

ACADEMICS REQUIREMENTS

MINIMUM GRADUATION REQUIREMENTS

English.....	4 credits
Social Studies**	3 credits
Science.....	3 credits
Math	3 credits
Physical Education	1.5 credits
Health5 credits
Personal Finance.....	.5 credit
Speech5 credit
Fine Art.....	1 credit
Practical Art.....	1 credit
Electives***	6.5 credits
Total.....	25 credits

Class rank is calculated by weighted GPA not total points. All classes taken including summer school will count towards rank.

Grade point average is calculated on credits attempted.

For a more detailed explanation, please contact your child's counselor.

**Must include American History, Government and Modern World History.

***All students are required to pass a test on the U.S. and Missouri Constitution and take 4 End of Course exams prior to graduation.

GRADING

The following scale is used when determining points for each semester grade entered onto a student's transcript:

With

Letter Grade Number of Points Accelerated Bonus Pts. ADV Bonus Pts.

A	12	14	16
A-	11	13	15
B+	10	12	14
B	9	11	13
B-	8	10	12
C+	7	7	7
C	6	6	6
C-	5	5	5
D+	4	4	4
D	3	3	3
D-	2	2	2
F	0	0	0

GRADING and CAT TIME

Determining Grades and Grade Cycle	Neosho High School operates on the grading scale similar to colleges. The grade that a student earns and is reported to the parents would be the grade if the semester ended that day. At the end of nine weeks, the grades do not “ start over ” but are a continuation of the previous work completed.
Distribution of grades to students	Progress reports will be given at mid-quarter to students (approximately every 4 ½ weeks).

CAT TIME ASSIGNMENTS

Definition of “CAT” Time	CAT time is 25 minutes Monday thru Thursday that is built into your child’s schedule. During this time your child will be assigned to one of four academic interventions. This assignment will change approximately every 4 ½ weeks.
Process for assigning students to CAT time.	Based upon the grades reported, CAT time assignments are made. CAT time is a time where students are assigned a location based upon grades figured every 4 ½ weeks.
Criteria for each CAT time assignment	<ul style="list-style-type: none"> ○ REACH/Tutoring—Students that seem to be struggling the most academically (have 2 or more F’s or a combination of 4 D’s and F’s) will be placed with a mentor teacher. The mentor teacher and student will work together to attempt to improve the grades of the students. Students are only allowed to work on school homework and are not allowed to work in small groups. They are expected to have with them everyday their supplies and books from ALL classes they are failing. ○ Tutoring—students that need assistance in one particular subject will be assigned their teacher in that subject OR another teacher within the same department. Students will be placed in a tutoring session based on their lowest grade. ○ Study Hall—students are given extra study time. ○ Rewards—students are given extra privileges for good grades. The following criteria are set: All students in reward time will be REQUIRED to meet in the cafeteria and remain there during the entire time. <ul style="list-style-type: none"> ❖ Freshman with all A’s will be allowed to have reward time every Wednesday. (On the other days, the students will be in a study hall setting) ❖ Sophomores with all A’s and B’s (no B-’s) reward times is every day where they can join their friends for study time or social time in the cafeteria. ❖ Juniors and Seniors with all A’s and B’s. Reward time is every day where they can join their friends for study time or social time in the cafeteria.

Not allowed during CAT time	Students will NOT be allowed to go to the restroom, lockers, office, or nurse during this time. CAT time is designated for academic focus.
Process to work with a teacher OTHER than assigned CAT teacher.	Students that need to work with another teacher must have the permission of both the teacher they need to work with and the teacher that has been assigned as their CAT teacher. A note must be presented to the office and to the CAT time teacher PRIOR to the student missing this CAT time. Teacher's can utilize e-mail to help the student with this process.

ATTENDANCE –Absences

Procedure to return to school after being absent for an entire day (s) of school	<p>After a student has missed school, one of two procedures need to be followed:</p> <ol style="list-style-type: none"> 1) Phone the high school office 451-8670. When prompted you will press * (star). 2) Send a note with your child they day the return from missing school.
Information needed on notes from parents	<p>Please include in every phone call or note to report an absence:</p> <p>Students first and last name Parents name and relationship to the student Phone number we can reach the parent if needed to verify the absence Students Grade Reason for student missing school.</p>
Forgot note day of return	If a student's absence is not verified within 24 hours after their return to school, he/she could be referred for truancy and receive disciplinary consequences.
Criteria for determining absence or tardy.	Any time a student misses 10 minutes or more of a class, they are considered absent. This will be recorded as one of their 10 allowable absences.
Arriving late or leaving school early.	It is a REQUIREMENT THAT STUDENTS stop by the office when entering or leaving school and receives a pass to leave the building OR to return to class. This should happen IMMEDIATELY upon the student's return to campus or prior to the student leaving.

