters of attendance. Permission may be granted to be dismissed at the end of the seventh semester under one of the following conditions:

1. The student is unable to attend school because of health problems.
2. The student has completed a total of twenty-six units including all requirements, and is enrolled in further education or enlisted in the military.
3. ***Summa Cum Laude*** – will be students with a 3.9 grade point average and above as computed at the end of the seven (7) semesters of high school work.
4. ***Magna Cum Laude*** – will be students with a 3.7 to 3.89 grade point average as computed at the end of the seven (7) semesters of high school work.
5. ***Cum Laude*** – will be students with a 3.4 to 3.69 grade point average as computed at the end of seven (7) semesters of high school work.

Minimum Graduation Requirements

Communication Arts.....	4 units (<i>must include Eng I, II, and III</i>)
Social Studies.....	3 units (<i>must include AH, Govt., WH</i>)
Math	3 units (<i>must include Algebra I</i>) (<i>Algebra IA and IB fulfills 2 math units</i>)
Science	3 units (<i>must include Phy Sci. and Bio.</i>)
Fine Arts.....	1 unit
Practical Arts.....	1 unit
<i>(must include 1/2 unit of Computer Applications I and 1/2 unit of Computer Applications II)</i>	
Physical Education.....	1 unit
Health.....	.5 unit
Personal Finance5 unit (<i>AG. Business</i>)
General Electives.....	9 units
TOTAL	26 units

Missouri Options Diploma

The Missouri Option Diploma is for students in Missouri High Schools. Niangua R-V School District has been approved to offer this program. The program allows for students 17 years of age or older and at least one year's credit behind their cohort class to stay in school, participate in meaningful classes and support services and have the opportunity to graduate "on schedule" if they meet state and district requirements. A student must attend a minimum of fifteen hours per week to prepare for taking and passing the GED test. In addition, students must work and/or take 15 hours each week and have passed Government, Health, and Personal Finance classes as part of this program. If a student stays enrolled and completes all requirements, they are eligible to graduate and receive a Missouri High School diploma.

Admit Slip/Make up Work

Students **will** be required to obtain admit slips for absences **and/or** when they are arriving late for school. The office will provide an admit slip before school starts at 7:50 and the admitting teacher will retain the slip.

Upon receiving an admit slip, **teachers will provide make-up work at the request of the student for the day(s) absent.** The length of time for the completion of make-up work shall be equivalent to twice the number of days absent (two days for everyone absent). Work not completed and turned in to the educator within the time span will cause the student to receive no credit for the assignment. Make-up work at the end of the quarter, shall be completed no later than ten (10) days after the end of the quarter.

There will be make-up work for out of school suspensions at the request of the student or parent. No credit will be given for OSS work.

Late Work Policy

Students will be required to turn in any late work (see Make up Work policy) within 3 days of the due date. This includes all AMI and Virtual work.

1. Day one is a 25% reduction.
2. Day two is a 50% reduction.
3. Day three is a 100% reduction.

Attendance Incentives (7-12 Students only)

A. Quarterly:

Any students who have perfect attendance in all of their classes for the quarter will be entered into a drawing for one of five \$20.00 cash prizes.

B. Yearly:

Students who have perfect attendance for the entire school year will be eligible for a drawing for a \$100.00 cash award. There will be two drawings, each for \$100.00, one for students in grades 6-11, and one for seniors only.

Attendance Required for Course Credit (Overview)

To receive course credit, a student must do passing work and have unexcused absence **no more than four class periods** during a **semester**. Any student who exceeds four unexcused absences in one class in a semester will be in jeopardy of receiving no credit for that class. Parents will receive notification after the 3rd and 4th absence.

ALL ABSENCES REQUIRE DOCUMENTATION. A reduction in the student's letter grade will occur on the 5th absence unless any of the prior absences are determined to have been a result of limited extenuating circumstances such as long-term illness, hospitalization, doctor/dentist appointment, death in the immediate family, and nurse approved. On the 5th absence the parent/guardian will be notified in writing that their student has exceeded the allowable number of absences. The parent/guardian will have the option to appeal before the Attendance Committee by completing an appeal form which shall accompany the notice. The parent/guardian will have five (5) school days to return the completed appeal form to schedule a hearing concerning their student's attendance before the attendance review committee. Every attempt will be made to schedule the hearing prior to the end of the semester. If the parent/guardian cannot be contacted the administration will enforce the attendance policy as written. Students and parents shall assume the responsibility of keeping medical documentation for any review of their student's attendance record should they exceed four (4) absences.

Students may also have an opportunity to make up their absences by attending Monday School from 8 a.m. until 12:00 or on Mondays if approved by administration. This will only make up four (4) courses missed. If a student missed an entire school day they will need to attend two (2) Monday School sessions in order to make up for the absence. Ex: A student missed 5 days of classes and does not have a doctor's note. The student must attend two (2) Monday School sessions in order to make-up the 5th absence. Should a student have 6 absences, they would be required to attend four (4) Monday School sessions. Monday School sessions will be documented and should occur prior to the last day of the semester. The maximum number of hours that a student can make up in a semester is thirty (30) hours or seven (7) Monday School sessions.

Excused absences are defined as an absence that is unavoidable due to illness or other conditions transcending the educational need. Car trouble is not an excusable absence due to the school providing bus transportation.

Unexcused absences are defined as an absence occurring without following proper notification procedures or without parental knowledge (before the fact), or in direct defiance of school regulation, or under suspension.

ALL ABSENCES, EXCUSED AND UNEXCUSED, ARE COUNTED IN OVERALL ATTENDANCE PERCENTAGE. THIS PERCENTAGE IS USED TO DETERMINE CURRICULAR AND NON-CURRICULAR PARTICIPATION (Prom, Graduation, Field Trips, etc.).

If an attendance hearing with the Attendance Committee is requested, the Attendance Committee will consider the reasons for the excess absences and make the final determination. If the student's appeal is denied by the Committee, the student will have their letter grade reduced in each class based on which of their absences have accumulated greater than four (4).

A student who has earned a failing grade in any class prior to the Attendance Committee hearing will still receive a failing grade regardless of the outcome of said hearing.

Excessive Absence Consequences

4 or fewer absences: No grade reduction for the semester

5 absences: One (-1) letter grade reduction. Ex. Letter grade of "A" changed to "B", "B" to "C", "C" to "D", "D" to "F".

6 absences: Two (-2) letter grade reduction. Ex. Letter grade of "A" changed to "C", "B" to "D", "C" to "F".

7 absences: Three (-3) letter grade reduction. Ex. Letter grade of "A" changed to "D", "B" to "F".

8 absences: No credit (Credit Recovery Course scheduled if applicable.)

Remember: Days missed because of extenuating circumstances (such as long-term illness, hospitalization, doctor/dentist appointment, death in the immediate family, or nurse approved) will not count towards the semester attendance record.

Appropriate documentation must be submitted for the absence to be verified and approved.

A. Parental Responsibility

We expect all students to attend school/classes on a regular basis. Parents or guardians will be held accountable and responsible for sending their children to school. When a student is absent from school, the student shall have his or her parent or guardian call the High School Office or send a note verifying the absence of the student upon return to school.

Students must be able to provide appropriate documentation for any hearing process for credits, make-up work, and absences. Students and their respective families must honor any and all time lines established for make-up work privileges, absences, and credit hearings. Students that have been signed out of school by a parent, guardian, or sibling must leave school grounds. Students also need to leave school grounds immediately afterschool unless they have prior authorization from administration, faculty, or staff. These students need to have supervision by school personnel.

B. Student Responsibility

Students have the responsibility for staying aware of the number of days they have been absent during a semester. No student who has returned to school from an absence shall be admitted to class without obtaining an admit/absentee slip from the office. This slip will have to be presented to classroom educators in order to obtain make up work for excused 24 absences. Students shall obtain their admit slip from the High school Office before school starts at 8:00 a.m. or upon return to school.

If the student was absent for any of the following reasons, the student will need to bring a note or certification from the authority and present it to the High School Office to be inserted into the students file:

1. Appointments for medical reasons (Doctor, Dentist, Orthodontist, etc.
2. Confined to the hospital for injury or sickness
3. Absences to comply with legal orders, court appearances, juvenile office, etc.
4. College/Vocational/Military visitation. This section applies to juniors and seniors only. One (1) day will be allowed for juniors. Three (3) days will be allowed for seniors. The High School guidance counselor must arrange the visit, and the student must obtain written confirmation from the college or vocational school visited.
5. Death of an immediate family member requiring absence of a reasonable duration. In this case the note either comes from a parent or legal guardian.
6. Absence due to religious observances.
7. Students will be allowed one (1) free trip which equals one-half day to the Driver's License Bureau providing that they return with confirming documentation. Students are encouraged to return to school as soon as possible. This includes Driver's Permits.
8. Students are allowed one (1) day of Job Shadowing that must be approved through the 7-12 Counselor and the 7-12 Administrator. Students must be a Junior or Senior, provide their own transportation, have 95% attendance, and educationally pertinent or class related.

C. Prolonged Medical Care

In the case of a serious accident or illness requiring prolonged medical care, the parents may request a waiver be granted. If students are considered "Homebound" they must have written permission from a doctor. In these cases, with the authorization of a physician, homebound instruction may be given (if approved by the Department of Elementary and Secondary Education).

