

GRANDVIEW R-II MIDDLE SCHOOL



Student Handbook 2023-2024

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Contact Information

<u>Elementary School (PK-4)</u>		636-944-3291
Principal	Dr. Brian Duffie	
Secretary	Mrs. Cherie Mayberry	
Guidance Counselor	???????	
Elementary Fax Number		636-944-3870
<u>Middle School (5-8)</u>		636-944-3931
Principal	Mr. Cody Mothersbaugh	
Assistant Principal	Mr. Terry Edwards	
Secretary	Mrs. Vicky Ketcherside	
Middle School Counselor	????????	
Middle School Fax Number		636-944-5239
<u>Nursing Staff</u>		
Elementary/Middle Nurse	Ms. Kadie Stormer	636-944-3291
<u>High School (9-12)</u>		636-944-3390
Principal	Mr. Cody Mothersbaugh	
Assistant Principal & Athletic Director	Mr. Terry Edwards	
Secretary	Mrs. Angela Perren	
Nurse	Ms. Jessica Fielder	
Guidance Counselor	Mr. Vincent Ballard	
Guidance Secretary	Ms. Channa Hires	
High School Fax Number		636-944-3515
<u>Special Services (K-12)</u>		636-944-3291
Director	Mrs. Crystal Eoff	
Psychological Examiner	Mrs. Kristie Lewis	
<u>Superintendent's Office</u>		636-944-3941
Superintendent	Mr. Matthew Zoph	
Business Manager	Mrs. Lori Wolk	
Superintendent Secretary	Mrs. Rebecca McAnally	
District Fax Number		636-944-5239

Grandview R-II Website Location – <http://www.grandviewr2.com>

Grandview R-II Schools

2023-2024 School Calendar 7:30am to 3:17pm--(Board Approved 3/16/23)

August 2023				
Monday	Tuesday	Wednesday	Thursday	Friday
	X	X	X	X
NTT/*TWD	NTT/*TWD	*TWD	*TWD	*TWD
TWD	TIS	TIS	TIS*	X
X	Open	23	24	25
X	29	30	31	

September 2023				
Monday	Tuesday	Wednesday	Thursday	Friday
				1
H	5	6	7	8
PD	12	13	14	15
X	19	20	21	22
X	26	27	28	29

October 2023				
Monday	Tuesday	Wednesday	Thursday	Friday
X	3	4	5	6
X	10	11	12	13
X	17	18	19	QRT
PTC	24	25	26	27
X	31			

November 2023				
Monday	Tuesday	Wednesday	Thursday	Friday
		1	2	3
PD	7	8	9	10
X	14	15	16	17
20	21	X	H	H
X	28	29	30	

December 2023				
Monday	Tuesday	Wednesday	Thursday	Friday
				1
PD	5	6	7	8
X	12	13	14	15
18	19	20	21	*QRT
H	X	X	X	X

Legend

TIS= Teacher In-Service
 TIS*=Teacher In Service/Open House
 QRT= End of Quarter for Students
 QRT*= End of Quarter for Students/Noon Release
 QRT**= End of Quarter for Students/ Noon Release/TWD till 7pm
 H= Legal Holiday
 PD= Professional Development- No School 8am-3pm
 X= School Not in Session
 PTC= Parent Teacher Conf. 12pm till 6pm
 NTT= New Teacher Training (Required for all Teachers new to the District)
 MS= Middle School HS= High School EL= Elementary School
 1st Qtr. 36
 2nd Qtr. 35
 3rd Qtr. 40
 4th Qtr. 32

*TWD = Will count as 1 of the 2 summer work days
 36 hour or 5 AMI days will be used before traditional snow days

January 2024				
Monday	Tuesday	Wednesday	Thursday	Friday
H	X	X	X	X
PD	9	10	11	12
H	16	17	18	19
X	23	24	25	26
X	30	31		

February 2024				
Monday	Tuesday	Wednesday	Thursday	Friday
			1	2
X	6	7	8	9
X	13	14	15	16
H	20	21	22	23
PD	27	28	29	

March 2024				
Monday	Tuesday	Wednesday	Thursday	Friday
				1
X	5	6	7	8
X	12	13	14	QRT
PTC	19	20	21	22
X	26	27	28	H

April 2024				
Monday	Tuesday	Wednesday	Thursday	Friday
H	2	3	4	5
X	9	10	11	12
X	16	17	18	19
X	23	24	25	26
X	30			

May 2024				
Monday	Tuesday	Wednesday	Thursday	Friday
		1	2	3
6	7	8	9	*QRT
X	X	X	X	X
X	X	X	X	X
H	X	X	X	X

Calendar Provides For

143 Days of Student Attendance
 10 Days of Legal Holidays
 5 Days of Professional Development
 2 Days of Parent Teacher Conferences
 3 Days of Teacher In-Service
 1 Teacher Work Days
 2 Summer Workshop Days

All snow days will be made up on Mondays
 0 Weather Make-Up Hours Built-In

1048.19 Hours of Student Attendance
 159 Total Teacher Days
 7.33 hrs a day

All snow days will be made the second Monday proceeding the snow day

SECTION I - GENERAL INFORMATION

Grandview School District Mission Statement

The Grandview R-II School District is dedicated to relevant, challenging learning, which ensures individualized student growth.

Grandview R-II School District Vision Statement

Grandview R-II will be a learning community that pursues excellence where students are productive citizens prepared for lifelong challenges.

Admissions Policy

Policy 2230

Resident Students

Resident students of the District, five to twenty-one (5-21) years of age, who have not graduated from high school or received any document evidencing completion of the equivalent of a secondary curriculum (G.E.D.), and are not barred from enrollment by provisions of the Safe Schools Act (See Policy and Regulation 2664) may attend District schools tuition free. Resident students must provide proof of residency in the District at the time of enrollment. To be a resident of the District, a student must both physically reside and be domiciled within District boundaries. The domicile of a minor child is the domicile of a parent, military guardian pursuant to a military issued guardianship, or court-appointed legal guardian. Where due to military stationing or deployment out-of-state of one or both of a child's parent(s), the child, a resident of Missouri, relocates to live with other family members that live in the District or lives in a military support community located in the District, the child may attend District schools. If the parents' active duty orders expire during the school year, the student will be permitted to finish the current school year at the District.