<p>Procedure when checking in late or checking out early</p>	<ul style="list-style-type: none"> • Present a note from a parent/guardian • Parent may call to give the school permission to release them • Parents or designees (only those on the approved list provided by the parent in August) can check them out from the high school office. <p>Student will be given an admit to release them from the building or allow them to report to class.</p>
<p>Number of absences allowed per semester</p> <p>Exempt reasons for missing class.</p>	<p>Each student is allowed to miss a class 10 times.</p> <p>Seniors (and ONLY seniors) are allowed two college days per YEAR that does NOT go into the 10 allowable absences. In order for these college visits to NOT count against them, they must present a letter on college letterhead to the office upon their return.</p> <p>School activities (when a child is traveling with a member of the school staff on a district/school sponsored event)</p>
<p>Loss of credit due to absences</p>	<p>Please refer to the flow chart immediately following this page.</p>
<p>School activities and excessive absences</p>	<p>Once a student has missed 10 days of school, the student should be unable to attend any school activity during the school day that requires them to miss class.</p>

TARDIES

<p>Procedure for being admitted when a student is late for class</p>	<p>After the tardy bell rings, any student not in a classroom will report to the High School office (or area designated at a later date) to pick up a pass in order to enter their class.</p> <p>When the student picks up a tardy pass, the date and class in which the student was tardy for is entered into their personal account. Six (6) tardies are permitted per semester (that is a total for all classes NOT 6 in each class)</p>
<p>Consequences of tardies</p>	<p>When the student receives their 7th tardy, the student will be assigned a date for after school detention.</p> <p>Each additional tardy will result in additional consequences. Please check the discipline section of this handbook for more specific details.</p>

Tardy Defined	A tardy is when a student is not in the classroom when the bell rings. Some teachers require students to be seated and ready to begin working or they are considered tardy. Teachers will go over their policy in their syllabus. The teachers' individual tardy policy is the tardy policy that the student should follow to avoid disciplinary referral in that class.
Beginning of the school day tardy defined:	<p>If a student arrives to school late and they are less than 10 minutes late to class, they are considered tardy and will receive a tardy note to class.</p> <p>If a student is returning to school before 8:05 and has a note from a doctor, dentist, or judge, the tardy is NOT recorded as one of the six they receive. However, any other note (including notes from a parent in regards to oversleeping, car trouble, etc.) will be recorded as a tardy and will be included in determining ASD if six tardies are exceeded.</p>

STUDENT DRIVING AND PARKING

Parking on the campus of Neosho High School is a **privilege not a right**. Students are expected to adhere to safe and cautious driving practices as well as following school policy on parking on campus.

Students are responsible to adhere to the list of expectations for driving to N.H.S.

- Student must park in their assigned section. Each class has been designated a section of the parking that is available. Parking in that section is first come/first served.
- The hang tag that is given to you may or may not have a number on it. This number is only for OFFICE USE and is NOT an assigned spot. You are allowed to park in any spot in your ASSIGNED section. This hang tag MUST be displayed at all times. NO EXCEPTIONS.
- Students MUST park on campus. They are not allowed to park across the boulevard or on any other private business property.
- Students are NOT to park in front of the school either close to the building or facing the boulevard.
- Students that will be leaving school early for any reason need to leave their car in their assigned parking spot. Please do not move your car along Hill Street, in front of the gym, or the main building. The student's coach/sponsor will help him/her get to his/her vehicle safely if they arrive back to Neosho after dark.
- Students must drive carefully. With the number of cars that exit the parking lot each day, the slightest amount of careless driving could result in an accident. Any student that is observed squealing tires, driving recklessly, speeding, etc. will result in a loss of driving privileges. In addition, a traffic ticket will be issued by the School Resource officer and the City of Neosho.
- Only one parking tag per student will be issued. That parking tag must be returned to the high school office prior to the student's last day of classes. If a parking tag is NOT returned, the **student will be charged \$10.00** and grades will be held until the amount is paid or the tag is returned.
- Student must keep registration current in the high school office. If a student drives a different car other than those listed on the initial vehicle registration card, they must report this to the high school office. If a student is only driving a car not listed on the card for a day (or two), there is no need to inform the office. However, the HANG TAG must be displayed from the rearview mirror.
- Student's cars parked on school property are subject to be searched by school personnel upon reasonable suspicion.

