



Savannah R-III School District

Elementary Handbook

2019-2020

MISSION STATEMENT

The mission of the Savannah R-III School District is to nurture, inspire, challenge, and encourage every student by providing the education to become a productive member of society.

The MISSION of the Savannah R-III Elementary Schools is to encourage cooperation between parents, students, community members, and our staff to provide a climate where every student is encouraged to achieve their academic potential and become a literate, responsible adult. We will strive to give students opportunities to express themselves and develop their talents in academics, the arts, technology, and athletics. All students will have a clear understanding of our high academic expectations to build on their present strengths to become critical thinkers and problem solvers with a solid foundation of basic skills.

The Savannah R-III Elementary Schools will be child-centered, clean and safe, with a healthy atmosphere. All students will be encouraged to exhibit democratic values, ethics, and principles in their daily activities and interactions.

Aimee Addington, Amazonia Principal

Troy Dunn, Minnie Cline Principal

Roxanne Rooney, Helena Principal

Kelly Warren, John Glenn Principal

2019-2020 School Calendar

Savannah R3 School District

408 West Market
816-324-3144 (Fax) 816-324-5594
Savannah, MO. 64485

July 2019						
S	M	T	W	T	F	S
	1	2	3	4	5	6
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August 2019						
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September 2019						
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October 2019						
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November 2019						
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December 2019						
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Quarters		
1st Semester		81
1st Quarter	Oct 11	38
2nd Quarter	Dec 20	43
2nd Semester		84
3rd Quarter	March 12	45
4th Quarter	May 15	39

Aug 12-14	Professional Development/ Orientation (NS)
Aug 15	First Day of School for Students
Sep 2	Labor Day (NS)
Sep 13	Professional Development/ Building - (NS)
Sep 16	Professional Development/ Collab. - (NS)
Sep 27	Homecoming 2 hr E.O.
Oct 11	Professional Development/ Building - (NS)
Oct 14-17	Parent Teacher Conferences
Oct 18	Teacher Comp Day/ No School
Nov 1	Professional Development/ Building - (NS)
Nov 4	Professional Development/ Collab. - (NS)
Nov 27-29	Thanksgiving Vacation
Dec 2	Professional Development/Opt Out - (NS)
Dec 20	End of 1st Semester - 2 hr EO
Dec 23-Jan 2	Winter Break
Jan 3	Professional Development/ Building - (NS)
Jan 6	First Day of Second Semester
Jan 20	Martin Luther King, Jr. Day (NS)
Jan 27	Professional Development/ Collab. - (NS)
Feb 14	Professional Development/Opt Out - (NS)
Feb 17	President's Day (NS)
Mar 13	Professional Development/ Collab. - (NS)
Mar 16-20	Spring Break-No School
Apr 10	Good Friday (NS)
May 15	Last Day of Classes - 2hr EO
May 17	High School Commencement 2:00 pm
May 18	Professional Development/Building
May 19	Professional Development/ District
May 25	Memorial Day - (NS)

Board Adopted 3/12/2019

Emergency Snow Days

Day #4	May 18, 2020
Day #5	May 19, 2020
Day #6	May 20, 2020

Special Days

Fall Homecoming (Parade @ 2:00pm)	Sept 27
Parent Teacher Conferences	Oct 14-17
Winter Homecoming	Feb 7
High School Commencement	May 17, 2020
Staff Opt Out Days	Dec 2/ Feb 14

January 2020						
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March 2020						
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April 2020						
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May 2020						
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June 2020						
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Contact Days	
Student Contact	165
PD - District (with Opt out)	3
PD - Building	7
PD - Collab	5
Comp Day	1
Teacher Contract Days -	181

NS School Closed **Green** 1st day of Semester
Light Blue Early Release **Light Green** Parent Teacher Conferences

PD Teacher Inservice (no school for students)
Collaboration (no school for students)

Purple Building Specific PD (no school for stud)
Light Purple Opt out Day (no school for Students)

SAVANNAH R-III ATTENDANCE PROCEDURES

We believe that attendance in school is important. We believe when a student misses school, regardless of the reason, he/she is missing something of value. We believe all students need to learn the value of developing a pattern of good attendance and punctuality. Frequent absences of students from the learning experiences disrupt the continuity of the instructional process for everyone. **There is no such thing as a completely excused absence, as all absences will affect a student's educational experience to some extent.** It is strongly suggested that parents/guardians schedule special family events in conformity with the school calendar.

Any time a student is absent from school, the parent/guardian needs to provide written or verbal documentation/verification/certification in reference to the absence and present it to the attendance office on or before the day the student returns. Students leaving for a doctor's appointment or other necessary reasons must be signed out by an approved party at the attendance office. **All notified absences will be considered "confirmed." Students will be allowed one day to make-up any learning for each day of confirmed absence.**

An "unexcused" absence will be recorded for students who are truant, suspended or whose absence is not confirmed. Work missed during an unexcused absence will be made up according to each building's procedure.

As a school we are legally obligated to monitor student attendance and to report any cases that we feel qualify as educational neglect, regardless of whether the absences are confirmed or unexcused. (Board Policy JED-AP(1)) A doctor's statement may be required for an extended illness or an accrued amount of absences. Therefore, as a student begins to accrue absences, a review of the student's progress will take place. Interventions such as scheduling parent conferences, mandating summer school, requiring retention, notifying the Children's Division and/or the Prosecuting Attorney of Andrew County may be considered.

Steps to follow when absent:

1. Parents should call the school on the first day the student misses for each incident.
2. A doctor's statement may be required for an extended illness.
3. Excessive absenteeism can result in mandatory summer school attendance or retention.
4. A note will be sent home after 10 absences.
5. After 15 absences, the prosecuting attorney will be notified.

Attendance at activities after absence:

To attend and/or participate in a school-sponsored activity, a student must be at school by noon on the day of the activity if he/she has been absent that morning. If the absence is a day or more, the student must be in attendance all day on the day of the activity. Any student who goes home ill during the day will not be allowed to participate in or attend an activity that night.

TARDY POLICY

Students who are late or leave early will be given a tardy slip. After five (5) tardies, parents will be notified and a letter regarding the problem will be put in the student's permanent file. After 10 tardies, school personnel may meet with parents concerning tardiness. Parents will be notified at this time.

Persistent tardiness creates a genuine hardship for a student as well as the entire class as it disrupts the learning environment and as such is also regarded as a very serious problem. If persistent tardiness continues, school officials may contact outside social or state agencies

A student is tardy after 7:45 a.m.. at Amazonia, John Glenn, Helena and Minnie Cline.

STUDENT CHECKOUT

No child will be released from school to anyone other than a parent or guardian unless prior verified arrangements have been made. We are sure you will appreciate our concern in this matter. Please report to the principal's office to sign your child out to be released from school. The student will be notified to come to the office upon parent arrival.

PERFECT ATTENDANCE GUIDELINES

Students not missing any hours or days of school will receive a Perfect Attendance Award. Students missing three hours or less will receive an Honorary Attendance Award.

CAMPUS PROCEDURES / POLICIES SCHOOL ADMISSIONS

All students seeking admission to the district and its instructional programs must satisfactorily meet all residency, academic, age, immunization, health, disciplinary and other eligibility prerequisites as established by Board policies, rules and procedures, and by state law. Proof of residency must be provided to the school at the time of enrollment: i.e. utility

bill, rental agreement, etc. Students enrolled prior to 3:00 p.m. may start with instruction the following day.

IN DISTRICT TRANSFERS

Parents requesting a transfer to another elementary school within the district due to smaller class size, must send a formal request in writing each year to be considered by the superintendent. Approval will be based on size of class each year. Please email your request to Dr. Eric Kurre at ekurre@savannahr3.com.

ADDRESS CHANGE

The office must be notified immediately of any change of address or phone numbers during the school year. It is also important to have additional phone numbers on file in case of an emergency with a student or in the event of early dismissal. If school personnel are unable to contact parents, family services or law enforcement may be contacted. Parents have the opportunity to update address and phone numbers through the parent portal in TYLER. If changes are made in TYLER, please notify the school office as well.

WITHDRAWING FROM SCHOOL

If it becomes necessary for a student to withdraw from school, the parent/guardian will contact the office. The new school your child will be attending will request the necessary school records. Please be sure that all balances are paid in full, as well as textbooks and library books and/or fines are paid before withdrawing from school.

CURRICULUM

The program in grades K-5 is a self-contained management system. Courses are: reading, mathematics, spelling, language, social studies, science, art, writing, vocal music, computer, library, and physical education. Scheduling for special education and Title I classes is done at a time when the students will miss the least amount of educational interaction in the regular classroom.

EXTRA-CURRICULAR

A variety of organizations and extracurricular activities are offered to Savannah R III students. Participation is a privilege and not a right. This privilege carries with it responsibilities to the school, to the organization, to the student body, to the community, and to the student as well. Extra-curricular experiences contribute to the student's knowledge, skills, and emotional patterns (attitudes, ideals, appreciation, etc.), thereby making him/her a better person and citizen. Sponsors and administration will determine when conduct prohibits an individual's eligibility to participate.

FIELD TRIPS

Students must have signed, written permission slips on file before being allowed to go on any field trip. Students must ride the bus to and from the field trip destination. No siblings are allowed to accompany chaperones on field trips.