In addition, the District will provide tuition-free special education services to resident students who qualify for special education services between the ages of 3 and 21 as required by law.

Students Entitled to Enroll Without Proof of Residency

The residency provisions of this policy are not applicable to homeless students, inter-District court-ordered desegregation students, wards of the state placed in residential care facilities, students placed in a residential care facility due to a mental illness or developmental disability, students placed in a residential facility by a juvenile court, students with a disability identified under state eligibility criteria if the student is in the district for reasons other than accessing the district's educational program, students attending regional or cooperative alternative education programs, students attending an alternative education program on a contractual basis, or students attending a school pursuant to R.S.Mo. § 167.151(2) or (4). The exemptions to the residency requirement are expressly established by state law and entitle such students to tuition-free school attendance. Additionally, a student may be partially exempt from the payment of tuition as set forth in Policy and Regulation 2240 and state law. For purposes of IDEA special education evaluation and provision of special education services a student attending a private school located within the District will be evaluated as a resident student.

Requests for Waiver of Proof of Residency Requirements

Those students who are unable to satisfy the proof of residency requirements and who are not entitled to enroll as provided in the previous section of this Policy and state law may request a waiver of the proof of residency requirements. Upon filing a Request for Waiver of Proof of Residency (Form 2230.1) and satisfaction of all other enrollment requirements, the student will be conditionally enrolled and allowed to attend school pending a Board of Education hearing on the student's request unless there is reason to suspect that the admission of the pupil will create an immediate danger to the safety of other students or employees of the District. If there is reason to suspect that the student poses an immediate danger, the Superintendent/Designee may convene a hearing within five working days of the request to register and determine whether or not the pupil may register. (See Policy and Regulation 2200, Regulation 2230 and Policy and Regulation 2664).

Students of Nonresident Teachers and Regular Employees

Nonresident students of District teachers or regular District employees may be permitted to attend school without payment of tuition. Such students will be considered a "resident" student for purposes of state aid.

Regulation 2230

A student may only register in the District if the student provides proof of residency or if the student or parent/guardian requests a waiver from the Board of Education on the basis of hardship or good cause. A Residency Enrollment Checklist (Form 2230) and Affidavit Regarding Prior Discipline (Form 2230.2) will be completed at the time of enrollment. If the Superintendent/Designee has reason to suspect that the admission of a student will create an immediate danger to the safety of others, a hearing will be convened within five (5) working days of the request to register. At the hearing, the District will determine whether the student may enroll. (See Regulation 2664 – Enrollment or Return Following Suspension and/or Expulsion.)

Waiver

Students or parents/guardians seeking a waiver of the District's residency requirement must complete and submit to the Superintendent a Request for Waiver of Proof of Residency (Form 2230.1) stating the reasons for which the waiver is requested. If a waiver is requested, the Board of Education, or a committee of the Board appointed by the Board President, must convene a hearing no later than forty-five (45) days after the request for waiver is filed with the Superintendent. Once a waiver of proof of residency has been requested, the student may be permitted to conditionally enroll and attend school pending a hearing before the Board on the request unless there is reason to suspect that the student's admission will create an immediate danger to the safety of other students or employees of the District. If there is reason to suspect that a student poses an immediate danger, the Superintendent/Designee may hold a hearing within five working days of the request to register and determine whether or not the pupil may register.

If the District fails to convene a timely hearing, the request for waiver is automatically granted. Following the hearing, the Board will provide written notice of its decision and the reasons for its approval or denial of the waiver request. If the Board grants the waiver request, the student will be allowed to continue attending school in the District and will be deemed fully enrolled. If the Board denies the waiver request, the student's conditional enrollment will automatically be revoked and the student shall not be allowed to continue attending school in the District.

In considering whether a waiver to residency should be granted, the presumption that a student's domicile is in the home of the student's parent/guardian is not conclusive. Students residing within the District, but not within the domicile of their parent/guardian, will be considered residents of the District if they reside within the District for reasons other than solely to attend District schools or athletic reasons.

Students Entitled to Enroll Without Proof of Residency or Payment of Tuition

The following students may enroll without payment of tuition or request for a waiver of the proof of residency requirements:

1. Orphaned children or children with only one living parent.
2. Children between the ages of six (6) and twenty (20) who are unable to pay tuition and whose parents/guardians do not contribute to their support.
3. Children who participate in an American Field Service or similar foreign exchange program are subject to District approval and provided that the student resides in the home of a District resident.
4. Children whose parents/guardians own and reside upon property at least eighty (80) acres of which are used for agricultural purposes, provided at least thirty-five percent (35%) of the property is within the District.
5. Inter-district court-ordered desegregation students.
6. Students of District teachers or regular District employees.
7. Homeless students.
8. Wards of the state placed in a residential care facility by state officials.
9. Students placed in a residential care facility by a juvenile court or due to a mental illness or developmental disability.
10. Students with a disability identified under state eligibility criteria if the student is in the District for reasons other than accessing the District's educational programs.
11. Students attending regional or cooperative alternative education programs.
12. Students attending an alternative education program on a contractual basis.

The administration may investigate the eligibility of children attending schools under the provisions of this regulation. If a determination is made by the Superintendent/Designee that the student does not meet the criteria to be entitled to a free public education by the District, the student may be administratively removed from the enrollment as set forth in Policy 2290.

Parents are required to sign a "Proof of Residency" form at the time of student enrollment. *Any person submitting false information in satisfying residency requirements within the Grandview R-II School District is guilty of a Class "A" misdemeanor.*

Records Review

Within two (2) business days of enrolling a new student, the Superintendent/designee will request copies of the new student's transfer and discipline records from all schools in which the new student attended at any time within a twelve (12) month period preceding enrollment in the District (Policy 2200).

New students enrolling at Grandview must provide proof of proper immunizations before being admitted and/or enrolled.