<p>Assignment of parking locations</p>	<p>Seniors: Main Lot –that is the lot directly across the street from the atrium (gym lobby). This includes the parking spots that run parallel to the practice field Upper Lot—This lot is reserved for students in cadet teaching and part time attendance.</p> <p>Juniors and Sophomores: On the new black top directly behind the visitor’s bleachers. Juniors and Sophomores MUST park in that lot.</p>
<p>Locations that are off limits for student parking anytime</p>	<ul style="list-style-type: none"> ▪ Grass area along Boulevard by the tennis courts ▪ Front or sides of the building ▪ Front of the gymnasium or along hill street ▪ Press box ▪ Area between the baseball and football fields ▪ Storage building area ▪ Behind the building ▪ Vocational Building (Ag Building) ▪ Tennis courts
<p>Consequences for parking/driving violations</p>	<p>No hang tag displayed, not parking in the appropriate assigned section, parking in any of the areas listed above, or any other parking infraction:</p> <p>1st offense Warning 2nd offense 1 After School Detention 3rd offense 2 After School Detentions and loss of driving privileges for 10 days 4th offense Saturday School and loss of driving privileges for 20 days. 5th offense Loss of driving privileges for rest of semester.</p> <p>Reckless driving (either causing injury or property damage or not) or leaving the scene of an accident:</p> <p>Loss of driving privileges a minimum of 30 days and a ticket for traffic offense as defined in city ordinances.</p>
<p>Going to car during the day.</p>	<p>Students are NOT allowed to go to their cars during the school day at ANY TIME unless it is an emergency and they have stopped by the high school office and obtained a parking lot pass. Students found in the parking lot during the day without a note from the office will receive disciplinary consequences for truancy (as they were out of class/the building without permission from the office).</p>

APPROPRIATE DRESS AND PERSONAL APPEARANCE

<p>Rationale for Dress Code</p>	<p>Acceptable dress at school should mirror dress at a place of employment and must not present health or safety hazards, be indecent, disruptive, distracting, or inappropriate for the classroom. All aspects of dress and personal appearance are extremely important in developing the best atmosphere for educational attainment. The staff and faculty have the authority to make decisions on dress code based on the following guidelines. However, anything that is considered to interrupt the educational process of the student will not be allowed.</p>
<p>Dress Code Guidelines</p>	<p>No head coverings in the building during the school day.</p> <p>No clothes that advertise or display the following:</p> <ul style="list-style-type: none"> ○ alcohol, drugs or tobacco ○ nudity or improper language ○ ethnically derogatory messages ○ double meaning slogans or sayings that can be interpreted to be inappropriate <p>All pants should be free of any holes:</p> <ul style="list-style-type: none"> ○ If a student is found to be in violation of this rule, the office will provide an iron on patch for the student to place over the hole or rip. If the student does NOT wish to have the patch ironed on, they can either change clothes or receive permission from a parent to go home and change (see additional explanation in next section) <p>All shirts/tops/dresses must have a sleeve. The following are <u>NOT</u> acceptable:</p> <ul style="list-style-type: none"> ○ Halter tops or spaghetti-strap tops ○ transparent shirts/blouses (even if worn as a covering especially if the shirt underneath is also in violation) ○ lingerie or lingerie-look outer attire ○ backless apparel ○ Items that fail to conform to accepted standards of modesty and good taste. ○ Shirts must be worn so that no cleavage is showing at all. Although the shirt may have been high enough prior to school, many materials used to make the shirts today are “stretchy” making it very difficult to maintain their shape. <ul style="list-style-type: none"> ○ All shirts must have enough length to extend beyond the waist line of pants/shorts at all times.

	<p>Shorts, pants, dresses, skirts need to be no shorter than 3” above the knee.</p> <ul style="list-style-type: none"> ○ Leggings should not be worn to provide a three inch basis. The shorts/skirt that is worn with the leggings is to meet the 3” criteria. ○ Skirts should not have excessive slits in them. Discretion will be used to see if the skirt is inappropriate for school. ○ All pants/shorts must set naturally at the waist-- Cannot sag excessively <p>No unnatural hair coloring (fuchsia, green, blue, etc.) This includes “streaks” of color intermingled with the regular color hair OR all of the hair being colored.</p> <p>Any body piercing, other than ear piercing, is NOT allowed. This includes nose, eyebrow, tongue, lip, etc. CLEAR PLASTIC spacers are allowed to be worn in the nose ONLY but needs to sit as close to the nose as possible.</p> <p>No sunglasses and other dark glasses (unless prescription) and/or distracting contact lenses (wild eyes).</p> <p>Articles that are considered to be a danger/threat to others include but are not limited to chains, including chains that connect wallets to belt loops, sharp objects, excessive jewelry, etc.</p> <p>Clothing may not suggest gang association in any manner. No bandanas are allowed anywhere on the student’s body (including tied around waist, wrist, leg, etc.) The perceived association of bandanas to gangs (even if this is not the case) by other students can potentially be a detriment to the student.</p> <p>No trench coats or long jackets are allowed.</p> <p>Shoes must be worn at all times (health code)</p>
<p>Procedure for violation of policy</p>	<p>Call home and have clothing delivered to them OR be excused to go home and change. Please be aware that this will be counted into the number of days they can miss (total of 10).</p> <p>Change into a shirt/clothing provided by the office. If this option is chosen, they will change into the clothing from the office and leave his/her clothing article in the office. At the completion of school, they will return to the office and exchange the clothing.</p> <p>If a student is in violation of the piercing policy, they will be required to place the jewelry in an envelope that will be delivered to the office and can be picked up at the end of the school day.</p>

