



Neosho Junior High School Parent and Student Handbook

2010-2011

**Dr. Jenifer Cryer, Principal
Mr. John Baker, Counselor
Mrs. Danetta Morgan, Secretary**

Name: _____

CAT Teacher: _____

*Neosho Class of 2015
Destination Graduation: The Tassel is Worth the Hassle!*

*Our Mission is to assist all students to become productive members of our changing society.
Neosho Jr. High School*

*The Mission of the Neosho R-5 School District is to facilitate learning, nurture individual potential,
and assist students to believe in themselves through successful learning experiences.
Neosho R-5 School District*

Staff conference times and e-mail addresses

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Marline Drake, Electives, 2nd hour prep, drakemarline@

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Greg Capps, Technology, 2nd hour prep, cappsgreg@

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Sheri Madill, Art, at Central Elem. in the afternoon, madillsheri@

Beth Alms, girls PE, also teaches HS classes, almselizabeth@

Michael Daugherty, boys PE, also teaches HS classes, daughertymichael@

Ryan Lovell, Band, lovellryan@

Darren Cordray, Orchestra, cordraydarren@

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GENERAL SCHOOL INFORMATION

ADMINISTRATION

Most routine questions can be answered in the Principal's office. Questions about school policies not covered in the Student Handbook should be directed to the principal or guidance counselor.

417-451-8660 Junior High School, 417-451-8687 Junior High Fax

GUIDANCE

The guidance office exists to assist students. The guidance office offers information on career exploration, graduation requirements, college and scholarship applications as well as personal counseling and referral information.

HEALTH SERVICE

A student who becomes ill or in need of first aid treatment will be brought to the health office for treatment or further disposition. When possible and when it is indicated, parents will be called to come after the pupil. If the nurse is unable to contact the parent by phone, other means of contact will be employed. For those cases not sent home, the health room beds will be utilized. **All medications prescribed by a physician, as well as all non-prescription medications, should be cleared with the school nurse or respective principal before being taken.** If special instructions need to be followed, a physician's written instructions are required for any prescribed student medication to be taken by the student while under the jurisdiction of the district.

The nurse may conduct screenings on students (i.e. vision). Parents will be notified prior to screenings. Please contact the school nurse (Mrs. Tyree) in the event you do not want your child to participate.

LIBRARY

The library is open from 7:30 a.m. until 4:00 p.m. Monday through Thursday. Students are encouraged to use this facility during free time and/or during class time as designated by the classroom teacher. **No book bags are permitted in the library.**

TEACHERS

The best time to reach teachers outside class time is from 7:30 – 7:50, during their conference period, or after school. **Another excellent way to reach a teacher is through e-mail. Use the teacher's last name and first name and then the website address.**

Example: crverjenifer@neosho.k12.mo.us

A full listing of teacher conference times and e-mail addresses are listed in the front of this handbook.

CHANGE OF ADDRESS

Please notify the office immediately if your address or phone number changes during the year.

INSURANCE

Neosho R-5 School District does not insure individual students. Parent packets will include a hand-out providing parents the opportunity to purchase student insurance.

LOCKERS

A locker is assigned to each student for his/her personal use during the school year. Two people will be assigned to each locker and the school reserves the right to assign three people to the

locker. Students must obtain permission from the office to change lockers. Boys and girls are not allowed to share lockers. **Students should remember that the lockers are school property and are subject to inspection at any time.** In addition, periodically drug-sniffing dogs may be used on school grounds (*Board Policy JFG*). Any damage done to the locker will be charged to the student. **No tape or contact paper can be placed on the inside or outside of the lockers. Magnets only may be used to hang items inside the lockers.**

Locks for Lockers - Combination locks are available in the principal's office. It is **STRONGLY** recommended that students use a lock. Students may not place personal locks on their locker.

LOST AND FOUND

Lost and found is located in the office. Students should not bring items of monetary value to school. If it is necessary, students should keep the item with them, locked up, or leave it in the office for safe keeping. **Leaving purses, bags, equipment, etc. in classrooms, lockers, or in any unsecured area is not recommended.**

TELEPHONE

The office telephone should only be used for emergencies. Classroom phones are not available for student use.

CELL PHONES/ELECTRONIC EQUIPMENT

Phones or electronic equipment seen or heard during the school day will be confiscated and returned to a parent (on the 2nd and subsequent offenses). All cell phone/electronic equipment offenses will result in a referral.

Parents needing to contact a student are asked to call the office.

STUDENT RECORDS AND RIGHT TO PRIVACY

Parents and legal guardians of students have the right to examine the permanent record of the student, have them explained, secure a copy, and challenge the contents. Generally, a student's records may not be released to any agency or individual outside the school system without the permission of the parent or legal guardian.

Students acquire all rights afforded parents at age 18 or by attending an institution of post-secondary education.

HALL PASSES

No student is to be out of class without a hall pass (Citizenship Card). Students in the halls without a pass will be sent back to class.