D. Documentation Necessary for Appeals Process

It would always be in the student's best interest to document every absence at the time of the absence and retain copies of that documentation. Obtaining and presenting any documentation required to verify an absence and/or appeal the attendance process is solely the responsibility of the student and family.

AMI (Alternative Methods of Instruction Plan)

Missouri Revised Statute 171.033 states “In school year 2020-2021 and subsequent years, a district shall not be required to make up any hours of school lost or cancelled due to exceptional or emergency circumstances during a school year if the district has an alternative methods of instruction plan approved by the Department of Elementary and Secondary Education for such school year. Exceptional or emergency circumstances shall include, but not be limited to, inclement weather, utility outages, or an outbreak or contagious disease. The Department of Elementary and Secondary Education shall not approve any such plan unless the district demonstrates that the plan will not negatively impact teaching and learning in the district.”

According to the stated legislation, DESE may grant up to thirty-six (36) hours of student attendance for Niangua R-5 School District during closures because of exceptional or emergency circumstances. The alternative method of instruction will be given through the virtual process.

Virtual Instruction

Virtual instruction will be based on a needs basis. Prior to any student using the virtual option there will be a meeting with administration and the family

Change of Schedule

Students may request a change of schedules during the first two (2) days of each semester. A change of schedule form must be obtained from the counselor and then properly filled out by all teachers and the student requesting the change. After review by the counselor and/or principal, the decision will be made. Parental permission may be necessary for a student to change classes.

Late Start (inclement weather)

The Niangua R-V School District continues to keep the safety of our children as our top priority during inclement weather. However, there are times when the weather is expected to improve throughout the day. When the district believes that weather will be improving as the day continues, we will be using a “Late Start” designation. “Late Start” means the following will occur:

1. Television and radio stations will announce as early as possible that there will be a “Late Start” for Niangua at 10:00 a.m.
2. Bus routes will be delayed by 1 ½ hours. For example, if your driver typically arrives at 7:30 a.m., they will arrive at 9:00 a.m. to pick up your student.
3. Teachers will report at 8:00 a.m. to supervise students.
4. Parents may drop off students as early as 8:00 a.m.
5. Breakfast cereal will be provided to those arriving before 9:00 a.m. • School will begin at 10:00 a.m.
6. School will be dismissed at regular time.

Attendance will be counted on late start days, but the safety of our children is our top priority so please contact the office if road conditions make it too dangerous to travel.

Checking In and Out

All students who arrive late or leave early are required to check in and out of the school. Checking in or out is to be done with the principal's secretary. An admit slip will be given to students that arrive late. The student will present this to the teacher and the admitting teacher will retain the slip. Students will be called to the office for parent pick-up.

PARENTS ARE NOT ALLOWED TO TAKE CHILDREN FROM THE CLASSROOM FOR SAFETY PURPOSES.

PARENTS ARE NOT ALLOWED TO CALL STUDENTS FROM CLASS.

No students may leave early without a signed note from their parent/guardian or telephone confirmation by school employee. Students cannot check themselves out. Students can get permission from the principal. Students who fail to check out before leaving can be considered truant, and could be disciplined as such. The exception to this rule is 18 year-olds and married students. They may check themselves out with administrator permission before leaving.

When students check in, they should immediately present any notes they may have as to why they are late to the principals' secretary.

Students who fail to check in will not be counted as attending, which could ultimately affect their grades.

College Day

Students are allowed one (1) college day their junior year and three (3) college days their senior year. You will not be counted absent if you follow all procedures listed on the College Day form.

Credit Recovery Course (grades 9-12)

The Niangua R-V School District is mandated by the federal and state government to improve test scores and graduation rates. In order to ensure that the district is following these mandates the district has developed a credit recovery program.

This program is designed for High School students who have failed a class or classes and would like to recover the credit that was lost. Credit Recovery is available online through LAUNCH. This is a program designed, developed, and maintained through the Springfield Public School System.

The following rules apply to Niangua R-V Credit Recovery Program:

1. Student must attain at least a 50% in their class.
 - a. Anything below 50% will require taking the entire semester course over in the classroom setting if possible.
2. Student attendance is a must and a timeline will be made so the license will not be wasted. The student must show adequate progress towards

completion.

- a. Credit Recovery proctor will be in constant contact with student and parents.
 - b. Student who fail a Credit Recovery course will not be allowed to take another Credit Recovery course without paying for it prior to enrollment.
3. Students will be required to complete seated time for Credit Recovery, however; the program is designed for the student to work at home, at their own pace.
- a. Students who had a final classroom grade of 50-59% will earn back their credit once the class is completed to LAUNCH standards as well as the student has put in a minimum of 20 seated hours.

Student interested in Credit Recovery need to fill out a Credit Recovery Course Enrollment Form in the office and submit to the Guidance Counselor. A team consisting of the Guidance Counselor, Administrator, Classroom Teacher, and Credit Recovery Teacher will meet to determine which students qualify for Credit Recovery Courses.

Dual Enrollment

Dual Enrollment is where a student receives both high school credit and college credit at the same time for the same class. Juniors and seniors are considered for dual enrollment, with the permission of the counselor, principal, and parents or guardians.

Students will be considered dually enrolled if, during the course of the regular school day, they take classes at OTC, MSU, or any recognized post-secondary institution, or take college credit courses at Niangua from a certified instructor, and the credit they receive for these classes also counts as credit toward their graduation at Niangua.

Those students who leave the Niangua campus during the day to attend a post-secondary institution and are NOT dually enrolled will be considered part-time students (see above). The student is responsible to pay any tuition or other costs incurred in being dually enrolled. Students will be charged if the course is not completed or grade is below 70%. It will also be the student's responsibility to provide transportation. It will also be the student's responsibility to provide transcripts from dual enrollment institution to Niangua R-V in order to receive high school credit.

Dual credit and Launch courses must be attended on campus.

Under School Board policy, dual enrollment classes are considered weighted. Those students who take courses outside of the regular school day, such as evening courses or correspondence courses, will not be considered dually enrolled.

Excessive Absences

Four (4) absences in a semester represents seven percent of a semester and are considered excessive. Absences will result in written notification as follows:

1. After the third (3th) absence the administrative assistant in charge of attendance records will notify the principal. After notification the principal may have a conference with the student.
2. After the fourth (4th) absence, the parent or guardian will be contacted by letter, a phone call, or in person.
3. Upon the fifth (5th) absence, the parent or guardian will be notified that the student has makeup hours or grade reduction. They will also be notified that any further absences will result in at least one of the following actions by the principal:
 - a. Shall examine each absence beyond the 4th to determine if make-up work shall be allowed
 - b. May grant an extension due to extenuating circumstances
 - c. May assign Monday School to make up hours of non-attendance

In addition, the principal may recommend to the superintendent that the student:

1. Not receive credit for the class
2. Have his/her credit withheld pending his attendance status the following semester.

If parents or guardians do not agree with the decision they may appeal to the Board of Education at the next regular meeting. All questions regarding the request for waiver procedure shall be directed to the High School principal.

Field Trips

Students with attendance below 93% (excluding make up hours) and a D or Fs on their current weekly grade check will be exempt from attending field trips for one week or until the grade is brought up at the regular weekly check interval.

Finals

All junior high and high school students will take semester finals in each of their scheduled classes. Finals are designed to check for comprehension of the subject matter and allow for flexibility in the curriculum. Exemptions below only apply if semester grade is above a 70% before final exam. Exemptions can include the following:

1. Based on scores earned on the spring MAP and End-of-Course exams, qualifying students may opt out of final examinations. Student must have scored Advanced on the previous year's MAP/EOC Exam, be currently passing the course with a 70% or better and have 95% attendance.
2. Any student that has earned a grade above 90% in that class prior to final examinations and also has 95% attendance (excluding make-up hours) in the class for the semester. This means that the student cannot have missed the class more than 5 times during the semester.

Grades

Grading Scale

100 - 95 A
94 - 90 A
89 - 87 B+
86 - 83 B
82 - 80 B
79 - 77 C+
76 - 73 C
72 - 70 C
69 - 67 D+
66 - 63 D
62 - 60 D
59 - 0 F

Regular Grade Scale

A 4 C 2.0
A- 3.67 C- 1.67
B+ 3.33 D+ 1.33
B 3.0 D 1
B- 2.67 D- .67
C+ 2.33 F 0

Weighted Grades

A system of weighted grades for advanced classes was instituted in order to provide a more equitable method of measuring student achievement. The weighted classes and grade point averages are as follows:

Weighted Grade Scale

A 5 C 3.0
A- 4.67 C- 2.67
B+ 4.33 D+ 2.33
B 4.0 D 2
B- 3.67 D- 1.67
C+ 3.33 F 0

Weighted classes: Anatomy/Physiology, Zoology, Botany, Composition 1, Chemistry, Economics, English IV, Algebra II, Geometry, Trigonometry, Calculus, and Physics. **All College Courses, including Dual Credit Courses, will be weighted.**

High School Classification

Student class affiliation is determined at the beginning of the year with the following guide:

Seniors, 19 credits; Juniors, 12 credits; Soph., 6 credits and less than 6 will be freshmen.