ELECTRONIC DEVICES AND/OR RECREATIONAL OBJECTS

<p>What devices/objects should not be visible or heard during the school day on campus</p>	<p>Cell phones I-pods and MP3 players (this includes the head phones being visible) DVD players or CD players Digital Cameras Laptop Computers *permission can be obtained for these to be brought to school for class purposes. Check with the office. Roller blades or Shoes with wheels in them Skateboards</p>
<p>Procedures for enforcement</p> <p>Lost/Stolen Items</p>	<p>Students seen with these items out of their bag, purse, etc. or using them to text/call or refer to the phone in any way anytime they are <u>inside or outside the building</u> from 7:55 to 3:10, the item will be confiscated.</p> <p>It is STRONGLY suggested that students leave these items at home or in their vehicle during the day. Not only is there a possibility that he/she can be in trouble for having one of these devices but there is a HUGE possibility of the item(s) being stolen or lost.</p> <p>Please be aware that the high school will not be responsible or replace any of the items listed above if they are lost or stolen. This includes items taken out of any unlocked lockers. This also includes textbooks and any other personal items that are lost/stolen.</p>
<p>Returning the device to students/parents</p>	<p>The first time the phone/electronic device is confiscated, the student will be allowed to pick up their phone/electronic device.</p> <p>On the second violation, the parent will need to call the office and give the student permission to take the phone with them.</p> <p>On the 3rd and any subsequent violations of the policy (for the same electronic device or for a new one), the parent MUST pick the item up from the office. Students (no matter how much the item may be needed) will NOT receive the device back. The office is open until 3:45 each day and arrangements can be made for the device to be picked up after 3:45. Please refer to the discipline guidelines for additional consequences.</p>
<p>Why is this a rule?</p>	<p>In today's technological society, too many temptations occur when using one of these devices at school. When a student is texting or surfing the internet, they miss instructional opportunities.</p> <p>Additionally, the possibility of cheating greatly increases. Cell phones have been used to bully, "sextext" (including posting pictures from locker rooms, bathrooms, etc.) and harass other students during the day as well.</p>

<p>How can I contact my child during the school day?</p>	<p>If your child has to have their phone with them it should be turned off and a text message would be a great way to communicate with them about something you need after school. Your child can retrieve this information after school hours.</p> <p>In the case of an emergency, a phone is available in the high school office for student use at any time! Students may use this phone between classes, at lunch or with a hall pass and permission from their teacher.</p> <p>Parents can also call and leave messages for their child at anytime. The message will be delivered as soon as the next class begins.</p>
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FOOD & DRINK/LUNCH PERIOD

<p>Can students leave for lunch?</p>	<p>Neosho High School is a CLOSED CAMPUS.</p> <p><u>Students are not allowed to leave the campus for lunch.</u></p>
<p>Can I bring in food from a local restaurant for my child?</p>	<p>Outside food is NOT allowed <u>to be delivered</u> to a student during the school day.</p> <p>However, if a parent would like to eat lunch with their child, they can either purchase a school lunch OR bring food from an outside establishment to the high school office and receive a visitors pass and eat lunch with your child. Parents must be able to stay with the student until their lunch shift ends (25 minutes).</p>
<p>Where can I eat/drink during lunch?</p>	<p>Students must report to the cafeteria OR atrium <u>and remain there the entire lunch period**</u>. Students cannot go back and forth from one to the other. Students will NOT be allowed to gather in hallways or outside the building during lunch. They MUST be inside the building in one of the two defined areas.</p> <p>**Students are allowed to leave the cafeteria to go to the restroom at any time during their 25 minute lunch break. They will need to inform the teacher monitor and will be allowed to use the restroom facilities. They should return directly back to the cafeteria or atrium (where they were allowed to leave)</p>