Students should use the restroom, get a drink, and go to their locker during the 5 minute passing period. **Teachers will NOT allow students to leave class UNLESS it is an emergency.**

I.D. BADGES

I. D. Badges will be issued to all students at the beginning of the school year. It is the student's responsibility to keep the badge in their possession and produce the I.D. badge when asked for it. If an I.D. Badge is lost, a student may purchase a new badge for \$5.00. I.D. badges are necessary in the library and cafeteria.

VISITORS

Any visitor entering the building must check in through the Principal's Office. They may leave messages in the Office or ask to have a student brought to the office if a legitimate need exists. Visitors may not attend classes with a student. **Students will NOT be checked out of school by anyone who is NOT listed on the student profile of the student section of the school software.**

TECHNOLOGY

Before students may use technology (equipment, software, etc.), the student and his/her parents or guardians must sign a contract regarding appropriate use of technology. Student's usage of technology will be monitored; there is no expectation of privacy when using district computers or other technology. Personal computers/technology are not allowed at school.

Misuse of technology – equipment, software and other technology materials – will result in loss of technology privileges and/or other appropriate disciplinary action. For additional information, review your copy of the Student Use Agreement or Discipline Technology Policy.

Students should return a signed "Permission to Photograph" form if they wish to be included in the Wildcat News and other photo publishing activities.

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

SURVEYS

Periodically surveys may be given to students. Parents will be notified prior to the survey being given. Parents have the right to review the survey prior to participation and may opt their child out of surveys.

EMERGENCY PROCEDURES

The Neosho R-5 School District has an emergency procedures guide which includes plans for: evacuation, tornado, earthquake, unwanted intruder, accident/serious injury/illness, student runaway/abduction, suicide intervention and after hours building emergency.

The Junior High/High School conducts drills for each of the following: evacuation, tornado, earthquake, and intruder on campus.

Crisis procedures and manuals are available for public review in the offices. Comprehensive drills will be held periodically.

BUS TRANSPORTATION

School bus transportation is provided free of charge for all students who live more than one mile from school. Students who ride buses are expected to observe the rules established by the bus driver, as he/she is in charge of the bus and the students.

All students participating in sports or other school sponsored activities will be expected to ride the school bus or other approved transportation to and from the games or activities. Students will not be allowed to drive cars to such activities unless a pressing need exists and the parent makes a personal request to the principal, coach, or sponsor.

INCLEMENT WEATHER/SCHOOL CANCELLATION

In case of inclement weather, school cancellations will be posted on television and the radio. You may also receive updated information on our inclement weather line: 451-8611. You may also be contacted by use of the school automated dialing system. Please note that the dialer will contact the primary telephone number as listed on the child's student profile. In the event your child will need to be picked up off campus you will be notified using the above sources or you will be contacted by school personnel.

ACADEMICS

SCHEDULE CHANGES

Schedules will not be changed after school starts unless it is an incorrect placement or classes need balanced. Schedules changes for the 2nd semester will be made in December.

PHYSICAL EDUCATION CLOTHING

Students enrolled in Physical Education are expected to meet the following clothing requirements:

