

GEORGE WASHINGTON CARVER ELEMENTARY
STUDENT/PARENT
HANDBOOK
2009-2010

INTRODUCTION

Dear Students and Parents of Carver Elementary:

Welcome to George Washington Carver Elementary School! The faculty and staff at Carver Elementary are excited to begin the 2009–2010 school year. It is an exciting time to be at WILDCAT! We look forward to working with each of you. When schools work together with families to support learning, children are inclined to succeed in school and beyond. Family members who help and encourage their children at home and who develop positive attitudes toward school, contribute to the personal growth and academic success of their children.

I want to encourage the parents to come by the school or call if there are questions, concerns, or comments they wish to voice.

We want to work together. George Washington Carver Elementary will build a tradition of academic success. If you have any questions, comments, or concerns, please feel free to come by and visit us or call school at 451–8690. Together, we can make this year at Carver Elementary a very successful one.

Sincerely,

Satotha Burr
Principal

EDUCATIONAL GOALS

DISTRICT MISSION

The mission of the Neosho R-5 School District is to:

- Facilitate learning
- Nurture individual potential
- Assist students to believe in themselves through successful learning experiences



CARVER ELEMENTARY SCHOOL MISSION

To create excellence in a caring environment

Administration

Dr. Richard Page	Superintendent of Schools
Mr. Charles Brazeale	Assistant Superintendent of Finance
Mrs. Alma Stipp	Assistant Superintendent of Curriculum
Mrs. Glynda Ball	Director of Special Services
Mrs. Sue Bowers	Director of Food Service
Mrs. Jacque Faulkner	Director of Transportation
Mr. Shawn Dilday	Director of Maintenance
Mr. Scott Harris	Director of Technology
Ms. Connie Bryant	Director of Early Childhood Education
Mr. Cory Roy	Director of Athletics

GEORGE WASHINGTON CARVER SCHOOL DIRECTORY

Satotha Burr	Principal
Casey Weems	Secretary
Lisha Hardy	Secretary
Marsha Kraft	Kindergarten
Lisa Morris	Kindergarten
Angie Paullus	Kindergarten
Nelda Tobar	Kindergarten
Susan Boyer	First
Missy Cook	First
Caroline Perigo	First
Kerri Roy	First
Heidi Clanton	Second
Susan Lineberry	Second
Tiffany Sanny	Second
Lee Woodward	Second
Jody Chapman	Third

Cathy Myers	Third
Michelle Snook	Third
Julia Young	Third
Sam Carper	Fourth
Renee Cummins	Fourth
Julia Fehring	Fourth
Carol Mailes	Fourth
Barbara Terry	Fourth
Peggy Stansberry	Reading Recovery
Jessica Hemperley	Special Education
Bonnie Gary	Special Education
Tina Patterson	Special Education
Angie Jackson	Speech Pathologist
Patty West	Speech Implementer
Roxie Barnes	Paraprofessional
Tina Burr	Paraprofessional
Kimmie Carman	Paraprofessional
Tammy Gibson	Paraprofessional
Della Gilford	Paraprofessional
Lori Nimmo	Paraprofessional
Shawndel Rainwater	Paraprofessional
Diane Strouss	Paraprofessional
Connie Studdard	Paraprofessional

Loretta Bales	ELL
Tina Augustine	Enrichment
Connie Rathmann	Computer Aide
Steve Schnackenberg	Physical Education
Denise Bechdoldt	Music
Trina Leaf	Counselor
Shannon Lupini	Art
Tamie Williams	Librarian
Deann Isenhower	Librarian Aide
Rhonda Pierce	Nurse
Deanna Piersol	Food Service
Sherry Eberle	Food Service
April Hoover	Food Service
Ruth Dennis	Food Service
Ines Standlee	Food Service
Vickie Sanders	Food Service
Donna Hutchens	Food Service
Sylvia Avendan	Custodian
Judy Murphy	Custodian
Teresa Flores	Custodian

ADMINISTRATION OF MEDICINES

1. Prescription Medications

When a student is to receive medication during school hours, the parent or guardian must provide the medication in the original prescription bottle plainly marked with:

- | | |
|---------------------|---------------------------|
| A. Pupil's Name | D. Name of Medication |
| B. Physician's Name | E. Dosage |
| C. Date | F. Time of Administration |

We must have written permission from the parent or guardian to give the medication. The permission note must include:

- | | |
|-----------------------|---------------------------|
| A. Pupil's Name | E. Dosage |
| B. Physician's Name | F. Time of Administration |
| C. Date | G. Parent's Signature |
| D. Name of Medication | |

2. Non-Prescription Medications

A doctor's order is not required for over-the-counter medications except for aspirin or those products containing aspirin. A written request by the parent/guardian will be required prior to administering medications. Acetaminophen (Tylenol), ibuprofen, and cough drops will be administered from stock kept in the school health office. Over-the-counter medications must be brought to school in the appropriately labeled original container. Nurses will use reasonable and prudent judgment to determine whether or not to administer particular medications.