<p>Where can I eat/drink before school and during passing time?</p>	<p>Students may drink pop and eat only in the assigned areas once they enter into the school building:</p> <p>Cafeteria and the Gym Lobby (Atrium).</p> <p>If a student brings in breakfast from a local restaurant, they can eat this in the building. However, we request that they remain in the atrium or report to the cafeteria to consume their food. They will not be allowed to eat this at their locker or at the hallway benches.</p>
<p>What about drinks?</p>	<p>Water bottles ARE allowed during the school day. However, drinks in plastic/paper cups from outside <i>are NOT permitted.</i> This is for the safety of the students as some students in the past have utilized this method to bring inappropriate beverages into the building.</p> <p>Drinks are available for sale during the school day in the gym lobby and outside the cafeteria and along the east wall of the cafeteria. The money collected from these machines is put into the student council fund and are used for special projects (like the electronic sign out in front of the school).</p>
<p>When can I purchase drinks and food from the snack machines?</p>	<p>Due to federal regulations, snack machines are not to be accessible to students during the day.</p> <p>Only non-sugared (diet) carbonated drinks and Gatorade are allowed to be sold but should not be purchased during the school day as there is not enough time between classes to consume them.</p> <p>Only water should be allowed in the classrooms and can be purchased during passing time.</p> <p>All soda/water machines can be accessed during lunch but must be consumed prior to leaving the atrium or cafeteria to return to class.</p>
<p>What if I lose money in one of the machines?</p>	<p>Do NOT hit or shake the machines. You will be responsible for any damaged caused if you do this. Report to the high school office and provide them with your name and item amount. They will contact the company for a refund. However, refunds are NOT guaranteed and students should use the machines at their own risk!</p>

In the event that the use of these machines start being abused, the machines will be shut off for a time deemed appropriate by the administration.

LOCKERS

<p>How are lockers assigned?</p>	<p>A locker is assigned to each student for his/her personal use during the school year. Depending upon the locker selected, two people will be assigned to each locker and the school reserves the right to assign three people to the locker if locker space is depleted.</p> <p>Seniors, juniors and some sophomores will have single lockers</p>
<p>Can I change my locker or share with a member of the opposite sex?</p>	<p>Students must obtain permission from the office to change lockers.</p> <p>Boys and girls are not allowed to share lockers.</p>
<p>Can my locker be searched?</p>	<p>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.</p> <p>Lockers and desks may be searched by school administrators or staff <u>who have a reasonable suspicion</u> 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.</p> <p>In addition, the Board of Education authorizes the use of trained dogs to sniff lockers or other school property to assist in the detection of the presence of drugs, explosives, and other contraband.</p>
<p>Additional information on searches</p>	<p>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 known to the administration, credible information provided or reasonable inference drawn from such facts or information. The privacy and dignity of students WILL be respected.</p> <p>Searches of the student shall be carried out in the presence of adult witnesses, when such witnesses are available. Students may be asked to empty pockets, remove jackets, coats, and/or shoes for the examination.</p> <p>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 will be appropriately disciplined from school administration.</p>

	<p>Additionally cars parked on school lots are also subject to searches based on the criteria set in Board Policy.</p>
<p>Can I decorate my locker?</p>	<p>Students can decorate their locker. However, any permanent damage done to the locker will be charged to the student.</p> <p>No tape or contact paper can be placed on the inside or outside of the lockers.</p> <p>Magnets only may be used to hang items inside the lockers.</p> <p>No writing is allowed on the inside or outside of the locker with any type of writing utensil.</p>
<p>Can I have a lock for my locker?</p>	<p>Students are strongly encouraged to have a lock on their locker. Combination locks are available in the principal's office at NO CHARGE to the student. Any item that is stolen out of a locker (textbooks, supplies, etc.) will be the financial responsibility of the student to replace those items.</p> <p>Students may not place personal locks on their locker.</p> <p>If a lock is checked out by a student and is not returned, the student will be charged \$10.00 to replace the lock.</p>
<p>Physical Education Lockers and Locks:</p>	<p>Lockers and locks (when requested) are also assigned for students in Physical Education. <u>It is strongly recommended</u> that students take a lock and locker when taking P.E.</p> <p>All item(s) that are NOT locked in a locker that is stolen or lost will NOT be the responsibility of the school district or teacher. The student is expected to lock up all personal items to avoid theft from occurring.</p>

ALCOHOL, DRUGS AND TOBACCO

Use or possession of alcohol or drugs is not permitted at school. 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, alcohol, drugs, or related paraphernalia on school premises, school transportation, or at school activities is prohibited. Students in violation of this policy will be subject to disciplinary action including confiscation of items, detention, and suspension. School premises include school property bounded on the north by Harmony Street, on the west by Neosho Boulevard, on the east by Veta Street and Oak Ridge Street, and on the south by Walnut Street.

For purposes of this policy, a controlled substance shall include any controlled substance, counterfeit substance or imitation controlled substance as defined in the Narcotic Drug Act, Section 195.010, and RSMo.