Public Complaints

Although no member of the community shall be denied the right to petition the Board of Education for redress of a grievance, the complaints will be referred through the proper administrative channels for solution before investigation or action by the Board. Exceptions are complaints that concern Board actions or Board operations only.

The Board advises the public that the proper channeling of complaints involving instruction, discipline, or learning materials is as follows:

1. Teacher
2. Principal
3. Appropriate Central Office Administrator
4. Superintendent
5. Board of Education

Any complaint about school personnel will be investigated by the Administration before consideration and action by the Board. The written, signed complaint must be filed and the resolution pursued in accordance with local district policy: Policy 1480 – Public complaints.

Birthdays, Flowers and Gifts

Students will be called down to the office at the end of the school day to pick up any flowers or gifts delivered to them at school.

Computer/Internet Use Policy

Use of the Grandview R-II School District internet connection is an educational privilege. Inappropriate use of computers, software, or the internet connection may result in cancellation of these privileges, suspension of privileges, suspension from school or even student expulsion. In addition, Grandview R-II reserves the right to inspect any materials stored in files, whether obtained from the school's system or brought in from other sources and will delete any material the district staff members, in their sole discretion, believe may be inappropriate. Internet access is available through MoreNet, a state funded educational internet service to promote educational excellence by facilitating resource sharing, research, innovation, and communication. The use of chat rooms and social media is strictly forbidden. Each student should review the District's detailed policy and regulation regarding acceptable use of technology services, which can be found in Board of Education Policy 6320 and Regulation 6320.

Custodial and Non-Custodial Parent Information

The Grandview R-II School District presumes both parents have equal rights of access to student records, to visit and/or see students, to check students out of school, etc. unless a court order or other legally authorized document is on file in the middle school office stating otherwise. If such a document is on file in the middle school office, the school district will make every effort to follow partial and/or non-custodial directives as stated therein.

Drills (Earthquake, Fire, Tornado Safety)

The Grandview R-II School District has in place emergency procedures to be taken by all students and school personnel in case of earthquake, fire, tornado and/or other safety related occurrences.

Due Process

It is within the right of a student or parent/guardian to appeal any disciplinary action taken by Grandview Middle School personnel. The hierarchical order for making such an appeal is as follows:

- Building Principal
- District Superintendent
- Board of Education

Emergency Closing/Early Dismissal

It occasionally becomes necessary to close school because of weather conditions, which make transportation hazardous. Parents are to inform students as to what action they are to take in case they are delivered home early and parents are not home. It is very important that parents have a plan in place for this possibility. Be sure your children know where a key is or a neighbor to whom they should go if you are not home. If you have a child who requires special consideration in these circumstances, please contact the middle school office with those directions. **Any special directions must be updated each year.** School closings and/or early dismissals due to weather conditions will be broadcast on the following television/radio stations:

KTJF-98.5 FM KTVI-Channel 2 KMOV-Channel 4 KSDK- Channel 5

The **SIS School Reach Phone System** will also make calls to the parent's house phone number on record and notifications will be sent via the Remind app.

Every Student Succeeds Act (ESSA)

The "Parents' Right To Know," Title I, Part A, Section 1111(h)(6) of the Every Student Succeeds Act of 2016 (ESSA), requires each local education agency (LEA) to notify parents of each student attending school that they may request information regarding the professional qualifications of their child's teacher(s).

The information regarding the professional qualifications of the student's classroom teacher(s) will include, at a minimum, the following:

1. Whether the teacher has met state qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction.
2. Whether the teacher is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived.

3. The baccalaureate degree major of the teacher and any other graduate certification or degree held by the teacher, and the field of discipline of the certification or degree.
4. Whether the child is provided services by paraprofessionals and, if so, their qualifications.

In addition to the information that parents may request, districts must provide to each individual parent information on the achievement level of the parent's child in each of the state academic assessments as required under this part: and timely notice that the parent's child has been assigned, or has been taught for four or more consecutive weeks by, a teacher who is not highly qualified.

The Grandview R-II Board of Education will comply with the requirements related to Parents' Right-to-Know and Parental Notification. Each school will be provided a copy of this plan, and the LEA will revise the plan each year as necessary.

FERPA Educational Rights Annual Notification

Each year the District is required to give notice of the various rights accorded to parents or students pursuant to the Family Educational Rights and Privacy Act (FERPA). Parents and students have a right to be notified and informed. In accordance with FERPA, you are notified of the following:

RIGHT TO INSPECT: You have the right to review and inspect substantially all of your education records maintained by or at this institution.

RIGHT TO PREVENT DISCLOSURES: You have the right to prevent disclosure of education records to third parties with certain limited exceptions. It is the intent of this institution to limit the disclosure of information contained in your education records to those instances when prior written consent has been given to the disclosure, as an item of directory information of which you have not refused to permit disclosure, or under the provisions of FERPA which allow disclosure without prior written consent.

One exception which permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the school district as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the school board; a person or company with whom the school district has contracted to perform a special task (such as an attorney, auditor, consultant, or therapist); or a parent, student or volunteer serving on an official committee, such as a disciplinary or grievance committee. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

RIGHT TO REQUEST AMENDMENT: You have the right to seek to have corrected any parts of an education record which you believe to be inaccurate, misleading or otherwise in violation of your rights. This right includes the right to a hearing to present evidence that the record should be changed if this institution decides not to alter the education records according to your request.

RIGHT TO COMPLAIN TO FERPA OFFICE: You have the right to file a complaint with the Family Policy Compliance Office, U.S. Department of Education, Washington, D.C., 20202-4605, concerning the District's failure to comply with FERPA.