ADMISSIONS

Children entering kindergarten are required to be five (5) years old by August 1st of the school year in which they are enrolling. Pre-registration takes place in the spring. Parents must bring the child's birth certificate, immunization records and social security card before the enrollment can be completed.

New first grade students must be six (6) years old by July 1. Ages must be verified by a birth certificate and immunization records must be complete before the child can be enrolled.

AFTER SCHOOL PROGRAM

The After School Program is available to students at Carver Elementary School through the YMCA. This is a great program for our families at Carver.

ARRIVAL/DISMISSAL

Students should arrive at school between 7:30 and 8:10 A.M. They should report to the cafeteria if they are eating breakfast. If they are not eating breakfast, they need to report to the gymnasium. At 8:00 students will be released to their classroom. The tardy bell will ring at 8:20.

Monday through Thursday parent pick-up students will leave at 3:20. Bus students will leave at 3:30. **Every Friday, parent pick up students will be dismissed at 2:20. Bus students will be dismissed at 2:40.** Teachers will use this time for collaboration.

ATTENDANCE

Regular attendance is essential to a student's success in school. Most subjects are taught in sequence, requiring the understanding of each concept in the order of its presentation. Persistent absenteeism creates a genuine hardship for a student and undermines their opportunity for success in school, which is regarded as a very serious problem.

- When a student has been absent, he/she must bring a note explaining the absence and come to the office to check in the day he/she returns to school.
- After four (4) absences, parents will be sent a letter notifying them of the number of absences.
- At seven (7) absences, parents will be sent a letter notifying them of the number of absences and the principal will make a phone call to acquire appropriate information.
- At ten (10) absences, parents will be sent a letter notifying them of the number of absences and the principal will make a phone call to acquire appropriate information. The principal will schedule a parent intervention conference within one week.
- If the response is positive at the conference and the attendance contract is approved, not further action will be necessary.
- If the response is negative or there is no response, a referral to the prosecuting attorney's office will be made, a probable cause affidavit will be completed and a notice to the parent of the referral to the Children's Division and Juvenile Office will be sent. Charges could be filed, action could be taken and court appearances could result followed by court intervention and possible removal of child from the home.
- Please see Attendance Policy Flowchart at the back of this handbook for additional information.

AWARDS

Students receive special recognition at school through a variety of awards programs. These awards are intended to promote and recognize academic skills and various aspects of good character. Teachers and parents are expected to promote these awards as an encouragement and incentive towards special effort and achievement by the student.

BIRTHDAYS

Treats must be store-bought and individually packaged. Please call ahead and make arrangements with the teacher. Gum and candy are not permitted. Treats should not be taken on a school bus. Unless the entire class is to be invited to a birthday party, invitations should not be distributed at school. Flowers, balloons, bouquets, etc. should not be sent to school.

CANCELLATION OF SCHOOL

Cancellation of school takes place only during extraordinary circumstances such as extreme weather conditions. The school is aware of the hardship that can be caused by an abrupt cancellation. Therefore, school will not be cancelled unless a significant safety risk has been created by unusual circumstances.

Every practical means is used to notify parents of an impending cancellation, including radio and T.V. KBTN/Neosho (1420) and KFSB/Joplin (1310) will be usually be notified before 6:30 A.M. The following radio and T.V. stations will be notified as time permits:

KSYN	Channel 16
KODE	Channel 12
KOAM	Channel 7

CHANGE OF ADDRESS

It is very important for emergency and administrative reasons that every student maintains an up-to-date address record (including telephone number) at the school office. Notify the school immediately if you have a change of address during the school year.

COMMUNICATIONS / NEWSLETTER

A newsletter containing items of interest to students and parents will be distributed periodically throughout the school year. The newsletter will feature at least one presentation concerning a major facet of the school program, special projects of classrooms, items of special interest to students, and it will include monthly and timely information. Teachers will also send weekly newsletters home to parents to keep them informed about the week's events.

