

BAKERSFIELD
MIDDLE/HIGH
SCHOOL



*Providing an Excellent Education
for Every Student*

GRADES 6TH – 12TH

STUDENT HANDBOOK

2022~2023

THIS BOOK IS THE PROPERTY OF:

NAME: _____

Please return to the owner or the office.

Students and parents/guardians are required to read this handbook in its entirety. You and your parents/guardians will be asked to sign a statement that you have read this handbook.

Bakersfield R-IV School Directory

Mailing Address:

Bakersfield R-IV School
357 State Highway O
P.O. Box 38
Bakersfield, MO 65609

Visit our Website from your mobile device and Download our App @:

www.bakersfield.k12.mo.us

Scroll to the bottom of the page and under “Stay Connected”, click the appropriate application for your operating system

Visit our Facebook Page @:

bakersfield r iv school district

Access our Parent Portal @:

www.bakersfield.k12.mo.us

Click “EXPLORE” in the upper right hand corner of your screen

Click on “PARENT PORTAL”

Click “ADVANCED”

Click “Proceed to 209.106.218.153 (unsafe)”

Location: 4

Enter your User Id and Password (may be obtained from the High School Office)

Contact the High School Office @:

Phone: (417) 284-7333 option 2 or ext. 403

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Board of Education

Member	Responsibility
Mike Scott	President
Tim Watlington	Vice President

Matt Evans	Treasurer
Lola Bridges	Secretary
Kyle Clayton	Member
Chris Bales	Member
Darren Johnston	Member
Jonathon Lashley	Member

Administration

Amy Britt	Superintendent
Lola Bridges	Superintendent Secretary
Doyne Byrd	Secondary Principal
Vickie Crabtree	Secondary Administrative Assistant
Brian Hollis	Elementary Principal
Angie Leach	Elementary Administrative Assistant

6th – 12th Grade Faculty

Jessica Batterton	HS Science, Pep Club, Sophomore Sponsor
Jodi Burns	MS Science, MS FCA
Brandon Cotter	HS Baseball, Paraprofessional
Cassie Dillinger	MS Math, MS Honor Society
Kyle Dillinger	HS Language Arts, Guild Sponsor, HS Honor Society
Tracie Ehrhart	HS Social Studies, Freshman Sponsor
Victoria Fowler	HS Math, Academic Relay, Freshman Sponsor
Amy Gailey	MS Social Studies, 7 th Grade Sponsor
James Denton	MS/HS PE, MS/HS Boys Basketball
Jessica Gardner	MS Language Arts, 6 th Grade Sponsor
Tammy Lamb	MS Special Education, Cross Country
Stephanie Guffey	Assistant Principal, HS Math, A+ Coordinator, Junior Class Sponsor
Dirk Helmke	MS/HS Art, Art Club Sponsor, Yearbook
Daniel Johnson	K-12 Music, Student Council Sponsor, Band/Choir
Doug Lansdown	K-12 PE, MS & HS Girls Basketball, Athletic Director
Lori Sisney	MS Reading, 8 th Grade Sponsor
Amy Scott	Librarian, Yearbook Sponsor, Sr. Class Sponsor
Mike Mahan	MS/HS PE, Ag, HS Girls Basketball Assistant, MS Baseball, HS Assistant Baseball
Beth Pickle	Family & Consumer Science (FACS), FCCLA Sponsor
Wayne Romans	Resource Officer
Damon Sewell	HS Business, Science, Sr. Class Sponsor, FBLA Sponsor
Trudy Summers	K-12 Counselor, Testing Coordinator
Loreen Tefft	HS Spanish, Spanish Club Sponsor, Scholar Bowl Sponsor, Sophomore Sponsor
Charline Tiller	HS Special Education, Jr. Class Sponsor
Jordon Grigg	Agricultural Education & FFA Advisor, SAE Supervisor

Auxiliary Faculty

Marsha Hayes	Nurse
Molly Bowen	Paraprofessional, Volleyball Coach
Lori Denton	Paraprofessional, Alternative Ed., & Yearbook Co-Sponsor
Von Farr	Technology Network Administrator
Anna Killion	Paraprofessional

Staff Members

Sara Belt	Custodian
Nancy Webb	Custodian
Jason Marsh	Bus Driver
Kelly Crabtree	Bus Driver
John Turner	Bus Driver
Jordan Grigg	Bus Driver
David Williams	Bus Driver
Debbie Fore	Head Cook
Tammy Crites	Cook
Kirsten Jarvis	Cook
Kristi Edens	Cook

MISSION STATEMENT

The Mission of Bakersfield R-IV School is to: "Provide an Excellent Education to Every Student."

WELCOME

The staff and administration of Bakersfield R-IV School desire that all students experience success in their academic pursuits. In order to achieve this goal, we must have standards and procedures, which provide the framework for maximum learning to occur. We ask you to carefully review the topics of this handbook, as they will answer many questions you may have about school operational policies. Good citizenship and scholastic progress are assured if you read and heed the content contained in this document. Set high personal standards for yourself and your work. This handbook is designed to help you get the most out of your years here. Inside you will find time schedules, school rules, graduation requirements, school year calendar, and a list of all school personnel. Take pride in your work and your school. Be respectful and considerate of everyone in our community. Realize educational goals with enthusiasm. We will work hard to make each school day rewarding and enjoyable. Have a good year!!

PARENT/GUARDIAN PARTICIPATION IN EDUCATION

Parents/Guardians are encouraged to be active participants and partners with the school, in the education of their student(s). An annual meeting will be held one hour before Open House, in the school cafeteria, to inform parents of the opportunities available to them to participate in their student's education, evaluate school programs and provide input. Federal programs to be reviewed include but are not limited to: Title I, Title II.A., Title IV.A., REAP, SRSA, Special Education, and Parents As Teachers as well as an introduction to the local Parent Teacher Organization.

VISITORS

We welcome and encourage visits from parents and patrons. All visitors must check-in at the office and receive a visitor's pass. Students may not bring visitors to attend class with them, exceptions may be granted by administration if prior arrangements are made by parent or guardian. Visitors will not be allowed to interrupt a class in session.

SCHOOL CALENDAR

The central office secretary will maintain the official school calendar. To eliminate conflicts and confusion, teachers, sponsors, and students are to schedule all events with the principal and the central office secretary as early as possible. **The principal and central office secretary must approve all dates and fundraisers before they are entered upon the calendar.** All activities on the school calendar and all flyers posted on school premises must be approved by the principal.

2022-23 Daily Class Schedules

Bakersfield Middle School

Period	Beginning/Ending
1 st	7:45-8:42
2 nd	8:45-9:13
3 rd	9:16-10:13
4 th	10:16-11:13
5th starts	11:16-11:45
LUNCH	11:45-12:10
5th continued	12:15-12:43
6th	12:46-1:43
7th	1:46-2:43
8th	2:46- 3:43

Bakersfield High School

Period	Beginning/Ending
1 st	7:45-8:42
2 nd	8:45- 9:13
3 rd	9:16- 10:13
4 th	10:16- 11:13
5th	11:16- 12:13
LUNCH	12:13-12:43
6th	12:46- 1:43
7th	1:46- 2:43
8th	2:46- 3:43

Student Standards and Expectations

PHILOSOPHY AND PURPOSE

The educational purposes and objectives of the Bakersfield R-IV School are:

1. To develop in each child an understanding and appreciation of the forces and ideals that are basic to the American way of life.
2. To develop in each child a sense of personal opportunity and responsibility as citizens of community, state, nation, and world.
3. To develop in all children an understanding of the physical, social and economic world in which they live and to assist them in adjusting to their surroundings.
4. To encourage children and youth to respect integrity of work and deed, to appreciate the dignity and worth of other individuals and groups, and to seek out and accept responsibilities and obligations as citizens, along with their rights and privileges.
5. To encourage and stimulate children and youth to think clearly, logically, and independently.
6. To give to each child, in so far as abilities permit a sound mastery of the tools of learning and communication, such as reading, writing, arithmetic, and the use of written and spoken language.
7. To provide flexibility in the curriculum to the best of our ability so that all students may be prepared for effective citizenship and service, whether the child enters a vocation from secondary school or continues in schools of higher learning.
8. To provide physical education and health services so that every child will have, as far as possible, robust health and knowledge and a desire to safe guard it.

INCENTIVES FOR DISPLAYING GOOD CHARACTER:

Students are encouraged to attend school on a regular basis and to take final examinations. **However, as an incentive for academics, good behavior, and completed assignments, students may receive exemptions from semester finals or may receive an exemption/free day pass for the following semester.** Exemptions are for high school and middle school students. Those who have completed the process to be exempt may still choose to take the final examination. Students who are exempt may take the final exam to work toward mastery of content and improve their score in the course, but if performance on the final exam results in a lower grade for students who are exempt, the score will not be factored into the final grade. Finals will be worth from 10% - 20% of your final grade. **NOTE:** This policy is only applicable to students who have been enrolled at Bakersfield High School for the entire semester.

Eligibility for Incentives:

To be eligible for academic incentives, students must meet the following requirements:

1. A maximum of three unexcused tardies per semester. All tardies are unexcused unless the office is notified by a faculty or staff member that the tardy was justified.
2. **95% or better attendance percentage for the semester.**
3. No missing homework/classwork/quizzes, or assignments. One missing assignment in a class will result in the student being required to take the final for that individual class.
4. A current grade of 85% or better in each individual class.
5. Student must have no referrals for disruptive or uncooperative behavior.

6. Student must have no suspensions or referrals for academic dishonesty.
7. Homebound students are required to take finals.
8. All fines, fees, and bills must be up to date.

Students that are exempt from finals but choose to attend regular classes on days of finals testing will be required to take the final exam. Students that are required to take finals must take them during the scheduled time/date unless there is a family emergency, funeral of a close family member, or sickness accompanied by a doctor's note. Any student that misses the schedule time/date of a final for any other reason will receive a zero for that final.

ACADEMIC DISHONESTY

Students are expected to complete school assignments according to the highest ethical standards. When a student plagiarizes work or cheats on an exam or assignment in a particular class the following penalties will be imposed as part of the normal discipline procedures. Refer to Discipline Code for penalties for infractions of Academic Dishonesty.

BEFORE AND AFTER SCHOOL

The High School building will be open from approximately 7:30 am to 3:45 pm each school day. Students that are on campus before 7:30 am and after 3:45 pm must be under the direct supervision of a staff member. Students that arrive before 7:30 am should report to the cafeteria to be supervised by staff. Students should never enter the building unless a school official is present even if a door is found unlocked. Students should not enter any closed areas of the building without the presence or knowledge of a school official. If a student discovers that no school official is present in the building, he/she should vacate the building immediately.

BOOKBAGS, GYM BAGS, AND TOTES

Bags or totes should be of reasonable size to fit in a locker. Book bags/totes are not allowed in the classroom without a documented medical excuse. Bags and totes will be allowed in hallways during lunch, but will not be allowed in the hallway during class or class transitions. Athletic gear and gym bags should be stored in the gym or locker rooms. Refer to discipline code for bag violations.

BULLYING

The Bakersfield R-IV School District believes that all students have a right to a safe and healthy school environment. The district, schools, and community have an obligation to promote mutual respect, tolerance, and acceptance. The Bakersfield R-IV School District will not tolerate behavior that infringes on the safety of any student.

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. Cyber-bullying is 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 cyber-bullying that uses the district's technology resources or that originates on district property, at a district activity or on district transportation. Even when cyber-bullying does not involve district property, activities or technology resources, the district will impose consequences and discipline for those who engage in cyber-bullying if there is 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.

The principal of Bakersfield high school is designated as the individual to receive or investigate reports of bullying. The 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. Within two school days of receiving a report of bullying, the principal or designee will initiate an investigation of the incident.

Reporting Bullying

School employees, substitutes or volunteers are expected to intervene to prevent student bullying, appropriately discipline the perpetrator, assist the victim and report the incident to the building principal or designee for further investigation and action. Any school employee, substitute or volunteer who witnesses or has firsthand knowledge of bullying of a student must report the incident to the building principal or designee as soon as possible, but no later than two school days after the incident. Students who have been subjected to bullying, or who have witnessed or have knowledge of bullying, are encouraged to promptly report such incidents to a school employee. Any school employee receiving such a report shall promptly transmit the report to the building principal or designee.

If the bullying incident involves students from more than one district building, the report should be made to the principal or designee of the building in which the incident took place or, if more appropriate, to the principal or designee of the building attended by the majority of the participants in the incident.

Investigation

Within two school days of receiving a report of bullying, the principal or designee will initiate an investigation of the incident. Reports that involve students from multiple buildings will be investigated cooperatively by the principals of each building involved, or those principals may request that the district's compliance officer designated in policy AC conduct the investigation. If at any time during the investigation the principal determines that the bullying involves illegal discrimination, harassment or retaliation as described in policy AC, the principal will report the incident to the compliance officer designated in that policy, who will assist in the investigation. If the alleged bullying involves a special education student or a student with disabilities, the principal will also notify the special education director. 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. Upon completion of the investigation, the principal will decide whether bullying or harassment occurred and, if so, whether additional discipline is warranted in accordance with the district's student discipline code. The principal will generate a written report of the investigation and findings and send a copy of the completed report to the district's anti-bullying coordinator. The principal or designee will document the report in the files of the victim and the alleged or actual perpetrator of bullying. All reports will be kept confidential in accordance with state and federal law. If the incident involved allegations of illegal discrimination or harassment, the principal's decision may be appealed in accordance with policy AC. Student discipline may be appealed when allowed by law in accordance with Board policy.

The principal or other appropriate district staff will work with victims and their families to access resources and services to help them deal with any negative effects that resulted from the incident.

Consequences of Bullying

Students who participate in bullying or who retaliate against anyone who reports bullying will be disciplined in accordance with the district's discipline code. Such discipline may include detention, in-school suspension, out-of-school suspension, expulsion, and removal from participation in activities, exclusion from honors and awards, and other consequences deemed appropriate by the principal or superintendent. The district will also contact law enforcement when required by law or notify social media companies of inappropriate online activity when appropriate.

Even in situations where the district does not have jurisdiction to discipline a student for bullying, such as when the acts take place off campus and there is an insufficient nexus to the district, the principal or designee will take appropriate actions to assist student victims. Such actions may include, but are not limited to, contacting the parents/guardians of the victim and the alleged perpetrators, communicating that this behavior is not allowed on district grounds or at district activities, notifying the appropriate district staff to assist the victim, and taking additional action when appropriate, such as notifying law enforcement or social media companies of inappropriate online activity.

District employees and substitutes who violate this policy will be disciplined or terminated. Discipline may include suspension with or without pay, a negative evaluation, and prohibition from being on district property or at district activities, mandated training or other appropriate remedial action. Volunteers who violate this policy will no longer be permitted to volunteer.

To help prevent bullying, the District will provide staff development training in bullying prevention and cultivate acceptance and understanding in all students and staff to build each school's capacity to maintain a safe and healthy learning environment. Teachers should discuss this policy with their students in age-appropriate ways and should assure them that they need not endure any form of bullying. The Bakersfield R-IV School District expects students and/or staff to immediately report incidents of bullying to the principal or designee.