RIGHT TO OBTAIN POLICY: You have the right to obtain a copy of the written policy adopted by the Board of Education of the District in compliance with FERPA. A copy may be found on the District's web page. A copy may be also obtained in person or by mail from:

Name: Theresa Kasmarzik

Title: Middle School Counselor

Address: 11470 Hwy C

City, State, Zip: Hillsboro, MO 63050

Telephone: (636) 944-3931 ext. 2123

Notice of Designation of Directory Information

The Family Educational Rights and Privacy Act (FERPA), a Federal law, requires that the District, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, the District may disclose appropriately designated "directory information" without written consent, unless you have advised the District to the contrary in accordance with District procedures. The primary purpose of directory information is to allow the District to include this type of information from your child's educational records in certain school publications. Examples include:

- A playbill, showing your student's role in a drama production;
- The annual yearbook;
- School and local newsletters and newspaper articles
- Honor roll or other recognition lists;
- Graduation programs; and
- Sports activity sheets, such as for basketball, showing weight and height of team members.

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks. In addition, two federal laws require local educational agencies (LEAs) receiving assistance under the Elementary and Secondary Education Act of 1965 to provide military recruiters, upon request, with three directory information categories - names, addresses and telephone listings - unless parents have advised the LEA that they do not want their student's information disclosed without their prior written consent.

If you do not want the District to disclose directory information from your child's educational records without your prior written consent, you must notify the building Principal in writing by September 15. The District has designated the following information as directory information:

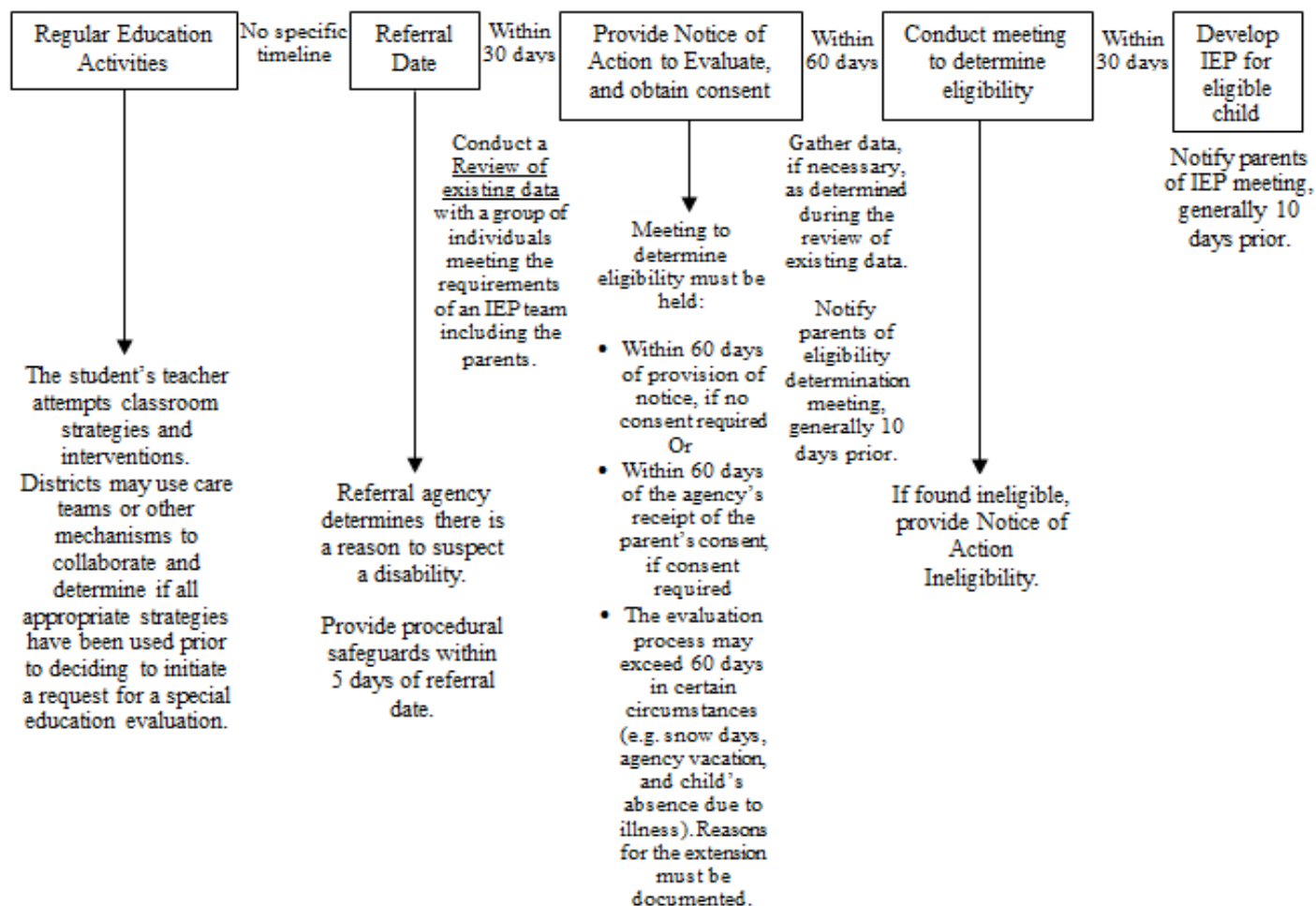
The student's name, address, telephone listing, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, the most recent previous school attended, and photographs.

Immunization and Contagious Disease Policies

The Public School Laws of Missouri's Department of Elementary and Secondary Education (Section 167.181) require immunization through rubella, mumps, diphtheria, poliomyelitis, tetanus, pertussis, chicken pox, hepatitis B and Tdap boosters. The immunizations required and the manner and frequency of their administration shall conform to recognized standards of medical practice under the direction of a duly licensed physician. Students who do not have the required immunizations WILL NOT be allowed to attend school (including the start of the school year).

Also, section 167.191 states that it is unlawful for any student to attend school while afflicted with any contagious or infectious disease, or while liable to transmit such disease after having been exposed to it. For the purpose of determining the disease condition, or the liability of transmitting the disease, the school administration may require any student to be examined by a physician and/or exclude the student from school so long as there is any possibility of such disease being transmitted by the student (Policy 2850).

Initial Evaluation Process Agency Referral



Complaint Procedures for ESSA Programs

Missouri Department of Elementary and Secondary Education Every Student Succeeds Act of 2015 (ESSA) COMPLAINT PROCEDURES

This guide explains how to file a complaint about any of the programs¹ that are administered by the Missouri Department of Elementary and Secondary Education (the Department) under the Every Student Succeeds Act of 2015 (ESSA)².