Honor Roll

In order to recognize academic achievement by the students of Niangua High School, there will be two honor rolls. Each will be published quarterly and each for the entire year.

1. The All A's Principal's List: All "A" or "A-" grades (full-time attendance/7 classes or Vo-Tech/6 classes).
2. A-B Honor Roll: No grades of C (full-time attendance/7 classes or Vo Tech/6classes).

Impact of Absentee Policy

Students with attendance percentages below 93% will not be allowed to participate in any extra-curricular or co-curricular events sponsored by the school. These activities include band, choir, speech & drama, conference academic competitions, athletic contests, prom, etc. This also includes serving as managers and spectators at any school sponsored events. The superintendent or principal will be able to show discretion concerning medical or emergency situations in regards to changes to this policy.

It is important that students realize that the four (4) absences included in the policy are provided for times when unavoidable circumstances make it necessary for a student to miss school. The following are some common situations and how they will be handled by this policy:

1. **Tardiness:** Students who report to any class with less than 50% of the class period remaining will be counted absent from that class. Three (3) tardies will result in one (1) day of ISS. Every subsequent tardy will result in subsequent days of ISS per semester
2. **Suspension:** A student who is suspended in school or out of school, for any number of days, shall not have that number charged against the total number of days permitted in this policy.
3. **Truancy:** Students deemed as truant will not be allowed to make up work missed, and disciplinary action will be taken as per the student conduct code. Truancy will count against the five (5) day limit.
4. **College Visitation/Military:** This section applies to juniors and seniors only. One (1) day is allowed for juniors for visitation. Three (3) days per school year will be allowed for senior college visitation. The High School guidance counselor must arrange the visit, and the student must obtain written confirmation from the college or vocational school visited.
5. **School Sanctioned Activities:** School sponsored/sanctioned activities are exempt from and shall not count toward the five (5) absences. Any work due on the date

of a school sanctioned activity is still to be turned in on the original due date unless specified by the classroom teacher.

6. **Transfer Students:** Grades will be given for transfer students from this district to their new school district without regard to absences. It will be the student's new school's responsibility to determine credit. Attendance will be forwarded to the new school. Students who are/were enrolled in this district and then transfer out and then return to this district will have the prior attendance records apply to that semester. Students transferring to Niangua from another district will have the less stringent absentee policy of the two schools applied to their grades. Students transferring to Niangua with a gap of 10 school days from their last school will not be penalized. Students with a gap of more than 11 days will have to have their records reviewed by the High School principal to determine if they will be allowed credit for the semester in question.
7. **Excessive absences due to confirmed illness:** may be justified as long as the student makes every attempt to obtain his/her assignments while absent and make arrangements to make-up all other work immediately upon returning to school.
8. **Pregnancy, childbirth, termination of pregnancy and recovery:** is justification for a leave of absence so long a period deemed medically necessary by the student's physician in a written statement by the physician. These students shall be placed on Homebound for a time period of a maximum of six weeks unless extenuating circumstances are involved.
9. **An organized "skip" day:** is **not** authorized by school policy. Students that take active part in the scheduling or participate in such an event, shall not make-up work assigned for that day. The day will be added to the total number of attendance days at the end of the school year.

Middle School Retention

Students enrolled in grades 6, 7, and 8 shall be classified as middle school students.

In order to be promoted to the next grade, 6th, 7th, and 8th grade students must pass any three (3) of the four (4) core curriculum classes and at least two (2) of the three remaining non-core classes. Summer School classes will be an administrative decision. The core curriculum classes are English, Social Studies, Math, and Science. Non-core classes are all other classes not mentioned above. Administration will ultimately decide retention of Middle School students.

Part-Time Attendance

Only those seniors who do not need to attend the entire day in order to graduate are eligible for part-time attendance. Those students wishing to be considered for part-time attendance must have it approved by the school counselor, the principal, and their parents or legal guardians. Part-time students must have employment and present documentation of employment.

Part-time students must take at least six (6) classes a day.

Part-time students will only be allowed on campus for those hours they are actually attending classes. Students will not be allowed to leave the school

property and return for another class.

Students may only change their part-time status at the end of a semester.

Dual Credit and Launch classes do not meet the Part-Time student requirements and therefore must be attended on campus

Participation

All students who wish to participate in any extra-curricular activity must abide by the rules as set forth by the Missouri State High School Activities Association. This association regulates music, speech, and a number of sports activities. Students will not be allowed to practice or be in the building without a sponsor.

Progress Reports

The purpose of progress reports is to inform parents and guardians of their students' academic standing throughout the year. They also allow the student's time to bring up any low grades before those grades become permanent.

Progress reports will be available online at any time. All students in grades 2 through 12 will receive a progress report.

Teachers should keep grades as current as possible and update at least bi-weekly to keep students and parents in the know.

Extra-curricular eligibility will be based on semester grades. The district will follow MSHSAA guidelines allowing incoming freshman one semester of eligibility before semester grades determine future eligibility. Students who receive any grade lower than 60% will forfeit their eligibility until the grade meets the 60% requirement. Students who do not meet this requirement must:

1. Attend Monday school sessions until grade is acceptable.

Administration may grant permission before progress reports if there is appropriate teacher documentation. Students are not allowed to attend away games if transportation leaves before school is released.

Students who are academically ineligible are only excluded from participating in games or performances. An academically ineligible student, with coach or sponsor's permission, however, will still be allowed to attend and participate in practices. It is the students' responsibility to be aware of their grades at all times.

Students currently classified as Special Education may be given consideration to objectives completed in their IEP in lieu of the grade requirements.

Should students or their parents dispute a progress report, they should schedule a time to speak with the teacher and administrator.

Extra-curricular activities are defined as activities that take place before or after

normal school hours for which a student does **NOT** receive a grade. Music performances, plays, and other functions for which credit is earned are deemed co-curricular. Expelled or students in OSS are not allowed to attend extra-curricular activities.

Prom Guidelines

In an attempt to be consistent to students and guests, the following guidelines have been developed. They have been developed within the spirit of the Board of Education approved dress code with adaptation for a formal dance. The guidelines have been established to include behavior, dress, and musical selection for the Prom. Students and attendants must be high school students or age 20 and under.

Behavior

The Board of Education approved Student Code of Conduct will be in effect at all times. Students who choose to bring an outside guest are responsible for registering the guest at the high school office. Host students who bring guests are responsible to properly inform and clarify the Student Code of Conduct to their dates.

Boys & Girls Formal Dress

Formal dress will meet the school dress code guidelines. If there is a question about a particular piece of clothing, it must be approved by the administration prior to the event.

Music

Music selection being played must be appropriate for a high school prom. A diverse selection of music may be played including pop, country, oldies, rock, dance, rap, Christian, swing or other appropriate music that represents current culture. Any music that implies promiscuous sexual activity or contains explicit lyrics including, but not limited to, extreme violence and language that is foul or profane will not be permitted.

Homecoming Guidelines

The Homecoming basketball game will be determined by the Athletic Director, High School Principal, and Superintendent. Any questions concerning homecoming need to be directed to the Student Council Advisor followed by the Athletic Director, High School Principal, and finally the Superintendent of Schools.

Selection of Homecoming Candidates:

1. Each class (9-12) will select one girl to represent them as their homecoming candidate. The candidate must select a boy from their class to escort them during homecoming activities.
2. Each class will be responsible for raising money for their candidates by setting out cans to collect change. Each cent raised will be considered one

vote for that class candidate.

- a. Classes will begin setting out cans to raise money on a date agreed upon by the Student Council Advisor and the High School Principal. Candidates must turn in money to the Student Council Advisor. **NO DOOR-TO DOOR SOLICITING OF FUNDS IS PERMITTED.**
- b. Classes are responsible for creating and maintaining their cans, and collecting the money raised.
- c. The candidates whose class raises the most money will be crowned Homecoming King & Queen.
- d. Homecoming Queen candidates are eligible under the following conditions:
 - i. Must have 93% attendance for the school year.
 - ii. Must have a C average on first semester grade report.
 - iii. Allowed to run as many times throughout their high school career.

Dress Code for Homecoming Candidates:

The Homecoming Coronation is a formal event, thus candidates must dress appropriately and follow the Niangua R-V School

District Dress Code Policy. Other dress code guidelines follow:

- Boys should wear dress pants and a dress shirt. Basketball players may wear their warm-up suits.
- Girls should wear a traditional formal dress or gown, which the following criteria:
 - No bare stomachs/midribs or sides.
 - Undergarments must not be visible.
 - No see-through clothing.
 - Slits should not be above mid-thigh.
 - Garments should not be excessively tight or low cut.

Rules for Wall Wars:

1. Wall war decorations must be completed by the deadline set by Student Council.
2. Students must bring their own supplies from home to use for decorations.
3. Class designs must be submitted to the Student Council Advisor and the High School Principal for approval before the deadline set by Student Council.
4. Designs should be in good taste and should be respectful to the other team while encouraging school spirit. Once a design has been approved, the class cannot change it.
5. The size limit for grades 9-12 is 10 blocks high and 10 blocks wide. The 7th grade class will decorate the home locker room door and the 8th grade class will decorate the guest locker room door.
6. Students may only work on Wall Wars before or after school, not during class time.