BUS REGULATIONS

From the time a student arrives at their designated bus stop or until he/she arrives home, they are subject to all school regulations just like in the classroom. Rules such as use of tobacco, school dress, language, and student conduct, are the same on the bus as on school grounds. The bus driver is in complete charge and students will be considerate and respectful and will obey him/her at all times. Students may be assigned seats on the bus. Students whose conduct interferes with the safe travel of the school bus will be disciplined under the discipline code. Examples of behavior that interfere with the safe travel of the school bus would include getting out of seat while the bus is moving, throwing things on the bus, or students making loud noises/talking/yelling. Any student caught vandalizing or defacing the school bus will be held responsible for the cost of repairs, and may be subject to other punishment. No student will be allowed to get off the bus and be picked up again at a later time. If the student's driveway is less than ½ mile the student will be required to meet the bus at the main road. Students caught deliberately littering the bus may be required to clean the bus and may be subject to other discipline. Students should be at the stop designated by their bus driver, five minutes before the anticipated arrival of the school bus; the bus cannot wait beyond its regular schedule for those who are late. Refer to Discipline Code for penalties for violating bus rules.

CAFETERIA

All students are to go to the cafeteria or designated eating area during the breakfast and lunch periods and remain until there until dismissed by the teacher on duty. Unless authorized by a school official, all students are required to eat lunch in the cafeteria or designated outside eating area, including lunches brought from home. Unless authorized by a school official, food and drinks may not be taken out of the cafeteria or outside designated eating area.

Students are encouraged to be able to remember their ID Number or have their ID label with them during breakfast and lunch to improve the efficiency of our lunch line.

Students in violation will be required to go to the end of the line and eat toward the end of the lunch line.

Each student is required to clean his/her table before leaving. A student may be required to clean up a mess that he/she has made, or helped make, in the cafeteria. Classes will be dismissed for lunch in an order determined by the office.

The food service staff at Bakersfield R-IV provides nutritious meals on a daily basis for the minimal fee of \$1.25 for full price breakfast or \$.30 for students eligible for reduced price breakfast. Lunches are \$2.15 for full price or \$.40 for students eligible for reduced lunches. Extra juice or milk is available for \$.30 each. Student breakfast and lunch expenditures are entered into individual accounts for each student. As the student eats a meal or charges a meal, the account is updated. This system of keeping track will allow you to send money by the day, weekly, or monthly. Students will not be allowed to charge meals, unless absolutely necessary. Students are expected to observe good manners and be courteous. Parents are welcome to eat meals with their child by paying the adult price for breakfast \$2.50 & lunch \$4.15. Please notify the office the morning of the day you plan to attend. You may pay for the meal as you go through the line.

Applications for free and reduced lunches/breakfast will be sent home during registration for new students and at the beginning of the school year for returning students. Students will be charged regular meal prices until the forms are returned. It is to your benefit to return them as soon as possible. Please return the form as soon as possible to ensure that your student will not be charged any meals they are entitled to.

CARE OF SCHOOL PROPERTY

It is the responsibility of each individual to take care of the building, equipment, textbooks, library books, and other school property. Students are responsible for any lost or damaged library books and textbooks and will be charged the replacement cost for any lost/damaged book or item. Likewise, if the books are returned in good condition, no charge will be assessed for the use of the books. Any person caught vandalizing or defacing school property will be held responsible for cost of repairs and may be subject to measures according to the discipline code.

CELL PHONES/PERSONAL ELECTRONIC DEVICES

Cell phones, head phones, ear buds, I-pods, I-pads, MP3, etc. should not be seen, heard, or used at school during the regular school day. (7:45 AM-3:43 PM) **Cell Phones are not allowed in any classroom at Bakersfield MS/HS and cannot be used between the hours of 7:45 AM and 3:43 PM. Cell phones must be left in student's lockers, vehicles, or at home.** Personal electronic devices are prohibited from rest rooms and locker rooms at all times. Refer to discipline code for disciplinary actions regarding cell phone/personal electronic device violations.

Unauthorized posting of images or video to any site such as Instagram, Facebook, twitter, Snapchat, or other social media without permission can be a violation of state law.

CHROME BOOKS

Chromebooks will be assigned and checked out at the library to each student. Students are responsible for the care of their device. Broken screens, missing keys, or accidental drops make up the bulk of the damage from neglect. A required \$25.00 per Chromebook usage fee is required for all students. If parents/guardians opt out of paying the \$25.00 fee, students will run the risk of being held accountable for the full cost of replacing a Chromebook with a price from \$300.00-\$400.00. Unexpected problems do occur with the devices that are not the fault of the user. Students should notify the teacher if they have a software issue. Improper use, neglect, or damage will be the financial responsibility of the student. Each classroom teacher will have Chromebook rules and procedures. Chromebooks will be in an assigned charging station and will be returned to that station at the end of each day and plugged into the assigned charger. Failure to return Chromebooks to the assigned station will result in discipline being assigned by the administration.

Students that are homebound/quarantined will have Chromebook sent home for the duration of their absence.

DRESS CODE

The Bakersfield R-IV School Board feels that parents have the responsibility to determine that their children arrive at school dressed both appropriately and modestly. It becomes very difficult for teachers and principals to check each student every day. Thus, parents should instruct their children in regard to proper dress and the school's expectations for them. If students have questions with regards to verifying that their dress is not in violation, they should get these questions addressed before school or they may be subject to disciplinary action outlined in the Discipline Code. With the above statement in mind, the following general standards have been established by the board to guide the student's dress at school.

The minimum standards are:

1. Shirts and tops must cover all sections of the midriff and chest area. (while standing or sitting)
2. No halter tops, tank tops, or spaghetti strings.
3. Undergarments should not be visible (while standing or sitting)
4. No shirts of mesh or see-through material of any type (unless appropriate clothing is worn underneath)
5. No muscle shirts or shirts that have been torn down the sides.
6. Shorts, skorts, or dresses should be worn at a length that reflects good taste and common decency and should be no shorter than mid-thigh. Leggings, tights, yoga pants, and similar clothing may only be worn under shorts, skorts, or dresses that meet the above requirements.
7. Students are not to wear hats or bandanas in the buildings during the school day. Students are to leave their hats in their cars, or put them in their lockers when they arrive at school.
8. Pants, from either gender, are to be worn around the waist at the beltline. Oversized pants are not to be worn around the hips.
9. No styles of jeans are to be worn in a fashion that reveals an undergarment or a private area. No holes above mid-thigh.
10. Clothing determined by administration as a safety hazard will not be allowed. Some examples may include but are not limited to excessively large holes or frays in jeans.
11. Shoes shall be worn at all times.
12. No clothing or jewelry with alcohol, drugs, tobacco advertisements,

- sexual references, or obscene language/ suggestions is permitted.
13. Clothing or jewelry that is distracting to the educational process is not permitted.
 14. Pajamas and **costume apparel such as, but not limited to, ears or tails**, are not appropriate for daily wear. Pajamas or costume apparel may only be worn on days that are designated as such.
 15. Sunglasses shall not be worn inside buildings. Sunglasses should be placed in lockers and kept there until the end of the day unless the student has a prescription for sunglasses specifically ordered by a physician.

The final decision on what constitutes acceptable dress and grooming will be left to the discretion of the administration. Refer to the Dress Code Discipline Policy regarding how students will be handled if they fail to comply with the school's standards of dress.

DRIVING POLICY - SCHOOL PREMISES & PRIDE PARK

Students who drive will register their primary and secondary vehicle with the school resource officer during registration.

1. Students who drive must be licensed drivers and have proof of current insurance in the vehicle they are driving.
2. Students must go directly to the student parking lot, exit the vehicle and walk immediately to the assigned area of the school building. Loitering in or around vehicles is not permitted.
3. The parking lot is off limits during the school day unless the student has received permission from the office.
4. Driving that may be considered aimless (cruising), reckless, distracting to the educational setting, or endangering the well-being of others is prohibited.
5. Students driving to school must enter and exit at the entrance by the high school parking lot. Students should not enter or exit either of the entrances by the elementary school unless the other entrances are locked during the school day.

The speed limit on campus is 10 MPH.

6. Students must park in an orderly manner, keeping rows of vehicles straight and not blocking any other vehicle.

Serious violations of any part of this policy WILL result in the loss of driving privileges for 1-3 WEEKS for first offense, 1-3 MONTHS for 2nd offense. Any subsequent violation may result in loss of privileges for the year. Suspension of driving privileges will carry over to the next school year when violations occur during the last 3 weeks or the last 3 months of school. Refer to Discipline Code.

DRUGS/ ALCOHOL/E-cigarettes/Vapes

Any person possessing or consuming tobacco/vapor/e-cigarettes, alcohol, drugs or drug paraphernalia on school premises, or attending school under the influence of these substances will be suspended or expelled by the school and referred to the proper authorities. Tobacco or e/vapor cigarettes will not be returned to students or parents but will be disposed of. Refer to Discipline Code for penalties for infractions of Drug and Alcohol policy.

HALL PASSES

Students must have teacher permission and hall pass/teacher note to be out of their regular class during class time. Students are to request permission and fill out hall passes or acquire teacher note before leaving the classroom. Refer to Discipline Code.

HARASSMENT

A person commits the offense of harassment in the first degree if he or she, without good cause, engages in any act with the purpose to cause emotional distress to another person, and such act does cause emotional distress. The safe schools act requires districts to report harassment in the first degree to law enforcement if it happens on school property.

HAZING

In order to promote a safe learning environment for all students, the Bakersfield R-IV 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 try out 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 MSBA Policy 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.

LIBRARY BOOKS & TEXTBOOKS

The library/media center will be open from 7:35 – 3:45 each school day to serve students. Books are loaned to the student and become the student's responsibility.

LOCKERS

Lockers will be assigned during registration. Students may place a lock on their assigned locker but the combination, or a spare key will need to be turned in to the office. Students are expected to occupy their assigned locker and keep it neat and orderly. Students who fail to keep their locker neat and orderly or use a locker that was not assigned to them will be subject to discipline. Locker cleanups and inspections will be conducted on a regular basis. In order to prevent books from being taken, we suggest a lock be placed on the locker. Students are held responsible for all losses from his/her locker. School administrators have the right to search lockers at any time based on reasonable suspicion. A Drug dog could be at school several times during the school year without prior notice to search lockers and vehicles. All personal items left in the lockers at the end of the year, including lockers assigned in the PE and Sports locker rooms, shall be cleaned out and any items left become possession of the school and will be removed from the lockers. Students may be charged a cleanup fee for any writing, removal of stickers, or any other damage done to their lockers during the school year.

POP /DRINKS/FOOD

Drinks such as pop & coffee shall be under the direction and control of the school administration. Drinks are not allowed in hallways or classrooms during the school day, with the exception of students that are taking an unopened soda with them to lunch. Students that do take drinks to lunch must drink them and dispose of the contents before they leave the cafeteria. Individual classroom teachers may grant students permission to have food/snacks, and to drink water out of a clear container. Drinks of any kind will not be permitted for students that are serving ASD, ISS, or SS.

Students will be allowed to have drinks during the breakfast period but should dispose of all drinks before they go to their assigned class. Exceptions to this policy may be approved by the building principal. Students that violate the drinks policy will have their drinks confiscated and will be disciplined according the Discipline Code.

PUBLIC DISPLAY OF AFFECTION

Showing affection in public is not acceptable. Display of affection at school, or school sponsored activities, other than holding hands, will not be permitted. Students failing to comply with this regulation will be subject to discipline as determined by the school administration.

SEXTING POLICY

“Sexting” includes "sending, forwarding, displaying, retaining, storing or posting sexually explicit, lewd, indecent or pornographic photographs, images or messages by or on a cell phone, computer or other electronic means.” Students may not possess, view, send, or share pictures or text having sexual content while the student is on school grounds, at school sponsored events or on school buses. This policy strictly prohibits sexual material in electronic or any other form and includes but is not limited to the sexual material contained in a cellular telephone, camera phone, or personal digital assistant and sexual material transmitted by text message, e-mail, or any electronic communication device.

SEXUAL HARASSMENT

Sexual harassment of students or employees by other students or employees of the same or opposite sex is strictly prohibited. This includes verbal or physical conduct of a sexual nature, imposed on the basis of sex that denies limits, intimidates, or demeans another person with the effect of interfering with person’s performance in any school-related activity. Such conduct

may include, but is not limited to any unwanted sexual behavior, such as touching, kissing, oral comments, sexual name calling, spreading sexual rumors, jokes, pictures, graffiti, leers, overly personal conversation, cornering or blocking movement, pulling at clothing, suggestive winking, whistling, sexual gestures, “cyber “sexting”, or gender directed derogatory comments. Students guilty of sexual harassment will be subject to measures according to the discipline code.

SOCIAL MEDIA

Many students have access to social media away from school. Parents are asked to monitor their child’s social media for the safety of all students. Students and parents must realize posts that causes a disruption with the school day will result in discipline being administered even though it may have occurred away from school. Sending or posting harmful or cruel text or images using social media platforms such as but not limited to snapchat, Facebook, or Instagram will be considered cyberbullying. Unauthorized posting of images or video to any site such as Instagram, Facebook, twitter, Snapchat, or other social media without permission can be a violation of state law.

STUDENT IDENTIFICATION

All students will be issued a label with their identification number that they will use to check out books in the library or when get their breakfast and lunch. We would ask that students either memorize or have their identification number with them as they are going through the lunch line. Students that do not know what their number is or do not have their identification number with them will be sent and served at the end of the lunch line. The lunch attendant will then look their identification number up for them.

TELEPHONE

The school telephones are for school business only. Students may only make calls with the permission of a teacher or the office. Students must give the name of the person to be called and the purpose of the call before permission will be given. Students will only be paged for incoming calls in emergency cases.

THREATENING BEHAVIOR/THREATS

The Bakersfield R-IV school district is committed to keeping the students, visitors, and staff of the Bakersfield R-IV school district safe from violence. To help protect our students, visitors, and staff we ask that all parents, students, and staff report all apparent threats and threatening or disturbing behavior to proper school officials as soon as possible after hearing a threat. Anyone reporting a threat or threatening situation will be treated with respect and any information they give will be closely guarded to provide for the confidentiality of the person reporting. All threats against students, staff, or visitors will be taken seriously and may be referred to local law enforcement. See discipline policy.

ACTIVITIES AND ATHLETICS

ACTIVITIES AND ATHLETICS POLICY

In order to attend or participate in an evening activity, a student must be present at least one-half of the school day of the activity. Students are not eligible to attend school-sponsored activities while under out-of-school suspension, regardless of location. Students are not eligible to attend activities that conflict with their assigned ASD, ISS, or Saturday/Monday School. If a student is assigned ASD, ISS, or Saturday/Monday school and fails to show up, they will not be eligible to participate in activities for the entire day and will not be eligible for activities until they have permission from the principal. The principal and activity sponsor must **approve exceptions to these rules.**

The Missouri State High School Association emphasizes sportsmanship in all activities in which a high school participates. In keeping with this, any student who is ejected from an event for unsportsmanlike conduct will be required to have a conference with the superintendent of schools before being admitted to further school events. Rules for student conduct at away games are the same as for local school activities in addition to rules of the visited school. Rules such as use of tobacco, school dress, language, and student conduct, shall be the same for away games as during school hours.

A program of activities and athletics is sponsored by the high school. Students may participate on athletic teams that include cross-country, **volleyball, E-sports**, basketball, softball, baseball and track. Participation in these programs provides valuable opportunities for students in the areas of leadership, sportsmanship and teamwork.

The primary objective of activities is to develop learning experiences that will enrich the school's academic program for the student body. Students are urged to participate in the activities of their choice. For further information contact the activities director.