Missouri Department of Elementary and Secondary Education Complaint Procedures for ESSA Programs Table of Contents	
General Information 1. What is a complaint under ESSA? 2. Who may file a complaint? 3. How can a complaint be filed?	
Complaints filed with LEA 4. How will a complaint filed with the LEA be investigated? 5. What happens if a complaint is not resolved at the local level (LEA)?	Complaints filed with the Department 6. How can a complaint be filed with the Department? 7. How will a complaint filed with the Department be investigated? 8. How are complaints related to equitable services to nonpublic school children handled differently?
Appeals 9. How will appeals to the Department be investigated? 10. What happens if the complaint is not resolved at the state level (the Department)?	

1. What is a complaint?

For these purposes, a complaint is a written allegation that a local education agency (LEA) or the Missouri Department of Elementary and Secondary Education (the Department) has violated a federal statute or regulation that applies to a program under ESSA.

2. Who may file a complaint?

Any individual or organization may file a complaint.

3. How can a complaint be filed?

Complaints can be filed with the LEA or with the Department.

4. How will a complaint filed with the LEA be investigated?

Complaints filed with the LEA are to be investigated and attempted to be resolved according to the locally developed and adopted procedures.

5. What happens if a complaint is not resolved at the local level (LEA)?

A complaint not resolved at the local level may be appealed to the Department.

¹ Programs include Title I, A, B, C, D, Title II, Title III, Title IV-A, Title V

² In compliance with ESSA Title VIII-Part C, Sec. 8304(a)(3)(C)

Revised 4/17

Local education agencies are required to disseminate, free of charge, this information regarding ESSA complaint procedures to parents of students and appropriate private school officials or representatives.

6. How can a complaint be filed with the Department?

A complaint filed with the Department must be a written, signed statement that includes:

1. A statement that a requirement that applies to an ESSA program has been violated by the LEA or the Department, and
2. The facts on which the statement is based and the specific requirement allegedly violated.

7. How will a complaint filed with the Department be investigated?

The investigation and complaint resolution proceedings will be completed within a time limit of forty-five calendar days. That time limit can be extended by the agreement of all parties.

The following activities will occur in the investigation:

1. **Record.** A written record of the investigation will be kept.
2. **Notification of LEA.** The LEA will be notified of the complaint within five days of the complaint being filed.
3. **Resolution at LEA.** The LEA will then initiate its local complaint procedures in an effort to first resolve the complaint at the local level.
4. **Report by LEA.** Within thirty-five days of the complaint being filed, the LEA will submit a written summary of the LEA investigation and complaint resolution. This report is considered public record and may be made available to parents, teachers, and other members of the general public.
5. **Verification.** Within five days of receiving the written summary of a complaint resolution, the Department will verify the resolution of the complaint through an on-site visit, letter, or telephone call(s).
6. **Appeal.** The complainant or the LEA may appeal the decision of the Department to the U.S. Department of Education.

8. How are complaints related to equitable services to nonpublic school children handled differently?

In addition to the procedures listed in number 7 above, complaints related to equitable services will also be filed with the U.S. Department of Education, and they will receive all information related to the investigation and resolution of the complaint. Also, appeals to the United States Department of Education must be filed no longer than thirty days following the Department's resolution of the complaint (or its failure to resolve the complaint).

9. How will appeals to the Department be investigated?

The Department will initiate an investigation within ten days, which will be concluded within thirty days from the day of the appeal. This investigation may be continued beyond the thirty day limit at the discretion of the Department. At the conclusion of the investigation, the Department will communicate the decision and reasons for the decision to the complainant and the LEA. Recommendations and details of the decision are to be implemented within fifteen days of the decision being delivered to the LEA.

10. What happens if a complaint is not resolved at the state level (the Department)?

The complainant or the LEA may appeal the decision of the Department to the United States Department of Education.

Parent Notification

The Elementary and Secondary Education Act (ESEA) requires notification to parents when any of the following situations exist in a Local Education Agency (LEA) receiving federal funds. Additional information regarding these requirements can be found in this manual.

- 1. LEAs must annually disseminate DESE's ESSA Complaint Procedures to parents of students and appropriate nonpublic school officials or representatives.
- 2. At the beginning of each school year, a participating LEA must notify the parents of each student attending a school that receives Title I.A funds that they may request, and the LEA will provide in a timely manner, information regarding the professional qualifications of their child's classroom teachers and any paraprofessionals providing services to their child.
- 3. A school that receives Title I.A funds must provide all parents notice their child has been assigned, or has been taught for four or more consecutive weeks, by a teacher or a person who is not appropriately certified.
- 4. Within 30 days after the beginning of the school year, an LEA must inform parents their child has been identified for participation in a language instruction educational program.
- 5. Parents/guardians of students enrolled in a persistently dangerous school or students who are victims of violent criminal offense while on school property must be notified of their option to transfer their student to a school that is not designated persistently dangerous.
- 6. Testing Transparency –LEAs must make available to the public for each grade and each assessment required by the state, the following:
 - a. the subject matter assessed;
 - b. the purpose for which the assessment is designed and used;
 - c. the source of the requirement for the assessment (statutory cite);
 - d. the amount of time spent on the assessment;
 - e. the schedule for administering the assessment; and,
 - f. the time and format for disseminating results.

Health Policy – Parent Information

A school nurse works closely with the staff and students to maintain a healthy environment. She keeps records of immunizations and special medical needs. Students who become ill or injured should report (or be reported) to the nurse's office. Parents will be called if their child must go home. If your child requires medication, you are asked to provide it.

Medication must be brought to school by the parent, or another adult. Any medication you send to school is to be in the properly labeled bottle and have the child's name, type of medication, physician, and instructions for giving the medicine clearly marked. In addition, a written request from one of the child's parents or guardians asking that the medicine be administered must be presented. Medication that is sent without parental permission or appropriate labeling will not be given. Medication forms for children on daily/PRN medication are available from the nurse or the office.