SCHOOL ACTIVITY LETTERING SYSTEM

Academic Letter

For students in grades 9-12 to acquire an "Academic Letter", the following criteria must be met:

1. Maintain a 3.0 GPA (B+) on an 11.0 scale for all 4 quarters during the year, with no grade below a B-.
2. Be enrolled in a minimum of 7 units of academic work each quarter. Vo-Tech students must be enrolled in a minimum of 6 units of academic work each quarter.
3. Three units of the 7 units must be carried in different departmental areas (English, Math, Social Studies, and Science). Vo-Tech students must have 2 units of 6 in different departmental areas.
4. Must have minimal instances of discipline code violations other than tardies and no major infractions.
5. Transfer students will be eligible for the NHS Academic Letter as soon as they have completed 4 quarters of one year at Niangua Schools and have met requirements 1-4.

The school will issue an "Academic Letter" or "Bar" with an "Academic Certificate" to all students who meet requirements 1-5 in the fall.

Athletic Letter

In recognition of participation and goal achievement, Senior High (9-12) letters will be earned when earned under the following conditions:

1. To receive a high school letter a student must represent the school in varsity competition.
 - a. Volleyball--have played in half of the games played.
 - b. Basketball--have played in half of the "halves" played.
 - c. Baseball--have played in half of the games played.
 - d. Cross-country--run in at least half of the meets, placing in the first five (from Niangua) at least two times.
 - e. Participation award--have participated in at least half of the junior varsity games or shared time between junior varsity and varsity games to equal half of the games.
2. Students who quit an activity of their own accord, or are dismissed by the coach or administration for disciplinary action or academic eligibility are not eligible.
3. Any student injured playing in a school sport may be awarded a letter, providing he/she meets all other requirements for the team, which will be determined by the coaches. A letter may not always be rewarded to every

injured player.

4. Students, who have already received a letter, will then receive bars to denote the number of times they letter in a sport. Activity emblems will be given by the school to represent the sport in which they have lettered.
5. A student may purchase and wear any patch or number of letters they have earned.
6. Must have minimal instances of discipline code violations other than tardies and no major discipline infractions.

The school will issue an athletic letter at the end of the year to students who meet requirements.

Music Letter

For students in grades 9-12 to acquire a Music Letter, the following criteria must be met for each individual music course:

Choir:

1. Must compete in District Solo/Small Ensemble Music contest or District Large Ensemble Music contest. (For the years that the Choir does not participate, as a whole, in the District Large Ensemble Music contest, the student will be required to participate in the District Solo/Small Ensemble Music contest in order to receive a Music Letter.)
2. Must participate in every musical performance for the entire school year.
3. Must maintain a 95% attendance rate for Choir rehearsals.
4. Must have minimal instances of discipline code violations other than tardies and no major infractions.

Band

1. Must compete in District Solo/Small Ensemble Music contest.
2. Must participate in every public concert for the entire school year.
3. May have no more than two excused absences for pep band performances.
4. Must maintain a 95% attendance rate for Band rehearsals.
5. Must have minimal instances of discipline code violations other than tardies and no major infractions.

Jazz Band

1. Must participate in at least 75% of all possible before/after school rehearsals. More than 15 minutes tardy will result in an absence.
2. Must participate in all public performances.
3. Must show improvisational skills and/or compositional skills through performance on instrument.
4. Must have minimal instances of discipline code violations other than tardies and no major infractions.

Any music student who quits an activity of their own accord, or are dismissed by the music director or administration for disciplinary action, academic ineligibility, and/or lack of effort are not eligible for a music letter.

Students who have already received a music letter, will then receive bars to denote the number of years in which they letter.

The school will issue a music letter at the end of the year to the students who meet all of the above requirements for their individual music course.

Speech & Drama Letter

In recognition of participation and goal achievement, High School (9-12) letters will be earned under the following conditions:

1. A student must represent the school in varsity competition.
 - a. Time Keeping/Judging WILL NOT COUNT as competing.
 - b. Student must attend regular practices, and shall not miss more than 5 unexcused during tournament season (September March).
2. Students who quit Speech/Drama of their own accord, or are dismissed by the coach or administration for disciplinary actions, academic eligibility, or are suspended for drugs, alcohol, or smoking are not eligible.
3. Students who have already received a letter, will then receive bars to denote the number of times they letter in Speech/Drama.
4. As Speech/Drama is an intellectual sport, student may not letter if they have any F's on their report card.

Vocational Letter

Juniors or Seniors must meet the following requirements to earn a "Vocational Letter:"

1. The student must have a vocational objective as evidenced by a Declaration of Intent (All Vo-Tech students have this).
2. No grade below a "B-".
3. Be enrolled in 7 units of academic work each quarter. Vo-Tech students must be enrolled in 6 units of academic work each quarter. Each Vo-Tech class counts as 4 units.
4. Must be enrolled in at least two vocational classes that meet their vocational objectives. Vocational classes include those offered through Vo-Tech, and the Vocational Home Economics, Industrial Arts, and Business classes.
5. Must have minimal instances of Discipline Code violations other than tardies and no major discipline infractions.
6. Transfer students will be eligible for Niangua Vocational Letter as soon as they have completed 4 quarters of one year at Niangua High School and have met requirements 1 through 5.

The school will issue a Vocational Letter to students who meet requirements 1-6 in the fall.

GENERAL RULES AND REGULATIONS

Awards

End-of-Year awards will be presented by classroom teachers and sponsors. Awards will be based on student grade performance in individual courses. There will be no awards based upon student conduct/behavior or teacher perceptions. No special awards will be recognized beyond student performance.

Backpacks and Purses

All backpacks and purses will not be allowed in the 6 -12 classrooms. Backpacks and purses must be secured in the students' lockers during the day.

Bus Misconduct

Any offense committed by a student on a district-owned or contracted bus shall be punished in the same manner as if the offense had been committed at the student's assigned school.

Bus Regulations

The bus driver has the authority to assign students to seats as necessary.

1. While loading and unloading, enter or leave the bus orderly and quickly.
2. While riding the bus, students are under the supervision of the driver and must obey the driver at all times. The driver has the authority to temporarily suspend a student from riding the bus.
3. Students are expected to conduct themselves in a manner such that they will not distract the attention of their driver or disturb other riders on the bus (which includes keeping your hands to yourself; attending to your own materials; leaving other pupils alone and being quiet).
4. No sharp objects of any kind are allowed or firearms, pets nor other animals.
5. You are not to tamper with any of the safety devices such as door latches, fire extinguishers, etc. Pupils must keep assigned seats while the bus is in motion and must not even move while it is stopped except as the driver directs. Pupils are not to put their hands, arms, heads, or bodies out of the window. Do not yell at anyone outside the bus.
6. Students are not to deface the bus or any school property. Do not write on the bus or damage seats, etc. Do not throw paper, food, or other objects on the floor of the bus or out the windows. Do not smoke or eat on the bus. Keep aisle of the bus clear from books, lunches, etc. Do not put feet in aisle.
7. The bus driver will not let you off the bus up town, at the store, to get the mail out of the box, or any place except at your regular stop unless you have written permission from your principal.
8. If you must cross the road or highway to enter the bus, try always to be on the right side of road waiting for the bus. If you should arrive at the stop

just as the bus approaches the stop, wait until the bus has come to a complete stop and the driver has signaled for you to cross in front of the bus. (Unless the driver directs you differently)

9. Pupils who must cross the road after leaving the bus in the afternoon must cross the road only after the driver has signaled to do so.
10. Pupils cannot ride any bus except their own unless permission is secured in the form of a note or a phone call from both parents.
11. The driver may find it necessary to interpret these policies in light of his or her own bus needs.

Be at the bus stop at the scheduled time. Stand back about ten feet from the bus stop and wait until the door is opened before moving closer to the bus. Do not play on the highway or road. If you miss the bus, do not attempt to hitch hike a ride or walk to or from school.

RIDING TO SCHOOL ON A BUS SHOULD BE REGARDED AS A PRIVILEGE

Procedures for Misconduct

In the event of misconduct on the bus, the driver will fill out a Bus Warning Report or a Bus Suspension Report. These will be delivered to the building principals and in turn sent to parents after administrative review.

Generally, bus misconduct will result in the following course of action. However, more serious cases of misconduct may warrant more serious consequences, regardless of previous warnings.

- 1st Offense: Warning
- 2nd Offense: One day off of bus
- 3rd Offense: Three days off of bus
- 4th Offense: Five days off of bus
- 5th offense: Ten days off of bus
- 6th Offense: Off remainder of semester
- 7th Offense: Off remainder of school year

Cafeteria Rules

1. Walk quietly to and from the cafeteria.
2. Enter the cafeteria in a single-file line.
3. Show respect for others by not pushing or cutting in line.
4. Remain at school and in the cafeteria for lunch until dismissed.
5. Leave salt and pepper and all sauce bottles at assigned area.
6. Keep the area clean and use utensils provided.
7. Show respect for cafeteria workers by leaving our eating area clean.
8. Refrain from sharing food.
9. Refrain from throwing food.
10. Friends not enrolled in Niangua Schools won't eat in the cafeteria.
11. Commercial food will not be delivered to students for lunch. (Lunches brought from home are permissible.)
12. No open containers are allowed on campus except during lunch time.
13. No open containers are allowed to leave the cafeteria after lunch.