Students in each classroom will be bringing a weekly/daily folder home with the students' work. Parents will need to look over their child's work and return the folder to school the next day.

DISCIPLINE

Students who are written up by a teacher will be required to take the referral form home for a parent signature. After 3 referrals, students are assigned to PASS (in-school detention) at Neosho Middle School for 3 days. If students receive more than 3 referrals, the principal will determine how many days of PASS the student will receive.

DUE PROCESS

A student has the right to:

- * An explanation of the charges against him/her
- * An opportunity to present his/her side of the case
- * An opportunity to appeal as provided by school policy or state law

EMERGENCY DRILLS

Fire and tornado drills are conducted once each quarter, while earthquake drills are conducted once a year. Intruder on campus drills are also held twice a year. Detail escape plans are posted inside the door of each classroom.

During the tornado drills each classroom goes to a designated area within the building and students kneel with heads covered and faces toward a wall. For fire drills and each class has an escape route to an outside area, which is a safe distance from the building.

EMERGENCY INFORMATION

In case of an emergency, each student is required to have on file at the school office the following information:

1. Parent(s) or guardian(s) name(s)
2. Complete up-to-date address
3. Home phone and parent(s) work phone
4. Emergency phone number of a friend or relative
5. Physician's name and phone
6. Medical alert information

FIELD TRIPS

Field trips are scheduled throughout the school year. The trips are designed to supplement different aspects of the curriculum and to introduce students to the resources of the area. Parents are asked to sign a permission form to allow their child to attend all field trips for the year. We will always send notice of field trips well in advance of the scheduled trip date.

GOING HOME WITH A FRIEND

If a child is going home with a friend, the parent or guardian must call or send a note approving the visit. We will not allow students to go home with each other without notification from the parent or guardian.

Student misconduct on the bus will be dealt with as provided in the "STANDARDS OF PUPIL CONDUCT". Misconduct beyond the domain of the driver will be reported to the principal. Upon prior approval of the principal, drivers may refuse to pick up students who have been serious discipline problems.

HARASSMENT

Bullying, threats, or harassment in any form will not be tolerated.

HOMEWORK AND MAKE-UP WORK

Homework is important. It is an extension of the learning that takes place in school. Homework also gives parents the opportunity to take an active role in the child's education. Students should be provided a quiet place to work at home and parents should see that assignments are completed in an acceptable manner.

Each student is expected to make up the work, which has been missed during absences from school. As a general rule, a student will be given one day to make up the work for

each day he/she is absent-not to exceed one week. For extended absences, more time may be allowed for completion of work if approved by the teacher and principal.

Daily work that is not completed on time will not be accepted after five days unless special arrangements are made with the teacher. Students will receive zeros for the missing assignments.

HOURS

Office 7:30 - 4:00

ILLNESS OR INJURY

In case of illness or injury, the school nurse or a member of the school staff will care for a child temporarily. School personnel will render first aid only. If emergency medical treatment is necessary, the parents will be contacted. It is extremely important that an emergency phone number where parents can be reached and the name and number of the student's family doctor are on file at the school.

IMMUNIZATIONS AND VACCINATIONS

Unless legally exempt, students attending our school shall be immunized against polio, diphtheria, rubella, mumps, tetanus, as well as hepatitis B, which is mandated by the Missouri Division of Health according to age and grade. All students must be in compliance before they enter school.

ITEMS THAT SHOULD NOT BE BROUGHT TO SCHOOL

No weapon, toy weapon, anything that looks like a weapon or anything that could be used as a weapon should be brought to school.

Playground equipment or toys should not be brought to school.

Radios, tape players, electronics, etc. are not permitted at school.

Glass jars should not be brought to school. If students wish to share insects or other creatures, they should be brought in unbreakable containers.

Pets and other animals should not be brought to school unless arrangements have been made ahead of time and the teacher and principal have given approval.

LICE

If it is discovered that your child has lice, you will be called to pick up the child. Before being readmitted to school or allowed to ride the bus, the child must be cleared by the school nurse.