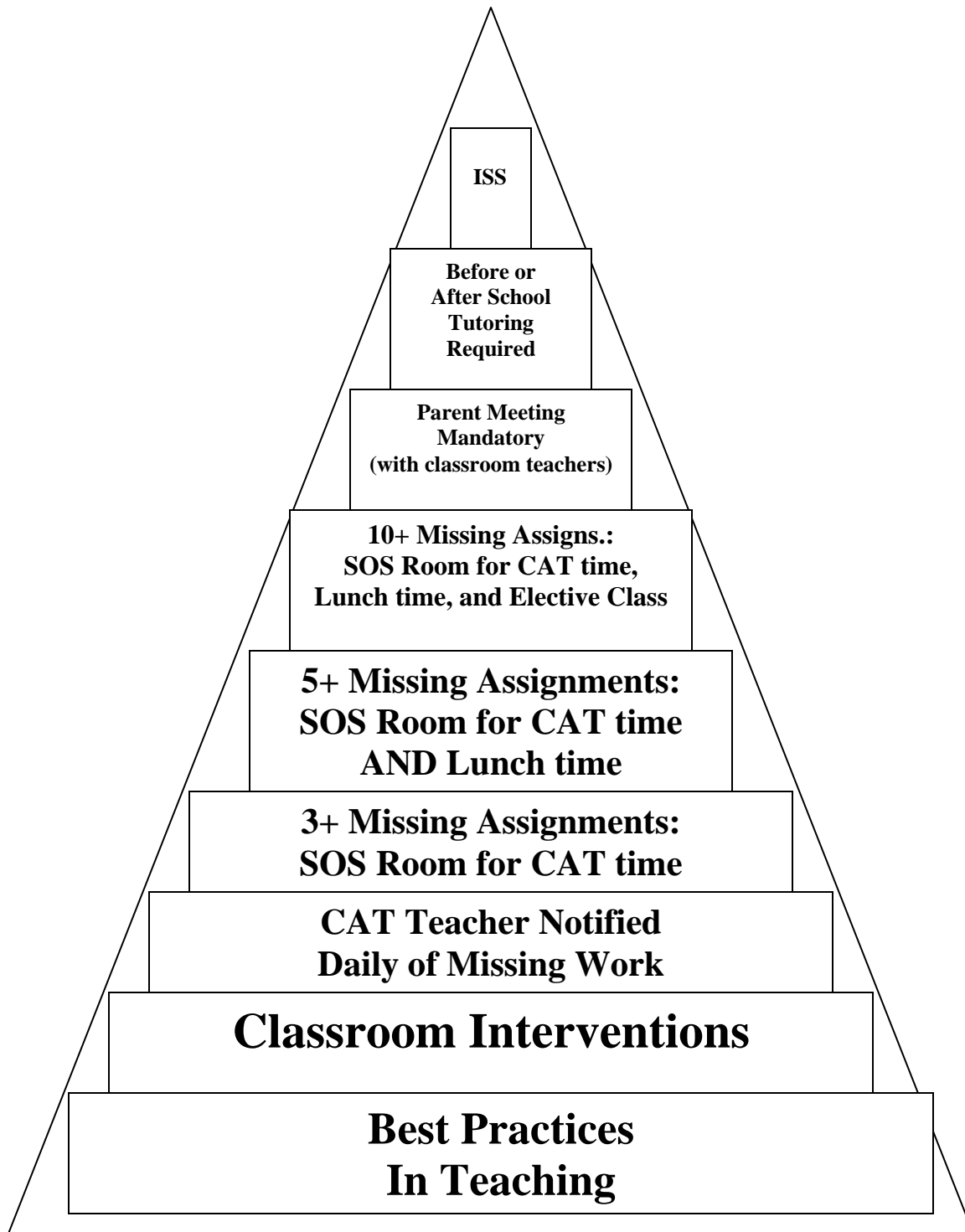
Gray t-shirt, solid black shorts (no shorter than 3" above the knee) and composition tennis shoes.

It is advisable to mark each item with the student's name in order to insure identification. Any student with difficulty in obtaining these items should see their gym instructor as soon as possible. **All students should check out a lock from the physical education teacher and secure all personal property during class.** Students CANNOT wear any jewelry during gym class. Students will be asked to remove earrings, watches, necklaces, etc for safety reasons.

STUDENT SUCCESS

Students will be held to high academic standards through intervention and rewards systems. Students are rewarded with good grades through our character program. For A's and B's students receive character bucks which will be redeemed at various times in the year for a number of prizes. Students can also earn character bucks through good behavior and perfect attendance.

It is expected that students will complete all work assigned by the classroom teacher. Students that fail to complete homework/classwork in a timely manner and to the teacher's satisfaction will progress through our pyramid of interventions. The intervention system follows a process as shown in the following pyramid.



TUTORING

Students that require extra assistance academically will have opportunities Monday through Thursday to receive tutoring from teachers both before and after school.

- Replacement Citizenship Card (normal procedures apply) (60)
- Pencils (10)
- T-Shirt (50)

Other prizes may be added as determined by staff or student suggestions.

Students may enter leftover bucks in a drawing for prizes.

What about the students who don't qualify for (or sign up for) Character Celebration Day activities?

- Students not attending the Celebration would stay in the gymnasium or classrooms and be divided into groups to be supervised by teachers.
- Students may be given an assignment by the teacher on duty; they may be reading, working on homework, etc. The work assigned will be pre-determined. These decisions will be decided by the staff prior to each Character Celebration. There will be a set expectation for what students that cannot (or chose not to) participate will do.

Grading Cycles may be adjusted through the year due to missed days. As of the beginning of the year they will be as follows:

Quarter 1 *Cycle 1 8/17 – 9/9*
 Cycle 2 9/10 – 9/23
 Cycle 3 9/24 – 10/15

Character Celebrations currently scheduled for Friday 11/5.

Quarter 2 *Cycle 1 10/18 – 11/4*
 Cycle 2 11/5 – 11/23
 Semester Testing Character Bucks given in December during testing

Character Celebrations currently scheduled for Friday 12/17.

Quarter 3 *Cycle 1 1/4 – 1/27*
 Cycle 2 1/28 – 2/16
 Cycle 3 2/17 – 3/11

Character Celebrations currently scheduled for Friday 3/25.

Quarter 4 *Cycle 1 3/14 – 4/7*
 Cycle 2 4/8 – 4/28
 MAP Character Bucks given in April during testing

Character Celebrations currently scheduled for the Last Day of School.

CAT TIME

CAT time is a time for students to organize and study. It is the student's responsibility to be prepared to work during CAT time. Students should come to CAT time with homework to work on or a book to read.