Student-athletes must have a physical and proof of medical insurance before participating in practices, events or games. Participants must abide by the rules of the Missouri State High School Activities Association. (See activities director for full information on eligibility of the MSHSAA.)

NOTE: Any students with outstanding fees, fines, or who have other obligations for equipment or supplies, may not be eligible to participate in any extra-curricular activity. Any Fee over 20 days old will result in students being declared ineligible until sufficient progress is made in paying off fees/bills as determined by the administration.

Bakersfield Middle School and High School offer many opportunities for students to become involved in clubs and organizations. The requirements for students to be involved in the clubs and organizations will be determined by constitution and by-laws of each individual organization and will be implemented by the club or organization sponsor. .

MSHSAA INTERSCHOLASTIC ACTIVITIES (High School Only)

Fall: **Volleyball**, Boys and Girls Cross Country, Baseball

Winter: Boys and Girls Basketball, **E-Sports**

Spring: Baseball, Softball, Boys and Girls Track, **Golf**

OTHER ACTIVITIES (High School) Art Club, Chess Club, Spanish Club, Student Council, FBLA, FCCLA (Future Business Leaders of America), FFA, Band, Choir, Guild Club, National Honor Society, Pep Club, Quiz Bowl, Academic Relay, and Science Olympiad.

ACTIVITIES (Middle School)

Fall: Boys and Girls Basketball, Boys and Girls Cross Country

Spring: **Volleyball**, Boys and Girls Track

ACADEMIC ELIGIBILITY FOR ACTIVITIES AND ATHLETICS

Number of F's allowed: 0

- Minimum GPA: 2.0
- Grading Period: 2nd Progress Report of semester and end of semester grades

GRADING PERIOD	DETERMINES ELIGIBILITY FOR
2021-22 4th Quarter Report Card	Start of 2022-2023 School Year
October 19 Progress Report	Remainder of 1st Semester
1st Semester Report Card	1 st 9 weeks of the 2nd Semester
March 8 Progress Report	Remainder of 2nd Semester

All 5th graders who are promoted to the 6th grade will be eligible until future eligibility is determined by the chart above.

- Activities prohibited for students that are ineligible:
 1. Any and all activities where the student participates as a representative of the school (i.e. contests, all levels of competitions, service projects, district, state or national conventions)
 2. Working at school or club sponsored events (i.e. Bakersfest, Carnival, concessions, Hootin 'n Hollerin)
- Activities allowed for students that are ineligible:
 1. Trips for a specific class that are integrated in the curriculum that can't be obtained through classroom experiences.
 2. Practice with Athletic teams
 3. Attend club meetings
 4. Banquet and Graduation Attendance

Students who represent the Bakersfield R-IV school district must be creditable citizens and judged so by the proper authority. Those students whose character or conduct is such as to reflect discredit upon themselves or the Bakersfield R-IV school district are not considered "creditable citizens". Any student involved with criminal proceedings (moving traffic offenses do not affect eligibility unless they involve drugs, alcohol, or injuries to others) must consult with the administration to determine eligibility. (MSHSAA By-Law 200)

ALTERNATIVE EDUCATION

ALTERNATIVE EDUCATION

Alternative education at the Bakersfield School is a program for academically at-risk youth in the Bakersfield school district. The primary goal of the alternative program is to assist students in obtaining the requirements for graduation or extend rigorous course offerings. Students are placed in Alternative Education upon the majority referral of a committee of regular classroom teachers, counselor, and principal. The student and parent/guardian are encouraged to provide input into the decision-making process. The alternative teacher will administer the material to the student while attending alternative education classes.

In order to enroll in Alternative Education, students must have completed at least one semester of attendance in the Bakersfield R-IV School District, unless the principal and counselor deem that it is in the best interest of the district that this requirement be waived.

ALTERNATIVE EDUCATION OBJECTIVES

1. Provide an alternative means for the students who qualify to work toward meeting their graduation requirements.
2. Encourage dropouts to return to a program to complete graduation requirements.
3. Provide counseling so the students will be aware of their requirements and their standings.

ALTERNATIVE SCHOOL ATTENDANCE

1. All freshman and sophomore students who are enrolled in the alternative education program must be enrolled in a regular class schedule, which is eight periods a day, four days a week.
2. All junior students who are enrolled in the alternative school program must also be enrolled in a regular class schedule, unless other arrangements are made with the approval of the guidance counselor and high school principal.
3. Any student who is not enrolled in a regular class schedule will not be eligible to participate in the A+ Schools Program or to receive funds from the A+ Schools Program upon graduation.
4. Furthermore, any senior student who has previously been enrolled in the alternative school program must be placed back in the regular high school setting by the beginning of his or her senior year in order to be eligible to participate in the A+ Schools Program or to receive funds from the A+ Schools Program upon graduation.
5. A junior or senior student who chooses to relinquish his or her A+ status will be required to sign a waiver acknowledging that he or she has been made aware of the consequences and is voluntarily relinquishing that status. If the student resides with the parent/guardian, the parent/guardian will be required to sign a waiver as well.

Emancipated Students:

When it is determined that a student has living arrangements other than being under the direct supervision of a parent or guardian, the administration may develop an alternative attendance plan which will govern the attendance procedures and may recommend an alternative instructional delivery method to meet the needs of the individual student and their particular situation.

ATTENDANCE/TARDY POLICY

Promptness and regular attendance is one of the student's most important responsibilities. Poor attendance and poor achievement usually go hand in hand. It is important that the student attend school on a consistent basis to receive full benefits of the educational program. Even though it is possible to catch up on missed assignments, it is almost impossible to make up the instruction given by the teacher when a concept is first introduced. With the implementation of a four day school week, students will be expected to schedule appointments/miscellaneous business and college and career days on Monday's. We appreciate your cooperation in making sure that your child attends on a daily basis.

Students are expected to be in class, in their seat with their class materials before the scheduled start of class. Failure to do so is considered as a tardy. **Students tardy to first period will be required to check in at the office before they can go to class.** A tardy will not be removed from a student's record once it has been referred to the principal. Refer to Discipline Code for penalties for tardiness.

Parents, please notify the school before 9:00 a.m. when your student will be absent for the day. When your student is absent and the school is not contacted, the school will contact the parent(s) or legal guardian to determine the reason for the student's absence.

A student may accrue no more than four (4) unexcused absences in any or all periods during the semester. In the event that a student misses more than four unexcused days in a semester, attendance will be made up on an hour by hour basis of missed class time with ASD and or Monday/Saturday. Credit will not be awarded for the semester until all time is made up accordingly. Failure to attend the assigned Saturday School/Monday school will result in notification to the truancy court. Students that are in violation of the attendance policy will be ineligible for all extracurricular activities until the necessary time has been made up.

EXCUSED ABSENCES: Excused absences include the following types of absences:

- 1. Funeral of Immediate Family Member:** A maximum of two days EXCUSED absence will be granted for the death of an immediate family member. Immediate family consists of Mother, Father, Parent/Guardian, siblings and grandparents. Administration reserves the right to alter the definition of "Immediate Family Member" and extend the number of allowable day's absence in extenuating circumstances.
- 2. Approved School Activities:** Students attending a school-sponsored activity will be EXCUSED ONLY FOR THE TIME THEY ARE PARTICIPATING IN THE ACTIVITY. If an activity ends during the course of the scheduled school day, the student will be expected to return to their regularly scheduled class. If they do not return to their regularly scheduled class, their absence will be considered UNEXCUSED for the number of applicable hours they were absent.
- 3. College or Career Day – one per semester for Jr's and Sr's.**
- 4. Sick Note from Parent/Guardian – 4 days per semester.**
- 5. Driver's Test – One time per school year.**
- 6. Homebound-students that must remain away from school for three (3) days or more under the documented directions and care of a physician will be considered homebound and not count toward excessive absences.**

UNEXCUSED ABSENCES: Unexcused absences include but are not limited to the following types of absences:

- 1. Routine Doctor or Dentist Appointment – we encourage these to be scheduled on Mondays as we are a 4 day week.**
- 2. Sick note from Parent / guardian – any days over 5 per semester.**
- 3. Any absence not verified within 24 hours or the next business day will be unexcused.**

Excessive Absences Grades 6-12

Truancy Court: Judge Craig Carter and the Division of Child Services have developed a procedure to report when students have excess absences or tardies. The following procedures will be followed by semester:

- **3rd unexcused absence:** A letter will be sent home to parent / guardian warning your student is close to his / her allowed 5 absences.
- **4th unexcused absence:** A letter will be sent home to parent / guardian stating that if your student misses one more hour of school he / she will be in violation of the attendance policy and will result in assigned Saturday school / Monday school.
- **7th unexcused absence:** Administration will report the parent / guardian and student to the Truancy Court. The parent / guardian and student will be brought in to appear in front of the judge. This offense can carry a penalty of a Class C Misdemeanor and a \$250 dollar fine.

DISMISSAL OF SCHOOL

Due to bad weather, (ice and snow), or possibly mechanical failure, school may be dismissed. Students and Parents/Guardians should listen to radio stations in West Plains and Mountain Home, and television station KYTV, Channel 3, in Springfield. Parents/Guardians will also be sent messages from our School Reach notification system concerning school dismissals and closings due to bad weather.

FAMILY TRIPS

Family Trips must be approved four (4) calendar weeks before the scheduled trip and will be considered unexcused absences and fall under the make-up policy for missed class time. Family trips count will not be approved during semester finals, or during MAP/EOC testing. Family trips in excess of one school week annually will not be approved. Family trips will not be approved if students have in excess of 5 unexcused absences.

Leaving Early: Students will not be permitted to leave during the day without permission from the office. Students will only be released to a parent or guardian unless prior arrangements have been made. If a student signs out during the day they will be counted absent for the minutes / hours that they have missed. If a student signs out last hour before 3:15 p.m. they will be counted absent for the entire period. When a student boards a school bus, steps on campus, or drives a vehicle on school property they are considered “in school” and must check out through the office or be considered truant.

A+ Schools

A+ SCHOOLS PROGRAM

The A+ Schools program is a comprehensive school-improvement initiative established by Missouri's Outstanding Schools Act of 1993. The program is raising academic standards, opening new doors to higher education, and introducing students to the teaching profession through tutoring and mentoring activities. Bakersfield High School received A+ School Designation in 2003. The program provides financial incentives for local high schools to: reduce the dropout rate; raise academic expectations and offer more "hands-on" learning opportunities in the classroom; provide better "career pathways" information for all students; and work more closely with business and post-secondary education leaders.

The A+ program is designed to allow students graduating from a designated A+ School in Missouri the opportunity to qualify to receive financial assistance for two years – tuition, general fees and up to 50% of book costs, subject to legislative appropriation -- to attend a community college or vocational/technical school in Missouri. The key goal of A+ Schools is to assure that all students, when they graduate, are well prepared to pursue advanced education, employment, or both. To be eligible, each student must enter a written agreement with the school prior to high school graduation, and:

1. Attend a designated A+ School during the 10th, 11th, and 12th grade years.
2. Graduate from high school with a GPA of 2.5 or higher on a 4.0 scale.
3. Maintain at least 95% attendance record.
4. Perform 50 hours of unpaid, academic related, faculty supervised, school-based peer tutoring or mentoring with a maximum of 12 ½ hours of job shadowing.
5. Maintain a record of good citizenship;
 - a. Students must not have been arrested or charged with the unlawful use of alcohol and drugs or been convicted or found guilty of a misdemeanor or felony.
 - b. Students must not have been assigned out-of-school suspension as a result of a discipline referral during the three-year period immediately prior to graduation.
 - c. Students must not have violated the district's rules governing academic dishonesty (plagiarism, Cheating, etc.).
6. Make a documented, good faith effort to secure all available federal post-secondary student financial assistance funds that do not require repayment.
7. Register with the Selective Service if required by law to do so.
8. Beginning with the high school senior class of 2015, Students must have achieved a score of proficient or advanced on the Algebra I end of course exam or score proficient or advanced in a higher level DESE approved course in the field of mathematics.
(Examples – Geometry & Algebra II)

An A+ agreement form is provide annually with student enrollment packets and once the agreement is submitted to the A+ Coordinator a file is maintained on the student to record requirement status. An A+ agreement form is also mailed to high school parents/guardians with student semester status update reports. These status reports are mailed after each semester ends and show how the student is progressing towards meeting the A+ Program requirements.

There are at least three factors that impact the availability of program benefits. First, Bakersfield High School must maintain all the requirements for A+ Schools designation. Second, State funding must be available. Third, each student must meet all the criteria outlined in the A+ Schools Program.

For additional information, call the A+ Coordinator at 417-284-7333.

Students may earn time towards their 50 hours of unpaid tutoring/mentoring by participating in one or more of the following activities:

- FFA Career Development Event (CDE)
- FBLA Contest Team
- Academic Relay/Scholar Bowl
- Science Olympiad Team
- FCCLA Contest Team
- Assist with after school tutoring in the elementary or middle school

Other activities may be allowed at the discretion of the A+ Coordinator, Principal, and Supervising Teacher.

PEER TUTORING

Peer tutoring students must be seniors and approved for placement by the A+ Coordinator and High School Principal. Any students interested in having a Peer Tutoring period will be required to meet the following guidelines:

- Have and maintain a minimum 2.5 GPA for all coursework prior to and during the semester having Peer Tutoring. (A+ Requirement)
- Maintain a minimum 95% attendance record for the immediate semester prior to, and during the semester having Peer Tutoring. (A+ Requirement)
- Develop and keep an up-to-date portfolio of all activities, record of tutoring time (A+ Requirement), and daily time-log. This portfolio is to be checked by your co-operating teacher on a regular basis and will be reviewed by the A+ Coordinator before a grade is given for the class.
- Students failing to report to your co-operating teacher for the 3rd time in a semester without authorization will be dropped from Peer Tutoring and will be required to enroll in a regular class.

SPECIAL EVENTS

DANCES/PROM

All school policies will be followed at these events and appropriate consequences will result for violations. Students may not be re-admitted to a dance after leaving the assigned area. Dances are restricted to current Bakersfield MS/HS Students. Students may request permission for out of school dates to prom. Prom guest request forms will be available in the office and must be completed and returned prior to the occasion by dates set forth by the office. Guests other than students currently enrolled at BHS must be registered in the office by the date set forth by administration. All guests for a high school dance must be at least in the 9th grade but not exceed 20 years of age. Middle School Dances will be limited to students enrolled in the 6th-8th grade and must be current students at Bakersfield Middle School.

DISASTER DRILLS

Fire and disaster drills are regularly scheduled so that everyone will know what to do in case of an emergency. When an alarm sounds, everyone must evacuate the building or go directly to safety areas. Walk – don't run. During a disaster drill, teachers will give directions. Students must obey these instructions. At the close of drills students are to return directly to the same class they come from, unless otherwise instructed. The signals for the drills are as follows:

- Fire Drill – Verbal Announcement over the intercom/alarm system
- Tornado Drill – Verbal Announcement over the intercom/alarm system
- Lockdown Drill – Verbal Announcement over the intercom/ alarm system
- Earthquake Drill—Verbal Announcement over the intercom/alarm system

PARTIES AND ACTIVITIES

School/class parties are defined as an activity that is on the school calendar, approved by the school administration, and supervised by the school personnel. Rules such as use of tobacco, school dress, language, and student conduct, shall be the same for class parties as during school hours, whether on or off the school grounds. Outside guests may not attend, unless approved by sponsors and administration, even if it occurs outside of school hours

Grades

REPORT CARDS / PROGRESS REPORTS

Progress reports will be sent home every 4 to 5 weeks throughout the semester. Progress reports that have D's or F's will also be mailed. Semester report cards with final grades and attendance will be mailed following the end of each semester.