FLOWERS and BALLOON POLICY

If a student receives flowers or balloons, the student may pick them up in the office at the end of the school day. Flowers and balloons will not be transported on school buses. NO LATEX balloons at John Glenn!

FIRE AND DISASTER DRILLS

It is mandated that fire and disaster drills be conducted during the school year. In compliance with these regulations, the Savannah R-III School District has established procedures to be carried out in evacuating and protecting the students. Regular fire and disaster drills will be conducted.

HOMEWORK POLICY

The Savannah R-III School District believes that certain amounts of homework are beneficial to the education of our student population. Homework assignments need to be distinguished from "work not finished during school time." Work brought home from school is often identified as "homework" when, in fact, it was work that was assigned for completion at school. Homework is a purposefully planned activity that is designed to apply the objective of a concept that has already been taught in class. Assignments for children to complete and turn in are carefully planned and tailored to the time available to complete them. When a student is absent, the parent should call the school office to report absence and request/schedule a time to pick up homework. It is the student's responsibility to pick up the missed assignments and hand them in. Students will be allowed one day to make-up any learning for each day of confirmed absences.

ALTERNATIVE RECESS

K-5 students may receive an alternative recess due to inappropriate behavior, continuous incomplete work, or violation of school policies.

LOST OR STOLEN PROPERTY

Savannah R-III School District are not responsible for lost or stolen property. should not be brought to school. If a student brings personal items and/or electronics devices, the school is not responsible if it is broken or stolen.

BREAKFAST/LUNCH INFORMATION

The Savannah R-III School District provides nutritious hot meals for both breakfast and lunch. Weekly meals include a wide variety of foods including fresh fruits and vegetables. Menus are sent home monthly with all students, grades K – 5.

1. Parents are encouraged to sign-up through the Parent Portal through the school office so they can easily track their children's meal purchases. A current e-mail, phone number, and address is also important so parents can receive notifications from the building cashier regarding their children's account.
2. Money should be pre-deposited into the student's individual meal account. Parents now have three options when making payments: through the Parent Portal can be immediately applied to a student's meal account, with a check with their child's first and last name written on the memo line, or with cash placed in a sealed envelope with the child's first and last name and amount enclosed written on the outside of the envelope. Please put the classroom teacher's name on the envelope.
3. Students with Food Allergies or Disabilities must have a "Medical Statement for Student Requiring Special Meals" completed and signed by a licensed physician.
4. Breakfast will be served at all elementary buildings. The cost will be \$1.95.
5. School lunches are provided for \$2.55. Students are given one entree and required to take at least three of the five requirements (milk, bread, protein, vegetable, fruit) from the serving tray. Extra milk will cost \$0.60 for students buying or bringing their lunch. Pop, soda, tea from home are not permitted.
6. Parents and grandparents are welcome to eat with their child(ren). Adult prices are \$2.15 for breakfast and \$3.45 for lunch. Please call by 8:00 a.m. to help the cooks with an accurate count.
7. Free and reduced breakfast and lunch prices are available to students who qualify. **We strongly encourage you to apply.** We ask that you complete the form sent home and return it as soon as possible. It is important to notify the office immediately if any changes in your application occur. Reduced breakfast prices are \$.30 and lunch prices are \$.40.

PARTIES

Students will not be allowed to pass out party invitations in the classroom unless the entire class receives an invitation. In addition, the office/teacher is not allowed to give out addresses or phone numbers to parents or students.

SNACKS/BIRTHDAY TREATS

Classroom snacks **MUST** be pre-packaged foods only.

RECESS

All children are expected to go outside (weather permitting) for recess unless they have a doctor's excuse. Students will participate in indoor recess when the temperature falls below 20 degrees Fahrenheit.

SAFETY MEASURES

Education is Savannah R-III School's top priority. We feel that it is wise to continually review and improve our efforts to make our school buildings as safe as possible. It is important that all students feel safe at school. Our goal is that all parents and students are aware of the measures taken to ensure the safety of the students, teachers, and staff: For example: Telephones are in every classroom, all-call system over the building, all outside doors are locked during school hours. Fire, Tornado, Earthquake, Intruder, and Bomb Threat action plans are in-place and practiced, a "Safety Action Plans" flipchart hung by every room door, visitor check-in procedures, visitors badges required, and finally Staff identification badges worn by all staff members.

SCHOOL SCHEDULE

The elementary buildings will begin promptly at 7:45 am and dismiss at 2:40 pm Monday through Friday. Elementary doors open at 7:15 a.m. Students are to go to the designated area and wait to be dismissed to their classes.

TEACHER ASSIGNMENT

Teacher assignment requests from parents are not accepted. We strive to assign students according to a variety of factors in order to create a heterogeneous group for each classroom.

ELECTRONICS/CELL PHONES//PERSONAL ARTICLES PERSONAL ARTICLES

Students are not allowed to bring personal items to school that will be a distraction from the learning process, to themselves, or to others. **No cell phones, MP3 players, or any other handheld electronic devices are to be used at school**, unless authorized by school personnel and utilized for educational purposes. Toys, jewelry, trading cards, virtual pets, etc. are a major distraction for some students and can easily be lost, broken, or stolen at school. To avoid these problems, any item that is a distraction will be taken from the student and returned to the parent in person upon request. The school is not responsible for items that are lost, stolen or damaged.

Students may bring items for show-and-tell with teacher approval as long as the parents understand that the school cannot be responsible for safeguarding the articles.

TRANSPORTATION

The Savannah R-III School District offers transportation services (Durham Bus Barn: 324-1400) to students in this district. It is not only the transportation department's responsibility in this district to make each trip a safe and trouble-free trip, but is also the student's responsibility, with help from his/her parents, to learn the riding rules and obey them in order to continue to use this service. So, "Don't Lose Your Riding Privilege," and let us all work together to provide a safe environment for all students on the school bus.

District provided transportation carrying students are considered extensions of the school environment. Discipline for students whose conduct is improper or jeopardizes the safe transportation of students may be suspended from transportation services and disciplined according to district policy, rules and/or code of conduct, per board policy EEA-Student Transportation Services.

School buses, bus stops and other forms of transportation provided by the district are considered school property, per board policy JFCC-Student Conduct on School Transportation.

Bus discipline will be in line with discipline guidelines as outlined in the student handbook. Bus suspensions can be used in place of OR in conjunction with ISS/OSS/detention as determined by the principal/administrators of the school. Additional bus expectations: (Posted on each bus)

1. Observe classroom conduct.
2. DON'T eat on the bus.
3. ONLY drinks with lids are allowed.
4. Stay seated, facing the front.
5. Keep your hands and feet to yourself.
6. Be courteous, NO SWEARING.
7. DON'T damage the bus.
8. Keep the bus clean.
9. All items **MUST BE KEPT** in the students book bag at all times on the bus. Balloons, Vases, Flowers, Toys, Balls, etc. are **NOT** allowed on the bus.
- 10.. Students must obtain permission from the school in which they are enrolled to be discharged at any stop other than their designated stop. Student may only have one guest accompany them home when necessary. The guest must obtain permission from their school to ride. If more than one guest is expected, permission must be granted by the transportation manager and the student's school prior to loading.
11. The driver/monitor will be in charge.

***If a student receives a bus discipline notice, a parent or guardian must sign the notice.**

If a student is going home with another student in any way other than the usual manner or with an adult other than a parent, a written notice or phone call to the school is required. A child may not ride a different bus without a note from the parent that is signed by the principal or her designee. A written note or phone call is needed for a change in your child's daily dismissal plan. **Please make phone calls prior to 1:00 p.m. to allow for proper communication between the office and the teacher.** Please send a written note if your child is to remain after school for any reason. This is for your child's safety and protection.

VISITORS

We are proud of our educational system and are anxious to discuss current methods and strategies used in education today. Visitors who wish to visit a classroom should notify the office in advance so that a mutually convenient time can be arranged with the teacher. When arriving they must report to the office, sign in and receive a visitor's pass. Visitors/volunteers are welcomed as long as the instructional process is not disrupted or disturbed. All visitors are expected to follow the appropriate discipline and dress codes. Visitors who refuse to abide by these codes will not be allowed to return.

WATCH D.O.G.S. / PRIDE PARENTS/ M.O.M.S. (Mothers of Marvelous Students)

(Dads of Great Students) is an innovative program of the National Center for Fathering focusing on prevention of violence in our nation's schools by using the positive influence of fathers and father-figures for a two-fold purpose:

- 1) To provide an unobtrusive presence in the schools.
- 2) To be a positive and active role-model for students at their school.

If you're interested in participating as a school WATCH DOG or Marvelous MOM, please contact your child's school office. (Currently available at Helena, John Glenn, and Minnie Cline)

WEBSITE

For more information about the Savannah R3 School District, please visit our website at: www.savannahr3.com
Each of our school sites can be easily accessed on the schools link.

SCHOOL CANCELLATIONS AND EARLY DISMISSALS

School Cancellation or Early Dismissal Notification School cancellation or early dismissal notification will be announced through local radio stations Q COUNTRY 92.7, KQ2, OR FOX 26 news broadcast. You will receive important messages about school closings, early dismissals, and reminders for school events via text messages through your cell phone or messages by email.

SUSPECTED CHILD ABUSE OR NEGLECT

All school personnel are mandated by federal law to report any suspected child abuse or neglect. It is our responsibility to call any suspected abuse or neglect to the attention of the Missouri Department of Social Services – Children's Division, not to prove abuse or neglect.