Dance Regulations

1. Students must attend at least 6 of their 7 classes for the day of that activity, **or on Friday for Saturday activities**. If there are extenuating circumstances, permission must be given from district or building administrator.
2. Out of school dates: All guests must be signed up by the sponsoring student by the deadline set by the dance administration / sponsor. No guest may be signed up at the door. The administration / sponsor reserves the right to disapprove any guest. Each student will be limited to one guest. The age requirement for guests range from 14 to 20 years. Only high school students are allowed at Prom.
2. Dress code: Students should dress in a manner that is presentable to the school and appropriate to the occasion. Students should follow the school dress code. The administration / sponsor reserves the right to disapprove attire.
3. General Guidelines: No dance shall last longer than 12:00 midnight, and most will end at 11:00. Once you leave the dance, you will not be re-admitted. Anyone with alcohol on his or her breath will not be admitted. Anyone under the influences of any drug will not be admitted. The administrator in charge will judge any other condition. Law enforcement officials will be notified regarding alcohol and drug offenses.
4. Inappropriate dancing and/or behavior may result in disciplinary action and expulsion from the dance.
5. Anyone who leaves the building without permission will not be allowed to re-enter.

Dress and Grooming

Students are expected to dress in appropriate attire at all times during the regular school day and at all school-related functions and activities. The purpose is not to restrict the right of any student, but rather to increase the effectiveness of the education process so that all students can benefit. Following are some basic rules that the school staff will enforce at any time and upon any student:

1. Shorts are permitted, but cannot be excessively short or tight. Hemlines and slits on dresses, skirts and shorts above mid-thigh are unacceptable. Distressing (including tears and holes) in jeans and shorts above mid-thigh are unacceptable.
2. Clothing must cover undergarments when sitting, standing, or bending. Undergarments may not be visible outside or through clothing.
3. Shirts must cover the student's midriff and back. No halter-tops, open mesh shirts, shirts altered by tearing or cutting are allowed.. No tops with spaghetti straps or straps narrower than 1 inch.
4. Clothing/headgear with words referring to alcohol, tobacco, drugs, sex, lewd language, or anything deemed to distract from the educational process is prohibited.
5. Headgear can be worn in any school building at any time, at the teacher's discretion. This includes but is not limited to hats or bandannas.
- 6.

7. No pajama bottoms or tops are to be worn, unless approved by an administrator.
8. Shoes are to be worn at all times. No house shoes or slippers.
9. Trench coats and the like will not be worn in classrooms. Such garments should be placed in a locker during the school day
- 10.
11. No chains hanging from clothing or wallets are allowed.
12. Jeggings, leggings, yoga pants, biker shorts, or other tight fitting pants must be worn with a top that extends to the student's mid-thigh.

These Dress and Grooming policies apply to all PE, Open Gyms, Field Trips, and practices. If staff members are not sure whether or not some clothing is appropriate, they will send the student to the principal for a decision. Any clothing item that is a distraction to the learning environment may be considered a violation of dress code, even if it is not explicitly outlined above. Students in violation of the dress code will be asked to correct their attire or face disciplinary measures.

Early Graduation

Students who have completed state and local academic requirements for graduation by the end of the first semester of their senior year are eligible for early graduation. These students will have successfully completed the prescribed classes and electives totaling 26 units. Students who fall in that category need to apply for early completion to the Superintendent of Schools. The superintendent will assure that academic requirements are met. Students who complete requirements early and wish to not attend the second semester will be granted that privilege by the superintendent. The students shall provide the superintendent a written request for this status signed by the student and his or her parent or legal guardian.

Students exempted from second semester attendance will not be permitted to be on school premises during the normal school day. Each request will be considered on its own merits.

Participation in extra-curricular activities is controlled in accordance with MSHSAA rules.

Application should be made before starting of school year or at beginning of second semester.

Students who receive an early graduation status will not be eligible for salutatorian or valedictorian recognition.

Electronic Devices

Because they are subject to theft and can cause disruptions to the educational process, students who bring electronic devices on campus are permitted in classrooms only with teacher permission. All devices that pertain to cell phone usage, i.e. headphones, are not allowed to be used during the school day unless

otherwise required for a specific lesson with teacher permission. These devices will be confiscated if they are exposed in the classrooms without teacher permission. Confiscated devices will have the following consequences:

1. 1st warning - Student will render the device to the classroom teacher.
2. 2nd warning - Students will render the device to the office and pick it up after school.
3. 3rd warning - Students will render the device and a parent/guardian will be notified to pick up the device.
4. Further warnings - Students will render the device and a parent/guardian will be notified to pick up the device. Student will receive disciplinary action in addition to #3
5. Failure to comply (insubordination) will result in automatic disciplinary action and parent/guardian contact.

Fundraising

All fundraising requests should be presented to and approved by the principal's office. Each organization wishing to raise money will be asked to put in writing the following:

1. Name of the organization.
2. Amount of money needed.
3. Reason for the fundraiser.
4. Type of fund raising activity.

Students are responsible for reimbursing the school for all fees incurred or money owed. This includes, but is not limited to, reimbursement for damaged property and equipment, reimbursement for theft, reimbursement for labor costs incurred by the school for replacement or repairs made necessary by a student, paying for lost books, paying for lost, damaged, or destroyed uniforms, turning in money or goods acquired through fund raising, and repaying fees to library.

Failure to pay fees or turn in money owed will result in students' grade cards being withheld until they do so, unless class dues are the only money owed. Students who don't pay class dues will not be allowed to participate in events financed by their class with class dues money. Students may also lose library and Internet privileges. In addition, students who owe money or fees to the school will not be allowed to participate in extra-curricular activities until the fees or money has been repaid. If students are not financially able to pay fees or money owed, they need to make arrangements with the school. Fees and money owed from previous years will be carried over to the new year.

Each organization will be limited to two fund raisers per year, with the exception of the junior class, which will be limited to three fund raisers per year, not counting the concession stand. No more than two fundraisers will be allowed to occur at the same time. Fundraisers that exceed more than two calendar weeks may be curtailed. All proposals for fundraisers must be submitted on the appropriate form to the principal's office for approval prior to the start of the fundraiser. The principal and the superintendent must approve any exceptions to

this policy in advance. Any outside group that chooses to raise money for any school organization should first obtain permission from the school. Any funds raised by an outside group will be considered a donation to the school, or a particular group within the school.

All fund raising requests should be presented to and approved by the principal. Each organization wishing to raise money must submit the appropriate form.

Internet Usage

Having access to the Internet allows Niangua R-V students an invaluable communication tool, and access to nearly limitless research and information. Unfortunately, the Internet also allows students access to less desirable sites and information, many of which are virtually impossible to screen from the students.

ALL STUDENTS AND PARENTS MUST HAVE A SIGNED COPY OF THE NIANGUA R-V ACCEPTABLE USE POLICY ON FILE BEFORE UTILIZING DISTRICT COMPUTERS OR NETWORKS.

Students may not be on the Internet without a teacher's permission and supervision. For the students' protection, all students must record when and where they have logged on to the net, as well as when they have logged off. If a student accidentally opens an objectionable site, he or she must exit that site as quickly as possible, and report the accident to his or her supervising teacher.

Students will also not be allowed to use chat rooms, email or Instant Messengers while at school.

Failure to follow these rules will result in loss of Internet privileges including the library.

Teachers may schedule time to bring their classes to use the library.

Students may check out materials from the library for a period of two (2) weeks, and reference materials overnight. Materials may be checked out for an additional two-week period if necessary.

Overdue materials will be assessed a fine of \$.10 cents per day per item, not including non-school days. If an item is lost or damaged, the student is responsible for paying the replacement cost of that item. Students will not be allowed to check out books if they owe \$10.00 or more. Students may also pay overdue fines with good grades, attendance, and afterschool tutoring.

Lockers

Students shall keep their possessions in a locker. Lockers will be assigned in the office, and students will not be permitted to change lockers without permission from the principal's office. Defacing the interior or exterior of the locker could result in the loss of locker privileges, and the student could face restitution.

Doors to lockers should be completely closed to help secure the occupant's contents. (Be aware, the school will not be responsible for lost or stolen items.) Keys or combinations to personal locks must be turned in to the office. The tops of lockers are not to be used for storage space. No valuables should be left in lockers. Food and drink are prohibited in lockers and violation will result in discipline procedures. This policy shall include gym lockers as well. Students may request a second locker if space is available.

Please note that the lockers are school property and may be entered by staff personnel without the presence or permission of the occupant.

Student Government

To be eligible for election to a class office or Student council, a student must have a "C" average in all classes. The term of membership shall be for one school year and the student may run for election each year.

Presidents of each class are automatically representatives of the Student Council. Each class will elect an additional representative to the council.

Any junior or senior with a "B" average and principal approval may run for student body president. Repeated disciplinary infractions may disqualify a student from serving as president. All nominees must also have attended Niangua School the previous semester.

Student Parking

Students need to park in the student parking lot. Students are not allowed to park anywhere other than the student parking lot during school hours.

Telephone

Students will not be called to the telephone. Students will not be able to make calls unless it is school related and approved by administration.

Transportation -- School-Sponsored Events

Transportation will be provided by the School to all school activities. All students who participate in these activities are required to use the transportation provided by the district. After the event/game(s) is over, the coach/sponsor may allow the student participator/athlete to ride home with their biological parent and/or guardian, NOT boyfriend(s) or girlfriend(s).