HONOR ROLL

Principals Honor Roll

- No grade lower than a "A-"

A/B Honor Roll

- No grade lower than a "B-"

LATE HOMEWORK POLICY

Assignments due dates will be determined by the teacher. Assignments will be accepted up to 3 days after the due date (unless otherwise stated by the teacher) and assignment scores will be deducted 10 percent for each day late. When a student has an absence or is absent due to attending a school related activity they will have one class period for each class period missed to make up the work before an assignment is considered late. (Maximum 5 class periods). Example: Students absent two full days will have two full days to get assignments turned in before an assignment is considered late. Students should request makeup work before an absence or the first day back to class. It is the STUDENTS'S RESPONSIBILIITY to request, complete, and submit all make-up work. Late Homework will not be accepted from students serving OSS.

LETTER GRADE

The grading scale will generally be as follows:

A (95% - 100%).....	4.000 points
A- (90% - 94%).....	3.667 points
B+ (87% - 89%).....	3.333 points
B (83% - 86%).....	3.000 points
B- (80% -82%).....	2.667 points
C+ (77% - 79%).....	2.333 points
C (73% - 76%).....	2.000 points
C- (70% - 72%).....	1.667 points
D+ (67% - 69%).....	1.333 points
D (63% - 66%).....	1.000 points
D- (60% - 62%).....	0.667 points
F (59% or below).....	0.000 points

TRANSFER AND WITHDRAWAL

Students transferring to another school must obtain a withdrawal form from the high school office. Books should be returned to each teacher. After each teacher has signed the withdrawal form, the student will return the signed form to the counselor. Bakersfield R-4 School assumes that parents and guardians of students in the district intend to comply with state and other applicable laws regarding their student's education. As a result, those students that discontinue attending school will be considered continuing their education at home or by other private arrangements. The educational record will show a transfer of records to the student's last known address. Only students that have made a bona fide move into the school district will be allowed to transfer during the semester. Students transferring to Bakersfield High School that have not made a bona fide move into the school district will not be allowed after the first two (2) weeks of a semester.

WEIGHTED GRADES

The following class(es) are examples of "weighted" or "honors credit".

- Core curriculum courses taken as dual credit or dual enrollment courses through an approved college (MSU, ASU, or similar.)
- College Preparatory Courses - Example courses included but are not limited to the following: Biology II, Chemistry, Math Analysis, Physics and other courses designated as a College Preparatory Course by administration.

At the completion of a college course, students will receive one credit on their high school transcript.

- The Weighted Grading Scale will be used for "weighted" or "honors credit" classes.

Regular Grading Scale

A	(95-100) = 4.000
A-	(90-94) = 3.667
B+	(87-89) = 3.333
B	(83-86) = 3.000
B-	(80-82) = 2.667
C+	(77-79) = 2.333
C	(73-76) = 2.000
C-	(70-72) = 1.667
D+	(67-69) = 1.333
D	(63-66) = 1.000
D-	(60-62) = 0.667
F	(59-0) = 0

Weighted Grading Scale

A	(90-100) = 5.000
B	(80-89) = 4.000
C	(70-79) = 3.000
D	(60-69) = 2.000
F	(59-0) = 0.000

In order for a student to receive a weighted grade, he/she must complete all the curricular requirements stated in an approved syllabus. All courses given weighted levels are at the final discretion of the principal/counselor/ superintendent/school board. Administration has the final say on weighted status of future courses.

GRADUATION/MS PROMOTION

	Credits	
English.....	4.0	
Social Studies...(1 US History, 1 Government).....	3.0	
Science.....	3.0	
Math.....	3.0	4.0 Credits starting with class of 2024
P.E.	1.0	
Health.....	0.5	
Personal Finance.....	0.5	
Practical Arts...(Agriculture, Business, & FACS).....	1.0	
Fine Arts...(Speech, Drama, Art, Music).....	1.0	
Electives.....	8.0	
Total Units.....	25.0	26.0 Credits starting with Class of 2024

Only students who have completed all graduation requirements can walk in the graduation ceremony.

Local Board of Education Policy may permit a waiver of one unit of academic credit (English/Language Arts, Mathematics, Science, or Social Studies) for students who complete a three-unit vocational-technical program of studies. The three-unit vocational-technical program must constitute a planned program leading to specific job-related competencies, not simply any three units of credit. The academic subject in which the waiver is granted must be one in which the student has received substantial instruction in the vocational-technical program. For example, students completing a three-unit Agriculture program or a Health Occupations program might be permitted to waive one unit of Science; students completing a three-unit of Electricity/Electronics program might be permitted to waive one unit of Mathematics. Shop oriented classes will not qualify toward the three-unit Agriculture program.

RECOMMENDED COURSES FOR COLLEGE PREP

Courses below are examples, as course offerings change. Courses may be substituted for dual enrollment classes or college preparatory courses.

English.....	(Language Arts I (LA), LA II, Upper Level LA).....	4.0
Social Studies	(1 US History, 1 World History, 1 Government).....	3.0
Science	(Ph. Science, Biology, & 2 units of the following: Biology II, Chemistry, Physics, Earth Science, Anatomy/Physiology).....	4.0
Math.....	(Algebra I, Geometry, Algebra II, & Pre-Calculus).....	4.0
Fine Arts	(Art or Music).....	2.0
Practical Arts.....		1.0
Personal Finance.....		0.5
Health		0.5
Physical Education.....		1.0
Electives.....		3.0
Foreign Language.....		2.0

All Bakersfield students that indicate an intention to attend college will be encouraged to meet these recommendations. The counselor or advisor must approve schedules of classes.

MIDDLE SCHOOL PROMOTION REQUIREMENTS

In order for a middle school student to be promoted to the next grade level they must pass eight out of the ten core subject semester classes during the school year. These classes include Reading, Language Arts, Math, Science and Social Studies. If a student does not pass enough semesters to be promoted, he/she may be granted an option to attend summer school in order to receive promotion. This option may be granted after a meeting with administrator, teachers and parents present. The final decision to promote a student rests with the school administration.

CLASSIFICATION OF STUDENTS

9th – Freshman.....Promotion from 8th grade

10th – Sophomore.....6 credits passed

11th – Junior.....12.5 credits passed

12th – Senior.....19 credits passed

2nd year Senior.....8 or more Semesters of high school completed

Students will remain a member of the class the entire school year for which they qualify at the beginning of the year. Second year seniors will be considered a member of the senior class.

CLASS CHANGES

Course changes can only take place during the first week of the fall semester and the first week of the spring semester. Students are only allowed to transfer into parent approved courses (per pre-registration form). Students will follow the following procedure for changing courses:

- Student will confer with the counselor regarding desired change.
- A Class Schedule Add/Drop slip will be filled out by the counselor and signed by both teachers and a parent/guardian.
- Students will continue to attend the previously scheduled course until a copy of the class schedule change form is returned to them by the counselor.

Students can not add/drop a year long course at semester unless there are extenuating circumstances.

CORRESPONDENCE COURSES

Students may take up to two credits by correspondence toward graduation requirements. These courses must be taken from an approved educational agency. Courses taken by correspondence will be designated as such on the high school transcript, and will not be counted in high school grade point average computations. Courses taken by correspondence will count toward the total units required for graduation as elective credit only. These will not be counted toward meeting the specific departmental requirements.

CREDIT RECOVERY

Credit Recovery provides an opportunity for high school students who would otherwise fail a course taken during the regular school year to complete the requirements of the class and receive credit by attending summer school or credit recovery after or before school hours during the regular school year. A credit recovery class meets for thirty two clock hours to earn a ½ unit and utilizes a self-paced computer driven program for remediation of credit.

DUAL ENROLLMENT POLICY

Any junior or senior in good standing to graduate may, with the endorsement of their counselor and the consent of their parents, seek dual enrollment at Bakersfield High School and the West Plains campus of Missouri State University. This program allows the student to attend high school for a portion of the day and to leave the high school campus to attend college classes for a portion of the day. Courses acceptable for dual enrollment may be counted as credit by both the high school and the college and are paid for by the Bakersfield R-IV School District. The guidelines for dual enrollment are as follows:

1. Dual enrollment will be limited to juniors and seniors.
2. The student will be expected to be enrolled for minimum of three classes at Bakersfield High School.
3. In order to qualify as a dual enrollment course, the college class must be a course that is not currently offered at Bakersfield High School, and must be taken during the normal school day during the time that the student is released by the high school. (Unless approved by Administration)
4. Courses taken at the college level will count toward the total twenty-five units required for graduation.
5. Credit for college courses will be awarded as follows: 3 college hours = 1 unit of credit.
6. It is the responsibility of the student to request his/her college transcript to be sent to the high school in order to receive high school credit for the college course.
7. Students enrolled in a college class which does not meet daily are expected to be in attendance at the college or high school library engaged in study and preparation on the days the class is not in session.
8. Students that make a D or F in a Dual Enrollment Course will be required to reimburse the Bakersfield R-IV School District for the cost of the course.
9. The student is required to have a 3.000 and maintain 95% attendance to qualify for dual enrollment.

EARLY GRADUATION

A student who wishes to graduate from high school in less time than the ordinary eight (8) semesters, Grade 9-12 sequence, may request permission to complete graduation requirements on an alternate schedule. Any student who wishes to graduate early must provide a written request to the high school principal. Requests will be reviewed on a case by case basis. The student and parents/guardians will consult with high school guidance personnel to discuss guidelines used by Bakersfield R-4 School District and to develop graduation and post-graduation plans. A student who receives permission to graduate early must complete all graduation requirements established by the Board. The student who chooses early graduation will be allowed to participate in the spring graduation ceremonies. In all other activities the early-out graduate will be treated as a graduate student.

Guidelines used for Early Graduation

1. Age of student
2. Risk of dropping out
3. Grades
4. Discipline record
5. At risk of or prior law enforcement involvement or probation.
6. Attendance concerns.
7. Individual learning style
8. Employment related
9. Independent student status
10. Parental support of early graduation
11. Credit level must be attainable

VALEDICTORIAN/SALUTATORIAN REQUIREMENTS

It is the intent of the district to have two students, a valedictorian and a salutatorian, address the senior class at graduation. Final Grade Point Average (GPA) will be recorded at the completion of finals. The grading program provided by the district will calculate GPA. To select the honorees, the graduating seniors shall be ranked according to their final GPA. From this ranking a valedictorian (1st Rank) and a salutatorian (2nd Rank) shall be chosen. To be eligible for valedictorian or salutatorian, a student must meet the regular graduation requirements, with completion of 16 units from the following courses:

- Four credits of Language Arts
- Four credits of Math
- Three credits of Social Studies – American History, American Government, and a minimum of 1 unit instruction through any combination of the following courses: Sociology, Psychology, & World History geography/contemporary issues.
- Four units of Science including Physical Science, and Biology
- Foreign Language – Spanish I or Spanish II

Any of the above courses may be substituted for college preparatory or dual enrollment courses.

****If two or more students share the highest GPA, they shall all be named co-valedictorians.**

****If one valedictorian is named and two or more students share the 2nd highest GPA, those sharing that GPA shall be named co-salutatorian.**

Health Services

NURSE

Students must request permission from their teacher, who will call the nurse that the specified student needs to see her and the reason they would like to see her. The nurse will exam the student and will determine the course of action to be taken. If the nurse believes the child is sick and needs to go home, the nurse will contact the child's parent/guardians. If students need to see the nurse before school, or during lunch, students will need to ask the staff member on duty to notify the nurse. No student will be allowed to go directly to the nurses work station. Students who visit the nurse during class time without their teacher's permission will receive a tardy, unexcused absence, or be considered truant. A log of student visits will be monitored by administration and visits can be limited for students abusing the nurse's services. Students and teachers are not to call parents regarding health issues. The School Health services office should have at least two emergency contacts in addition to the parents.

HEALTH SCREENINGS

"Screening" is the use of a procedure to examine a large population to determine the presence of a health condition or risk factor in order to identify those who need further evaluation. Screening tests for various health conditions (such as vision, hearing and scoliosis) will be conducted in accordance with administrative procedures. Students may also be weighed and measured. In general, screenings will be conducted at the beginning and end of the academic school year. Parents/Guardians will receive a written notice of any screening result that indicates a condition that might interfere with a student's progress or health. Students will be excused from any screening upon receipt of a written request from the student's parent/guardian.

Illness

Students learn best when they are feeling well: Students should not be sent to school if they are vomiting, or have been vomiting at home during the night, have a fever of 100 degrees or higher. Students will be sent home who have a fever of 100 degrees or higher and must be fever free for 24 hours without medication before returning to school.

Immunizations

Missouri Law states that it is unlawful for any student to attend school unless they have been immunized and can provide satisfactory evidence of immunizations. State Law 167.181

INSURANCE

All students participating in athletics must be covered by insurance. It is recommended that some type of insurance cover all students in Agriculture and Physical Education classes. Students that do not have insurance will be offered a MO/Heath Net insurance program application at the beginning of the school year during registration. For more information on/or to enroll for student accident insurance go online to <http://markel.sevencorners.com> or call 877-444-5014.

MEDICATIONS

The following policy has been established regarding the dispensing of medications during school hours:

- 1) Over the counter medications such as Tylenol or cough medication will be given as needed with parental consent. Prescription medication will not be given unless prescribed by a physician.
- 2) Medicine prescribed by a doctor must be in a prescription bottle. Your pharmacist can give you an extra-labeled bottle to use for medicine sent to school. The bottle should include the student's name, current date, name of the medication, and specific instructions such as amount and time to be given, and the name of the doctor prescribing the medication.
- 3) The medication form must be completed by the school nurse and signed by the parent/guardian or physician.
- 4) It should not be necessary to give more than one dose of medication per day. Your doctor may be able to schedule all doses of medication to be taken at home. Exceptions should be arranged with school personnel.
- 5) Please DO NOT send more than one month's supply of medicine at one time. Students on long-term medication should contact the school nurse.
- 6) Students with chronic or specific problems requiring medication for emergency situations should have their medication properly labeled as listed above. Specific written instructions must be provided as to when and under what circumstances medication is to be given. This information should be provided and signed by the student's doctor annually.
- 7) In the event that a student needs to self-administer a metered-dose inhaler, a written medical history of the student's experience with the illness and a plan of action for addressing any emergency must be provided to the School Board. The parents/guardians must also provide the Board with written certification from the student's physician that the student has asthma or other potentially life-threatening respiratory illness and that the student has been informed of the proper method of self-administration. The parents/guardians must also sign a statement acknowledging that the district shall incur no liability as a result of an injury arising from the student's self-administration of medicine. This information must be reviewed each subsequent school year.

8) Emergency Medications – The district is equipped with prefilled epinephrine auto syringes and asthma-related rescue medications. The school nurse or another employee trained and supervised by the school nurse may administer these medications in accordance with physician's orders or when they believe, based on trained evaluation of signs and symptoms that a student is having a life-threatening anaphylactic reaction or life-threatening asthma episode. **Please notify your building principal and the school nurse if you would not allow your child to receive epinephrine or asthma-related rescue medications in the case of an emergency.**

Policies/Procedures

Drug Testing Procedure

Each student wishing to participate in extra and/or co-curricular activities will receive copies of the *Student Extracurricular and/or Co-curricular Activities and Drug-Testing Policy and the Student Extracurricular and/or Co-curricular Activities Consent Form*, which shall be read, signed and dated by the student and parent/guardian. Students must return the completed form to the high school principal by the end of the day on **August 30, 2022**, in order for students to be allowed to continue or to begin practice or participation in any extracurricular and/or co-curricular activities. Any student who does not turn in the required forms by this time will be required to submit to a drug test, at his/her own expense, before participating in any extracurricular and/or co-curricular activities. Once students sign the consent form, they will remain in the program for the remainder of the school year.