Children's Division personnel, possibly accompanied by law enforcement officials, may meet with the child at school to investigate any reported concerns. Parents are not required to be notified in such cases.

SEPARATED OR DIVORCED PARENTS

Under Missouri law and Savannah R-III School District Policy KDA, it is presumed that natural parents have equal authority to make educational decisions regarding their children. Similarly, when parents are informally separated, they continue to have equal rights to custody and control of their children until the marriage dissolution action is filed and ruled upon by a court. Such equality is altered only if a formal separation agreement between the parents limit one parent's rights regarding custody and/or educational decision-making powers.

Divorced parents must provide the school with a **copy of the most recent court-approved legal documentation, not verbal or written information from family,** defining parental custody rights. Maintenance of this documentation is the most effective step that a parent can take to minimize the chances of a child custody battle at school. If there is any doubt as to whether a decree or order is presently valid, school officials will notify law enforcement for assistance.

NON-CUSTODIAL CAREGIVERS

Non-custodial caregivers need to have a relative caregiver affidavit on file. It will be good for one year from notarization.

DISCIPLINE

Each staff member of the Savannah R-III Elementary Schools is responsible for setting student behavior expectations and guidelines for the wellbeing of all students, in accordance with Savannah R-III School District policies. A student's behavior should conform to acceptable standards of conduct as established by the principal and teachers.

The staff requests parental support in helping to maintain appropriate conduct in the schools. Children's behavior should reflect self-respect and consideration for the rights, feelings, and property of others. A copy of the board policies dealing with student conduct can be located on the district website.

DRESS CODE

The Board of Education recognizes the value of allowing individual student expression as well as the necessity of protecting student health and safety and maintaining an atmosphere conducive to education. Student dress code procedures must be designed with the goal of balancing these competing interests.

All dress code procedures will adhere to health and safety codes and comply with applicable law. Dress that materially disrupts the educational environment will be prohibited. No procedure will impose dress and grooming rules based on gender in violation of Title IX. District procedures will specifically define ambiguous terms, and examples will be provided when practicable.

School clothing should be reasonable and appropriate for the educational setting and must not be a distraction to other students

1. Dress appropriately for the weather. Students will go outdoors for recess whenever possible.
2. No obscene, rude, suggestive pictures or sayings may be worn on clothing.
3. No clothing shall promote or advertise alcoholic beverages, gangs, or unsuitable products.
4. No midriff shall be accepted.

P. E. POLICY

All children are expected to participate in Physical Education class unless they have a doctor's excuse.

LIBRARY POLICY

Students are scheduled to attend the school library one-day per week. Students attend more often with the approval of the classroom teacher. All books should be returned when due in order to retain library privileges. Lost or damaged books must be replaced. Internet use will require a signed statement by the student and the parent acknowledging appropriate use only.

STANDARD REFERENCED (K-3)

Standards referencing scoring will implemented in Grades K-2. Students will be scored based on a four point scale that represents their level of learning for the grade level standards.

TRADITIONAL GRADES (4 - 5)

Grades for a student recorded on report cards and permanent records reflect his/her level of achievement. Report cards are the same for students in grades three through five. All subjects including Music, Physical Education, and Art will be given a letter grade using the following scale:

<u>PERCENT</u>	<u>LETTER GRADE</u>
96-100	A
90-95	A-
87-89	B+
83-86	B
80-82	B-
77-79	C+
73-76	C
70-72	C-
67-69	D+
63-66	D
60-62	D-
59 and below	F
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HONOR ROLL

- Honor roll will be calculated utilizing the following procedure throughout the Savannah R-III School District. It is the intent of this regulation to provide for due recognition to students who demonstrate good academic achievement through hard work and perseverance. Honor roll distinction may be obtained at two levels known as Honor Roll and High Honor Roll.
- Honor roll will be calculated for grades 4-5.
- Honor roll status shall be determined by a grade average of all classes in which the full-time student is enrolled.
- Honor roll calculation will be based upon the four-point value scale above. Four is the highest point value that will be recognized in the calculation of honor roll.

- Honor roll status will be determined by an average value at or above 2.667. Students who attain average honor values at or above 3.51 shall be classified as High Honor students. Students who attain average honor values at 2.667 to 3.5 shall be classified as Honor students.
- Any class grade at the close of the quarter below a B- will disqualify the student from honor roll consideration.
- Honor roll will be calculated at the close of each quarter and will be based upon quarter grades as finally established. Semester honor roll and end of year honor roll may be calculated as well.

MID-QUARTER REPORTS

A mid-quarter report will be available through the Tyler Portal. No printed copies will be sent home.

RETENTION POLICY

The Missouri Law 167.645 states the following: *No public student shall be promoted to a higher grade level unless that student has a reading ability level at or above one grade level below the student's grade level; except that the provisions of the subsection shall not apply to students receiving special education services pursuant to sections *162.670 to 162.999, RSMo.* The school personnel shall make a reasonable effort to inform the parent/guardian of the student's problems as the year progresses and work with the parent/guardian to correct the deficiencies. Should retention continue to be a real possibility, school personnel will make a reasonable effort to meet with the teacher, parents, and administration to exchange ideas and reach a group consensus. The school administration shall make the final determination.

PERMANENT RECORDS

According to the Family Rights and Privacy Act of 1974, the parent/guardian is permitted to inspect and review educational records relating to the student.

TEXTBOOKS

The school furnishes textbooks. Payment for books lost, stolen, or damaged beyond repair will be made in accordance with the replacement costs.

PARENT-TEACHER CONFERENCES

We always welcome requests for conferences. It is very important that you know what is going on with your child at school. Please schedule all conferences in advance by calling the school office. At this time, the secretary will assist you in arranging a conference with your child's teacher.

Required parent-teacher conferences will be held at the end of the first quarter. Parents are to meet with their child's teacher. Information concerning this will be sent home in the fall. All parents are strongly encouraged to attend.

GEMS PROGRAM

GEMS program is offered to second grade - fifth grade students who qualify for the program based on classroom teacher input, scores on achievement tests, and IQ scores. Refer to the GEMS Handbook on the Savannah R-III Website.

COUNSELING SERVICES

A counselor will be available on a regular basis. The counselor will be there to assist students and to provide counseling services. Counselors may work with students on an individual basis. Students, parents, or school staff may request referrals.

TITLE 1 PROGRAMS

Amazonia Elementary School and Minnie Cline Elementary School are School Wide Title 1 Programs and receive Title 1 services. The District Title 1 Handbook is distributed to families and located on the district webpage.

PARENT-TEACHER ORGANIZATION

Parent organizations are very important to the support of the total school program. Some of the benefits enjoyed by the students through their efforts include field trips, programs, equipment, class games, parties, library books, and volunteers. A strong parent organization means a strong school. Please support our local parent organization. Working together gives the school an opportunity to develop new ideas, which will enrich the educational experience for our students.

CLASSROOM PARTIES

Each classroom may have three parties throughout the year including Halloween, Christmas, and Valentine's Day. For health reasons, students are not allowed to have homemade treats at school. Please refrain from bringing treats with any form of nuts, peanut butter, or peanut oil. Please contact the classroom teacher about individual allergies of specific

students.

FROM THE SCHOOL NURSE

HEALTH SERVICE

Students who become ill or injured at school should report to the health office. The school nurse may determine appropriate action. If the student is considered too ill to remain in class, a parent or guardian will be contacted. Written permission must be obtained from a parent/guardian to administer all medication. All medication must be in the original container and must be transported to and from the school office by a parent/guardian. The district will not administer the first dose of any medication. The school nurse will provide the necessary information and forms for medication to be administered at school.

The school is required by law to have your child’s state birth certificate number for our records.

Minimum Immunization For School Attendance:

Children will be required to be adequately immunized at the time of entrance to school. To attend school, all students must have received the minimum number of immunizations required for polio, measles, mumps, rubella, diphtheria, tetanus, pertussis, Hepatitis B and Varicella. Dates of immunizations will be kept on file as required by state law. All students must present documentation of month, day, and year of each immunization. There may be health or religious reasons for not receiving immunizations. These should be discussed with the school nurse. The required immunizations are:

GRADES	IMMUNIZATIONS
K - 5	4+ DTaP/DTP/DT 3+ IPV (Polio) 2 MMR (measles, mumps, rubella) 2 Varicella (chickenpox) or proof of disease 3+ Hepatitis B (There must be at least four weeks between dose 1 and 2; at least 8 weeks between dose 2 and 3; at least 16 weeks between doses 1 and 3 and final dose must be given no earlier than 24 weeks of age.) (Students who have previously had varicella (chickenpox), must have signed documentation including month and year on file with the school from a Licensed Health Care Provider as satisfactory evidence of disease.)

Prevention and control of communicable disease. Section 167.191 RS MO 1986:

- It is unlawful for any child to attend public school while afflicted with any contagious or infectious disease, or while liable to transmit such a disease after having been exposed to it.
- Children who are running a fever of 100 degrees or more will be required to leave school for their own well-being and the protection of others.
- Students must be fever free for 24 hours before returning to school.
- Any child may be excluded from school until a physician determines the child cannot infect others, or until the recommended exclusion period has passed.
- Students diagnosed with Strep Throat or Conjunctivitis (Pink Eye) will be excluded from school activities until 24 hours after treatment is started.
- No vomiting or diarrhea for 24 hours before returning to school.
- In order to protect all students, students with nits and/or lice are not allowed to attend school. If a child is found to have either, he or she will be required to leave school immediately to be treated. Students who have been sent home may return **no sooner than the following school day accompanied by a responsible adult** to be cleared for re-admittance by the school nurse or the principal’s designee. A parent may contact the Andrew County Health Department and/or the school nurse for advice on eliminating the infestation.