Any person who is not 'contracted' with the Niangua R-V Public School District who wishes to ride an activity bus to an event must receive prior approval in writing from the administrator who is responsible for the activity/event. The Principal or Superintendent's decision will be final.

Student activity buses may be utilized if the demand for such services is warranted. The principal will be responsible for the requisitioning of the bus, the

method in determining what number of students may ride, and who may not ride (i.e., those with a discipline history . . .). This will usually be done on a first come, first served, basis while seating space is available.

DISCIPLINE

Discipline Code

The student code of conduct is designed to foster student responsibility, respect for the rights of others (including staff, other students, and parents), and to ensure orderly operation of district schools.

It is ultimately the parents' responsibility to educate their children; therefore, it is ultimately the parents' responsibility to discipline their children. Parents should foster a respect for the school district, for the staff, and for education in general at home. Parents should also do everything possible to make sure their children arrive at school and to every class ready to learn, which includes regular attendance, being on time, and having proper supplies and homework. A parent unwilling to take responsibility for their child's success must be willing to take responsibility for their child's failure.

Discipline will be administered in compliance with the Discipline Code of the Niangua R-V School District.

Any behavior deemed inappropriate by the administration and not specifically covered by the Discipline Code may be handled by the administration in the manner most judicial to fit the offense.

No code can be expected to list each and every offense that may result in the use of disciplinary action. However, it is the purpose of this code to list certain offenses that, if committed by a student, will result in the imposition of certain disciplinary actions. Any conduct not included herein, an aggravated circumstance of any offense, or action involving a combination of offenses may result in disciplinary consequences that extend beyond this code of conduct as determined by the administration.

As outlined by the Discipline Code, punishment for most offenses increases through repetition of the offense. These increases, however, are only recommendations. The administration is not bound to follow them in order, or at all (except in cases of violations of the Safe Schools' Act). The severity of an offense, as determined by the administration, will be sufficient grounds to jump to a higher level of punishment, even on the first offense.

The number of offenses applies only to those offenses referred to the principal. However, teacher documentation of repeated offenses, as well as attempts by the teacher to remedy those offenses, will be considered when determining punishment.

All formal teacher referrals to the principal, as a matter of routine, will be reported to the parents or legal guardians.

All referrals to the principal, regardless of severity, will be documented and become part of each student's file. More serious infractions, by law, will become part of the student's permanent records, and must, by law, be reported to any school to which a student may transfer and may even follow a student beyond the school setting.

Classroom Rules

Teachers have the right, and the responsibility, to set and enforce rules in their classrooms. These rules may not go against school board policy, but may augment that policy. Teachers may also set rules where no policy exists. For instance, any teacher may insist that students not chew gum in her or his or class, even though there is no specific school-wide rule against gum chewing. Further, it is not necessary for classroom rules to be consistent from one teacher to another. A student's ability to adapt from one situation to the next, if necessary, will be an invaluable life skill.

Due Process

Due process means fair treatment under law and is guaranteed all citizens by the United States Constitution. Federal regulations Title IV, Title IX, and Section 504 require that agencies that use federal revenue not discriminate on the basis of race, creed, national origin, sex, or any handicapping condition.

Regarding any discipline, the principal will take the following steps in order to protect the student's due process rights.

1. Students will be given notice of charges against them (either verbally or written).
2. Students will have an opportunity to present their side of the story.
3. An explanation of the evidence will be given if the student denies the violation.
4. The student may appeal the decision to the superintendent and the Board of Education.

If you feel you have been discriminated against, write or call the Niangua Superintendent of Schools: 417-473-6101, or contact the Office of Civil Rights, Department of Health, Education, and Welfare, Washington, D.C.

Suspension

The Principal shall have the power to suspend students from school for violations of the discipline code and for conduct unbecoming a student. The suspension by the principal shall not exceed 10 days. The Superintendent may suspend students up to 180 days. State law governs both of these amounts.

All days for suspension, whether in school or out-of-school, refer to days in school, NOT calendar days.

Students suspended or expelled from school will not be permitted to attend

extracurricular activities including home and away events.

Lunch Detention

Lunch detentions will be used at the discretion of the classroom teacher and the building administrator. Students will be notified by the teacher and the building administrator to determine dates to serve. Student receiving lunch detention will go to the front of the line, receive their tray, and walk to the ISS classroom to sit quietly.

Monday School (Hours – 8:00 a.m. – 12:00 noon)

Monday school will be used on an as needed basis. Monday School will be held on Mondays from 8:00 a.m. until 12:00 p.m. Students who are assigned Monday School must be on time. Further, students will not be allowed to leave until 12:00 for any reason whatsoever, other than emergencies.

Students attending are expected to bring work to do, and are further expected to remain absolutely quiet the entire time.

Monday School is not an option. If a student has been assigned, he or she does not have the option of deciding which Monday to attend or to take an alternate form of punishment instead. Students will not be allowed to miss Monday School, or be given an early dismissal to attend or compete in extra-curricular activities.

Failure to attend Monday School, or being dismissed from Monday School early for failure to follow the rules, may result in out-of-school suspension. **NO EXCUSES WILL BE ACCEPTED FOR MONDAY SCHOOL ABSENCES INCLUDING ILLNESS. MUST HAVE A DOCTOR'S NOTE.**

In-School Suspension (ISS)

Students assigned ISS will spend part or all of the day (depending on the circumstances) isolated from the other students, including bathroom breaks and meals. Students in ISS will report to the ISS teacher at the beginning of their first period.

Students in ISS will be given assignments to do by their regular classroom teachers and will not lose credit for lost class work. They may lose credit for classroom participation, depending on regular class requirements.

Students who willfully fail to report to ISS, or who refuse to abide by ISS rules, will be referred to the Principal and may receive out-of-school suspension, or other punishments as appropriate. Students in ISS are eligible to participate in extra-curricular activities.

After-School Detention (Detention) (4 p.m. until 5 p.m.)

Student assigned After-School Detention will serve time, Tuesday through

Thursday, from 4:00 p.m. until 5:00 p.m. They will be excused from regular classes and escorted to the room for After-School Detention before school is released.

Students in After-School Detention will be given assignments to do by their regular classroom teachers and will not lose credit for lost class work. They may lose credit for classroom participation, depending on regular class requirements. If coursework is not provided by the classroom teacher, students will be required to complete work given to them by the detention teacher.

Students who willfully fail to report or stay in After-School Detention, or refuse to abide by After-School Detention rules, will be referred to the Principal and may receive Out-of-School Suspension (OSS), or other punishments as appropriate. Students in After-School Detention are eligible to participate in extra-curricular activities.

Parents will be notified the day before the student serves After-School Detention in order to arrange appropriate transportation.

Out-of-School Suspension (OSS)

Students given OSS will be excluded from all school activities for the period of time they are suspended, including all extra-curricular activities, both at home and away. If students serving OSS return to campus during their suspension, they must check into the office. If a student who has been suspended is on campus during her or his suspension without specific permission from the Principal only, she or he will be considered trespassing and may face legal action. Students serving OSS may make up missed class work up to the first 5 days in accordance with schoolwork make up policy.

Expulsion

The Board of Education shall have the power to expel a student from school for conduct unbecoming a student. In order to return to school the student must meet the requirements set forth by the decision of a majority of the Board of Education and/or those requirements outlined by the Safe Schools' Act.

Academic Dishonesty

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

First Offense:	Teacher discretion, possible loss of credit or redoing of the assignment
Subsequent Offense:	No credit for the work, grade reduction, course failure, or removal from extracurricular activities;

Arson

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

First Offense:	After-School Detention, Friday School, Monday School, In-school suspension 1-180 days out-of-school suspension, or expulsion. Restitution if appropriate.
Subsequent Offense:	1-180 days out-of-school suspension or expulsion. Restitution if appropriate.

Assault

- Using physical force, such as hitting, striking, and/or attempting to cause physical injury to another person; placing a person in reasonable apprehension or imminent physical injury; recklessly engaging in conduct that creates a grave risk of death or serious physical injury; causing physical contact with another person knowing the other person will regard the contact as offensive or provocative; or any other act that constitutes criminal assault in the third degree.

First Offense:	Principal/Student conference, After-School Detention, Friday School, Monday School, In-school suspension, 1- 180 days out-of-school suspension, or expulsion.
Subsequent Offense:	After-School Detention, In-school suspension, 1-180 days out-of-school suspension, or expulsion.

- Knowingly causing or attempting to cause serious bodily injury or death to another person, recklessly causing serious bodily injury to another person, or any other act that constitutes assault in the first or second degree.

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

Automobile/Vehicle Misuse

Uncourteous or unsafe driving on or around school property, unregistered parking, failure to move vehicle at the request of school officials, failure to follow directions given by school officials or failure to follow established rules for parking or driving on school property.

First Offense:	Suspension or revocation of parking privileges, After School Detention, Friday School, Monday School, In school suspension.
Subsequent Offense:	Revocation of parking privileges, After-School Detention, Friday School, Monday School, In-school suspension, or 1-10 days out-of-school suspension.