Transfer students who intend to participate in any extracurricular and/or co-curricular activities will have 10 days from the date of enrollment to return the consent form. Once a transfer student returns the form, he/she will be required to submit to one mandatory test, at the expense of the district. The mandatory test will be administered at a time selected by the school district. The transfer student will then be placed in the testing pool. Transfer students who fail to turn in their consent form within the 10 day period will be required to submit to a drug test, at their own expense, before participating in extracurricular and/or co-curricular activities.

Extracurricular and co-curricular clubs, activities, and associations for which the drug testing policy applies include interscholastic sports; cheerleading; band; choir, Family Career & Community Leaders of America (FCCLA); Future Farmers of America (FFA); Future Business Leaders of America (FBLA), Drama Club, National Honor Society, Science Club; Spanish Club; Chess Club; Student Council; Pep Club; Art Club; and academic teams and/or contests.

Procedure

Students will be required to provide urine samples as follows:

1. All students who return their consent forms by the end of the school day on **August 30, 2022** will be tested at the expense of the district and will be tested at the frequency and volume the district deems necessary to insure the effectiveness of the program. Procedures for those students who miss the specified deadline, as well as for transfer students, will be followed as outlined previously in this policy.
2. At any time a reasonable suspicion exists.

Students should be aware that their names are included in the pool each time a drug test is conducted. Therefore, it is possible that a student's name will be randomly selected two or more times in a row. Any drug test required by the Bakersfield R-IV School District under the terms of this policy will be administered by or under the direction of a qualified collection agency, selected by the Bakersfield R-IV School District, using scientifically-validated toxicological methods. The professional collection service which uses a HHS certified lab for confirmation tests shall be required to have detailed written specifications to assure chain of custody of the specimens, proper laboratory control and scientific testing.

All aspects of the drug-testing program, including the collection of specimens, will be conducted so as to safeguard the personal and privacy rights of students to the maximum degree possible. The test specimen will be obtained in a manner designed to minimize the intrusiveness of the procedure.

1. Upon receiving a notice from a designated school official that the student has been selected for a random drug test the student will be provided an identification number. Appropriate steps will be taken to respect the privacy of students while, at the same time, preventing the falsification of testing. Upon entering the testing site, the student will be asked to provide the identification number given to him/her by the school official. The student will then be asked to remove the contents of his/her pockets and remove outer garments. The student will

be asked to wash his/her hands. The collection technician will secure the bathroom by putting blue dye in the stool, taping off water supplies, removing trash cans, etc. The collection technician will then open a collection container in the presence of the student, remove the contents and hand the collection cup to the student, explaining that the student is to provide a urine specimen in the collection cup and then place the cup on a pre-designated flat surface upon completion of the void. The student will also be reminded not to flush the toilet or to use the faucet until the collection is completed. The collection technician will step outside the bathroom and shut the door, allowing the student to provide a specimen in private.

Once the student has completed the void (urine sample) and opened the bathroom door, the collection technician will check the specimen for appropriate temperature, foreign color and odor. If the specimen does not show signs of tampering, the student will be allowed to wash his/her hands while the collection technician initiates a preliminary drug screen of the specimen. The collection technician will conduct all procedures in accordance with accepted industry practices.

2. If the initial screening test indicates the presence of a tested drug, or if the collection technician is conducting an internal self-audit of a testing device, the specimen collected will be poured into the specimen vials that came in the collection cup. The collection technician will initiate a split-specimen using a Custody and Control Form, that, when completed, will be sent (along with the specimen) to a HHS-certified laboratory for a second screening test. If the second screening test is also non-negative, the laboratory will conduct a more in depth test by means of a gas chromatography/mass spectrometry (GC/MS) analysis.

If the GC/MS test is non-negative, the results will be forwarded to the Designated School Official (DSO). The DSO will contact the student's parent/legal guardian and ask for a meeting. At the meeting, the DSO will inform the parent/legal guardian of the non-negative result and ask for permission to forward the results to a Medical Review Officer (MRO). If permission is granted, the DSO will obtain the parent/legal guardian's name, ID # and contact phone # and forward that information to Employee Screening Services (ESS), who will then forward the information to the MRO. If permission is not granted, or the parent/legal guardian will not meet with the DSO, the lab results will be accepted as the final results.

When the MRO receives the above information, he will contact the parent/legal guardian, verify identification and then discuss the medications the student is taking. If any of the medications being taken by the student could explain the non-negative result, the MRO will verify with the prescribing physician that there is a legitimate prescription in the student's name. Once all pertinent information has been obtained, the MRO will make a final determination of the test results. Those results will be forwarded to ESS, who will then forward them to the DSO.

If the parent/legal guardian contests the MRO's decision, the parent/legal guardian may request, within 72 hours of the MRO's decision, to have the split specimen sent to the same or a different laboratory for a second-opinion analysis. The cost of the split specimen test will be at the parent/legal guardian's expense and may be required prior to the test being conducted.

3. If a student is unable or unwilling to provide a urine test within 2 hours, students will be given an oral swab test. If a student refuses to allow the MRO to perform the oral swab, parents will be notified and the test will be considered a positive result.

4. Once a student has received notification that they are randomly selected for a urine test they will be expected to provide the sample before leaving school unless authorized as an emergency or other extenuating circumstances are evident by the designated school official. The high school principal will determine the validity of the exception or emergency.

Once a positive result is determined by the MRO the principal will declare the student ineligible and place them on the ineligibility list. The student will not be able to practice, compete in, or participate in any extracurricular and/or co-curricular activities.

Confidentiality

Test results shall be kept in confidential files separate from students' other educational records. These files will be released to school personnel only on a need-to-know basis as determined by the administration.

Violations

Any student who receives a positive result on a drug test will be subject to the following restrictions:

First Offense: The student shall be suspended from participation in all extracurricular and/or co-curricular activities (including all meetings, practices, performances and competitions) for twenty-eight (28) calendar days, and must undergo 4 hours of drug counseling at FCC Behavioral Health at Ozark Medical Center, or at a facility of the parents' choice. If the student is enrolled in a class that involves co-curricular activities, he/she will continue to attend the class but cannot participate in any activities outside the regularly scheduled class time. Students that test positive must submit to monthly drug tests for three (3) months.

Second Offense: The student shall be suspended from participation in all extracurricular and/or co-curricular activities (including all meetings, practices, performances and competitions) for twenty-eight (28) calendar days, must complete twelve (12) hours of substance-abuse counseling the cost of which will be the obligation of the student or parent/legal guardian and must submit to monthly drug tests for six (6) consecutive months.

Third Offense: The student shall be suspended from participation in all extracurricular and/or co-curricular activities (including all meetings, practices, performances, and competitions) for the remainder of the school year

or eighty-eight (88) calendar days, whichever is longer, from the date of the initial report of the third offense as stated in the procedure.

Refusal to Submit to Drug-Use Test

Any student who refuses to submit to a drug-use test as authorized under this policy will be subject to the following restrictions: The student shall be ineligible to participate in all extracurricular and/or co-curricular activities (including all meetings, practices, performances, and competitions) until such time that a drug-use test has been administered and passed. The cost of this test shall be the obligation of the student or parent/legal guardian. At this time, the student shall again be subject to the Bakersfield R-IV School District drug-Testing Policy.

Appeal Procedure

The following appeals process will be followed. Initiating an appeal does not suspend imposition of the restrictions as listed later in this policy.

The decision of the MRO may be appealed in writing to the superintendent of the Bakersfield R-IV School District within five (5) working days. The superintendent will schedule a meeting within five (5) working days after the request for an appeal has been received. Failure to appeal to the superintendent waives any further right to appeal the positive test result. The superintendent will make a written decision within five (5) working days.

The decision of the superintendent may be appealed in writing to the Bakersfield R-IV School District Board of Education within five (5) working days. The Board of Education will schedule a hearing within five (5) working days after request for an appeal has been received. Failure to appeal to the Board of Education waives any further right to appeal.

Retest after Service of Suspension

A student who has tested positive and has served the required suspension period will be required to undergo one or more additional drug-use tests at the expense of the student or legal parent/guardian to determine whether the student is no longer using illegal drugs before he/she may rejoin an extracurricular and/or co-curricular activity.

My child and I have read and discussed the Bakersfield R-IV School District Drug Testing Policy. We understand that this is an effort by the district to prevent the use of illegal drugs. My child plans to participate in athletics or an extra-curricular activity. My child and I understand that to participate in these activities my child will be available for random drug tests throughout the school year. If my child tests positive we understand the steps that will be taken and the restriction that will be placed on my child.

HOMELESS STUDENTS

The Bakersfield R-IV School District Board of Education recognizes that homeless students are particularly vulnerable and need special assistance to access and benefit from the education 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 district are promptly identified and have access to a free and appropriate public education and related support services. For more information, contact Mr. Doyne Byrd, HS Principal.

INTERNET AND COMPUTER USE POLICY

Internet access is available to students and teachers in the Bakersfield R-IV School District. We believe the Internet offers vast, diverse and unique resources to both students and teachers. **All devices that students plan to use on the Bakersfield R-IV internet system must be registered with the Director of Technology-Mr. Von Farr.** Our goal in providing this service to teachers and students is to promote educational excellence in schools by facilitating resource sharing, innovation and communication. Students and teachers must sign an Internet Use Agreement and Acceptable Use Policy before being issued a login and password. If a Bakersfield R-IV School District user violates any of the provisions in the agreement and acceptable use policy, his or her account will be terminated and future access could possibly be denied.

**Internet Use Agreement and Acceptable Use Policy
Please read this document carefully.**

Internet access is now available to students and teachers in the Bakersfield R-IV School District. We are very pleased to bring this access to Bakersfield R-IV School District and believe the Internet offers vast, diverse, and unique resources to both students and teachers. Our goal in providing this service to teachers and students is to promote educational excellence in schools by facilitating resource sharing, innovation, and communication.

The Internet is an electronic highway connecting thousands of computers all over the world and millions of individual subscribers. Students and teachers have access to:

- 1) Information and news from various government agencies as well as the opportunity to correspond with the scientists at NASA and other research institutions.
- 2) Discussion groups on a plethora of topics ranging from Chinese culture, to the environment, to music, to politics.
- 3) Access too many University Library Catalogs, the Library of Congress and ERIC.

With access to computers and people all over the world also comes the availability of material that may not be considered to be of educational value in the context of the school setting. Bakersfield R-IV School District has taken precautions to restrict access to controversial materials. However, on a global network it is impossible to control all materials and an industrious user may discover controversial information. We (Bakersfield R-IV School District) firmly believe that the valuable information and interaction available on this worldwide network far outweighs the possibility that users may procure material that is not consistent with the educational goals of the District.

Internet access is coordinated through a complex association of government agencies, and regional and state networks. In addition, the smooth operation of the network relies upon the proper conduct of the end users who must adhere to strict guidelines. These guidelines are provided here so that you are aware of the responsibilities you are about to acquire. In general, this requires efficient, ethical and legal utilization of the network resources. **If a Bakersfield R-IV School District user violates any of these provisions, his or her account will be terminated and future access could possibly be denied.**

The signature(s) at the end of this document is (are) legally binding and indicate the party (parties) who signed has (have) read the terms and conditions carefully and understand(s) their significance.

Bakersfield R-IV School's Internet Access Program Rules

The goal of Bakersfield R-IV School's Internet Access Program is to promote innovation and educational excellence to all students and faculty. To achieve this, the network must provide quality, equitable, and cost-effective information and communication resources to the public education community. The following rules apply to all teachers, faculty, staff and students accessing the Internet through use of Bakersfield R-IV Schools:

I.) Any use of Bakersfield R-IV School's Internet Access Program for illegal, inappropriate, or obscene purposes, or in support of such activities, is prohibited. Illegal activities shall be defined as a violation of local, state, and/or federal laws. Inappropriate use of the internet is any action by anyone to view, print or distribute pornographic materials, access private files, harassing, insulting or attacking others, damaging computer systems and/or computer networks, unauthorized tampering of hardware and/or software violating copyright laws, downloading games, programs, music files, listening to streaming music, and employing the network for

commercial use. Obscene activities shall be defined as a violation of generally accepted social standards for use of a publicly -owned and operated communication vehicle; Use or display or sexually profane, obscene or offensive material is prohibited; racially offensive or threatening materials are also prohibited;

II.) All use of Bakersfield R-IV School's Internet Access Program must be in support of a world class public education and educational research and consistent with the purposes of the network stated above;

III.) Any use of Bakersfield R-IV School's Internet Access Program for product advertisement or political lobbying is prohibited;

IV.) Bakersfield R-IV School's Internet Access Program accounts shall be used only by the authorized owner of the account for the authorized purpose. Account owners are ultimately responsible for all activity under their account;

V.) The purpose of MoreNet, which is the backbone network to the Internet, is to support research and education in and among academic institutions in the U.S. by providing access to unique resources and the opportunity for collaborative work.

The use of your account must be in support of education and research and consistent with the educational objectives of the Bakersfield R-IV School District. Use of other organization's network or computing resources must comply with the rules appropriate for that network. Transmission of any material in violation of any US or state regulation is prohibited. This includes, but is not limited to: copyrighted material, threatening or obscene material, or material protected by trade secret. Use for commercial activities is generally not acceptable. Use for product advertisement or political lobbying is also prohibited.

VI. Privileges - The use of the Internet is a privilege, not a right, inappropriate use will result in a cancellation of those privileges. (Each student who receives an account will be part of a discussion with a Bakersfield R-IV School District faculty member pertaining to the proper use of the network.) The system administrators will deem what is inappropriate use and their decision is final. Also, the system administrators may close an account at any time as required. The administration, faculty, and staff of Bakersfield R-IV School District may request the system administrator to deny, revoke, or suspend specific user accounts.

Students are not allowed to access any e-mail sites and any creative attempts to access e-mail sites constitutes a violation of their policy, violators will be disciplined as per the student handbook and will lose their Internet access!!!

VII. Network Etiquette - You are expected to abide by the generally accepted rules of network etiquette. These include (but are not limited to) the following:

- a) Be polite. Do not get abusive in your messages to others.
- b) Use appropriate language. Do not swear, use vulgarities or any other inappropriate language. Illegal activities are strictly forbidden.
- c) Do not reveal your personal address or phone numbers of students or colleagues.
- d) Note that electronic mail (e-mail) is not private. Users have no expectation of privacy. All communications are subject to Sunshine Law provisions. People who operate the system do have access to all mail. Messages relating to or in support of illegal activities may be reported to authorities.
- e) Do not use the network in such a way that you would disrupt the use of the network by other users.

f) All requisitions for software or hardware must be approved by building principal & technology director.

VIII. Bakersfield R-IV School District makes no warranties of any kind, whether expressed or implied, for the service it is providing. Bakersfield R-IV School District will not be responsible for any damages you suffer. This includes loss of data resulting from delays, non-deliveries, mis-deliveries, or service interruptions caused by its own negligence or your errors or omissions. Use of any information obtained via the Internet is at your own risk. Bakersfield R-IV School District specifically denies any responsibility for the accuracy or quality of information obtained through its services.