ADMINISTERING MEDICINES TO STUDENTS

If under exceptional circumstances a child is required to take oral medication during school hours and the parent cannot be at the school to administer the medication, the school nurse and/or the principal's designees will administer the medication in compliance with the regulations that follow:

Prescription Drugs

- A. Short-term (i.e., antibiotics, etc.)

1. The medication shall be in the original container labeled with the physician's prescription.
2. Parents shall authorize school personnel to give medication (medication slips obtained in the Nurse's office).

This authorization acknowledges the parent's approval, dosage, time, amounts, date prescribed, name of medication, purpose of medication, possible side effects, and the termination date for administering the medication. It is suggested that there be enough dosage sent to school for the day, not the entire amount of the prescription.

B. Long-term

1. Arrangements will be made for students on daily, long-term medications and will follow the above guidelines except for the amount of medication sent to school. Note: If medication is not picked up at the end of the school year, medication will be thrown away. Non-Prescription Drugs (Tylenol, Advil, Cough Cold Remedies, etc.)

- a. Oral medication that is non-prescriptive may be administered under the supervision of the school nurse and/or the principal's designee if authorized by the parent. Students are not to carry medication with them at school.
- b. Parents shall authorize school personnel to give medication using the medication slips obtained in the Nurse's office and providing dosage, times, amounts, name of medication, purpose, possible side effects and the termination date for administering the medication. It is suggested that there be enough dosage sent to school for the day if possible.

HEALTH SCREENINGS

The schedule is as follows: kindergarten, first, third and fifth grade students and any new students will be screened for vision, hearing, height and weight. Screenings will be done at the requests of parent or teacher as well. These will be conducted throughout the year.

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 Savannah R-III 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 Savannah R-III 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 Savannah R-III 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 Savannah R-III 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 the Special Services Department office at 401A N 8th St, Savannah, MO 64485 between the hours of 7:30 a.m. to 3:30 pm.

This notice will be provided in native languages as appropriate.

**PROHIBITION AGAINST ILLEGAL DISCRIMINATION AND HARASSMENT From FILE: AC
General Rule**

The Savannah R-III School District Board of Education is committed to maintaining a workplace and educational environment that is free from discrimination and harassment in admission or access to, or treatment or employment in, its programs, services, activities and facilities. In accordance with law, the district strictly prohibits discrimination and harassment against employees, students or others on the basis of race, color, religion, sex, national origin, ancestry, disability, age, genetic information or any other characteristic protected by law. The Savannah R-III School District is an equal opportunity employer.

The Board also prohibits: Retaliatory actions including, but not limited to, acts of intimidation, threats, coercion or discrimination against those who: Make complaints of prohibited discrimination or harassment.

Report prohibited discrimination or harassment. Participate in an investigation, formal proceeding or informal resolution, whether conducted internally or outside the district, concerning prohibited discrimination or harassment. Aiding, abetting, inciting, compelling or coercing discrimination, harassment or retaliatory actions. Discrimination, harassment or retaliation against any person because of such person's association with a person protected from discrimination or harassment in accordance with this policy.

All employees, students and visitors must immediately report to the district for investigation any incident or behavior that could constitute discrimination, harassment or retaliation in accordance with this policy. If a student alleges sexual misconduct on the part of any district employee to any person employed by the district, that person will immediately report the allegation to the Children's Division (CD) of the Department of Social Services in accordance with state law. In accordance with this policy and as allowed by law, the district will investigate and address discrimination, harassment and retaliation that negatively impact the school environment, including instances that occur off district property or are unrelated to the district's activities.

Additional Prohibited Behavior: Behavior that is not unlawful or does not rise to the level of illegal discrimination, harassment or retaliation might still be unacceptable for the workplace or the educational environment. Demeaning or otherwise harmful actions are prohibited, particularly if directed at personal characteristics including, but not limited to, socioeconomic level, sexual orientation or perceived sexual orientation.

Boy Scouts of America Equal Access Act: As required by law, the district will provide equal access to district facilities and related benefits and services and will not discriminate against any group officially affiliated with the Boy Scouts of America, the Girl Scouts of the United States of America or any other youth group designated in applicable federal law.

School Nutrition Programs: No person shall, on the basis of race, color, national origin, sex, age or disability, be excluded from participation in, be denied benefits of, or otherwise be subject to discrimination under a school nutrition program for which the district receives federal financial assistance from the U.S. Department of Agriculture (USDA) Food and Nutrition Service. School nutrition programs include the National School Lunch Program, the Special Milk Program, the School Breakfast Program and the Summer Food Service Program.

Interim Measures: When a report is made or the district otherwise learns of potential discrimination, harassment or retaliation, the district will take immediate action to protect the alleged victim, including implementing interim measures. For example, the district may alter a class seating arrangement, provide additional supervision for a student or suspend an employee pending an investigation. The district will take immediate steps to prevent retaliation against the alleged victim, any person associated with the alleged victim, or any witnesses or participants in the investigation. These steps may include, but are not limited to, notifying students, employees and others that they are protected from retaliation, ensuring that they know how to report future complaints, and initiating follow-up contact with the complainant to determine if any additional acts of discrimination, harassment or retaliation have occurred.

Consequences and Remedies: If the district determines that discrimination, harassment or retaliation have occurred, the district will take prompt, effective and appropriate action to address the behavior, prevent its recurrence and remedy its effects.

Employees who violate this policy will be disciplined, up to and including employment termination. Students who violate this policy will be disciplined, which may include suspension or expulsion. Patrons, contractors, visitors or others who violate this policy may be prohibited from district property or otherwise restricted while on district property. The superintendent or designee will contact law enforcement or seek a court order to enforce this policy when necessary or when actions may constitute criminal behavior. Students, employees and others will not be disciplined for speech in circumstances where it is protected by law.

In accordance with law and district policy, any person suspected of abusing or neglecting a child will be reported

immediately to the CD. Remedies provided by the district will attempt to minimize the burden on the victim. Such remedies may include, but are not limited to: providing additional resources such as counseling, providing access to community services, assisting the victim in filing criminal charges when applicable, moving the perpetrator to a different class or school, providing an escort between classes, or allowing the victim to retake or withdraw from a class. The district may provide additional training to students and employees, make periodic assessments to make sure behavior complies with district policy, or perform a climate check to assess the environment in the district.

Definitions

Compliance Officer – The individual responsible for implementing this policy, including the acting compliance officer when he or she is performing duties of the compliance officer.

Discrimination – Conferring benefits upon, refusing or denying benefits to, or providing differential treatment to a person or class of persons in violation of law based on race, color, religion, sex, national origin, ancestry, disability, age, genetic information or any other characteristic protected by law, or based on a belief that such a characteristic exists.

Grievance – A verbal or written report (also known as a complaint) of discrimination, harassment or retaliation made to the compliance officer.

Harassment – A form of discrimination, as defined above, that occurs when the school or work environment becomes permeated with intimidation, ridicule or insult that is sufficiently severe or pervasive enough that it unreasonably alters the employment or educational environment.

Behaviors that could constitute illegal harassment include, but are not limited to, the following acts if based on race, color, religion, sex, national origin, ancestry, disability, age, genetic information or any other characteristic protected by law or based on a belief that such a characteristic exists: graffiti; display of written material, pictures or electronic images; name calling, teasing or taunting; insults, derogatory remarks or slurs; jokes; gestures; threatening, intimidating or hostile acts; physical acts of aggression, assault or violence; theft; or damage to property.

Sexual Harassment – A form of discrimination, as defined above, on the basis of sex. Sexual harassment is unwelcome conduct that occurs when a) benefits or decisions are implicitly or explicitly conditioned upon submission to, or punishment is applied for refusing to comply with, unwelcome sexual advances, requests for sexual favors or conduct of a sexual nature; or b) the school or work environment becomes permeated with intimidation, ridicule or insult that is based on sex or is sexual in nature and that is sufficiently severe or pervasive enough to alter the conditions of participation in the district's programs and activities or the conditions of employment. Sexual harassment may occur between members of the same or opposite sex. The district presumes a student cannot consent to behavior of a sexual nature with an adult regardless of the circumstance. Behaviors that could constitute sexual harassment include, but are not limited to: Sexual advances and requests or pressure of any kind for sexual favors, activities or contact. Conditioning grades, promotions, rewards or privileges on submission to sexual favors, activities or contact. Punishing or reprimanding persons who refuse to comply with sexual requests, activities or contact. Graffiti, name calling, slurs, jokes, gestures or communications of a sexual nature or based on sex. Physical contact or touching of a sexual nature, including touching of intimate parts and sexually motivated or inappropriate patting, pinching or rubbing. Comments about an individual's body, sexual activity or sexual attractiveness. Physical sexual acts of aggression, assault or violence, including criminal offenses (such as rape, sexual assault or battery, and sexually motivated stalking) against a person's will or when a person is not capable of giving consent due to the person's age, intellectual disability or use of drugs or alcohol. Gender-based harassment and acts of verbal, nonverbal, written, graphic or physical conduct based on sex or sex stereotyping, but not involving conduct of a sexual nature. Working Days – Days on which the district's business offices are open.