Bullying & Cyberbullying (see Board policy JFCF)

Intimidation or harassment of a student or multiple students perpetuated by individuals or groups. Bullying includes, but is not limited to: physical actions, including violence, gestures, theft, or damaging property; oral or written taunts, including name-calling, put-downs, threats, extortion; threats of retaliation for reporting such acts; sending or posting harmful or cruel text or images using the Internet or other digital communication devices; sending or posting materials that threaten or raise concerns about violence against others, suicide or self-harm. Students will not be disciplined for speech in situations where the speech is protected by law.

First Offense:	After-School Detention, Friday School, Monday School, In-school suspension, or 1-180 days out-of-school suspension.
Subsequent Offense:	1-180 days out-of-school suspension or expulsion.

Bus or Transportation Misconduct (see Board policy JFCC)

Any offense committed by a student on transportation provided by or through the district shall be punished in the same manner as if the offenses had been committed at the student's assigned school. In addition, transportation privileges may be suspended or revoked.

Complicity in Fighting

Through action or inaction, causing or aiding to the cause of a fight by other persons. This includes the spreading of malicious rumors and arranging a fight.

First Offense:	Principal/Student conference, After-School Detention , Friday School, Monday School, In-school suspension, 1- 180 out-of-school suspension.
Subsequent Offense:	After-School Detention, Friday School, Monday School, In-school suspension, 1-180 out-of-school suspension or expulsion.

Dishonesty

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

First Offense:	Nullification of forged document. Principal/Student conference, After-School Detention, Friday School, Monday School, or In-school suspension.
Subsequent Offense:	Nullification of forged document. After-School Detention, Friday School, Monday School, In-school suspension, 1-180 days out-of-school suspension, or expulsion.

Disrespectful or Disruptive Conduct or Speech

Verbal, written, pictorial, or symbolic language or gesture that is directed at any person that is in violation of district policy or is otherwise rude, vulgar, defiant, considered inappropriate in educational settings or that materially and substantially disrupts classroom work, school activities or school functions. Students will not be disciplined for speech in situations where it is protected by law.

First Offense:	Principal/Student conference, After-School Detention, Friday School, Monday School, In-school suspension, or 1-10 days out-of-school suspension.
Subsequent Offense:	After-School Detention, Friday School, Monday School, In-school Suspension, 1-180 days out-of-school suspension, or expulsion.

Drugs/Alcohol (see Board policies JFCH and JHCD)

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

First Offense:	After-School Detention, In-school suspension or 1-180 days out-of-school suspension.
Subsequent Offense:	1-180 days out-of-school suspension or expulsion.

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

First Offense:	After-School Detention, In-school suspension or 1-180 days out-of-school suspension.
Subsequent Offense:	11-180 days out-of-school suspension or expulsion.

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

First Offense:	1-180 days out-of-school suspension or expulsion.
Subsequent Offense:	11-180 days out-of-school suspension or expulsion.

Extortion

Threatening or intimidating anyone for the purpose of obtaining money or anything of value.

First Offense:	Principal/Student conference, After-School Detention, Friday School, Monday School, In-school suspension, or 1-10 days out-of-school suspension.
Subsequent Offense:	After-School Detention, In-school suspension, 1-180 days out-of-school suspension, or expulsion.

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

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

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

First Offense:	Verbal warning, After-School Detention, Friday School, Monday School, In-school suspension, or 1-180 days out-of-school suspension or expulsion. Report to law enforcement for trespassing if expelled.
Subsequent Offense:	Verbal warning, After-School Detention, Friday School, Monday School, In-school suspension, 1-180 days out-of-school suspension, or expulsion. Report to law enforcement for trespassing if expelled.

False Alarms (see also “Threats or Verbal Assault”)

Tampering with emergency equipment, setting off false alarms, making false reports, communicating a threat or false report for the purpose of frightening or disturbing people, disrupting the educational environment or causing the evacuation or closure of school property.

First Offense:	Restitution, Principal/Student conference, After-School Detention, Friday School, Monday School, in-school suspension, or 1-180 days out-of-school suspension.
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Subsequent Offense:	Restitution, After-School Detention, In-school suspension, 1-180 days out-of-school suspension, or expulsion.
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Fighting (see also, “Assault”)

Mutual combat in which both parties have contributed to the conflict either verbally or by physical action.

First Offense:	Principal/Student conference, After-School Detention, Friday School, Monday School, in-school suspension, or 1-180 days out-of-school suspension.
Subsequent Offense:	After-School Detention, In-school suspension, 1-180 days out-of-school suspension, or expulsion.

Gambling

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

First Offense:	Principal/Student conference, loss of privileges, After School Detention, Friday School, Monday School, or in school suspension.
Subsequent Offense:	Principal/Student conference, loss of privileges, After School Detention, Friday School, Monday School, in school suspension, 1-10 days out-of-school suspension.

Harassment including Sexual Harassment (see Board Policy AC)

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

First Offense:	Principal/student conference, After-School Detention, Friday School, Monday School, in-school suspension, or 1-180 days out-of-school suspension, or expulsion.
Subsequent Offense:	After-School Detention, In-school suspension, 1-180 days out-of-school suspension or expulsion.

2. Unwelcome physical contact of a sexual nature or that is based on gender,

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

First Offense:	After-School Detention, In-school suspension, 1-180 out-of-school suspension, or expulsion.
Subsequent Offense:	1-180 days out-of-school suspension or expulsion.

Hazing

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

First Offense:	After-School Detention, In-school suspension, or 1-180 days out-of-school suspension.
Subsequent Offense:	1-180 days out-of-school suspension or expulsion.

Incendiary Devices or Fireworks

Possessing, displaying or using matches, lighters or other devices used to start fires unless required as part of an educational exercise and supervised by district staff.

First Offense:	Confiscation. Warning, Principal/Student conference, After-School Detention, Friday School, Monday School, in-school suspension.
Subsequent Offense:	Confiscation. Principal/Student conference, After-School Detention, Friday School, Monday School, in-school suspension, 1-10 days out-of-school suspension.

Nuisance Items

Possession or use of toys, games, MP3 players and other electronic devices (other than mobile phones) that are not authorized for educational purposes.

First Offense:	Confiscation. Warning, principal/student conference, After-School Detention, Friday School, Monday School, in-school suspension.
Subsequent Offense:	Confiscation. Principal/student conference, After-School Detention, Friday School, Monday School, in-school suspension, 1-10 days out-of-school suspension.

Public Display of Affection

Physical contact that is inappropriate for the school setting, including, but not limited to, kissing and groping. Only hand holding is acceptable.

First Offense:	Principal/Student conference, After-School Detention, Friday School, Monday School, in-school suspension.
Subsequent Offense:	After-School Detention, After-School Detention, Friday School, Monday School, in-school suspension, 1-10 days out-of-school suspension.

Sexting and/or Possession of Sexually Explicit, Vulgar or Violent Material

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

First Offense:	Confiscation. Principal/student conference, After-School Detention, Friday School, Monday School, in-school suspension.
Subsequent Offense:	Confiscation. After-School Detention, Friday School, Monday School, in-school suspension, 1-180 days out of-school suspension or expulsion.

Self-Defense

True self-defense is very rare. Self-defense is defined as *action required to prevent others from hurting you or others*. The key question to self defense is: Would the other person have continued using force against you or someone else

had you not used force against them?

Any action that goes beyond stopping someone else from hurting you or someone else is not considered self-defense. Preemptory attacks (attacking someone before they have attacked you or someone else) are not considered self-defense, even if you believe that the person would have attacked you had you not attacked them first.

Self-defense will never be accepted as a defense for verbal attacks (mouthing), regardless of how vicious those verbal attacks might be.

Self-defense does not automatically include hitting someone back when he or she hits you first. In most instances, hitting someone back is simply retaliation.

Sexual Activity

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

First Offense:	Principal/Student conference, After-School Detention, Friday School, Monday School, in-school suspension, or 1-180 days out-of-school suspension.
Subsequent Offense:	After-School Detention, Friday School, Monday School, in-school suspension, 1-180 days out-of-school suspension, or expulsion.

Tardies (Unexcused)

Each student will be given 3 tardies per semester, per class. Note that if a student is tardy for more than 25 minutes, he or she will be counted as absent (and subsequently truant) regardless of which number the tardy may be. Tardies will only be counted as excused if the student presents a note signed by another staff member.

- 1st Tardy : Warning by a teacher
- 2nd Tardy: Warning by a teacher and parent contact.
- 3rd Tardy: Discipline referral for one day ISS
- 4th Tardy: Discipline referral for one day ISS
- (One day ISS for all remaining tardies)

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

1. Attempting, regardless of success, to: gain unauthorized access to a technology system or information; use district technology to connect to other systems in evasion of the physical limitations of the remote system; copy district files without authorization; interfere with the ability of others to utilize district technology; secure a higher level of privilege without authorization; introduce computer viruses, hacking tools, or other

disruptive/destructive programs onto or using district technology; or evade or disable a filtering/blocking device.

First Offense:	Restitution. Principal/Student conference, loss of user privileges, After-School Detention, Friday School, Monday School, in-school suspension.
Subsequent Offense:	Restitution. Loss of user privileges, 1-180 days out-of-school suspension, or expulsion.