TEXTBOOKS

LOST AND DAMAGED MATERIALS

1. Damaged, lost or stolen materials must be paid for by the student. Students are checked out books at the beginning of the year. They are responsible for those books until they are returned to the teacher. If they are LOST or stolen from their locker, they are still responsible for the cost of replacement. We strongly recommend that students check out a lock for their locker to keep materials secure.
2. When a book or other item is lost, the teacher should notify the office of the student's name and the title, publisher, and edition of the book.
3. Students should be notified that report cards and other records will be withheld until the fine is paid.

2010-11 TESTING SCHEDULE

MAP—(Missouri Assessment Program) This standardized test will be given in the spring. Algebra I students will also be required to complete the Algebra I end of course exam in addition to the MAP test. Both are required exams by the State of Missouri.

GRADE CARDS AND PROGRESS REPORTS

The Jr. High will be using a 3-week grading cycle this school year. This means that grade cards will be sent home with students every 3 weeks (rather than every 4 ½ weeks). Final Quarter report cards will be issued at the end of each nine-week period. **Grade reports will be given to the student with the exception of both semester grade cards, which will be mailed.**

MAKE-UP WORK

When a student has been absent, it is **the responsibility of the student** to contact the teacher regarding make-up assignments. The amount of time allowed to complete the work is up to the discretion of the teacher and may vary from class to class. As a guide, a student is given the same number of days to make up the work as the number of days absent. When it appears that a student will be absent for two or more days, parents are encouraged to contact the office to make arrangements to pick up assignments. While absences resulting from participating in approved school activities are not counted as days absent, students are expected to keep up with their studies and do make-up work as assigned by the teacher.

*****Students will be penalized on work done if they are suspended out of school. Students are encouraged to do the work to stay caught up in class, however, they will earn up to 75% credit.**

ATTENDANCE

ATTENDANCE – Board Policy JED

Prompt and regular attendance is essential if students are to do their best work and reach their fullest potential in school. Poor attendance hinders the student from reaching this potential. The habit of regular attendance is an important consideration for prospective employers. Prompt and regular attendance can only be achieved when the student, parents, and school officials work together.

Procedures for Absences:

- 1. Procedure for absences:** Upon returning to school, a **written note or phone call is required**. We ask that you include a work phone number where we can verify any absences with parents directly. Please list the date and reason for the absence. If the note covers more than one date, **please list each date separately**. This should be delivered to the office the NEXT day after the absence(s). If a note is not received, students will be called to the office and asked to present this note within 24 hours. If a note is not presented, discipline consequences will be issued. Office personnel will issue an admit which entitles the student to return to class. Parents/guardians will be contacted daily regarding student absences.

If a student is attending a doctor or dentist appointment, it is important that a note from that professional be placed in their file.

Failure to present a written note upon the student's return to school will be cause to consider the student truant for the day(s) absent and disciplinary consequences to be issued.

2. Admits for students that have missed the preceding day(s) must be obtained PRIOR to the start of school. If a student reports to a class without an admit slip, the student will be sent to the office to receive an admit slip.

The student will be given a tardy in that class for not taking care of this during the appropriate time. Students may obtain admits from 7:30 a.m. to 7:50 a.m.

3. Procedure for entering and leaving school:

A parent/guardian must sign a student out in the office for a student to be released during the school day for any reason.

No Note admits will be given to any student checking back into school without a note or phone call. That student will be given 24 hours to provide a note to the office. Failure to abide by this may result in disciplinary action. You must return the NEW admit to the teacher the next day.

The attached Attendance Policy Flowchart outlines the progression of steps for students absent 4 days or more during a semester of school. This is a district policy.

TARDIES

Students must be in the classroom when the tardy bell rings. Tardies are included in the school citizenship plan as well as consequences for cumulative tardies. The Principal's Office will assist teachers with students who are chronically tardy. Only school personnel can excuse a tardy to school or to a class. Tardies are cumulative through a 9 week quarter.

Students arriving to school late with a parent note are considered tardy if they are less than 10 minutes late to school. Anything over 10 minutes is considered an absence. **Notes from parents are considered UNEXCUSED TARDIES and will count against the student in the amount that they are allowed.** The only EXCUSED tardies are tardies to class where the student presents a note to the office from a professional (doctor/dentist).

Students are also expected to receive an admit prior to class. If a student does NOT do this and is requested by the teacher to report to the office, it is counted as a tardy and is included in the number of tardies allowed by the teacher.

DISCIPLINE

STANDARDS OF PUPIL CONDUCT – Board Policy JG

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 JG can be found on the R-5 website.

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.

STUDENT CONSEQUENCES

After School Detention

After School Detentions will be held throughout the school year. If a student needs to reschedule an ASD, the reschedule must occur by 2:30 p.m. the day of the detention. Notes after the day that the student was scheduled will not be accepted. Failure to attend ASD on the scheduled day/time may result in additional consequences.

Saturday School

Students that are assigned Saturday school will be expected to be at the school before 8:00 a.m. on the date scheduled. Students that arrive after 8:00 a.m. will NOT be allowed to stay. Parents need to inform the office PRIOR to the Saturday school if a student needs to miss. Parents should call 451-8600 and dial extension 1205 or 1206 and leave a message with the parent's name, student's name and the reason for the student missing. The student will be rescheduled for the next available Saturday. Failure to do this PRIOR to the date of the Saturday, the student will be penalized for not showing up for their commitment.