The school district has obtained a standing order from a physician to use and administer specific over the counter medications which are supplied by the school. These include acetaminophen, antacids, menthol cough drops, throat lozenges, and ibuprofen. Cough drops may be given to children ≥ 8 yrs of age and allowed only 1 trip to the clinic a day to obtain them. Written parental consent must be obtained before any stock medication is given. If you have given your child some type of medication (ex. acetaminophen) prior to coming to school, it is helpful to write a note to the nurse indicating what was given and the time given to avoid overdose.

The frequent use of acetaminophen has been shown to cause liver problems in both children and adults. Therefore, we will use acetaminophen on a discretionary and prudent basis. Tylenol will only be administered once during the school day. If we have concerns that your child is requiring Tylenol more often than is safe for him/her, we may request a note from your doctor to continue administration. In order to minimize the possibility

of accidental overdose, Tylenol will generally not be administered during the first or last hour of the school day. Any student with a temperature of 100 degrees F or above will be required to leave school. It is required the student be picked up within one hour of parent/guardian notification due to the potential of spreading a possible infectious or contagious disease to others. If your child is not feeling well before school, please check their temperature before sending them to school. If their temperature is 100 degrees or more and/or they have vomiting or diarrhea, they should remain at home until they are fever free (below 100 degrees without medication) for 24 hours and you are confident that they are symptom free of vomiting or diarrhea before returning to school.

Students are not allowed to carry medicine of any kind on them at school. Students with Asthma may carry their inhaler if they have a doctor's order on file.

Injuries that occur outside of school time are not treated at school unless directed by a physician. Often students come to the health room requesting treatment for such injuries. This creates a liability and puts us in a very difficult position. If treatment is required during school hours for an injury that occurred somewhere other than at school, a physician must write a prescription regarding the type of care needed. (Dressing changes, ace wrapping, ice application, etc...)

All piercings and tattoos must be taken care of at home. They will not be treated or cleaned at school.

Immunizations: According to Missouri State Law Section 167.181 RSMo, students must have the required immunizations before enrolling or attending school. Immunizations may be obtained at the Jefferson County Health Department in Hillsboro (636-942-3101) or in Arnold (636-282-1010). Appointments are necessary.

Asthma

All students with a diagnosis of **Asthma** should have an "asthma action plan" on file at school. Please have your physician complete this form to assist the school nurse in managing your child's asthma at school.

Students with a known **severe allergic reaction** should also have an "allergy action plan" completed by their physician and on file at school. The parent must provide any medications required as part of the action plan. It is the parent's responsibility to discuss any accommodations that need to be made at school with the school staff.

Food Allergies

All students with a **food allergy** must fill out a form from the State and have it signed by a physician explaining dietary needs for individuals. This must be on file at school. This revised policy has been developed with advice from the Missouri School Board Association, Missouri State Board of Nursing, and Missouri Department of Elementary and Secondary Education. Parent(s)/guardian(s) are asked to fully comply with medication policies for the safety and welfare of each and every student.

Risk of contagion. Section 167.191 states that it is unlawful for any student to attend school if diagnosed with contagious or infectious disease, or while liable to transmit such disease after having been exposed to it (ex. Flu, lice, staph infection, COVID-19). For the safety of your student and others, the school administration may require any student to be examined by a physician and/or exclude the student from school so long as there is any liability of such disease being transmitted by the student.

Head Lice: Cleanliness does not keep individuals and households from contracting head lice, but does contribute significantly to preventing head lice and their chance of survival. The school shares the responsibility for combating this health concern and working to manage head lice if and/or when a problem arises.

Parents, students, and the school are working as a team before and after head lice are found.

The parent educates their child/children about precautions to take to help prevent an infestation of head lice.

The parent checks children's heads often and notifies the school of an infestation. The parent monitors and supervises the frequent shampooing and daily combing of their child/children's hair. The parent removes all nits (eggs). The parent treats the infestation of head lice quickly and vigorously! The parent treats all bedclothes, furniture, coats, clothes, etc. Everything!

The **student** should frequently shampoo their hair. The student should comb their hair to the scalp on a daily basis. The student should be aware of the symptoms of head lice. The student should have a parent check their head often. The student should only wear his or her own cap or other hair/head items, and use only their own combs/brushes.

The **school educates students and parents about head lice. This includes:** · What head lice are · How they are contracted · How they are spread · How to treat them · How to prevent their reoccurrence **The school excludes students known to have head lice and/or nits (eggs) from attending school, and the school screens the student's return to school.**

We must all work together! Your cooperation is essential in preventing the spread of the head lice. Head lice are difficult to remove from hair follicles. They are “glued” to the hair shaft when laid. If you are not sure whether lice or eggs are present, check with your physician, health department representative, or the school nurse.

Staph Infections Because bandages can shift or dislodge with activity or when wet, students with draining wounds will not be allowed to participate in practices, games, or physical education classes with others until the wound has stopped draining. Students must have a Doctor Release to return to athletics and physical education.

Middle School Medication Policy

If a student requires medication, it must be brought to the school by the parent (Please see Policy and Regulation 2870). Medication sent to the school is to be in the properly labeled bottle with the student's name, type of medication, physician, and dosage clearly marked. In addition, a written request from one of the student's parents or guardians requesting that the medicine be administered must be presented. Student medication forms are available from the nurse. Students are not allowed to carry medication of any kind on them while at school or disciplinary consequences will be given. However, students with asthma may carry their inhaler on them if needed, but must have a doctor order on file in the nurse's office. Students with severe allergic reactions may carry their epi-pen, but the student is responsible for the epi-pen. The school district is not liable for the cost of a lost epi-pen.

In order to take any type of pain relieving medication, a note from a doctor and parent must be on file in the nurse's office. Acetaminophen may be given for complaints of discomfort only once during the school day. If the student returns to the nurse's office complaining of discomfort, the parent/guardian will be contacted. The school will NOT supply generic acetaminophen.

In addition to ensure safety and enable the student to receive needed care without missing valuable instructional class time, the student will be administered medication in the Middle School office by trained office personnel.