LUNCH/BREAKFAST/MILK PRICES

	Breakfast	Lunch	
Full Price	\$1.00	\$1.65	
Reduced	\$.30	\$.40	
Adult	\$1.20	\$2.50	Milk-\$.35

LUNCH HOURS

12:10-12:40 Kindergarten

11:00-11:20 First grade

11:20-11:40 Second grade

11:40-12:00 Third grade

12:00-12:20 Fourth grade

LUNCHROOM PROCEDURES

All meals should be paid in advance. Parents need to send money in an envelope with the student's first and last name and the teacher's name. Instruct your child to put money envelopes in the mailboxes in the cafeteria. Teachers will take lunch count electronically by 8:30 each morning.

- Students enter the lunchroom without talking.
- The last 5 minutes are designated as a period of no talking while the classes finish their meals.
- Students are expected to follow all lunchroom rules.
- Teachers of each lunch period may work out a rotation plan that is agreeable to the group.
- Proceed to the cafeteria promptly according to the schedule.
- Discuss and insist on adherence to lunchroom rules.
- Students may return trays and deposit trash when so directed by supervisor.
- Teachers escort their students to lunch and monitor until they are through the lunch serving line.
- In cafeteria, students who are disruptive, uncooperative, etc. may be assigned to another table in the cafeteria for the remainder of the lunch period.
- Students who continually exhibit poor behavior may forfeit recess privilege and have parents contacted.
- Supervision for lunch and recess will be provided by the Carver staff.

PARENT –TEACHER CONFERENCES

Parent-teacher conferences occur at the end of the first quarter for the parents of all students enrolled in our school. Conferences are also held at the end of the third quarter at the teacher or parent's request. These conference times, if spent wisely, can be very valuable to the overall educational program.

It is not necessary to wait for the regular conference time if a parent or teacher has a special concern. Parent conferences are encouraged and can be arranged at any time during the school year.

PLAYGROUND GUIDELINES AND PROCEDURES

1. Play in areas designated according to posted schedule or as directed by supervisor.
2. Do not run up the slides.
3. Do not kick balls on the playground in such a manner that would cause them to roll beyond the boundaries of the playground.
4. Do not jump or run through swings or any structures or play equipment on the playground.
5. Do not behave irresponsibly on equipment.
6. Do not run through boxed impact-areas where play equipment is placed.
7. Fighting, profanity, using obscene gestures, arguing, etc., are not allowed.
8. Do not leave the playground without permission.
9. Line up immediately when the whistle is blown.
10. Stand quietly in line.
11. Keep hands and feet to self.
12. At the end of recess, line up immediately at the designated place when the supervisor blows the whistle.
13. The person with the ball/equipment should hold it and stop play IMMEDIATELY when the end of recess is announced (whistle).

PLAYGROUND GUIDELINES AND RULES

Due to security concerns, parents are not allowed on the playground during scheduled recess times, however parents are welcome to eat lunch with their children in the cafeteria.

In an effort to minimize disruptive behavior on the playground, minimal numbers of students will be scheduled at any one time for recess.

The following general rules and guidelines should be followed to promote a peaceful and enjoyable playground:

1. If for some reason a teacher can't make their playground duty assignment, another teacher or staff member will take the assigned duty or notify the principal.
2. Teachers on playground duty will circulate throughout their assigned area and not visit with other teachers who are on duty at the same time.
3. It is a general rule that students will not go out to recess if the temperature is below 32 degrees. The office will make an announcement when students are not to go out unless it is obvious (raining, very cold, etc.). If an announcement has not been made and you have some doubt whether the students should go out, call the office.
4. Each classroom teacher should escort her class to the outside door when the students are going to recess. Each teacher should also meet her class at the outside door when the children re-enter the building from recess.
5. Footballs, baseballs, softballs, and bats are not allowed on the playground. Lightweight plastic bats and wiffle balls are permitted. No wrestling, kickback, karate, or any other aggressive type behavior will be allowed even if it is being done in a playful manner.

PROMOTION AND RETENTION

Students who have not made satisfactory progress and who have not met established standards might be retained. It is the responsibility of the professional staff to explore different avenues for helping students experiencing difficulties in their studies. Teachers will communicate with the parents to obtain their input and support. If such effort proves to be ineffective, the student will be considered for retention.

P.T.O

The Carver Elementary PTO will be highly involved in improving our school. All parents are urged to become members and to actively participate. Meetings will be scheduled monthly and will be announced several days in advance.

Each year the PTO will hold activities, which will bring the school and community closer together, as well as raise funds for important purchases at the school. With the help of all parents, these projects can be very successful. Volunteering at Carver School is encouraged. Please contact the school office if interested.