BUILDING AND GROUNDS SECURITY From FILE: ECA

It is the goal of the Savannah R-III School District to provide a safe learning environment for students and a safe working environment for employees. The Board directs the superintendent or designee to routinely inspect the district's property and bring proposals for improving security to the Board.

Property Access

In general, district buildings and property are not open to the public unless the district has specifically opened a building or property for public use or for an event to which the public is

invited. The superintendent or designee will establish regular business hours and locations where members of the general public may contact the district and interact with district employees.

The superintendent or designee will set hours when parents/guardians may drop off and pick up their students. The district is not responsible for the supervision of students except during regular school hours or other times designated by the district.

The superintendent or designee will determine which district employees need access to district buildings or grounds outside regular building hours and provide those employees keys or electronic access. The district will maintain a list of employees with access and will routinely monitor this list to ensure that only current employees continue to have access. An employee's access may be revoked at any time.

All district employees and volunteers are required to maintain security in district buildings, enforce building access rules and take action when doors are left unsecured or district security is otherwise compromised.

Security Personnel

The district may employ or contract for trained and appropriately licensed personnel or independent contractors to provide security during the regular school day, after regular business hours or during events or activities where additional security is determined necessary.

Surveillance Cameras

The district utilizes surveillance equipment on district property and in district facilities for security purposes.

Firearms and Other Weapons

No person shall carry a firearm, a concealed weapon or any other weapon readily capable of lethal use into any school, onto any school transportation or onto the premises of any function or activity sponsored or sanctioned by the district, except for authorized law enforcement officials. Adults and students may possess weapons on school property for the limited purpose of facilitating or participating in a school-sanctioned firearm-related event, as long as the weapons are neither concealed nor carried onto school transportation or onto the premises of any other school or school-sponsored activity. School officials are prohibited from authorizing any person to bring weapons on school property or to school activities, including concealed weapons, beyond the exceptions stated in this policy.

Any person who possesses a weapon in violation of this policy will be asked to leave. In addition, district administrators may report the incident to law enforcement officials, ban the person from school property or school events in accordance with policy KK or seek other legal remedies. Possession of weapons by students is governed by policy JFCJ and regulation JG-R.

Vandalism

The Board shall seek all legal redress against persons found to have committed incidents of willful or malicious abuse, destruction, defacing and/or theft of the property of the Savannah R-III School District.

District patrons, students and members of the staff are urged by the Board to cooperate in reporting incidents of vandalism to property belonging to the district, as well as the name(s) of the person or persons believed to be responsible.

The superintendent and/or principal shall be authorized to sign a complaint, press charges and pursue civil action against perpetrators of vandalism to district property. Restitution for the damages caused will be sought from such persons—and, in the case of minors, from their parents/guardians—under the laws of this state. Students found guilty of willfully defacing or injuring any district property shall pay for the damages caused thereby and may be suspended or expelled as provided by law.

Security Records

In accordance with law and district policy, the district has closed records pertaining to district security guidelines, policies and response plans; structural plans of real property; security systems; and access and authorization codes for security systems. Other security-related records will only be

provided to members of the public upon request when required by law.

TECHNOLOGY USAGE From FILE: EHB-AP STUDENT USERS

All student users and their parents/guardians must sign or electronically consent to the district's User Agreement prior to accessing or using district technology resources, unless otherwise excused by this policy or the superintendent or designee. Students who are 18 or who are otherwise able to enter into an enforceable contract may sign or consent to the User Agreement without additional signatures. Students who do not have a User Agreement on file with the district may be granted permission to use the district's technology resources by the superintendent or designee. (To view entire policy, please visit the District Policies under Board of Education.)

PROGRAMS FOR HOMELESS AND MIGRANT STUDENTS From FILE: IGBCA-IGBCB

The Savannah R-III School District Board of Education recognizes that homelessness alone should not be sufficient reason to separate students from the mainstream school environment. Therefore, the district, in accordance with state and federal law and the Missouri state plan for education of the homeless, will give special attention to ensure that homeless students in the school district have access to a free and appropriate public education.

Homeless students are individuals who lack a fixed, regular and adequate nighttime residence and include the following:

1. Children and youths who are sharing the housing of other persons due to loss of housing, economic hardship or a similar reason; are living in motels, hotels, trailer parks or camping grounds due to the lack of alternative adequate accommodations; are living in emergency or transitional shelters; are abandoned in hospitals; or are awaiting foster care placement.
2. Children and youths who have a primary nighttime residence that is a public or private place not designated for or ordinarily used as a regular sleeping accommodation for human beings.
3. Children and youths who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations or similar settings.
4. Migratory children who meet one (1) of the above-described circumstances.

Enrollment/Placement

The district will consider the best interest of the homeless student, with parental involvement, in determining whether he or she should be enrolled in the school of origin or the school that non homeless students who live in the attendance area in which the homeless student is actually living are eligible to attend. To the extent feasible, and in accordance with the homeless student's best interest, the homeless student should continue his or her education in the school of origin, except when contrary to the wishes of the parent or guardian. If the homeless student is unaccompanied by a parent or guardian, the homeless coordinator will consider the views of the homeless student in deciding where he or she will be educated. The choice regarding placement shall be made regardless of whether the homeless student lives with the homeless parents or has been temporarily placed elsewhere.

The school selected shall immediately enroll the homeless student even if he or she is unable to produce records normally required for enrollment, such as previous academic records, immunization records, proof of residency or other documentation. However, the district may require a parent or guardian of a homeless student to submit contact information.

The district must provide a written explanation, including a statement regarding the right to appeal, to the homeless student's parent or guardian, or to the homeless student if unaccompanied, if the district sends him or her to a school other than the school of origin or other than a school requested by the parent or guardian.

If a dispute arises over school selection or enrollment in a school, the homeless student shall be immediately admitted to the school in which enrollment is sought, pending resolution of the dispute. The homeless student, parent or guardian shall be referred to the district homeless coordinator, who will carry out the dispute resolution process as expeditiously as possible.

For the purposes of this policy, "school of origin" is defined as the school that the student attended when permanently housed or the school in which the student was last enrolled.

Services

Each homeless student shall be provided services comparable to services offered to other students in the district including, but not limited to, transportation services; educational services for which the student meets the eligibility criteria, such as educational programs for disadvantaged students, students with disabilities and gifted students; vocational programs and

technical education; school meals programs; preschool programs; before- and after-school care programs; and programs for students with limited English proficiency. Homeless students will not be segregated in a separate school or in a separate program within a school based on the student's status as homeless.

Transportation

If the homeless student's school of origin and temporary housing are located in the Savannah R-III School District, the district will provide transportation to and from the school of origin at the request of the parent, guardian or homeless coordinator, provided it is in the best interest of the student. If the homeless student's school of origin and temporary housing are located in two (2) different school districts, the districts will equally share the responsibility and costs for transporting the student.

Records

Any records ordinarily kept by the school for each homeless student, including immunization records, academic records, birth certificates, guardianship records and evaluations for special services or programs shall be maintained so that appropriate services may be given the student, so that necessary referrals can be made and so that records may be transferred in a timely fashion when a homeless student enters a new school district. Copies of records shall be made available upon request to students or parents in accordance with the Family Educational Rights and Privacy Act (FERPA).

Coordinator

The Board designates the following individual to act as the district's homeless coordinator:

Assistant Superintendent of Schools
408 West Market
Savannah, MO 64485

Ph. 816-324-3144
Fax. 816-324-5594

The district shall inform school personnel, service providers and advocates working with homeless families of the duties of the district homeless coordinator. The homeless coordinator will ensure that:

1. Homeless students are identified by school personnel and by other entities and agencies with which the school coordinates activities.
2. Homeless students enroll and have a full and equal opportunity to succeed in schools in the district.
3. Homeless families and students receive educational services for which they are eligible, including Head Start, Even Start and preschool programs administered by the district, as well as referrals to health care services, dental services, mental health services and other appropriate services based on their assessed needs.
4. The parents or guardians of homeless students are informed of the educational and related opportunities available to their children and are provided with meaningful opportunities to participate in the education of their children.
5. Public notice of the educational rights of homeless students is disseminated where such students receive services, such as schools, family shelters and soup kitchens.
6. Enrollment disputes are mediated in accordance with law.
7. The parent or guardian of a homeless student and any unaccompanied student is fully informed of all transportation services, including transportation to the school of origin, and is assisted in accessing transportation to the school selected.
8. Unaccompanied students will be assisted in placement or enrollment decisions, their views will be considered and they will be provided notice of the right to appeal.
9. Students who need to obtain immunizations, or immunization or medical records, will receive assistance.

Resolving Grievances

Level I – A complaint regarding the placement or education of a homeless student shall first be presented orally and informally to the district's homeless coordinator. If the complaint is not promptly resolved, the complainant may present a formal written complaint (grievance) to the homeless coordinator. The written charge must include the following information: date of filing, description of alleged grievances, the name of the person or persons involved and a recapitulation of the action taken during the informal charge stage. Within five (5) business days after receiving the complaint, the coordinator shall state a decision in writing to the complainant, with supporting evidence and reasons. In addition, the coordinator will inform the superintendent of the formal complaint and the disposition.