Non-Discrimination Policy

The Grandview R-II 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 does not discriminate on the basis of race, color, national origin, ancestry, religion, sex, disability, age, genetic information, or any other characteristic protected by law in its programs and activities. In addition, the District provides equal access to the Boy Scouts of America and other designated youth groups.

The following person has been designated as the District's Compliance Coordinator to handle inquiries or complaints regarding the District's non-discrimination policies:

Name: Cody Mothersbaugh

Title: Middle School Principal/Title IX Coordinator

Address: 11470 Hwy C

City, State, Zip: Hillsboro, MO 63050

Email Address: mothersbaughc@grandviewr2.org

Telephone: (636) 944-3931 ext. 2121

For further information on notice of non-discrimination, visit

<http://wdeobcolp01.ed.gov/CFAPPS/OCR/contactus.cfm> for the address and phone number of the office that serves your area, or call 1-800-421-3481.

Staph Infections

Because bandages can shift or dislodge with activity or when wet, students with draining wounds will not be allowed to participate in practices, games, or physical education classes with others until the wound has stopped draining. Students must have a doctor release to return to athletics and physical education.

School-Parent Involvement Plan

Grandview Middle School, and the parents and/or guardians of students participating in Title I services, agree that this involvement plan outlines how the school's faculty and parents will stay involved in the students' academic achievement.

School Involvement: School will provide updated curriculum and high quality instruction in a safe and effective learning environment by:

1. Providing students with highly qualified principals, teachers, and support staff.
2. Giving teachers opportunities to attend PDC conferences to learn new strategies to bring into the classroom.
3. Providing individualized instruction to meet the needs of all students.
4. Providing teachers with updated reading materials to better their instruction.

Grandview Middle School will annually schedule parent-teacher conferences in order to:

1. Discuss the child's progress the teacher has noticed throughout the year.
2. Discuss any concerns that a teacher and/or parent may have about the student.
3. Discuss the student's yearly goals and strategies to help obtain these goals.
4. Examine the student's options, to continue making achievements, offered for the next school year at the end of the third quarter.

Teachers and principals will be accessible to parent and/or guardians in the following methods:

1. Phone calls
2. Scheduled meetings before, during, or after school hours
3. Via – email
4. Student's agenda

Teachers will provide guardians with reports on their child's progress by the following methods:

1. Mid-quarter reports
2. Quarterly report cards

Parent Involvement: Parents and/or guardians can become involved in their child's education by:

1. Helping their child with their homework each night.
2. Checking their child's assigned work list each night.
3. Reading, any and all forms of communication sent home from the school.
4. Keeping an open form of communication (notes, phone calls, emails) with any/all, of their child's teachers.
5. Attending parent-teacher conferences at the end of the first and third quarter.

Grandview School District (School Board/School Staff/Faculty)

BOARD OF EDUCATION

Brian Dugan, President
Steve Kuczka, Vice President
Gary Bowler, Member
Terry Perren, Member
Rachel Wofford, Member
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Matthew Zoph, Superintendent
Cody Mothersbaugh, MS/HS Principal
Terry Edwards, MS/HS Assistant Principal
Theresa Kasmarzik, MS Counselor
Vicky Ketcherside, Secretary

MIDDLE SCHOOL FACULTY & STAFF

<u>ENGLISH/LANGUAGE ARTS</u>	<u>SCIENCE</u>	<u>MATH</u>
Amy Hardin	Tandi Steffens	Bailey Austin
		Madeline Rotter
<u>SOCIAL STUDIES</u>	<u>PHYSICAL EDUCATION</u>	<u>SPECIAL SERVICES</u>
Ann Dugan	Adam Sims	Allison Heidemann
		Kim Zoph
<u>PRACTICAL ARTS</u>	<u>FINE ARTS</u>	<u>JANITORIAL STAFF</u>
Jolene Dudley	Debbie Anderson	Kelly Brand
???????	Matt Bilin	
	Adrian Matlock	
<u>5TH GRADE</u>	<u>LIBRARY</u>	<u>SOAR</u>
Joshuah Holland	Jeff Ketcherside	Jessica Smith
Amanda Snyder		

SECTION II - ACADEMIC INFORMATION

Bell Schedule

Hour	Times
1 st Hour	7:30 - 8:30
2 nd Hour	8:34 - 9:24
3 rd Hour	9:28 - 10:18
4 th Hour	10:22 - 11:12
5 th Hour	11:16-12:28
6 th Hour	12:32-1:22
7 th Hour	1:26-2:16
8 th Hour	2:20-3:17

Grade Point Average (GPA)/Honor Roll/Class Rank

In order to be eligible for the honor roll, a student must maintain a 3.5 grade point average (GPA) with no “D” or “F” grades. The honor roll is divided into two categories:

1. High Honor Roll - students earning a 3.75 or higher GPA
2. Honor Roll - students earning a 3.50 to 3.74 GPA

A student's grade point average is determined by adding the grade points earned in each course and dividing by the number of courses taken. The numbers of grade points which can be earned are as follows: A = 4.00; B = 3.00; C = 2.00; D = 1.00; F = 0.00.

All courses, which issue a semester letter grade, are used in determining a student's grade point average. Each student's accumulative grade point average and class ranking is determined by using only semester grades. Grades earned at the end of each nine-week grading period are used to determine a student's semester grade.

Grading Information

Students will be issued a letter grade for each course taken at Grandview. Letter grades are as follows:

A, A-	= Superior
B+, B, B-	= Above Average
C+, C, C-	= Average
D+, D, D-	= Below Average
F	= Fail (no credit earned)
IC	= Incomplete (Final letter grade issued when the student finishes all non-completed assignments and/or test requirements)

Students will be required to take MAP/End Of Course exams as prescribed by the Department of Elementary and Secondary Education. It should also be stated that in some cases a student's grade is not only determined by written examinations and homework assignments but may also be determined, in part or entirely, upon participation (examples: chorus, shop, band, physical education, etc.).