In School Suspension

Students assigned In School Suspension will be required to report to the Room assigned and must serve all days scheduled prior to being released back to class. Students must work on school work and are not allowed to sleep, play games, or write notes as well as other specific rules students will be informed of at the beginning of their ISS time. Failure to comply with ISS rules will result in OSS. Upon return, the student will be required to complete their ISS assignment before they return to regular classes.

Transitional Learning Center

Students assigned OSS may be offered the opportunity to attend TLC. TLC is an opportunity for the student to attend school (off campus) and maintain their grades while suspended from their home school. Students that attend TLC will receive up to 100% credit on the work they complete while attending TLC. Transportation will not be provided. Students with repeated offenses causing OSS will eliminate this program as an option. Students attending TLC are still OSS from the home school and are not permitted on any school grounds (except the TLC campus during the hours of the program). Some offenses will result in OSS where TLC will not be an option. TLC expectations must be followed at all times to maintain use of this program.

Out of School Suspension

Students assigned Out of School Suspension will be removed from school for the dates determined by the policies of the Neosho R5 School District. Students will be able to make up work for up to 75% credit.

Bullying – Board Policy

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, or 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 by any means including telephone, writing or vial electronic communications, intention to intimidate, or inflict physical, emotional, or mental harm without legitimate purpose, 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 may be included.

Incidents of bullying or any other concerns of students should be reported to the principal, counselor, or secretary. A student statement form will be issued, and should be filled out by the student. The statement form should be returned to the principal, counselor, or secretary and will be dealt with through the office.

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 acts. 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 appropriate 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.

Student safety is very important to us! If a student ever needs to report any issues with other students they will need to pick up a Student Statement form from any teacher or anyone in the

office and return it to any school employee. We will then take care of these issues through the office and guidance office.

The School Violence Hotline number is: 1-866-748-7047

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.

CITIZENSHIP CARDS

All 8th graders will be issued a citizenship card at the beginning of each quarter. Teachers may sign citizenship cards for minor infractions throughout the day. Every three signatures will result in a school consequence ranging from ASD to OSS. This card also includes student hall passes. Replacement Citizenship Cards will be issued for a \$2.00 fee.

Replacement Citizenship Cards will be issued with the following criteria:

- \$2.00 replacement fee
- If you do not have any write ups for the current Quarter – 2 signatures will be crossed off your card if you purchase a replacement card.
- If you have 1 write up (3 signatures on record) 5 signatures will be crossed off, and so on.
- Replacement cards will NOT contain passes.

ELECTRONIC DEVICES AND/OR RECREATIONAL OBJECTS

Students should not use electronic devices and/or recreational objects at school. The following are examples, but not limited to: cellular phones, laser pointers, beeper/pagers, i-pods, MP3 players, CD/tape players, radios, and electronic games.

Students seen with these items out of their bag, purse, pocket, etc. will have the item confiscated and receive the discipline according to the discipline guidelines. Our position on these items is if the item is **not** seen or heard during the school day there is no problem. However, if the phone rings or is visible in ANYWAY, the student will receive disciplinary consequences as is in the district policy. After an initial warning, a parent will be required to pick up confiscated items. The Neosho R-5 School District does NOT allow skateboards, rollerblades or roller-skates on school property at ANY TIME. Students ARE NOT ALLOWED TO BRING these items on campus. If a violation occurs, items will be impounded and kept at the office.

DRESS CODE

APPROPRIATE DRESS AND PERSONAL APPEARANCE – *Board Policy JFCA*

All aspects of dress and personal appearance are extremely important in developing the best atmosphere for educational attainment. 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. In keeping with established practices of good hygiene, safety, accepted customs of the local community, and to provide for a minimum of disruption and a maximum of learning opportunity, the following dress code is established. School officials will make final decisions as to the appropriateness of dress and personal appearance.

The following are specific examples of articles that are inappropriate for all students:

1. Head coverings in the building (including the back of the building between classes from the Ag building to the hallways) are not acceptable.
2. Shoes must be worn at all times.
3. Clothes that advertise or display:
 - alcohol
 - drugs
 - tobacco
 - nudity
 - improper language
 - ethnically derogatory messages
 - double meaning slogans
4. All pants should be free of holes higher than 3" above the knee.
5. All shirts/tops/dresses must have a sleeve (defined as passing the shoulder)

The following are NOT acceptable:

- halter tops
 - spaghetti-strap tops
 - transparent shirts/blouses
 - lingerie or lingerie-look outer attire
 - backless apparel
 - items that fail to conform to accepted standards of modesty and good taste
 - must have enough length to extend beyond the waist line of the pants/skirts at all times
 - must be worn so that no cleavage is showing at all
6. Shorts, pants, dresses, skirts must be no shorter than 3" above the knee. Skirts and dresses with slits in them that are higher than 3 inches above the knee are not allowed. All pants/shorts must set naturally at the waist.
 7. Hair styles and color must not distract from the learning environment.
 8. Except for earrings, all other piercings may only be worn with a small stud.
 9. Sunglasses, other dark glasses (unless prescription), and/or distracting contact lenses (wild eyes) are prohibited.
 10. No trench coats or long jackets are allowed.
 11. Clothing and/or appearance that disrupts the educational process or poses a threat to the safety of others (chains, sharp objects, excessive jewelry, cut gloves, etc.) or suggests gang association in any manner (no bandanas are allowed to be worn OR displayed during the school day) are not allowed.