Level II – Within five (5) business days after receiving the decision at Level I, the complainant may appeal the decision to the superintendent by filing a written appeals package. This package shall consist of the complainant's grievance and the decision rendered at Level I. The superintendent will arrange for a personal conference with the complainant at his or her earliest mutual convenience. Within five (5) business days after receiving the complaint, the superintendent shall state a decision in writing to the complainant, with supporting evidence and reasons.

Level III – If a resolution is not reached in Level II, a similar written appeals package shall be directed through the

superintendent to the Board of Education requesting a hearing before the Board at the next regularly scheduled or specially called meeting. Within 30 business days after receiving the appeals package, the Board shall state its decision and reply in writing to the parties involved. For district purposes, the decision of the Board of Education is final.

Level IV – If the complainant is dissatisfied with the action taken by the Board of Education, a written notice stating the reasons for dissatisfaction may be filed with the State Homeless Coordinator, Federal Discretionary Grants, P. O. Box 480, Jefferson City, MO, 65102-0480. An appeal of this decision can be made within ten (10) days to the Deputy Commissioner of Education.

The Board of Education of the Savannah R-III School District directs the administration to screen students, as required by law, to assist the state in identifying migratory children. If the district becomes aware of any student who might be a migrant student, the superintendent or designee will notify the state director of migrant education, as designated by the Department of Elementary and Secondary Education (DESE), so that the student may be formally recognized as a migrant student.

The administration will develop written administrative procedures for ensuring that migrant students, once identified, receive services for which they are eligible. In developing and implementing a program to address the needs of migratory children, the district will:

1. Screen students and assess the educational and related health and social needs of each student identified as migrant.
2. Provide a full range of services to migrant students, including applicable Title I programs, special education, gifted education, career or technical education, language programs, counseling programs, elective classes, fine arts classes, etc.
3. Provide migratory children with the opportunity to meet the same statewide assessment standards that all children are expected to meet.
4. To the extent feasible, provide advocacy and outreach programs to migratory children and their families and professional development for district staff
5. Provide parents/guardians an opportunity for meaningful participation in the program.

BULLYING From FILE: JFCF

General

In order to promote a safe learning environment for all students, the Savannah R-III School District prohibits all forms of bullying. The district also prohibits reprisal or retaliation against any person who reports an act of bullying among or against students. All bullying incidents will be handled in accordance with the Savannah R-III Bullying Handbook. See Bullying Handbook on the district website, www.savannahr3.com.

Definitions

Bullying – In accordance with state law, bullying is defined as intimidation, unwanted aggressive behavior, or harassment that is repetitive or is substantially likely to be repeated and causes a reasonable student to fear for his or her physical safety or property; that substantially interferes with the educational performance, opportunities or benefits of any student without exception; or that substantially disrupts the orderly operation of the school. Bullying includes, but is not limited to: physical actions, including violence, gestures, theft, or property damage; oral, written, or electronic communication, including name-calling, put-downs, extortion, or threats; or threats of reprisal or retaliation for reporting such acts.

Cyberbullying – A form of bullying committed by transmission of a communication including, but not limited to, a message, text, sound or image by means of an electronic device including, but not limited to, a telephone, wireless telephone or other wireless communication device, computer or pager. The district has jurisdiction over cyberbullying that uses the district's technology resources or that originates on district property, at a district activity or on district transportation. Even when cyberbullying does not involve district property, activities or technology resources, the district will impose consequences and discipline for those who engage in cyberbullying if there is a sufficient nexus to the educational environment, the behavior materially and substantially disrupts the educational environment, the communication involves a threat as defined by law, or the district is otherwise allowed by law to address the behavior.

School Day – A day on the school calendar when students are required to attend school.

Designated Officials

The principal of each building is hereby designated as the individual to receive and investigate reports of bullying. Each building principal shall designate at least two teachers or administrators in the building who are authorized to receive and investigate reports of bullying in the principal's absence or at the principal's discretion.

The district compliance officer appointed in policy AC will serve as the district wide anti-bullying coordinator. The anti-bullying coordinator will receive all completed investigative reports from all buildings and analyze the reports to identify any information that would inform the district's antidiscrimination and anti-bullying education and training programs. In addition, the anti-bullying coordinator will assist in making any relevant reports as required by state and federal law.

Reporting Bullying

All students shall be informed of their right to protection against bullying behaviors and the right to file a complaint if they believe they have been the victim or witnessed an incident of bullying behavior. School administrators are responsible for investigating each report, determining if the complaint is legitimate in accordance with the above definition, and taking appropriate corrective action. Any student or staff member may initiate a complaint by talking to an administrator or completing a complaint form and returning this form to a school administrator or placing it in the drop box located in a central location of the building. Forms will be available from the following: teachers, nurse, library, front office, guidance office, and website.

Investigation

Within two school days of receiving a report of bullying, the principal will initiate an investigation of the incident. The investigation shall be completed within ten school days of the date the report of bullying was received unless good cause exists to extend the investigation.

- A. Interview the reporter or alleged victim.
 1. Document basic information (who, what, where, when).
 2. Ask for witnesses or evidence.
 3. Offer assurance of protection against retaliation.
 4. Inform parent/guardian of the alleged bullying
- B. Review Evidence and Interview Witness
- C. Meet with alleged bully.
 1. Explain bullying behavior and its seriousness.
 2. Present the allegation.
 3. Provide an opportunity for response.
 4. Explain investigation and follow up procedures.
 5. Caution against retaliation.
 6. Inform parent/guardian of the alleged bullying
 7. Complete and file the Documentation of Bullying form.
 8. Administer appropriate consequences as stated on the Bullying Behavior and Discipline Chart.

**See Bully Free Handbook

HAZING From FILE: JFCG

In order to promote a safe learning environment for all students, the Savannah R-III School District prohibits all forms of hazing.

For purposes of this policy, hazing is defined as any activity, on or off school grounds, that a reasonable person believes would negatively impact the mental or physical health or safety of a student or put the student in a ridiculous, humiliating, stressful or disconcerting position for the purposes of initiation, affiliation, admission, membership or maintenance of membership in any group, class, organization, club or athletic team including, but not limited to, a grade level, student organization or district-sponsored activity.

Hazing may include those actions that subject a student to extreme mental stress including, but not limited to, sleep

deprivation, physical confinement, forced conduct that could result in extreme embarrassment or criminal activity, or other stress-inducing activities. Hazing may also include, but is not limited to: acts of physical brutality; whipping; beating; branding; exposing to the elements; forcing inhalation or consumption of any food, liquor, drug, tobacco product, or other substance; or any other forced physical activity that could adversely affect the physical health or safety of an individual.

Hazing can occur even when all students involved are willing participants. Hazing does not occur when a student is required to audition or tryout for an organization when the criteria are reasonable, approved by the district and legitimately related to the purpose of the organization.

District staff, coaches, sponsors and volunteers will not permit, condone or tolerate any form of hazing or plan, direct, encourage, assist in, engage in or participate in any activity that involves hazing. District staff will report incidents of hazing to the building principal. The principal shall promptly investigate all complaints of hazing and administer appropriate discipline to all individuals who violate this policy. District staff who violate this policy may be disciplined or terminated.

Students participating in or encouraging inappropriate conduct will be disciplined in accordance with JG-R1. Such discipline may include, but is not limited to, suspension or expulsion from school and removal from participation in activities. The district will report hazing incidents to law enforcement when required by law. Students who have been subjected to hazing are instructed to promptly report such incidents to a school official.

The superintendent will provide for appropriate training designed to assist staff, coaches, sponsors and volunteers in identifying, preventing and responding to incidents of hazing.

The district shall annually inform students, parents/guardians, district staff and volunteers that hazing is prohibited. This notification may occur through the distribution of the written policy, publication in handbooks, presentations at assemblies or verbal instructions by a coach or sponsor at the start of a season or program.

WEAPONS IN SCHOOL From FILE: JFCJ

The Board recognizes the importance of preserving a safe educational environment for students, employees and patrons of the district. In order to maintain the safety of the educational community, the district will strictly enforce the necessary disciplinary consequences resulting from the use or possession of weapons on school property. No student may possess a weapon on school property at any time, except as specifically authorized during a school-sponsored or school-sanctioned activity permitting weapons. The school district will provide secured storage of student firearms if necessary.

School property is defined as: Property utilized, supervised, rented, leased, or controlled by the school district including but not limited to school playgrounds, parking lots and school buses, and any property on which any school activity takes place.

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.

Students with disabilities who violate this policy will be disciplined in accordance with policy JGE.

This policy will be submitted annually to the state Department of Elementary and Secondary Education along with a report indicating any suspensions or expulsions resulting from the possession or use of a firearm as defined in 18 U.S.C. § 921. The report will include the name of the school in which the incidents occurred, the number of students suspended or expelled and the types of weapons involved.