DRUG TESTING FOR EXTRA CURRICULAR ACTIVITIES

The Neosho R-5 Athletic Department, in conjunction with the Neosho R-5 School Board, is making the effort to promote the health and safety of all students who are participating in extra-curricular activities. We believe these students are setting an example for all other students in the Neosho R-V School District by refraining from illegal and or performance enhancing drug use or abuse. In order to do this, we have adopted the following policy to supplement and complement all other policies, rules, and regulations of the Neosho R-V School district regarding possession or use of illegal drugs

It is the desire of the Board of Education, administration and staff that every student in the Neosho Public School District refrains from using or possessing illegal drugs.

Participation in school sponsored extra-curricular activities at the Neosho R5 School District is a privilege. The purpose of this policy is to prevent illegal drug use, to educate students as to the serious physical, mental and emotional harm caused by illegal drug use; to alert students with possible substance abuse problems to the potential harms of illegal drug use; to prevent injury, illness and harm as a result of illegal drug use; and to strive with the Neosho R5 School District for an environment free of illegal drug use and abuse. For safety, health, and well being of the student participants in the Neosho R5 School District, this policy will be in effect for all students' grades 8-12. Any student wishing to participate in any activity (even those offered only in the spring) must have a form on file with the Athletic Director at the beginning of the school year to participate. Failure to do this will eliminate the student from participating in ANY activity for the entire school year.

“Extra-curricular activities” are those activities which are recognized by the District, for which grades are not assigned.

PARENT/GUARDIAN PERMISSION FORMS

Students must have a signed permission slip for the following in order to participate in various school related activities:

- √ Technology Student Use Agreement
- √ Permission to Photograph
- √ Field Trip Permission Form
- √ Medical Information Form
- √ Student Handbook Verification Form

The information form that each student is asked to fill out each year has the section for parents to give permission for these items.

STANDARDS OF PUPIL CONDUCT

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 non-school activities which affect school discipline. More information regarding Board Policy 2600 can be found on the R-5 website.

The Excellence in Education Act of 1985 provides for the establishment of a written policy on discipline. This policy spells out the consequences of failure to obey standards set by the Board of Education. Following are acts of misconduct that violate these standards and the consequences of failure to obey standards. Consequences will be determined by building principals in accordance with school guidelines.

DUE PROCESS

A student has the right to:

1. An explanation of the charges against him/her.
2. An opportunity to present his/her side of the case.
3. An opportunity to appeal as provided by school policy or state laws.

Listed in the next section are infractions of school discipline which have been drawn from “Standards of Pupil Conduct.” Penalties to be administered by the building principals **are listed as guidelines to ensure as much fairness and consistency as possible in dealing with our students.** Note that repeated misbehavior results in more severe penalties regardless of whether the referrals are from one teacher or from different teachers. Any infraction of district code of conduct which occurs outside of school but at a school activity may also result in Loss of Privileges.

Please also note that this list is not exclusive or all inclusive. The Administration has discretion to interpret and to modify penalties whenever extenuating circumstances are present or as they see fit. For example, a step one penalty may be repeated if deemed necessary or a step two or three penalty may be used initially if the gravity of the referral should warrant. All serious violations will be reported to authorities and a copy of all referrals will be mailed to parents.

ASD=After School Detention
SDT=Saturday Detention

ISS = In School Suspension
OSS = Out of School Suspension
LOP=Loss of Privilege

For violations of school standards involving students in extra-curricular activities, see the Wildcat Standards Code of Ethics.

After School Detention-

ASD's will begin at 3:20 in Room 25. Students are to bring something to work on and are not allowed to talk, write notes, etc. One break of 3 minutes is allowed if the student wishes to use it.

Saturday School-

Saturdays begin at 8:00 a.m. on assigned dates. Students should report to the main doors (by the flagpole) by 7:55 a.m. Students arriving after 8:00 a.m. (NHS time) will NOT be admitted and are unexcused. Students are dismissed at 12:00 p.m.

In School Suspension-

ISS is held in Room G1 (ROTC Hall). Students are to report to the ISS by 7:55 each day they are assigned.

Students will pick up the rules of the day and a slate board. They will stand and write two copies of the rules. Once this has been completed each day, the student is assigned a seat by the ISS staff.

Students that are removed from ISS will be given an Out of school suspension for at least 2 days (usually the length is the days the student has left in ISS plus one day). Upon returning to school, the student will RETURN to ISS for one or more days to ensure appropriate school behaviors are reinforced before returning back to class.

Out of School Suspension-

If a student receives an out of school suspension, he/she is **NOT allowed to make up the work for a grade**. If the student would like the work to stay up with his/her class, the **student can request this from his/her teacher** but with the understanding that **NO** grades will be given.

Additionally, the time the student is on suspension WILL COUNT as part of the 10 allowable absences per semester.

A student that is assigned out of school suspension IS NOT allowed on school property or to attend school events/activities either on Neosho's campus or any location where a Neosho High School event is being held during the dates he/she has been suspended. This includes any week-end events that are held during the student's suspension.