SCHOOL BUS SAFETY

The following rules have been established in order to ensure the safety of all students who ride buses:

1. To be at the pick-up point to meet the bus.
2. To observe the loading and unloading procedures.
3. To remain seated while the bus is moving.
4. To keep the noise level down.
5. To keep head, arms, and hands inside the bus.
6. To help keep the bus clean.
7. To be considerate of others.
8. To obey the instruction of the driver.
9. To return home on the assigned bus and get off the bus at the regular delivery point, except with written parental approval to do otherwise.

Students riding a bus should obey the rules established by the Neosho R5 Department of Transportation. Please read through the rules with your child so he/she understands what is expected.

No child will be permitted to ride a bus other than his/her assigned bus unless he/she has obtained a bus pass. This pass is issued only when the parent notifies the school, by note or telephone call. **If your child is not to ride the assigned bus or if there is a change in the daily routine, please send a note or call the office. Without notification from the parent or guardian, the child will be placed on the assigned bus.**

If a child misses the bus in the evening, he/she should report to the office until proper arrangements are made for transporting the child home.

The Director of Transportation is responsible for the operation and supervision of the transportation system. Bus routes and stops are planned and established by the Director.

Students who reside less than one (1) mile from the school shall be ineligible for transportation services. Should you have questions concerning transportation policies or procedures, please call the Director at 451-8699.

Students and parents are encouraged to notify the school immediately of any safety hazards, which they have observed during bus operation.

SCHOOL HYGIENE AND DRESS CODE

It is recognized that students generally conduct themselves in a manner similar to the way in which they dress and groom. Shorts (whether worn by boys or girls) and skirts should have a minimum length of mid-thigh. Pants or shirts with holes are not acceptable, nor are shirts or blouses that show any part of the stomach, chest or back. Summer shirts should have at least a 2" strap and should cover the midriff. Students should wear comfortable, appropriate clothing each day. Students should not wear clothing that is disruptive, suggestive, or objectionable in any way. They should not have writing that is inappropriate for school.

On Physical Education (PE) class days, students should wear clothing and footwear that are appropriate for the season and suitable for the activities in which they will be participating.

Students dress and grooming or hair color determined to be disruptive, indecent, or a threat to health and safety shall be deemed inappropriate. All students shall be expected to exercise acceptable standards of personal hygiene.

SCHOOL PICTURES

Individual student pictures will be taken sometime during the early fall and spring. There are various packages available for parents to purchase.

SEARCHES BY SCHOOL PERSONNEL

School lockers and desks are the property of the Board of Education and are provided for the convenience of students, and as such, are subject to periodic inspection without notice, without student consent, and without a search warrant. The lockers and desks may be searched by school administrators or staff who have a reasonable suspicion that the lockers or desks contain drugs, alcohol, material of a disruptive nature, stolen properties, weapons, items posing a danger to the health or safety of students and school employees, or evidence of a violation of school policy.

Students or student property may be searched based on reasonable suspicion of a violation of District rules, policy or state law. Reasonable suspicion must be based on facts know to the administration, credible information provided or reasonable inference drawn from such facts or information. The privacy and dignity of students shall be respected. Searches shall be carried out in the presence of adult witnesses, if such witnesses are available. Students may be asked to empty pockets, remove jackets, coats, shoes and other articles of exterior clothing for examination if reasonable under the circumstances.

Law enforcement officials shall be contacted if the search produces a controlled substance, drug paraphernalia, weapons, stolen goods or evidence of a crime in any case

involving a violation of law when a student refuses to allow a search, or where the search cannot safely be conducted. Parents may also be contacted. A student who refuses to submit to a search may be appropriately disciplined by school officials.

SUBSTITUTE TEACHERS

Every student will periodically be taught by a substitute. Students are expected to be extra courteous and helpful to the substitute. Any misconduct in the classroom will be dealt with immediately.

Our school uses only highly skilled professionals as substitute teachers. Parents need not be concerned about the presence of a substitute in their child's class.

TARDINESS

Prompt arrival at school is expected of all students. Late arrival disrupts class and causes loss of instructional time. Any student who arrives at school after 8:20 A.M. is considered tardy.