IX. Security - Security on any computer system is a high priority, especially when the system involves many users. If you feel you can identify a security problem on the Internet, you must notify the Director of Technology/Network Administrator. Do not demonstrate the problem to other users. **Do not use another individual's account.** Attempts to logon to the Internet as a system administrator will result in cancellation of user privileges. Any user identified as a security risk or having a history of problems with other computer systems may be denied access to Internet.

X. Vandalism - Vandalism will result in cancellation of privileges. Vandalism is defined as any malicious attempt to harm or destroy computer hardware data of another user, Internet, or any of the above listed agencies or other networks that are connected to the MoreNet Internet backbone. This includes, but is not limited to, uploading or creating of computer viruses.

XI. COPYRIGHTED MATERIAL: Copyrighted material must not be placed on any system connected to BHS without the author's permission.

XII. EFFECT ON EMPLOYMENT: Any misuse, abuse or violation of this policy may constitute grounds for incompetency, insubordination, or immoral conduct under Missouri law. The undersigned agrees that he/she has full knowledge that any violation of this policy may be grounds for discipline including, but not limited to, reprimand, suspension, transfer, or termination.

Faculty/Staff members must monitor and supervise students at all times while on the computers/network (walk around the lab to make sure students are on appropriate sites). Do not allow students to use e-mail, download from Internet games sites, install CDs from home, and they cannot log onto any internet sites (chat rooms, etc.). Any type of downloads is prohibited, including games from the Internet or home. If an online site asks for a logon, sign in or password, leave the site immediately.

Password: (Must contain 8 characters, at least one capitol letter & one number)

I understand that my use of the District Internet Resources is not private and that the school district may monitor my electronic communications and all other use of district internet resources.

I have read the Bakersfield R-IV School District Internet Use Agreement and Acceptable Use Policy and agree to abide by its provisions during my years as a Middle/High School student. I understand that violation of the use provisions or rules stated in the policy may constitute suspension or revocation of network privileges

BAKERSFIELD R-IV TECHNOLOGY USAGE

The Bakersfield R-IV School District's technology exists for the purpose of maximizing the educational opportunities and achievement of district students. Research shows that students who have access to technology improve achievement. In addition, technology assists with the professional enrichment of the staff and Board and increases engagement of students' families and other patrons of the district, all of which positively impact student achievement. The district will periodically conduct a technology census to ensure that instructional resources and equipment that support and extend the curriculum are readily available to teachers and students.

The purpose of this policy is to facilitate access to district technology and to create a safe environment in which to use that technology.

Definitions

For the purposes of this policy and related procedures and forms, the following terms are defined:

Technology Resources - Technologies, devices and resources used to access, process, store or communicate information. This definition includes, but is not limited to: computers, modems, printers, scanners, fax machines and transmissions, telephonic equipment, audio-visual equipment, Internet, electronic mail, electronic communications devices and services, multi-media resources, hardware and software.

User - Any person who is permitted by the district to utilize any portion of the district's technology resources including, but not limited to, students, employees, School Board members and agents of the school district.

User Identification (ID) - Any identifier that would allow a user access to the district's technology resources or to any program including, but not limited to, e-mail and Internet access.

Password - A unique word, phrase or combination of alphabetic, numeric and non-alphanumeric characters used to authenticate a user ID as belonging to a user.

Authorized Users

The district's technology resources may be used by authorized students, employees, School Board members and other persons such as consultants, legal counsel and independent contractors. All users must agree to follow the district's policies and procedures. Unless authorized by the superintendent or designee, all users must have a signed *User Agreement* on file with the district before they are allowed access to district technology resources.

Use of the district's technology resources is a privilege, not a right. No potential user will be given an ID, password or other access to district technology if he or she is considered a security risk by the superintendent or designee.

User Privacy

A user does not have a legal expectation of privacy in the user's electronic communications or other activities involving the district's technology resources, including e-mail and access to the Internet or network drives. By using the district's network and technology resources, all users are consenting to having their electronic communications and all other use monitored by the district. A user ID with email

access will only be provided to authorized users on condition that the user consents to interception of or access to all communications accessed, sent, received or stored using district technology.

Electronic communications, downloaded material and all data stored on the district's technology resources, including files deleted from a user's account, may be intercepted, accessed or searched by district administrators or designees at any time in the regular course of business to protect users and district equipment. Any such search, access or interception will be reasonable in inception and scope and shall comply with all applicable laws.

Technology Administration

The Board directs the superintendent or designee to create procedures governing technology usage and to assign trained personnel to maintain the district's technology in a manner that will protect the district from liability and will protect confidential student and employee information retained on or accessible through district technology resources.

Administrators of computer resources may suspend access to and/or availability of the district's technology resources to diagnose and investigate network problems or potential violations of the law or district policies and procedures. All district technology resources are considered district property. The district may maintain or improve technology resources at any time. The district may remove, change or exchange hardware or other technology between buildings, classrooms or users at any time without prior notice. Authorized district personnel may install or remove new programs or information, install new equipment, upgrade any system or enter any system to correct problems at any time.

Content Filtering and Monitoring

The district will monitor the online activities of minors and operate a technology protection measure ("filtering/blocking device") on the network and/or all computers with Internet access, as required by law. The filtering/blocking device will be used to protect against obscene or harmful to minors or are child pornography, as required by law. Filtering/Blocking devices are not foolproof, and the district cannot guarantee that users will never be able to access offensive materials using district equipment. Evasion or disabling, or attempting to evade or disable, a filtering/blocking device installed by the district is prohibited.

The superintendent, designee or the district's technology administrator may disable the district's filtering/blocking device to enable a non-student user access for bona fide research or for other lawful purposes. In making decisions to disable the district's filtering/blocking device, the administrator shall consider whether the use will serve a legitimate educational purpose or otherwise benefit the district.

Closed Forum

The district's technology resources are not a public forum for expression of any kind and are to be considered a closed forum to the extent allowed by law. The district's webpage will provide information about the school district, but will not be used as an open forum.

All expressive activities involving district technology resources that students, parents/guardians and members of the public might reasonably perceive to bear the imprimatur of the district and that are designed to impart particular knowledge or skills to student participants and audiences are considered

curricular publications. All curricular publications are subject to reasonable prior restraint, editing and deletion on behalf of the school district for legitimate pedagogical reasons. All other expressive activities involving the district's technology are subject to reasonable prior restraint and subject matter restrictions as allowed by law and Board policies.

Records Retention

Trained personnel shall establish a retention schedule for the regular archiving or deletion of data stored on district technology resources that complies with the *Public School District Records Retention Manual* as well as the *General Records Retention Manual* published by the Missouri Secretary of State. In the case of pending or threatened litigation, the district's attorney will issue a litigation hold directive to the superintendent or designee.

The litigation hold directive will override any records retention schedule that may have otherwise called for the transfer, disposal or destruction of relevant documents until the hold has been lifted by the district's attorney. E-mail and computer accounts of separated employees that have been placed on a litigation hold will be maintained by the district's information technology department until the hold is released. No employee who has been so notified of a litigation hold may alter or delete any electronic record that falls within the scope of the hold. Violation of the hold may subject the individual to disciplinary actions, up to and including termination of employment, as well as personal liability for civil and/or criminal sanctions by the courts or law enforcement agencies.

Violation of Technology Usage Policies and Procedures

Use of technology resources in a disruptive, manifestly inappropriate or illegal manner impairs the district's mission, squanders resources and shall not be tolerated. Therefore, a consistently high level of personal responsibility is expected of all users granted access to the district's technology resources. Any violation of district policies or procedures regarding technology usage may result in temporary, long-term or permanent suspension of user privileges. User privileges may be suspended pending investigation into the use of the district's technology resources.

Employees may be disciplined or terminated, and students suspended or expelled, for violating the district's technology policies and procedures. Any attempted violation of the district's technology policies or procedures, regardless of the success or failure of the attempt, may result in the same discipline or suspension of privileges as that of an actual violation.

Damages

All damages incurred by the district due to a user's intentional or negligent misuse of the district's technology resources, including loss of property and staff time, will be charged to the user. District administrators have the authority to sign any criminal complaint regarding damage to district technology.

No Warranty/No Endorsement

The district makes no warranties of any kind, whether expressed or implied, for the services, products or access it provides. The district's technology resources are available on an "as is, as available" basis.

The district is not responsible for loss of data, delays, non-deliveries, miss-deliveries or service interruptions. The district does not endorse the content nor guarantee the accuracy or quality of information obtained using the district's technology resources.

TECHNOLOGY USAGE AGREEMENT

(External User Technology Agreement)

I have read the Bakersfield R-IV School District Technology Usage policy and procedure and agree to abide by their provisions. I understand that violation of these provisions may result in disciplinary action taken against me including, but not limited to, suspension or revocation of my access to district technology.

I understand that my use of the district's technology resources is not private and that the school district may monitor my electronic communications and all other use of district technology resources. I consent to district interception of or access to all of my electronic communications using district technology resources as well as downloaded material and all data I store on the district's technology resources, including deleted files, pursuant to state and federal law, even if the district's technology resources are accessed remotely.

I understand I am responsible for any unauthorized costs arising from my use of the district's technology resources. I understand that I am responsible for any damages to district technology due to my negligent or intentional misuse of the district's technology resources. I understand that this form will be effective for the duration of my association with the district unless changed or revoked by the district or me.

I agree to utilize the school district's technology resources including the parent portal information for lawful purposes for which the information was provided and in accordance with the user terms and agreement.

SEARCH AND SEIZURE

Students have a right to be secure in their persons, papers, and effects against unreasonable searches and seizures, but a student's school locker and school computer is the property of the school and must be used for the purposes intended; a storage area for books, school supplies, and outdoors garments. If school officials have a reasonable suspicion that the student has placed illegal or dangerous materials or substances in a bag, locker, vehicle, etc. then a search may be conducted with or without the student's consent. It is a privilege, not a right, to park 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. 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. When necessary, the district uses dogs to indicate the presence of alcohol, drugs, or other prohibited substances on campus, including the parking lot.

VIRTUAL LEARNING COURSES

Bakersfield High School uses Courseware/virtual learning courses as a way for credit recovery or for homebound students to receive credit. Students who live in the Bakersfield R-IV school district are allowed to enroll in Courseware/virtual classes. Many courses are available. Please see the counselor for additional details. The enrollment process includes requesting a virtual course in the counselor's office. If you are denied enrollment into an online course, the decision may be appealed by getting an appeal form from the counselor or high school principal. In certain situations and for health related reasons where an extended absence may be required and students cannot attend in person classes, an online enrollment option will be made available upon request. However, students will be required a minimum of 7hrs online learning provided through the school for every school day they do not report in person.

Students enrolled in Alternative Education will take certain courses through the Courseware/Virtual Program. Each lesson teaches one concept, delivered through a short video, after which students are given practice problems. Unit Reviews and Mid-Term and Final Exams provide further learning and assessment. Mid-Term and Final Exams must be monitored by a designated school official.

Courseware courses are also available for students with a regular schedule wanting to receive tutoring at home or students wanting to take an advanced level course above their regular course work. Internet is required for home use. Courses offered in the areas of Language Arts/Reading, Science, Social Studies, and Mathematics. Students must have approval from the building principal to have access to the Courseware Virtual Program.

Courseware Requirements for Course Credit

Students earning .5 course credit must meet the following requirements;

1. Complete half of all the instructional steps in the enrolled course, take the mid-term exam and complete a minimum of 40 clock hours.
2. Earn a final passing grade of 70% or higher.

Students earning 1.0 course credit must complete the following requirements;

1. Complete all the instructional steps and the final exam in the enrolled course and complete a minimum of 80 clock hours.
2. Earn a final passing grade of 70% or higher.

not be allowed to participate. Breaks will be scheduled at the teacher's discretion. Transportation to ASD/Saturday/Monday School will be the responsibility of the parents/guardians/students.

Discipline

ASD/ISS/SATURDAY/MONDAY SCHOOL

Students arriving to ASD (After-School Detention)/ISS (In-School Suspension)/SS (prom-Monday School) will be assigned homework in the core areas by the ASD/ISS/SS Teacher, or assigned community service. In order for the students to be given credit for the ASD/ISS/SS students must arrive on time and complete the assignments or community service in a “satisfactory manner” determined by the ASD/ISS/SS teacher. Students that are late to ASD/ISS/SS, disruptive, or do not complete their work in a satisfactory manner will not receive credit for their ASD/ISS/SS and may be required to repeat the ASD/ISS/SS with additional discipline or may be assigned an alternative discipline that may include OSS (Out-of-School Suspension). (Refer to Discipline Code) If time allows, students that complete the required assignments in a “satisfactory manner” may be allowed to work on assignments from their regular classes. Students are responsible for bringing any necessary materials and assignments from their regular teachers to ASD/ISS/SS. ASD will be scheduled after school on Tuesdays and Thursdays from 3:45-4:30. Students attending Saturday/Monday School must arrive before 8:00 a.m. and remain until 12:00 p.m. Students who are tardy to Saturday/Monday School will

OUT-OF-SCHOOL SUSPENSION (OSS)

Students serving OSS may receive credit for class assignments that are completed and turned in to the classroom teacher the day the student returns from OSS. (Late work will not be accepted for credit) Students will not receive class credit for tests, quizzes, or be allowed to make up participation grades while serving OSS. During OSS students are not permitted on campus to get assignments or turn in their work. Parents/Guardian’s may acquire and turn in student assignments at the MS/HS Office. While suspended, students are not permitted to participate in or attend district activities or events, even if those events do not occur on district property. Further, your student is not allowed to be on district property unless prior permission is given by the school administration.