DISCIPLINE POLICIES

VIOLATIONS AGAINST GOOD ORDER AND PUBLIC DECENCY

Disruptive Conduct & Speech

1 st referral	ASD	1 session
2 nd referral	Saturday School	1 session
3 rd referral	I.S.S	3 days
4 th referral	OSS	3 – 5 days

Cafeteria Misconduct

1st referral	ASD	1 session Students will be required to help in cleaning area of the cafeteria where infraction occurred
2nd referral	Saturday School and Clean	4 hours (1 session)

Disruptive Dress and Grooming (Violation of the School Dress Code)

1 st referral	Required to change	
2 nd referral	ASD and required to change	1 session
3 rd referral	Saturday and required to change	1 session
4 th referral	ISS and required to change	2 to 5 days
5 th referral	OSS and required to change	3 to 5 days

Profanity/Obscenity (on school grounds)

1 st referral	ASD	1 session
2 nd referral	Saturday School	1 session
3 rd referral	ISS	2 to 5 days
4 th referral	OSS	3 to 5 days

Inciting/Initiating a Public Disturbance False Report (Threat to Order)

Giving a statement that is false that leads to misrepresentations of facts that are detrimental to others.

1 st referral	Saturday School	8 hours (2 sessions)
2 nd referral	OSS	3 days
3 rd referral	OSS	10 days

Possession of Obscene/Pornographic Materials

Non-Internet

1 st referral	ASD	2 sessions
2 nd referral	Saturday School	1 session
3 rd referral	ISS	3 – 5 days
4 th referral	OSS	3 - 10 days

Internet

1 st referral	ASD and L.O.P.	2 sessions and 30 days L.O.P.
2 nd referral	OSS and L.O.P.	3 days and 90 days L.O.P.
3 rd referral	OSS	10 days with referral to superintendent

Public Displays of Affection

Students may hold hands ONLY(no hugging or kissing are allowed).

1 st referral	ASD	1 session
2 nd referral	ASD	2 sessions
3 rd referral	Saturday School	1 session
4 th referral	ISS	3-5 days
5th referral	OSS	3-10 days

VIOLATIONS AGAINST SCHOOL OR SCHOOL OFFICIALS

TARDINESS

This is NOT PER TEACHER but per student.
Student is allowed six ALL DAY per semester.

7 th Tardy	ASD	1 session
8 th Tardy	ASD	1 session
9 th Tardy	ASD	2 sessions
10 th Tardy	Saturday School	1 session
11 th Tardy	Saturday School	2 sessions
12 th Tardy	ISS	3 days
13 th Tardy	ISS	5 days minimum
14 th Tardy	OSS	3 days OSS

Lack of Effort

Prior to referral to the office, the teacher should have contacted a parent and discussed the lack of effort. Mandatory tutoring may also be assigned.

1st referral	ASD and teacher contacts the parent.	1 Session
2 nd referral	ASD and principal contacts the parent.	2 sessions
3 rd referral	Saturday and principal contacts parent.	1 session
4 th referral	ISS	3-5 days min.

Truancy (On OR OFF Campus)--Being in a location other than class without permission from a faculty member. Students that provided a forged note will also be disciplined by these guidelines.

1 st referral	ASD	2 Sessions
2 nd referral	Saturday	1 Session
3 rd referral	ISS	3 days
4 th referral	ISS	5 days minimum and parent conference
Additional Referrals	ISS or OSS	3 days minimum OSS and 5 days minimum ISS

Cheating

1 st referral	ASD and parent contact	1 session. Students involved with also receive a zero on the assignment
2 nd referral	ASD and parent contact	2 sessions. Students will receive a zero.

Lying/False Information

1 st referral	ASD and parent contact	1 session
2 nd referral	ASD and parent contact	2 sessions

Missed After School Detention—A student gets ONE reschedule PER semester but must reschedule by 2:30 p.m. of the date they are to serve.

1 st referral	ASD	2 sessions
2 nd referral	Saturday	4 hours (1 session)
3 rd referral	ISS	3 days
4 th referral	ISS	5 days
5 th referral	OSS	3 to 5 days

Missed Saturday School—A student gets ONE reschedule per semester but must reschedule by 7:30 a.m. on the date they are to serve. Parents must call. Please refer to handout given to student at the time of receiving the Saturday session.

1 st referral	ISS	3 days
2 nd referral	ISS	5 days minimum
3 rd referral	OSS	3-5 days

Cellular Phones/Electronic Devices—**CANNOT BE SEEN OR HEARD**

1 st referral	Take item/ASD	1 session and student pick up the item.
2 nd referral	Take item/ASD	2 sessions and PARENT must call to release to student.
3 rd referral	Take item/Saturday	1 session and parent pick up the item
4 th referral	Take item /ISS	3 days and parent pick up the item
5 th referral	Take item/ISS	5 days and parent pick up the item

Defiance/Disrespect to School Personnel—Not doing as instructed.