**excerpts from the Neosho R-5 School District
Student Extra-Curricular Activities
Drug Testing Policy**

The Neosho R-5 Athletic Department in conjunction with the Neosho R-5 School Board in an effort to promote the health and safety of all students participation in extra-curricular activities from illegal and/or performance-enhancing drug use and abuse, thereby setting an example for all other students of the Neosho School District, adopts the following policy for drug testing of students participating in extra-curricular activities. This policy is intended to supplement and complement all other policies, rules and regulations of the Neosho Public 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.

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

Refusal to submit to Drug Test

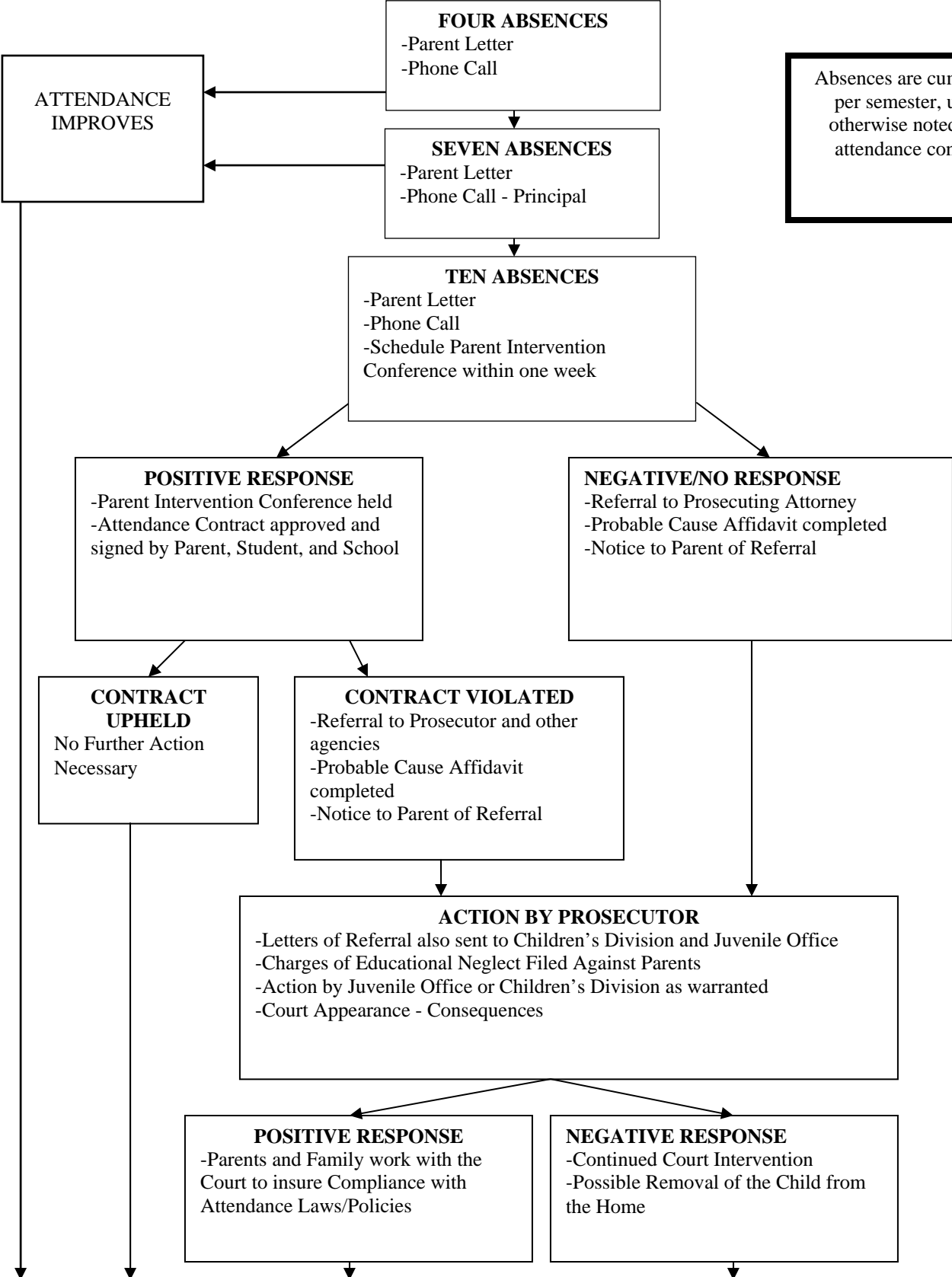
If a student in an extra-curricular activity refuses to submit to a drug use test authorized under this policy, such student shall be considered the same as if the student tested positive. Any student who has a positive initial test and refuses to complete the required paperwork for a confirmation test will be treated as a refusal to submit to testing.