- The tardy bell will ring at 8:20. Any student coming in after 8:20 will be counted tardy.
- When a student accumulates 3 tardies, a warning note from the office will be sent home and signed by parents to be returned to the office the next day.
- When a student reaches 4 tardies they will be assigned to after school detention (3:30-4:30) the next available day.
- Once 4 tardies have been reached, the student will be assigned to after school detention for each tardy thereafter.
- Parents are responsible for transportation home from after school detention.
- A missed after school detention will result in further in-school suspensions or assignment to further detentions.
- For the purpose of this policy, a tardy is defined as coming to school late or leaving school early.

TELEPHONE

The office telephone is a business phone and is only to be used by students in an emergency. Students are not allowed to use the phone to make personal arrangements, such as requesting to go home with another student after school.

TOBACCO, DRUGS AND ALCOHOL

Use or possession of drugs or alcohol is not permitted in the Neosho School District. These restrictions are in compliance with state and federal laws. Furthermore, the school believes that these practices are injurious to the health of the student. Failure to observe these regulations will result in suspension by the principal, with the approval of the superintendent, or expulsion by the school board. Student use or possession of tobacco products on the school grounds will result in disciplinary action.

VISITORS

Parents are welcome and encouraged to visit the school however, all visitors are required to report to the school office upon entering the building through the front doors. All other doors remain locked throughout the day. Our intent is to keep your children safe, not inconvenience you.

WATCHDOGS

Carver School has a very active Watchdogs (Dads of Great Students) program. All dads/granddads/step dads/significant males are welcome to become a watchdog and spend a day at Carver School helping in a variety of ways. Please contact the school for further information.

WEBSITE

The Neosho R5 School District's website is www.neosho.k12.mo.us. Please take a look and see all the information available to you.

Policy and Regulation Addendum to Student/Parent Handbook

A copy of the School District Board Policy Manual is located on the Neosho R5 website. Go to the heading "R-V Information" and locate the school board information. School district employees and patrons are encouraged to read the board policies. A hard copy of the School Board Policy Manual is also available in the Superintendent's office at 511 Neosho Blvd.

Discipline and Behavioral Expectations

Discipline

The District has the authority to control student conduct which is prejudicial to good order and discipline in the schools as provided by state law. School officials are authorized to hold students accountable for misconduct in school, on school property, during school-sponsored activities and for conduct away from school or in nonschool activities which affect school discipline.

Discipline

Behavioral Expectations

All students attending school in District schools will be expected to accept the obligation and responsibility to attend school on a regular basis and to comply with the District's discipline code set forth in Regulation 2610. Those students who choose not to fulfill their responsibilities at school will be held accountable for their conduct. Consequences for individual acts of misconduct are calculated to discipline the student, to deter future misconduct, and to provide a safe and positive environment in which students can maximize their learning potential.

Safety, Security and Communications

School Bus Safety

Safe transportation of students shall be the paramount obligation of the transportation staff. All procedures and rules developed by the administration shall be governed by this requirement. State and local laws pertaining to the operation of buses and vehicles used to transport students will be observed by drivers, students and staff.

Discipline

Corporal Punishment: Authorized

Corporal punishment should be used only after other methods have failed and when there is reason to believe it will be helpful in maintaining discipline or in the development of the student's character and power of self-control.

All instances of corporal punishment shall be witnessed by at least one other adult member of the school staff and will only be administered by a principal or other District administrator.

Discrimination and Harassment

Equal Opportunity Civil Rights, Title IX, Section 504

This Regulation outlines the responsibilities of Title IX and Section 504 Coordinators and provides mechanisms for the resolution of grievances/complaints by employees, patrons and/or students relating to discrimination based on sex under Title IX or disability under Section 504. For appeal procedures relating to the identification, evaluation or placement of students under Section 504, see Regulation 2110 - Equal Education Opportunity.'

Staff Welfare Sexual Harassment

The Board of Education is committed to maintaining a work environment for its employees that is free from sexual harassment. Furthermore, the Board of Education strongly believes that no person in the School District shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity.

Discipline Drug-Free Schools

Pursuant to requirements of the 1989 amendments of the Drug-Free Schools and Communities Act and to the requirements of the Safe Schools Act, and for the purpose of preventing the use of illicit drugs and alcohol by students, the District shall provide age-appropriate, developmentally based drug and alcohol education and prevention programs to all students from early childhood level through grade twelve (12). (See also Policy 6130 - Drug Education.) Such programs will address the legal, social and health consequences of drug and alcohol use, and provide information about effective techniques for resisting peer pressure to use illicit drugs or alcohol.