Discipline Code

<i>OFFENSE</i>	<i>First</i>	<i>Second</i>	<i>Third</i>	<i>Fourth</i>	<i>Fifth</i>
I. Violations Against Persons					
Assault - Hitting, striking and/or attempting to cause injury to another person; placing a person in reasonable apprehension of imminent physical injury; physically injuring another person. Assault while on school property is a Class D Felony.(All Offenses Referred to Law Enforcement)	OSS 5-10 days	OSS 10-180 days	OSS Expulsion		
Assault - Attempting to kill or cause serious physical injury to another; killing or causing serious physical injury. (All Offenses Referred to Law Enforcement)	Expulsion				
Assault of staff - Striking, slapping, kicking at a staff member. (All Offenses Referred to Law Enforcement)	OSS 10-180 days	Expulsion			
Bullying - Repeated and systematic intimidation, harassment and attacks on a student or multiple students, perpetuated by individuals or groups. Bullying includes, but is not limited to: physical violence, verbal taunts, name calling and put-downs, threats, extortion or theft, damaging property, cyber-bullying and exclusion from a peer group.	ASD, ISS, or SS 1-5 days	ISS/SS 1-2 days Or OSS 1-5 days	OSS 5-10 days	OSS 10-180 days	
Fighting - Mutual combat in which both parties have contributed to the conflict either verbally or physical action. (All Offenses Referred to Law Enforcement)	SS or OSS 1-5 days	OSS 5-10 days	OSS 10-180 days	Possible Expulsion	
Hazing - Any activity that a reasonable person believes would negatively impact the mental or physical health or safety of a student or put the student in a ridiculous, humiliating, stressful or disconcerting position for the purposes of initiation, affiliation, admission, membership or maintenance of membership in any group, class, organization, club, or athletic team including, but not limited to grade level, student organization, or school-sponsored activity. Hazing will be a disciplinable offense even when all students involved are willing participants.	SS/OSS 1-5 days	SS/OSS 5-10 days	OSS 10-180 days	Possible Expulsion	
Instigating a Fight - Students shall not instigate fights by actively encouraging others to fight, carrying messages which result in fights nor take part in other encouragement of violent behavior.	ISS/SS/ OSS 1-2 days	SS/OSS 1-3 days	OSS 3-5 days	OSS 10-180 days	

OFFENSE	First	Second	Third	Fourth	Fifth
Sexual Harassment - Use of unwelcome verbal, written, or symbolic language based on gender or of sexual nature that has a negative effect on a student's educational environment or creates an intimidating, hostile, or offensive educational environment. Examples of sexual harassment include, but are not limited to, sexual jokes or comments, whistling, requests for sexual favors, and other unwelcomed sexual advances.	ISS/SS/ OSS 1-3 days	SS/ OSS 1-5 days	OSS 5-10 days	OSS 10-180 days	
Sexual Misconduct - Unwelcome physical contact based on gender or of a sexual nature when such conduct has the purpose or effect of unreasonably interfering with a student's educational performance or creates an intimidating, hostile, or offensive educational environment. Examples include, but are not limited to, touching or fondling of the genital areas, breasts or undergarments, regardless of whether or not the touching occurred through or under clothing.	OSS 5-10 days	OSS 10-180 days			
Weapons, other than a firearm - The possession or use of a weapon, concealed or otherwise, by any student is prohibited upon or in the vicinity of school grounds, while on the bus, or at any school sponsored event. Examples include, but are not limited to: chains, box cutters, metal knuckles, explosives, guns, or <u>knives with blades in excess of 3"</u> . Blades less than 3" are considered a Pocket Knife. Refer to discipline code below.	OSS 10-180 days	OSS 180 days Poss. Expulsion			
Possession of a Firearm - Possession or use of a firearm, device, or instrument as defined by law as a dangerous weapon. All Offenses Referred to Law Enforcement	Expulsion				
Pocket Knives – The possession or use of any type of pocket knife is prohibited. Knives will be confiscated and be held until parents pick them up.	ASD/ ISS	ISS/ SS	SS/OSS Refer to Law Enforce- ment	OSS Refer to Law Enforce- ment	
Extortion - Threatening or intimidating any person for the purpose of, or intent of obtaining money or anything of value.	OSS 5-10 days	OSS 10-180 days	Possible Expulsion		
Threats or Verbal Assault - Verbal, written, pictorial or symbolic language or gestures that create a reasonable fear of physical injury or property damage	OSS 3-5 days	OSS 5-10 days	OSS 10-180 days		
Verbal Abuse to Staff - Disrespectful language to a staff member.	Saturday/ Monday School	OSS 2-5 days	OSS 5-10 days	OSS 10-180 days	
Verbal Abuse to Staff of a Threatening Nature - Disrespectful language to a staff member that is threatening in nature. (All Offenses Referred to Law Enforcement)	OSS 5-10 days	OSS 10-180 days	Expulsion		

OFFENSE	First	Second	Third	Fourth	Fifth
Horseplay – May include but not limited to tripping, teasing and harassment.	ASD/ISS 1-3 days	ISS/SS 1-2 days	SS/OSS 1-3 days	OSS 3-5 days	
Gambling - Playing games for money or participating in an activity for money is prohibited.	Warning	ASD/ ISS 1-3 days	ISS/ SS 1-2 days	SS/ OSS 1-5 days	
II. Violations Against Health and Safety					
Possession , sale, purchase, distribution, or use of any over-the counter drug, herbal preparation or imitation drug. This includes hemp based products, K-2, K-3, Bath Salts, or other similar products.	OSS 5-10	OSS 10-180	Expulsion		
Possession of or attendance while under the influence of or soon after consuming any unauthorized prescription drug, alcohol, narcotic substance, unauthorized inhalants, counterfeit drugs, imitation controlled substances or drug-related paraphernalia, including controlled substances and illegal drugs defined as substances identified under schedules I, II, III, IV or V in section 202 of the Controlled Substances Act. (All Offenses Referred to Law Enforcement.)	OSS 5-180 days Based On Severity	OSS 10-180 days Possible Expulsion	Expulsion		
Sale, purchase or distribution of any prescription drug, alcohol, narcotic substance, unauthorized inhalants, counterfeit drugs, imitation controlled substances or drug-related paraphernalia, including controlled substances and illegal drugs defined as substances identified under schedules I, II, III, IV or V in section 202 of the Controlled Substances Act. (All Offenses Referred to Law Enforcement.) UNLAWFUL DISTRIBUTION OF A CONTROLLED SUBSTANCE, ON OR WITHIN TWO- THOUSAND (2,000 FEET OF THE PROPERTY COMPRISING ANY PUBLIC OR PRIVATE SCHOOL IN THE STATE OF MISSOURI OR ANY SCHOOL BUS, IS A CLASS "A" FELONY PUNISHABLE BY IMPRISONMENT OF NOT LESS THAN TEN (10) YEARS WITHOUT PROBATION OR PAROLE.	OSS 5 -180 days Possible Expulsion Based On Severity	Expulsion			
Secret Organizations - Sororities, fraternities, gangs, or secret societies of the community are not school organizations. Conduct by students while in school such as hazing of initiates, special attire, (including pins and insignia or other identifying symbols), improper activity on campus, or any other influence of a sorority, fraternity, gang or secret society that interferes with the normal conduct of the educational program shall not be permitted. (Referred to Law Enforcement)	OSS 10-180 days	Possible Expulsion			

OFFENSE	First	Second	Third	Fourth	Fifth
Tobacco Use/Possession - The POSSESSION and/or USE of any tobacco on school premises, or areas adjacent to school, or at school related activities is prohibited. Tobacco products will be confiscated and destroyed.	SS 1-2 days Confiscate	OSS 1-5 days Confiscate	OSS 5-10 days Confiscate		
Vapor/E Cigarette Use - The POSSESSION and/or USE of any vapor/e cigarette on school premises, or areas adjacent to school, or at school related activities is prohibited. Vapor/e cigarette products will be confiscated and destroyed. Students will return to school and be in ISS the last day of their suspension and will be required to pass a Vape education course that will be assigned by the administration.	OSS 5 Days Confiscate	OSS 10 Days and removed from regular classes- assigned to alternative setting.	OSS Expulsion up to 180 Days		
Laser Lights - Laser pointers/lights may cause eye damage and, therefore, are prohibited at school or at school activities.	ISS/ASD 1-3 days Confiscate	ISS/SS 1-2 days Confiscate	SS/OSS 1-5 days Confiscate		
Disruptive/harmful device or item, possession or use of -e.g. fireworks, water balloons, squirt guns, snowballs, rocks, pea shooters, etc.	ASD/ ISS/SS 1-2 days Confiscate	ISS/SS/ OSS 1-3 days Confiscate	OSS 3-5 days Confiscate		
III. Violations Against Property					
False Alarm - Tampering with emergency equipment, setting off false alarms, making false reports; communicating a threat or false report for the purpose of frightening, disturbing, disrupting or causing the evacuation or closure of school property. (All Offenses Referred to Law Enforcement)	OSS 10 days	OSS 10-180 days Possible Expulsion			
Bomb Threat - Making a bomb threat will not be tolerated. (The Missouri Safe Act defines the penalty for making a false bomb threat from a Class A misdemeanor to a Class D felony. (All Offenses Referred to Law Enforcement)	OSS 10-180 days Possible Expulsion	Expulsion			
Arson - Starting or attempting to start a fire or causing or attempting to cause an explosion. (All Offenses Referred to Law Enforcement)	OSS 10-180 days Possible Expulsion	Expulsion			
Theft - Theft, attempted theft or knowing possession of stolen property, either school or private property. (All Offenses Referred to Law Enforcement)	SS/OSS 1-5 days Restitution	OSS 5-10 days Restitution	OSS 10-180 days Restitution	Possible Expulsion	
Vandalism or Tampering - Willful damage or the attempt to cause damage to real or personal property belonging to the school, staff or students. (Referred to Law Enforcement)	SS/OSS 1-5 days Restitution	OSS 5-10 days Restitution	Expulsion		

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 person to enter a district facility through an unauthorized entrance; assisting unauthorized persons to enter a district facility through any entrance.	SS/OSS 1-5 days Restitution	OSS 5-10 days Restitution	OSS 10-180 days		
Abuse of Computer or Internet - All students must sign a "Acceptable Use Policy" form before being allowed to use the computers and Internet. Violation of the AUP is considered a serious infraction.	ISS or SS 1-5 days Suspension of Internet Privilege	OSS or SS 1-5 days Suspension of Internet Privilege	OSS 5-10 days Suspension of Internet Privilege		
Technology Misconduct - Attempting, regardless of success, to gain unauthorized access to a technology system or information; to use district technology to connect to other systems in evasion of the physical limitations of the remote system; to copy district files without authorization; to secure a higher level of privilege without authorization; to introduce computer "viruses", "hacking" tools, or other disruptive/ destructive programs onto or using district technology; or to evade or disable a filtering/ blocking device.	OSS & Restitution 5-10 days Suspension of Computer Privileges	OSS & Restitution 10-180 days Suspension of Computer Privileges			
IV. Violations Against School Policies					
Truancy - See Attendance Policy. Absence from school without the knowledge and consent of parents/guardians and /or school administration. Absent from a class without teacher permission or in an unauthorized or unsupervised area.	ISS or ASD 1-3 days	Saturday/Monday School 1-2 days	OSS 1-5 days	OSS 5-10 day	OSS 10-90 days
Tardiness - Students who are not in their classrooms, do not have class materials, or not in their seats at the assigned start time are tardy to class. Tardy records will restart each quarter.	Tardy Card or ASD 1 day 4th tardy	Tardy Card or ASD 1-3 days 8th tardy	SS 1 day Parent Conf 12th tardy	SS 2 days Parent Conf 16th tardy	
Book Bags, Gym Bags, and Totes – Bags and totes left in hallways or in traffic area in class without teacher permission.	Warning/ Discipline Card	Discipline Card/ ASD/ISS	ASD/ISS / SS	ISS/ SS	
Cheating - Students involved in cheating – both the willfully sharing the information and the student obtaining the information will receive a ZERO GRADE for that assignment. The parent/ guardian will also be contacted.	Zero Grade Parent Contact	ASD/ISS 1-3 days Drop 1 letter grade	ISS/SS 3-5 days Possibly Fail Class		
Dishonesty - Any act of lying, whether verbal or written, including forgery.	ISS or ASD 1-3 days	ISS or ASD 3-5 days	SS 1-2 days	OSS 1-5 days	
Failure to Meet Conditions of Non-Reporting Suspension - Suspended students are not allowed at school, on school grounds or at school-sponsored	Increase	Increase			

activities at any location, during the term of their suspension unless in the custody of a parent/ guardian on their way to meet with a school official.	OSS 3-5 days	OSS 5-10 days			
Failure to Meet Conditions of a Reporting Suspension - Coming within 1,000 feet of any public school in the district while on suspension for an offense that requires reporting to law enforcement or for an act of school violence or drug- related activity defined by district policy as a serious violation of the district's discipline policy unless in the custody of a parent/guardian on their way to meet with a school official or law Enforcement.	Increase OSS 10-180 days Possible Expulsion	Possible Expulsion			
Dismissal from After School Detention (ASD), In-School Suspension (ISS), or Saturday/Monday School (SS/MS) -Any student who is disruptive, uncooperative, or does not complete their assigned work in ASD, ISS, or SS will be referred to the office.	ISS/SS/OSS Alternative Discipline Or Time Doubled	SS/OSS 1-2 days	OSS 3-5 days	OSS 5-10 days	OSS 10 days Parent Conf.
Failure to Attend After School Detention (ASD), In-School Suspension (ISS), or Saturday/Monday School (SS/MS) -Students who are assigned ASD, ISS, or SS are expected to report <u>ON TIME AND ON THE DAY ASSIGNED.</u>	ISS/SS/OSS Alternative Discipline or Time Doubled	SS 1-2 days	OSS 1-3 days	OSS 3-5 days	
Automobile/Vehicle Misuse – Un-courteous or unsafe driving on or around school property, unregistered parking, failure to move vehicle at the request of school officials, failure to follow directions given by school officials or failure to follow established rules for parking or driving on school property (The speed limit on school property is 10 mph)	Driving Privilege Suspension 1 - 3 weeks Based on Severity	Driving Privileges Suspension 1-3 months Based on Severity	Driving Privileges Possibly For the rest of school year		
Parking Violations - Students should park only in designated areas— behind the gym, or in the back gravel lot, or they receive penalties.	ASD/ISS /SS	ASD/ISS SS/OSS 1-3 days Driving Privileges Possibly revoked	SS/OSS 3-5 days Driving Privileges Possibly revoked		
Insubordination and Refusal to do Work - Refusing to do work in class and being insubordinate. Failure to bring necessary materials to class and failure to complete assignments.	Conference Warning/ ASD/ISS 1-3 days	ISS/SS 1-3 days	SS/ OSS 1-3 days	OSS 1-3 days	OSS 3-5 days
Disrespectful or Disruptive Conduct or Speech - Verbal, written, pictorial or symbolic language or gesture that is directed at any person and that is rude, vulgar, defiant, in violation of district policy or considered inappropriate in educational settings or that materially and substantially disrupts classroom work, school activities or school functions.	Conference Warning/ ASD/ISS 1-3 days Based on severity	ASD/ ISS/ SS 1-3 days	SS/ OSS 1-2 day	OSS 1-3 days	OSS 3-10 days

OFFENSE	First	Second	Third	Fourth	Fifth
Bus Misconduct -Any offense committed by a student on a bus can be punished with more severity than if the instance would have occurred in the classroom. Suspension from bus riding privileges may also be included at any offense. Refer to Bus Rules in Handbook and Bus Rules implemented by the Bus Driver.	Conference Warning/ ASD/ISS/ SS Possible Suspension from bus	ASD/ISS/ SS Possible Suspension from bus 1-10 days Possible Permanent Suspension	SS/OSS 1-5 days Suspension from riding bus 5-30 Days Possible	Suspension from bus 1 month – remainder of year Possible Permanent Suspension	
Public Display of Affection (PDA) - The public display of affection(anything beyond holding hands) is not appropriate at school. Failure to comply with the reasonable expectations of the school staff will result in disciplinary action.	Conference Warning or ASD/ISS 1-3 days	ASD/ISS /SS 1-3 days based on severity	SS 1-2 days based on severity	OSS 1-5 days based on severity	
Disruption and Interference with School - No student shall block passage ways; prevent others from attending class or school activity; block normal pedestrian traffic; threaten (verbally or in writing) the safety and security of the school, use violence, force/noise coercion, threats, intimidation, racial or ethnic intimidation, harassment, fear, passive resistance or any other conduct intentionally to cause a disruption of the educational process. Nor shall he/she refuse to identify himself/herself on request or encourage other students to violate any rule/school policy.	Saturday/ Monday School Possible Referral to Law Enforce- ment	OSS 1-5 days Possible Referral to Law Enforce- ment	OSS 5-10 days Referral to Law Enforc- ment	OSS 10-90 days Referral to Law Enforce- ment	
Dismissal from Class - In the event that a student has disrupted class, and the classroom teacher has attempted to remedy the problem using other methods, the student shall be dismissed from class and referred to the office. The teacher will submit a written report on the nature of the problem to the Principal.	Conference Warning ASD/ ISS 1-3 days	ASD/ISS /SS 1-3 days SS 1-2 days	SS/OSS 1-2 days	SS/OSS 3-5 days	OSS 5-10 days
Hall Passes - Any student out of class, during a scheduled class period is REQUIRED to have in their possession a Hall Pass which has been authorized by their assigned teacher.	ASD/ISS (1 day)	ASD/ISS (1-2 days)	ISS/SS (1-2 days)	SS/OSS (1-3 days)	OSS (3-5 days)
Soliciting – soliciting and/or selling advertisement or products on campus is restricted to sales approved by administration	Warning	ASD/ISS	ASD/ISS /SS	SS/OSS	
Food and Open Containers - No Food or Open containers are permitted in the middle school, high school, or gym during the school day (with the exception of students taking drinks to the cafeteria for breakfast and lunch). Food & beverages should not be brought out of the school cafeteria.	Warning/ ASD Confiscate	ASD/ISS (1-3 days)	ISS/SS (1-3 days)	SS/OSS (1-3 days)	
Dress Code Violations - See Dress Code Policy on Page # 20. Inappropriate attire must be changed.	Warning/ Or ASD/ISS	Loss Of Privilege 1-9weeks	Loss Of Privilege 3-12	Loss Of Privilege 3-12	