For a full copy of the districts extra-curricular drug policy please see the school's website, or the Athletic Director, Mr. Corey Roy.

Attendance Policy Flowchart

Neosho R5 School District

Absences are cumulative per semester, unless otherwise noted in an attendance contract.



EVERYONE'S GOAL: STUDENT SUCCESS!!

Neosho R-5 School District Food Service Program for Junior/Senior High School

Meal Benefits Information

Free and Reduced Price School Meals Family Applications are sent home with all students on the first day of school. Fill in the application and return it to school as soon as possible. Only one application per household is necessary. List all household members and the school attended by each child. You will be notified if your household qualifies. Parents are responsible for all school meals at full price until notified that their children qualify for the free or reduced meal program. If a student qualified for free or reduced meals at the end of the previous school year, the student still qualifies for the first thirty days of the new school year. If you have not filled out a new application, and been approved for benefits for this school year by September 28th, your child(ren) will no longer receive free or reduced meals for the current school year and will be charged full price for meals immediately. There is no grace period. An application for meal benefits may be filled out any time during the school year.

Breakfast

Breakfast will start the first Monday of the school year and is available to all students. Students may not charge breakfast. Students who qualify for free or reduced lunch also qualify for free or reduced breakfast.

Milk

Milk is served with all school meals. Students who qualify for free meals do not receive milk free with a meal brought from home. Milk is free only with a school meal. Students may buy milk to drink with a meal brought from home. Milk may not be charged.

School Meals Accounting Procedures

School meals should be paid in advance. All schools use the Nutrikids POS system, a computer system for collecting and recording breakfast and lunch money. All student accounts use student ID numbers, including those receiving free or reduced meals (this will assure the confidentiality of all students).

Parents may make meal payments to the school by check or cash. Students should make every effort to make meal payments in the morning, not during lunch. Cashiers will be available in the cafeteria and the atrium to take meal payments each morning before classes begin. In order to keep lunch service going smoothly, meal payments will be accepted only between meal service and when lines are slow.

Parents may also make payments online by using the following instructions:

1. You need to know your student's ID number. You may get this number by contacting the school or the food service office at 451-8603.
2. Go to the district website at www.neosho.k12.mo.us, then click on the special link to MyNutrikids.com OR go to www.MyNutrikids.com.
3. Click **Sign Up** and enter the required information.

Things to know about making payments online:

1. Be sure to use the same name that the school uses for your student when setting up the account.
2. If you have more than one child in the district, you can handle all online prepayments from the same online account.
3. Payments may be made through an existing PayPal account or with a major credit or debit card.
4. In order to use the online prepayment service, a small convenience fee of \$1.75 will be assessed to cover the bank fees. Parents placing money into multiple accounts will only be assessed the \$1.75 fee once per deposit transaction. The Neosho R-5 School District will not profit from the use of this site.

Meal prices are:

	Breakfast		Lunch		
	Full Price	Reduced	Full-paid	Reduced	
Elementary	\$1.00	\$.30	\$1.65	\$.40	
Middle School	\$1.00	\$.30	\$1.75	\$.40	
Secondary	\$1.00	\$.30	\$1.95	\$.40	
Adults	\$1.20		\$2.50		Milk--\$.35

Only lunches may be charged, and only three lunch charges may be accumulated. There is no alternative lunch provided to this age group. It is the parent's responsibility to know how many lunches they are paying for and when more money needs to be sent. Your cooperation is appreciated in keeping your child's meal payments up to date.

Good nutrition is an important part of learning. Healthy meals provide fuel for the brain and will help your student have a successful school year. Thank you for your support of the food service program. If there are any questions, or if help is needed, please contact the food service department directly at 451-8603.

PUBLIC NOTICE

All responsible public agencies are required to locate, evaluate, and identify children with disabilities who are under the jurisdiction of the agency, regardless of the severity of the disability, including children attending private schools, children who live outside the district but are attending a private school within the district, highly mobile children, such as migrant and homeless children, children who are wards of the state, and children who are suspected of having a disability and in need of special education even though they are advancing from grade to grade. The Neosho R5 School District assures that it will provide a free, appropriate public education (FAPE) to all eligible children with disabilities between the ages of 3 and 21 under its jurisdiction. Disabilities include autism, deaf/blindness, emotional disorders, hearing impairment and deafness, mental retardation/intellectual disability, multiple disabilities, orthopedic impairment, other health impairments, specific learning disabilities, speech or language impairment, traumatic brain injury, visual impairment/blindness and young child with a developmental delay.