INTERROGATIONS, INTERVIEWS AND SEARCHES From FILE: JFG

School lockers, desks and other district property are provided for the convenience of students and, as such, are subject to periodic inspection without notice. Student property may be searched based on reasonable suspicion of a violation of district rules, policy or law. Reasonable suspicion must be based on facts known to the administration, credible information or reasonable inference drawn from such facts or information. Searches of student property shall be limited in scope based on the original justification of the search. The privacy and dignity of students shall be respected. Searches shall be carried out in the presence of adult witnesses and not in front of other students, unless exigent circumstances exist. It is a privilege, not a right, to park on school grounds. The school retains the authority to conduct routine patrols of any vehicle parked on school grounds. The interior of a student's automobile on school premises may be searched if the school authority has reasonable suspicion to believe that such a search will produce evidence that the student has violated or is violating either the law or district policy. The administration will contact law enforcement officials to perform a search if the administration reasonably suspects that a student is concealing controlled substances, drug paraphernalia, weapons, stolen goods or evidence of a crime beneath his or her clothing and the student refuses to surrender such items. Law enforcement officials may be contacted for assistance in performing a search in any case in which a student refuses to allow a search or in which the search cannot safely be conducted. School employees and volunteers, other than commissioned law enforcement officers, shall not strip search students, as defined in state law, except in situations where an employee reasonably believes that the student possesses a weapon, explosive or substance that poses an imminent threat of physical harm to the student or others and a commissioned law enforcement officer is not immediately available. If a student is strip searched, as defined in state law, by a school employee or a commissioned law enforcement officer, the district will attempt to notify the student's parents/guardians as soon as possible. During an examination, and if reasonable under the circumstances, school employees may require students to empty pockets or remove jackets, coats, shoes and other articles of exterior clothing that when removed do not expose underwear. Employees may also remove student clothing to investigate the potential abuse or neglect of a student, give medical attention to a student, provide health services to a student or screen a student for medical conditions. To further safety and promote discipline in the district, the Board authorizes the use of trained drug-detection dogs in cooperation with law enforcement authorities to search school premises at any time. Drug-detection dogs will be used periodically to monitor school premises, including, but not limited to, lockers, vehicles parked on school property or vehicles parked on property provided by the school. The school resource officer (SRO) may interview or question students regarding an alleged violation of law. A school resource officer may also accompany school administrators executing a search or may perform searches under the direction of school administrators.

STUDENT DISCIPLINE FILE: JG-R

The Student Code of Conduct is designed to foster student responsibility, respect for others, and to provide for the orderly operation of district schools. No code can be expected to list each and every offense that may result in disciplinary action; however, it is the purpose of this code to list certain offenses which, if committed by a student, will result in the imposition of a certain disciplinary action. Any conduct not included herein, any aggravated circumstance of any offense, or any action involving a combination of offenses may result in disciplinary consequences that extend beyond this code of conduct as determined by the principal, superintendent and/or Board of Education. In extraordinary circumstances where the minimum consequence is judged by the superintendent or designee to be manifestly unfair or not in the interest of the district, the superintendent or designee may reduce the consequences listed in this policy, as allowed by law. This code includes, but is not necessarily limited to, acts of students on district property, including playgrounds, parking lots and district transportation, or at a district activity, whether on or off district property. The district may also discipline students for off-campus conduct that negatively impacts the educational environment, to the extent allowed by law.

Reporting to Law Enforcement

It is the policy of the Savannah R-III School District to report all crimes occurring on district property to law enforcement including, but not limited to, the crimes the district is required to report in accordance with law. A list of crimes the district is required to report is included in policy JGF.

The principal shall also notify the appropriate law enforcement agency and superintendent if a student is discovered to possess a controlled substance or weapon in violation of the district's policy.

In addition, the superintendent shall notify the appropriate division of the juvenile or family court upon suspension for more than ten days or expulsion of any student who the district is aware is under the jurisdiction of the court.

Documentation in Student's Discipline Record

The principal, designee or other administrators or school staff will maintain all discipline records as deemed necessary for

the orderly operation of the schools and in accordance with law and policy JGF.

Conditions of Suspension, Expulsion and Other Disciplinary Consequences

All students who are suspended or expelled, regardless of the reason, are prohibited from participating in or attending any district-sponsored activity, or being on or near district property or the location of any district activity for any reason, unless permission is granted by the superintendent or designee. In addition, the district may prohibit students from participating in activities or restrict a student's access to district property as a disciplinary consequence even if a student is not suspended or expelled from school, if appropriate.

In accordance with law, any student who is suspended for any offenses listed in § 160.261, RSMo., or any act of violence or drug-related activity defined by policy JGF as a serious violation of school discipline shall not be allowed to be within 1,000 feet of any district property or any activity of the district, regardless of whether the activity takes place on district property, unless one of the following conditions exist:

1. The student is under the direct supervision of the student's parent, legal guardian, custodian or another adult designated in advance, in writing, to the student's principal by the student's parent, legal guardian or custodian, and the superintendent or designee has authorized the student to be on district property.
2. The student is enrolled in and attending an alternative school that is located within 1,000 feet of a public school in the district.
3. The student resides within 1,000 feet of a public school in the district and is on the property of his or her residence.

If a student violates the prohibitions in this section, he or she may be suspended or expelled in accordance with the offense, "Failure to Meet Conditions of Suspension, Expulsion or Other Disciplinary Consequences," listed below.

Prohibited Conduct

The following are descriptions of prohibited conduct as well as potential consequences for violations. Building-level administrators are authorized to more narrowly tailor potential consequences as appropriate for the age level of students in the building. All consequences must be within the ranges established in this regulation. In addition to the consequences specified here, school officials will notify law enforcement and document violations in the student's discipline file pursuant to law and Board policy.

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

First Offense: No credit for the work, grade reduction, or replacement assignment.

Subsequent Offense: No credit for the work, grade reduction, course failure, or removal from extracurricular activities.

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

First Offense: Detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion. Restitution if appropriate.

Subsequent Offense: 1-180 days out-of-school suspension or expulsion. Restitution if appropriate.

Assault

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

First Offense: Principal/Student conference, detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.

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

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

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

Subsequent Offense: Expulsion.

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

First Offense: Suspension or revocation of parking privileges, detention, or in-school suspension.

Subsequent Offense: Revocation of parking privileges, detention, in-school suspension, or 1-10 days out-of-school suspension.

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

First Offense: Detention, in-school suspension, or 1-180 days out-of-school suspension.

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

Bus or Transportation Misconduct (see Board policy JFCC) – Any offense committed by a student on transportation provided by or through the district shall be punished in the same manner as if the offense had been committed at the student's assigned school. In addition, transportation privileges may be suspended or revoked.

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

First Offense: Nullification of forged document. Principal/Student conference, detention, or in-school suspension.

Subsequent Offense: Nullification of forged document. Detention, in-school suspension, or 1-180 days out-of-school suspension.

Disrespectful or Disruptive Conduct or Speech (see Board policy AC if illegal harassment or discrimination is involved) – Verbal, written, pictorial or symbolic language or gesture that is directed at any person that is in violation of district policy or is otherwise rude, vulgar, defiant, considered inappropriate in educational settings or that materially and substantially disrupts classroom work, school activities or school functions. Students will not be disciplined for speech in situations where it is protected by law.

First Offense: Principal/Student conference, detention, in-school suspension, or 1-10 days out-of-school suspension.

Subsequent Offense: Detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.

Drugs/Alcohol (see Board policies JFCH and JHCD)

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

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

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

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

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

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

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

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

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

Extortion – Threatening or intimidating any person for the purpose of obtaining money or anything of value.

First Offense: Principal/Student conference, detention, in-school suspension, or 1-10 days out-of-school suspension.

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

Failure to Care for or Return District Property – Loss of, failure to return, or damage to district property including, but not limited to, books, computers, calculators, uniforms, and sporting and instructional equipment.

First Offense: Restitution. Principal/Student conference, detention, or in-school suspension.

Subsequent Offense: Restitution. Detention or in-school suspension.

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

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

First Offense: Verbal warning, detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion. Report to law enforcement for trespassing if expelled.

Subsequent Offense: In-school suspension, 1-180 days out-of-school suspension, or expulsion. Report to law enforcement for trespassing if expelled.

False Alarms (see also "Threats or Verbal Assault") – Tampering with emergency equipment, setting off false alarms,

making false reports; communicating a threat or false report for the purpose of frightening or disturbing people, disrupting the educational environment or causing the evacuation or closure of district property.

First Offense: Restitution. Principal/Student conference, detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.

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

Fighting (see also, "Assault")--Combat in which one or both parties have contributed to a conflict either verbally or physically.

First Offense: 3-10 days out-of-school suspension, notification of law enforcement officials and documentation in student's discipline record.

Second Offense: 5-10 days out-of-school suspension, notification of law enforcement officials and documentation in student's discipline record.

Third Offense: 10 days out-of-school suspension and/or recommendation to superintendent for long-term suspension, notification of law enforcement officials and documentation in student's discipline record.

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

First Offense: Principal/Student conference, loss of privileges, detention, or in-school suspension.

Subsequent Offense: Principal/Student conference, loss of privileges, detention, in-school suspension, or 1-10 days out-of-school suspension.

Harassment, including Sexual Harassment (see Board policy AC)

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

First Offense: Principal/Student conference, detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.

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

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

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

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

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

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

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

Incendiary Devices or Fireworks – Possessing, displaying or using matches, lighters or other devices used to start fires unless required as part of an educational exercise and supervised by district staff; possessing or using fireworks.

First Offense: Confiscation. Warning, principal/student conference, detention, or in-school suspension.

Subsequent Offense: Confiscation. Principal/Student conference, detention, in-school suspension, or 1-10 days out-of-school suspension.

Nuisance Items – Possession or use of items such as toys, games, and portable media players that are not authorized for educational purposes.