		ISS 1-3 Days	weeks , and ISS/SS 1-3 days	weeks , and ISS/SS 5-10 days	
OFFENSE	First	Second	Third	Fourth	Fifth
Cell Phones & Cameras – The possession and use of cell phones and cameras are prohibited during the school day. (7:50 am – 3:40 pm). These items must be kept in vehicles, lockers, or left at home.	ASD/ISS /SS Confiscate Item Return at end of day	ISS/SS/ OSS 1-2 days Confiscate Item Parent must pick up	SS/OSS 2-5 days Confiscate Item Loss of privilege of having cell phone		
Personal Entertainment Devices – cellphones, headphones, ear buds, mp3 players, cd players, kindles, e-readers, Ipads, Ipods, etc. are prohibited during the school day (7:45 am – 3:43 pm)	ASD/ISS Confiscate Item Return at end of school day	ISS/SS Confiscate Item Parent must pick up	SS/OSS Confiscate Item Loss of privilege of having device		
Lunchroom Violations – throwing food, making a mess, or not cleaning up after yourself, cutting in line, etc.	ASD/ISS 1-3 days	ASD/ISS /SS 1-3 days	ISS/SS 1-3 days	SS/OSS 1-5 days	
Four-Wheelers - Four-Wheelers are not allowed on school premises, unless given administrative approval prior to bringing it to school.	ISS/ASD 1-3 days	SS 1-2 days			
V. Violations Against Public Decency and Good Order					
Use of Obscene Language or Gestures - Use of words or actions, including “sexting”, which are done solely to harass or which describe sexual conduct and which, considered as a whole, appeal to pursuant interest in sex, portraying sex in a manner offensive to community standards and do not have serious literary, artistic, political or scientific value. This includes symbolic gestures.	ASD/ISS 1-3 days	ASD/ISS /SS 1-3 days	ISS/SS/ OSS (1-3 days)	SS/OSS (1-5 days)	OSS (5-45 days)
Use of Lewd or Obscene Literature - The writing or drawing of lewd or obscene literature; gang/ satanic writing and drug-related items are offensive to school standards and do not have serious literary, artistic, political or scientific value.	ASD/ISS /SS 1-3 days	ASD/ISS /SS 1-3 days	ISS/SS/ OSS 1-3 days	SS/OSS 1-3 days	OSS 3-5 days
Use of Language that is Demeaning or Threatening - Words which are spoken solely to harass or injure other people, such as threats of violence, defamation of a person’s race, religion or ethnic origin.	ASD/ISS /SS 1-3 days	ASD/ISS /SS 1-5 days	SS/OSS 3-5 days	OSS 5-10 days	OSS 10-90 days possible expulsion
Behavior Not Covered Above - The school district reserves the right to pursue disciplinary action or legal action for behavior which is subversive to good order and discipline in schools even though such behavior is not specified in the preceding written rules.					

Alternative Punishments

Alternative punishments may be administered by the discretion of the administration, including Corporal Punishment. The administration maintains the right to interpret and modify the penalties listed in the Discipline Code.

Corporal Punishment

Corporal punishment, as a measure of correction or of maintaining discipline and order in schools, is permitted. However, it shall be used only when all other alternate means of discipline have failed, and then only reasonable form and upon the recommendation of an administrator. If found necessary, it should be administered preferably by an administrator in the presence of another certified staff member. It should never be inflicted in the presence of other pupils, nor without a witness.

Corporal punishment shall be administered only by swatting the buttocks with a paddle. When it becomes necessary to use corporal punishment, it shall be administered so that there can be no chance of bodily injury or harm. Striking a student on the head or face is not permitted.

The administrator shall submit a report to the superintendent, explaining the reason for the use of corporal punishment as well as the details of the administration of the same. A staff member may, however, use reasonable physical force against a student without advance notice to the principal, if it is essential for self-defense, the preservation of order, or for the protection of other persons or the property of the school district.

COMPLAINT/GRIEVANCE PROCEDURES

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

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

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

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

secretary of the Board will be brought to the attention of the entire Board. The Board will address each concern or complaint in an appropriate and timely manner.

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

DIRECTORY INFORMATION

Directory information is information contained in an education record of a student that generally would not be considered harmful or an invasion of privacy if disclosed without the consent of a parent or eligible student. The district will designate the types of information included in directory information and release this information without first obtaining consent from a parent or eligible student unless a parent or eligible student notifies the district in writing as directed. Parents and eligible students will be notified annually of the information the district has designated as directory information and the process for notifying the district if they do not want the information released.

Even if parents or eligible students notify the district in writing that they do not want directory information disclosed, the district may still disclose the information if required or allowed to do so by law. For example, the district may require students to disclose their names, identifiers or district e-mail addresses in classes in which they are enrolled, or students may be required to wear, publicly display or disclose a student identification card or badge that exhibits information that is designated as directory information.

The school district designates the following items as directory information.

General Directory Information – The following information the district maintains about a personally identifiable student may be disclosed by the district to the school community through, for example, district publications, or to any person without first obtaining written consent from a parent or eligible student:

Student's name; date and place of birth; parents' names; grade level; enrollment status (e.g., full-time or part-time); student identification number; user identification or other unique personal identifier used by the student for the purposes of accessing or communicating in electronic systems as long as that information alone cannot be used to access protected educational records; participation in district-sponsored or district-recognized activities and sports; weight and height of members of athletic teams; dates of attendance; degrees, honors and awards received; artwork or course work displayed by the district; schools or school districts previously attended; and photographs, videotapes, digital images and recorded sound unless such records would be considered harmful or an invasion of privacy.

Limited Directory Information – In addition to general directory information, the following information the district maintains about a personally identifiable student may be disclosed to: school officials with a legitimate educational interest; parent groups or booster clubs that are recognized by the Board and are created solely to work with the district, its staff, students and

parents and to raise funds for district activities; parents of other students enrolled in the same school as the student whose information is released; students enrolled in the same school as the student whose information is released; governmental entities including, but not limited to, law enforcement, the juvenile office and the Children's Division (CD) of the Department of Social Services:

The student's address, telephone number and e-mail address and the parents' addresses, telephone numbers and e-mail addresses.

Law Enforcement Access - The district may report or disclose education records to law enforcement and juvenile justice authorities if the disclosure concerns law enforcement's or juvenile justice authorities' ability to effectively serve, prior to adjudication, the student whose records are released. Law enforcement officials also have access to directory information and may obtain access to student education records in emergency situations as allowed by law.

Law Enforcement Unit Exception - The Board designates the school resource officer or superintendent or superintendent's designee as a law enforcement unit under the Family Educational Rights and Privacy Act (FERPA). Records created and maintained by the law enforcement unit for a law enforcement purpose may be disclosed to local, state and federal juvenile justice, law enforcement and social services agencies without parental consent or a subpoena.

Children's Division Access - The district may disclose education records to representatives of the CD when reporting child abuse and neglect in accordance with law. Once the CD obtains custody of a student, CD representatives may also have access to education records in accordance with law. CD representatives may also have access to directory information and may obtain access to student education records in emergency situations, as allowed by law.

Military and Higher Education Access - The district will disclose the names, addresses and telephone numbers of secondary school students to military recruiters or institutions of higher education as required by law unless the parent or student notifies the district in writing not to disclose the information to those entities.

Parent and Eligible Student Access - All parents may inspect and review their student's education records, seek amendments, consent to disclosures and file complaints regarding the records as allowed by law. These rights transfer from the parent to the student once the student becomes an eligible student; however, under the Missouri Sunshine Law, parents maintain some rights to inspect student records even after a student turns 18. The district will extend the same access to records to either parent, regardless of divorce, custody or visitation rights, unless the district is provided with evidence that the parent's rights to inspect records have been legally modified. If a parent or eligible student believes an education record related to the student contains information that is inaccurate, misleading or in violation of the student's privacy, the parent or eligible student may use the appeals procedures created by the superintendent or designee to request that the district amend the record. The district will annually notify parents and eligible students of their rights in accordance with law.

This statement represents the annual notice.

PROGRAMS FOR STUDENTS WITH DISABILITIES

It is the policy of the Board of Education to provide a free and appropriate education for students with disabilities, including those who are in need of special education and related services to children age 3 to 21. Any individual who knows or believes that a student has a disability and is in need of accommodation should contact the school's principal or district administration immediately. The district's programs and services available to meet the needs of students with disabilities will be in accordance with applicable federal and state laws governing special education services, including the State and Local Plans for the implementation of Part B of the IDEA. However, if the State of Missouri does not receive or accept federal IDEA Part B

funds, nothing in this policy shall be read to require anything, procedurally or substantively, that is not required by the governing law.

PROGRAMS AND SERVICES OF FOR STUDENTS THAT ARE HOMELESS, MIGRATORY, OR LEARNING ENGLISH AS THEIR SECOND LANGUAGE

The Bakersfield R-IV School District is responsible to identify and provide education and assistance to students who are homeless, migrant, or are learning English as their second language. For more information to receive or find more information about programs and services please contact our school counselor at 417-284-7333, Extension 306.

STUDENT PARTICIPATION IN STATEWIDE ASSESSMEMNTS

The district will use assessments as one indication of the success and quality of the district's education program. In cooperation with the administrative and instructional staff, the Board will regularly review student performance data and use this information to evaluate the effectiveness of the district's instructional programs, making adjustments as necessary. In order to achieve the purposes of the student assessment program, the district requires all enrolled students to participate in all applicable aspects of the assessment program.

The district will implement the components of the Missouri Assessment Program (MAP) in order to monitor the progress of all students in meeting the standards adopted by the Missouri State Board of Education. End-of-course (EOC) assessments will be administered in accordance with law and the rules of the Department of Elementary and Secondary Education (DESE). In courses where EOC assessments are given, the superintendent will determine what percent of the course grade will be decided by performance on EOC assessments. If a student is taking a course that requires an EOC assessment and is failing the course or for some other reason they may be required to retake the course, the district may choose to delay administration of the EOC assessment until the student has completed the course the second time. A team consisting of the course instructor, the principal and a counselor will determine when delayed administration of an EOC assessment is appropriate. In the case of a student with an individualized education program (IEP), the IEP team will make the determination.

NOTICE OF PARENTS RIGHT TO KNOW

If a school receives Title I funds parents can receive upon request information regarding the professional qualifications of their child's teacher and if the child is receiving services from a paraprofessional, they may receive the paraprofessional's qualifications as well.

NOTICE OF NONDISCRIMINATION

The Bakersfield R-IV 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 Bakersfield R-IV School District is an equal opportunity employer.

The Board also prohibits:

1. Retaliatory actions including, but not limited to, acts of intimidation, threats, coercion or discrimination against those who:
 - a) Make complaints of prohibited discrimination or harassment.
 - b) Report prohibited discrimination or harassment.

- c) Participate in an investigation, formal proceeding or informal resolution, whether conducted internally or outside the district, concerning prohibited discrimination or harassment.
- 2. Aiding, abetting, inciting, compelling or coercing discrimination, harassment or retaliatory actions.
- 3. 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.

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.

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

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:

1. Sexual advances and requests or pressure of any kind for sexual favors, activities or contact.
2. Conditioning grades, promotions, rewards or privileges on submission to sexual favors, activities or contact.
3. Punishing or reprimanding persons who refuse to comply with sexual requests, activities or contact.
4. Graffiti, name calling, slurs, jokes, gestures or communications of a sexual nature or based on sex.
5. Physical contact or touching of a sexual nature, including touching of intimate parts and sexually motivated or inappropriate patting, pinching or rubbing.
6. Comments about an individual's body, sexual activity or sexual attractiveness.
7. 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.
8. 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.

Reporting to Law Enforcement

It is the policy of the Bakersfield R-IV 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.

Compliance Officer

The Board designates the following individual to act as the district's compliance officer:

Dr. Amy Britt, Superintendent

PO Box 38, Bakersfield, MO 65609

Phone: 417-284-7333 ext. 401

Fax: 417-284-7335

E-mail: abritt@bakersfield.k12.mo.us

Bakersfield R-IV 2022 – 2023 Calendar
www.bakersfield.k12-mo.us
 Adopted by the Board of Education January 20 2022



No school on Monday's
 Classes will be in session
 Tuesday-Friday

July 2022						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

August 2022						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

September 2022						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

October 2022						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

November 2022						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

December 2022						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Aug.
 9,10,11
 Aug. 15,
 16, 17, 18
 Aug. 18
 Aug. 23
 Oct. 10
 Nov. 22-
 25
 Dec. 21
 December
 22-
 December
 31
 Jan. 3
 March
 13-17
 May 23
 May 23

Registration for all New
 Students
 Teacher In-service
 Open House (5:30-7:30
 p.m.)
 Classes Begin
 Parent/Teacher
 Conferences Noon-7:00
 p.m.
 Thanksgiving Break (No
 School)
 Last Day of Semester 1
 Christmas Break (No
 School)
 Classes Resume
 Spring Break (No School)
 Last Day of Classes
 (Regular Day)
 End of Second Semester

36 weather hours will be.
 (May 24, 25, 26, 30) If we
 do not use any snow days-
 school will be dismissed
 on May 23.

If additional make-up
 time is needed beyond 36
 hours, school will be in
 session on Mondays (dates
 to be determined). OR
 taken from Spring Break
 at the discretion of the
 Board of Education.
 High School graduation
 will be set in February
 2022.

Teacher PD Days are on
 the 2nd Monday of each
 month.

First Semester		Second Semester	
August	6	January	17
September	18	February	16
October	16	March	15
November	14	April	16
December	12	May	14
Total	66	Total 2 nd	78
1 st Semester		Semester	

January 2023						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February 2023						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

March 2023						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

April 2023						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

May 2023						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

June 2023						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

LIONS



C O D E O F C O N D U C T

I can always be heard saying PLEASE , THANK YOU, YOU'RE WELCOME, and EXCUSE ME.

I can always be seen being RESPECTFUL to my classmates and teachers.

I can always address adults as MR. or MRS.

I can always come to class PREPARED to learn and hold MYSELF ACCOUNTABLE in fulfilling my responsibilities to learn.

I can always leave an area CLEANER than I found it.

I can always meet DEADLINES and turn assignments in on time.

I can always HELP others who are less fortunate.

I AM A RESPECTFUL LION !