The Neosho R5 School District assures that it will provide information and referral services necessary to assist the State in the implementation of early intervention services for infants and toddlers eligible for the Missouri First Steps program.

The Neosho R5 School District assures that personally identifiable information collected, used, or maintained by the agency for the purposes of identification, evaluation, placement or provision of FAPE of children with disabilities may be inspected and/or reviewed by their parents/guardians. Parents/guardians may request amendment to the educational record if the parent/guardian believes the record is inaccurate, misleading, or violates the privacy or other rights of their child. 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).

The Neosho R5 School District has developed a Local Compliance Plan for the implementation of State Regulations for the Individuals with Disabilities Education Act (IDEA). This plan contains the agency's policies and procedures regarding storage, disclosure to third parties, retention and destruction of personally identifiable information and the agency's assurances that services are provided in compliance with the General Education Provision Act (GEPA). This plan may be reviewed at 201 North Jefferson, Neosho, Mo. 64850 between the hours of 8:00-4:30. Please, contact, Glynda Ball, Director of Special Services for Neosho R5 School District.

Standard Complaint Resolution Procedure For No Child Left Behind Programs

This complaint resolution procedure applies to all programs administered by the Missouri Department of Elementary and Secondary Education under the No Child Left Behind Act (NCLB).

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:

PUBLIC COMPLAINTS

The Board recognizes that situations of concern to parents/guardians or the public may arise in the operation of the district. Such concerns are best resolved by addressing them at the level where the concern originated through communication with the appropriate staff members. The administration has developed procedures for addressing those issues, copies of which are available at each building. Any concern regarding federal programs administered by the Missouri Department of Elementary and Secondary Education (DESE) may also be appealed to DESE or the United States Department of Education as permitted or required by law.

If a complaint has been made and appealed in accordance with administrative procedures, the parent/guardian or member of the public may appeal the issue to the Board by submitting a written request to the superintendent or the secretary of the Board. The Board will address the complaint in an appropriate and timely manner.

If the issue cannot be resolved at the local level, the complainant may file a complaint with the Missouri Department of Education. If there is not evidence that the parties have attempted in good faith to resolve the complaint at the local level, the Department may require the parties to do so and may provide technical assistance to facilitate such resolution.

Any persons directly affected by the actions of the Department may file a similarly written complaint if they believe state or federal laws or regulations have been violated, misapplied, or misinterpreted by the Department itself.

Anyone wishing more information about this procedure or how complaints are resolved may contact local district or Department personnel.

**NJHS Bell Schedule
2010-11
Monday – Thursday**

1 st hour	7:55 – 8:45
2 nd hour	8:50 – 9:40
3 rd hour	9:45 – 10:35
4 th hour	10:40 – 10:55
lunch	10:55 – 11:20
11:20 – 11:55	
5 th hour	12:00 – 12:50
6 th hour	12:55 – 1:45
CAT time	1:50 – 2:15
7 th hour	2:20 – 3:10

**NJHS Bell Schedule
2010-11
Friday**

1 st hour	7:55 – 8:42
2 nd hour	8:47 – 9:34
3 rd hour	9:39 – 10:26
4 th hour	10:31 – 10:55
lunch	10:55 – 11:20
11:20 – 11:44	
5 th hour	11:49 - 12:36
6 th hour	12:41 – 1:28
7 th hour	1:33 – 2:20
Early Dismissal	2:20

Supervision is provided from 7:30 – 3:30 Monday through Thursday. Please do not drop off your child prior to 7:30 and pick up prior to 3:30 unless your child is involved in a supervised after school activity. On Fridays we have early release – please pick up your child by 2:30 on Friday afternoons.
Thank you!

NJHS Bell Schedule
In-Service (1/2 day) Bell Schedule

1 st hour	7:55 – 8:25
2 nd hour	8:30 – 9:00
3 rd hour	9:05 – 9:35
4 th hour	9:40 – 10:10
6 th hour	10:15 – 10:45
lunch	10:45 – 11:05
7 th hour	11:05 – 11:20
5 th hour	11:25 – 12:20

NJHS Bell Schedule
Common Assessment Schedule
Oct. 4-7, Dec. 6-9, March 7-10, May 2-5

Mon.	1 st hour	7:55 – 9:35
	2 nd hour	9:40 – 11:00
	lunch	11:00 – 11:25
	5 th hour	11:25 – 1:25
	6 th hour	1:30 – 3:10
	Tues.	1 st hour
2 nd hour		9:40 – 11:00
lunch		11:00 – 11:25
5 th hour		11:25 – 1:25
6 th hour		1:30 – 3:10
Wed.		3 rd hour
	4 th hour	9:40 – 11:00
	lunch	11:00 – 11:25
	5 th hour	11:25 – 1:25
	7 th hour	1:30 – 3:10
	Thurs.	3 rd hour
4 th hour		9:40 – 11:00
lunch		11:00 – 11:25
5 th hour		11:25 – 1:25
7 th hour		1:30 – 3:10