First Offense: Confiscation. Warning, principal/student conference, detention, or in-school suspension.

Subsequent Offense: Confiscation. Principal/Student conference, detention, in-school suspension, or 1-10 days out-of-school suspension.

Public Display of Affection – Physical contact that is inappropriate for the school setting including, but not limited to, kissing and groping.

First Offense: Principal/Student conference, detention, or in-school suspension.

Subsequent Offense: Detention, in-school suspension, or 1-10 days out-of-school suspension.

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

First Offense: Confiscation. Principal/Student conference, detention, or in school susp.

Subsequent Offense: Confiscation. Detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.

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

First Offense: Principal/Student conference, detention, in-school suspension, or 1-180 days out-of-school suspension.

Subsequent Offense: Detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.

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

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

First Offense: Restitution. Principal/Student conference, loss of user privileges, detention, or in-school suspension.

Subsequent Offense: Restitution. Loss of user privileges, 1-180 days out-of-school suspension, or expulsion.

2. Using, displaying or turning on pagers, phones, personal digital assistants, personal laptops or any other personal electronic devices during the regular school day, including class change time, mealtimes or instructional class time, unless the use is part of the instructional program, required by a district-sponsored class or activity, or otherwise permitted by the building principal.

First Offense: Confiscation, principal/student conference, detention, or in-school suspension.

Subsequent Offense: Confiscation, principal/student conference, detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.

3. Violations, other than those listed in (1) or (2) above, of Board policy EHB, procedure EHB-AP or any policy or procedure regulating student use of personal electronic devices.

First Offense: Restitution. Principal/Student conference, detention, or in-school suspension.

Subsequent Offense: Restitution. Loss of user privileges, 1-180 days out-of-school suspension, or expulsion.

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

First Offense: Confiscation. Principal/Student conference, detention, or in-school suspension.

Subsequent Offense: Confiscation. Principal/Student conference, detention, in-school suspension, or 1-10 days out-of-school suspension.

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

First Offense: Return of or restitution for property. Principal/Student conference, detention, in-school suspension, or 1-180 days out-of-school suspension.

Subsequent Offense: Return of or restitution for property. 1-180 days out-of-school suspension or expulsion.

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

First Offense: Principal/Student conference, detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.

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

Tobacco

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

First Offense: Confiscation of tobacco product. Principal/Student conference, detention, or in-school suspension.

Subsequent Offense: Confiscation of tobacco product. Detention, in-school suspension, or 1-10 days out-of-school suspension.

2. Use of any tobacco products, electronic cigarettes, or other nicotine-delivery products on district property, district transportation or at any district activity. Nicotine patches or other medications used in a tobacco cessation program may only be used in accordance with district policy JHCD.

First Offense: Confiscation of tobacco product. Principal/Student conference, detention, in-school suspension, or 1-3 days out-of-school suspension.

Subsequent Offense: Confiscation of tobacco product. In-school suspension or 1-10 days out-of-school suspension.

Truancy or Tardiness (see Board policy JED and procedures JED-AP1 and JED-AP2) – Absence from school without the knowledge and consent of parents/guardians and the school administration; excessive non-justifiable absences, even with the consent of parents/guardians; arriving after the expected time class or school begins, as determined by the district.

First Offense: Principal/Student conference, detention, or 1-3 days in-school suspension.

Subsequent Offense: Detention or 3-10 days in-school suspension, and removal from extracurricular activities.

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

First Offense: Principal/Student conference, detention, in-school suspension, or 1-180 days out-of-school suspension.

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

Vandalism (see Board policy ECA) – Willful damage or the attempt to cause damage to real or personal property belonging to the district, staff or students.

First Offense: Restitution. Principal/Student conference, detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.

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

Weapons (see Board policy JFCJ)

1. Possession or use of any weapon as defined in Board policy, other than those defined in 18 U.S.C. § 921, 18

U.S.C. § 930(g)(2) or § 571.010, RSMo.

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

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

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

First Offense: One calendar year suspension or expulsion, unless modified by the Board upon recommendation by the superintendent.

Subsequent Offense: Expulsion.

3. Possession or use of ammunition or a component of a weapon.

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

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

PARENT/FAMILY INVOLVEMENT IN INSTRUCTIONAL AND OTHER PROGRAMS From File: IGBC

The Savannah R-III School District Board of Education believes that engaging parents/families in the education process is essential to improved academic success for students. The Board recognizes that a student's education is a responsibility shared by the district, parents, families and other members of the community during the entire time a student attends school. The Board believes that the district must create an environment that is conducive to learning and that strong, comprehensive parent/family involvement is an important component. Parent/Family involvement in education requires a cooperative effort with roles for the Department of Elementary and Secondary Education (DESE), the district, parents/families and the community.

Parent/Family Involvement Goals and Plan

The Board of Education recognizes the importance of eliminating barriers that impede parent/family involvement, thereby facilitating an environment that encourages collaboration with parents, families and other members of the community. Therefore, the district will develop and implement a plan to facilitate parent/family involvement that shall include the following six (6) goals:

1. Promote regular, two-way, meaningful communication between home and school.
2. Promote and support responsible parenting.
3. Recognize the fact that parents/families play an integral role in assisting their children to learn.
4. Promote a safe and open atmosphere for parents/families to visit the schools their children attend, and actively solicit parent/family support and assistance for school programs.
5. Include parents as full partners in decisions affecting their children and families.
6. Use available community resources to strengthen and promote school programs, family practices and the achievement of students.

The district's plan for meeting these goals is to:

1. Provide activities that will educate parents regarding the intellectual and developmental needs of their children at all age levels. This will include promoting cooperation between the district and other agencies or school/community groups (such as parent-teacher groups, Head Start, Parents as Teachers, etc.) to furnish learning opportunities and disseminate information regarding parenting skills and child/adolescent development.
2. Implement strategies to involve parents/families in the educational process, including:
 - ▶ Keeping parents/families informed of opportunities for involvement and encouraging participation in various programs.
 - ▶ Providing access to educational resources for parents/families to use together with their children.
 - ▶ Keeping parents/families informed of the objectives of district educational programs as well as of their child's participation and progress within these programs.
3. Enable families to participate in the education of their children through a variety of roles. For example,

parents/family members should be given opportunities to provide input into district policies and volunteer time within the classrooms and school programs.

4. Provide professional development opportunities for teachers and staff to enhance their understanding of effective parent/family involvement strategies.
5. Perform regular evaluations of parent/family involvement at each school and at the district level.
6. Provide access, upon request, to any instructional material used as part of the educational curriculum.
7. If practical, provide information in a language understandable to parents.

Title I, Migrant Education (MEP) and Limited English Proficiency (LEP) Programs

The Board also recognizes the special importance of parent/family involvement to the success of its Title I, MEP and LEP programs. Pursuant to federal law, the district and parents will jointly develop and agree upon a written parental involvement policy that will be distributed to parents participating in any of these programs.

Title I Program Parent Involvement

The district and parents of children participating in the Title I program will jointly develop and agree upon a written parent involvement policy that will describe how the district will:

1. Involve parents in the joint development of the Title I program plan and in the process of reviewing the implementation of the plan and suggesting improvements.
2. Provide the coordination, technical assistance and other support necessary to assist participating schools in planning and implementing effective parental involvement activities to improve student academic achievement and school performance.
3. Build the schools' and parents' capacity for strong parental involvement.
4. Coordinate and integrate Title I parental involvement strategies with those of other educational programs.
5. Conduct, with the involvement of parents, an annual evaluation of the content of the parental involvement policy and its effectiveness in improving the academic quality of the schools served. This will include identifying barriers to greater participation by parents in activities authorized by law, particularly by parents who are economically disadvantaged, have disabilities, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background. The district will use the findings of such evaluation to design strategies for more effective parental involvement and to revise, if necessary, the parental involvement policies.
6. Involve parents in the activities of the schools served.

Each school receiving Title I funds will jointly develop with and distribute to parents of children participating in the Title I program a written parental involvement policy agreed upon by such parents in accordance with the requirements of federal law:

1. The policy must be made available to the local community and updated periodically to meet the changing needs of parents and the school.
2. The policy shall contain a school-parent compact that outlines how parents, the entire school staff and students will share the responsibility of improved student academic achievement and the means by which the school and parents will build and develop a partnership to help children.
3. Each school participating in the Title I program will convene a meeting annually to inform parents about Title I and to involve parents in the planning, review and improvement of Title I programs, including the planning, review and improvement of the school parental involvement policy.

Migrant Education Program Parent Involvement

Parents of students in the MEP will be involved in and regularly consulted about the development, implementation, operation and evaluation of the Migrant Education Program.

Parents of MEP students will receive instruction regarding their role in improving the academic achievement of their children.

Limited English Proficiency Program Parent Involvement

Pursuant to federal law, parents of LEP students will be provided notification regarding their child's placement in and information about the district's LEP program.

Parents will be notified of their rights regarding program content and participation.

Policy Evaluation

The district, with parent/family involvement, will review and evaluate the content and effectiveness of this policy and each school-level policy at least annually. The district will revise this policy as necessary to improve or create practices that enhance parent/family involvement.

For a complete look at all Savannah R-III School District Board policies, please see following link:

Savannah R-III District website: www.savannahr3.com

https://simbli.eboardsolutions.com/SB_ePolicy/SB_PolicyOverview.aspx?S=6&Sch=6