The District shall provide information about any drug and alcohol counseling and rehabilitation and re-entry programs that are available to students. Students may be required to participate in such programs in order to avoid suspension or expulsion if they are found to be in violation of this policy. All parents/guardians and students shall annually be provided with a copy of this policy. The District certifies that it has adopted and implemented the drug prevention program described in this policy in the form required by the Department of Elementary and Secondary Education or the United States Department of Education. The District conducts a biennial review of such program to determine its effectiveness, to implement necessary changes and to ensure that the disciplinary sanctions are consistently enforced.

Insurance

Student Services Student Accident Insurance

The Board of Education will provide the opportunity for parents/guardians, students and others to purchase student accident insurance on an annual basis. Each year the Administration will choose a provider offering group rates and will make the information available to District families.

Participation in any group plan is optional and arrangements for participation are the responsibility of the parents/guardians or students. However, all students are required to have insurance coverage before they are allowed to practice or compete in interscholastic athletics, cheerleading, pom pom squads and similar groups.

Pledge of Allegiance

Nondiscrimination and Student Rights

Pledge of Allegiance

Schools shall ensure that the Pledge of Allegiance is recited in at least one scheduled class of every student no less than once a week.

No student shall be required to recite the Pledge of Allegiance.

Instruction

Textbook Usage - Students

At the beginning of each term, or semester as applicable, students are to be informed by each teacher of the school's expectations of responsibility for school property and the need for care and return of books. A constructive and educational approach to the students is desirable, including a discussion of reasons for treating books with respect, caring for them, using them wisely, and returning them in good condition. Penalties for lost or damaged books are to be outlined.

STUDENTS

Discipline

Bullying

The District is committed to maintaining a learning and working environment free of any form of bullying or intimidation by students toward District personnel or students on school grounds, during school time, at a school-sponsored activity or in a school-related context. Bullying is the ongoing or repetitive intentional action by an individual, or group of individuals, to inflict physical, emotional or mental suffering on another individual or group of individuals.

Bullying occurs when a student:

- Communicates with another the intent to intimidate, or to inflict physical, emotional, or mental harm without legitimate purpose by any means including telephone, written communications or electronic communications, or
- Physically contacts another person with the intent to intimidate or to inflict physical, emotional, or mental harm without legitimate purpose. Physical contact does not require physical touching, although it may be included.

Individual buildings have set procedures for reporting incidents of bullying.

Students who are found to have violated this policy may be subject to consequences determined by administration. (See Board Regulation 2655)

Bullying-For purposes of this policy, bullying is defined as 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, extortion, or threats; or threats of retaliation for reporting such ascts. Bullying may also include cyberbullying or cyberthreats. Cyberbullying is sending or posting harmful or cruel text or images using the Internet or other digital communication devices. Cyberthreats are online materials that threaten or raise concerns about violence against others, suicide or self-harm.

A weapon is defined to mean one or more of the following:

1. A firearm as defined in 18 U.S.C. § 921.
2. A blackjack, concealable firearm, firearm, firearm silencer, explosive weapon, gas gun, knife, knuckles machine gun, projectile weapon, rifle, shotgun, spring gun, switchblade knife, as these terms are defined in § 571.010, RSMo.
3. A dangerous weapon as defined in 18 U.S.C. § 930(g)(2).
4. All knives and any other instrument or device used or designed to be used to threaten or assault, whether for attack or defense.
5. Any object designed to look like or imitate a device as described in 1-4.

Pursuant to the Missouri Safe Schools Act and the federal Gun-Free Schools Act of 1994, any student who brings or possesses a weapon as defined in #1 or #2 above on school property will be suspended from school for at least one (1) calendar year or expelled and will be referred to the appropriated legal authorities. The suspension or expulsion may be modified on a case-by-case basis upon recommendation by the superintendent to the Board of Education. Students who bring or possess weapons as defined in #3, #4, and #5 and not otherwise included in #1 and #2, will also be subject to suspension and/or expulsion from school and may be referred to the appropriate legal authorities.

School Violence Hotline Number-1-866-748-7047

Regulation

Bullying – The ongoing or repetitive intentional intimidation or infliction of physical, emotional, or mental harm.

First Offense: After-School Detention or Saturday Detention – up to 4 hours

Second Offense: In-School Suspension – 3-5 days minimum

Third Offense: Out-of-School Suspension – 3-10 days

Subsequent Offenses: Out-of-School Suspension – 3-10 days with referral to superintendent

The administrator may adjust the consequence for elementary school students based on the facts in each case.