2. Using, displaying or turning on pagers, phones, personal digital assistants, personal laptops or any other electronic communication devices during the regular school day, including instructional class time, class change time, breakfast or lunch without permission from school personnel.

First Offense:	Confiscation. Principal/Student conference, loss of user privileges, After-School Detention, Friday School, Monday School, in-school suspension.
Subsequent Offense:	Confiscation. Principal/Student conference, loss of user privileges, in-school suspension, 1 – 180 days out-of-school suspension, or expulsion.

3. Violation other than those listed in 1., 2. Or of Board policy EHB and procedures EHB-AP

First Offense:	Restitution. Principal/Student conference, loss of user privileges, After-School Detention, Friday School, Monday School, in-school suspension.
Subsequent Offense:	Restitution. Loss of user privileges, 1-180 days out-of-school suspension, or expulsion.

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

First Offense:	Confiscation. Principal/Student conference, After-School Detention, Friday School, Monday School, in-school suspension.
Subsequent Offense:	Confiscation. Loss of user privileges, After-School Detention, Friday School, Monday School, in-school suspension, or 1-10 days out-of-school suspension.

Theft

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

First Offense:	Return of or restitution for property. Principal/Student conference, After-School Detention, Friday School, Monday School, in-school suspension, or 1-180 days out-of-school suspension, possible notification to law enforcement.
Subsequent Offense:	Return of or restitution for property, 1-180 days out-of school suspension, or expulsion, notification to law enforcement officials.

Threats or Verbal Assault

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

First Offense:	Principal/Student conference, After-School Detention, Friday School, Monday School, in-school suspension, or 1-180 days out-of-school, or expulsion and possible notification to law enforcement officials.
Subsequent Offense:	After-School Detention, Friday School, Monday School, in-school suspension, or 1-180 days out-of-school suspension, or expulsion, notification to law enforcement officials.

Tobacco

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

First Offense:	Confiscation. Principal/Student conference, After-School Detention, Friday School, Monday School, in-school suspension.
Subsequent Offense:	Confiscation. After-School Detention, Friday School, Monday School, in-school suspension, 1-10 days out-of school suspension.

2. Use of any tobacco products, electronic cigarettes, or other nicotine delivery products on district property, district transportation or at any district activity. This includes smokeless tobacco or vapor products, on school grounds, bus, or at any school activity. Nicotine patches or other medications used in tobacco cessation program may only be used in accordance with district policy JHCD.

First Offense:	Confiscation. Principal/Student conference, After-School Detention, Friday School, Monday School, in-school suspension, or 1- 3 days out-of-school suspension.
Subsequent Offense:	Confiscation. In-school suspension, 1-10 days out-of school suspension.

Tuancy (see Board policy JED and procedures JED-AP1 and JED-AP2)

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

1. Leaves the campus without permission from the principal.
2. Comes to school, but does not attend any or all classes or authorized activities.
3. Obtains permission from the teacher or the office to go to a certain place on campus but does not go there.

In case an emergency arises, you should contact the principal.

First Offense:	Principal/Student conference, After-School Detention, Friday School, Monday School, 1- 3 days in-school suspension.
Subsequent Offense:	Friday School, Monday School, 3-10 days in-school suspension and removal from extracurricular activities.

Unauthorized Entry

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

First Offense:	Principal/Student conference, After-School Detention, Friday School, Monday School, in-school suspension, or 1-180 days out-of-school suspension.
Subsequent Offense:	1-180 days out-of-school suspension, or expulsion.

Vandalism (see Board policy JFCJ)

Willful damage or the attempt to cause damage to real or personal property belonging to the school, staff, or students, including text books.

First Offense:	Restitution. Principal/Student conference, After-School Detention, Friday School, Monday School, in-school suspension, or 1-180 days out-of-school suspension, or expulsion, possible notification to law enforcement officials.
Subsequent Offense:	Restitution. In-school suspension, 1-180 days out-of-school suspension, or expulsion, notification to law enforcement officials.

Weapons (see Board policy JFCJ)

The Board recognizes the importance of preserving a safe educational environment for students, employees, and patrons of the district. In order to maintain the safety of the educational community, the district will strictly enforce the necessary disciplinary consequences resulting from the use of and/or possession of weapons on school grounds, buses, or at school activities.

A weapon is any instrument or device used for attack or defense against an opponent, adversary or victim; or any instrument or device used to inflict physical injury or harm to another person.

Students who use or possess a weapon could be subject to suspension or expulsion from school for a period of time not to exceed one calendar year.

Missouri law allows for all children found with firearms on school property to be detained by the juvenile authorities for up to 72 hours.

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

First Offense:	In-school suspension, or 1-180 days out-of-school suspension, or expulsion, possible notification to law enforcement officials.
Subsequent Offense:	1-180 days out-of-school suspension, or expulsion, notification to law enforcement officials.

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

First Offense:	One (1) calendar year suspension or expulsion, unless modified by the Board, recommendation to school board for expulsion, notification to law enforcement officials.
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Subsequent Offense:	Expulsion.
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3. Possession or use of ammunition or a component of a weapon.

First Offense:	In-school suspension, 1-180 days out-of-school suspension, or expulsion.
Subsequent Offense:	1-180 days out-of-school suspension or expulsion.

PUBLIC NOTICES

Notice of Non-Discrimination

Applicants for admission and employment, students, parents, employees, sources of referral of applicants for admission and employment, and all employee groups, associations or organizations of the Niangua R-V School District are hereby notified that the institution does not discriminate on the basis of race, color, ancestry, national origin, sex, age, creed, religion, marital status, or handicapping condition in admission or access to, or treatment or employment in, its programs and activities. Any person having inquiries concerning the Niangua R-V School District compliance with the regulations implementing Title IV, Title IX, or Section 504 is directed to the Superintendent of Schools, 301 Rumsey Street, Niangua, MO (417-473-6101).

Free and Appropriate Public Education

All public schools are required to provide a free and appropriate education to all students, beginning on the child's third birthday through age twenty (20), regardless of the child's disability, that reside within the school district. The public school assures that to comply with the full educational opportunity goal, services for students three (3) through twenty-one (21) will be fully implemented by 1999. Disabilities include: learning disabilities, mental retardation, behavior disorders/emotional disturbances, speech disorders (voice, fluency, or articulation), language disorders, visually impaired, hearing impaired, physically/other health impaired, special education, and traumatic brain injury. Children with disabilities are students, age 3 through 20, who have been evaluated and identified in accordance with the provisions of PL 94-142.

Rehabilitation Act of 1973, and Section 504

Any student or adult needing special accommodations to have accessibility to school activities, or educational programs, should call (417) 473-6101, or visit the High School, to make arrangements. The Superintendent will be the coordinator and contact person to meet the special needs of those who may require special accommodations. If you need this assistance, call or visit during school hours.

Title IX of the Education Amendments of 1972, and Section 703 of Title VII of the Civil Rights Act of 1964

In accordance with the guidelines of the Equal Employment Opportunity Commission, sexual harassment is deemed to include, but is not limited to, any unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature. Examples of sexual harassment include such things as: Verbal Harassment - such as derogatory comments, jokes, or slurs of a sexual nature; Visual Harassment - such as derogatory or offensive posters, cards, cartoons, drawings, or gestures of a sexual nature; Physical Harassment - such as unnecessary or offensive touching or impeding or blocking movement; Unwanted Sexual Advances. Reports of harassment will be kept confidential except between involved parties, their parents, and school officials. Disciplinary action will be taken where appropriate.

Early Intervention

The public school assures the provision of information and referral services necessary to assist the State in the implementation of early intervention services for infants and toddlers eligible for the Missouri's First Steps Program.

Access to Student Records

All public schools are required to provide parents the right to inspect and review personally identifiable information collected and used or maintained by the district relating to their children. Parents have the right to request amendment of these records if they feel the information is inaccurate, misleading, or violates the privacy or other rights of their children. Parents have the right to file complaints with the U.S. Department of Education or the Missouri Department of Elementary and Secondary Education concerning alleged failures by the district to meet the requirements of the Family Educational Rights and Privacy Act (FERPA). You may contact your local District, if you wish to review the requirements provided in FERPA.

Special Education

The public school has developed a Local Compliance Plan for implementation of Special Education and this Plan is available for public review during regular school hours on days school is in session in the Office of the Superintendent of Schools. The Local Compliance Plan is a written narrative, which describes the district's plan for compliance with the requirements for identifying and serving all students with disabilities. Included in this plan are the policies and procedures, which the district must follow regarding storage, disclosure to third parties, retention, and destruction of personally identifiable information. The plan also describes the assurances that services are provided in compliance with the requirement of 34 CFR 760301 of the General Education Provision Act.

Public schools in the State of Missouri are required to conduct an annual census of all children with disabilities or suspected disabilities from birth through age twenty (20) who reside in the district or whose parent/legal guardian resides in the district. This census is compiled as of May 1 each year. This information is treated as confidential and submitted to the Missouri Department of Elementary and Secondary Education. Information to be collected includes: name of each child, parent/legal guardian's name/address; birth date and age of each child; and each child's disability or suspected disability. Should the district fail to submit an annual census, the State Board of Education may withhold state aid until the census is submitted. If you have a child with a disability or suspected disability or know of a child with a disability who is not attending the public school, please contact your school district.

This notice can be provided in any language as may be necessary.