1 st referral	ASD	2 sessions
2 nd referral	Saturday School	1 session
Additional referrals	ISS/OSS	3-5 days minimum

****Open Defiance is a 10 day Out of School Suspension**

Threats to School Personnel

1 st referral	OSS	10 days with referral to superintendent
2 nd referral	OSS	10 days with referral for long term suspension

Assault on School Personnel

1st referral	OSS	10 days with referral for expulsion and prosecution
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Excessive Referrals

Students receiving 10 or more referrals during a semester.

Over 10 referrals	ISS	Minimum 5 days
Additional referrals	OSS	3 days minimum up to a 10 day suspension and referral to superintendent.

VIOLETIONS AGAINST PERSONS

Scuffling (Pushing, Shoving, Name Calling)

1 st referral	ASD	1 session
2 nd referral	SDT	1 session
3 rd referral	ISS	3-5 days minimum
4 th referral	OSS	3 -5 days.

Fighting

- ❖ **Both Students actively engaged in the fight. Does not matter who started it.**

1 st referral	OSS	3 days
2 nd referral	OSS	10 days OSS Minimum.
3 rd referral	OSS	10 days referral to superintendent

Physical Assault

- ❖ **Unprovoked-one sided confrontation (body contact). Student is attacked and does NOT retaliate.**
- ❖ **Provoked-student has been provoked through bullying, harassment, etc.**

1 st referral	OSS Police notified	5-10 days with referral to superintendent
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Verbal Assault/Bullying

- ❖ **Placing someone in reasonable apprehension of physical harm by intimidation, terrorizing, defaming, humiliating, teasing, gossiping, etc.**

1 st referral	ISS	3 days minimum
2 nd referral	ISS	5 days minimum
3 rd referral	OSS	3-10 with referral to superintendent.

Sexually Inappropriate Behavior

- ❖ **Feeling, Grabbing, Touching, Sexual Harassment (physical and verbal) Body to Body Contact.**

1 st referral	ISS	3-5 days
2 nd referral	OSS	3-10 days

Extortion

1 st referral	OSS	3 days Minimum
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2 nd referral	OSS	10 Days with referral to the superintendent.
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Stealing and/or Possession of Stolen Property
Proper Authorities will be involved.

1 st referral	ISS/OSS & restitution	3 days minimum
2 nd referral	OSS & restitution	5 days minimum

Gambling

1 st referral	ASD	1 session
2 nd referral	Saturday School	1 session
3 rd referral	ISS	3-5 days

VIOLETIONS AGAINST PROPERTY

Littering

1 st referral	ASD & clean up	1 session
2 nd referral	Saturday School & clean up	1 session
Additional referrals	ISS or OSS	3-10

Tampering

1 st referral	ASD	1 session
2 nd referral	Saturday School	1 session
Additional referrals	ISS and/or OSS	3-10 days

Trespassing

1 st referral	Warning
2 nd referral	Contact Resource office and press charges

Vandalism/Unauthorized Marking and Willful property Damage.

Restitution for damages will be part of the discipline and must be taken care of prior to the end of the school year or grades will be held

1 st referral	ASD & clean up	2 sessions
2 nd referral	Saturday School & clean up	1 session
Additional Referrals	ISS and/or OSS & clean up	3-10 days

VIOLETIONS AGAINST PUBLIC HEALTH AND SAFETY

Non-Alcoholic Beer (Possession and/or use)

1 st	Saturday School,	4 hours
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referral	confiscation and parent contact	(1 session)
2 nd referral	ISS, confiscation and parent contact	3-5 days
3 rd referral	OSS, confiscation, and parent contact	10 days with referral to the Superintendent

Tobacco

Use and/or possession at school or school activity. This will also include Loss or Privileges at principal's discretion. If the student is under 18 years of age, a tobacco court summons can be issued by the school resource officer.

1 st referral	Saturday School, confiscation and police involvement	4 hours (1 session)
2 nd referral	ISS, confiscation and police involvement	3 days
3 rd referral	ISS, confiscation and police involvement	5 days minimum
4 th referral	OSS, confiscation, and police involvement	3-10 days

Alcohol/Drugs/Drug Sales

Possession, Use and or/under the influence, paraphernalia or distribution at school or school activity.

1 st referral	OSS, confiscation and police involvement	10 days with referral to superintendent
2 nd referral	OSS, confiscation, and police involvement	10 days with referral to superintendent

Weapon Possession

1 st referral	OSS, confiscation and police involvement	10 days with referral to superintendent
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