The Grandview R-II School District uses the following percentages in determining student grades:

A = 96% - 100%	C = 73% - 76%
A- = 90% - 95%	C- = 70% - 72%
B+ = 87% - 89%	D+ = 67% - 69%
B = 83% - 86%	D = 63% - 66%
B- = 80% - 82%	D- = 60% - 62%
C+ = 77% - 79%	F = 0% - 59%

Homebound Instruction

Homebound instructional programs will be administratively considered for non-disabled students who for health reasons are likely to be absent for more than ten school days. Decisions with respect to homebound instruction for disabled students under Section 504 or the IDEA are made by the students' 504 or IEP team. Please refer to Regulation 6275 for specific homebound procedures. In addition, the following guidelines have been established concerning homebound instruction:

- A. Student responsibility: To contact each teacher by telephone or in person during their planning period or immediately before or after school to receive course work assignments, testing information, and/or time line as to when assignments and test are to be completed.
- B. Homebound instructor responsibility: To carry correspondence to and from student and teacher concerning information about assignments and testing. The homebound instructor will assist students with lessons (up to five hours per week) whenever available.

Homework/Classroom Assignment Information

The Grandview R-II Board of Education believes that learning is a lifelong process that takes place not only in the classroom, but also in the home. The primary purpose for homework is to help students to master specific skills taught in the classroom and/or the completion of reading or work assignments in order to better prepare students for subsequent lessons or tests. Homework may be defined as an assignment that students complete outside of regular classroom time. However, in most cases students are given time during class to start or complete work assignments with teacher assistance. Homework is the key link between home and school and is the best means a parent has in maintaining a day-to-day connection with your student's education.

Assignments will be listed on the online planner check on the school website to help parents stay connected with their child's classroom experience. Students will have time built into the day to help with the completion of daily assignments including Working Lab and RTI time. Missing Assignment Reports are given to the students each week during RTI to give them a focus for utilizing this time built into the school day to catch up on work. Missing assignments are emailed to parents/guardians regularly to make sure they are aware of items a student may be missing. Lastly, assignments not turned in on time will be subject to a reduced percentage.

SECTION III - STUDENT CODE-OF-CONDUCT (Policy 2600)

Foreword & Penalty Listing

The Grandview R-II Board of Education has established a uniform disciplinary code for all students attending Grandview Middle School. The purpose of the student code-of-conduct is to emphasize student expectations and provide guidelines from which penalties are to be administered.

Infractions are grouped into categories according to the seriousness of the offense. Each disciplinary action category gives a range of penalties, which may be issued and are not all-inclusive. The disciplinary action to be taken does, however, provide students with a basic understanding of the seriousness of the offense.

Furthermore, it should be understood that student penalties may be increased or decreased at the discretion of the administration according to each particular set of circumstances and according to past discipline problems.

It should be understood that not all disciplinary situations are covered in this manual. The administration will use his/her judgment as to what the penalties shall be in those situations not explained in this student handbook. In addition, Grandview R-II School Board policy takes precedent in all cases of disciplinary proceedings.

Furthermore, when a student violates school rules and regulations which also violate state laws, a complaint may be signed by the administration with the Jefferson County Sheriff's Department. Some examples of these violations include, but are not necessarily limited to, the following:

1. Battery
2. Possession, distribution, or use of drugs
3. Theft
4. Vandalism
5. Fighting (R.S.Mo 565.075, as of 01/01/17)

In addition to the disciplinary actions listed, students who participate in extracurricular activities are subject to the penalties established by each extracurricular organizational sponsor and/or individual head coach.

Code of Conduct Matrix

BEHAVIOR/OFFENSE	First Offense	Second Offense	Third Offense
<p>Alcohol, Drugs, Narcotics Medication or Medicine (* cumulative behavior i.e. infractions are cumulative over the student's tenure in the Grandview R-II School District)</p> <p>A. Non-prescription medicine, i.e. Tylenol, etc. must be brought by the parent in a properly labeled bottle to the school nurse with proper documentation to be administered. Medication <u>must not</u> be brought in an envelope, aluminum foil, etc.</p> <p>B. Possession, use, or being under the influence of unauthorized alcohol, drugs (including prescription drugs), narcotics, medication or medicine, substances purporting to be the same (imitation controlled substances), unauthorized inhalants, and /or related paraphernalia by any student while such student is on school property, in attendance at a school function, whether off or on school property, or while on school furnished transportation is prohibited.</p> <p>Medication shall be delivered to the school nurse's office together with written dosage instructions from a doctor and shall be administered by nursing personnel as stated in board policy.</p> <p>Regulation 2870 – (A parent or guardian or other responsible party designated by the parent/guardian will deliver all medication to be administered at school to the school nurse or designee. All medication, prescription or over the counter, must be in a pharmacy or manufacturer labeled container.)</p> <p>C. Refusal to take a school administered drug test will result in an "admission of guilt." Test will be administered by a school nurse or administration.</p> <p>D. The sale, transfer, or distribution of unauthorized alcohol, drugs (including prescription drugs), narcotics, medication or medicine, substances purporting to be the same (imitation controlled substances), unauthorized inhalants and or related paraphernalia is the act of transferring such substance from one person to another by any student while such student is on school property, in attendance at a school function, whether off or on school property, or while on school furnished transportation is prohibited.</p>	<p><u>A. Non-prescription drugs</u> A. Up to 3 days in school suspension</p> <p><u>B. Alcohol, Drugs, Narcotics</u> Up to 10 days of out of school suspension with recommendation to the superintendent for 45 additional days of suspension. Notification to law enforcement. Suspension may be reduced to 10 days if: 1. The student voluntarily participates in a drug/alcohol assessment and follows recommendations. 2. Assessment must take place within 5 days after the suspension. <u>3. Students who voluntarily participate in the drug/alcohol assessment are on probation for the 45 days after the 10 day out of school suspension and may be subject to periodic school administered drug tests during the probation period. In the event that the student tests positive for drugs and/or the recommendations are not followed, the full suspension will be assessed.</u> Notification to law enforcement. Safe Schools Report will be filed.</p> <p><u>D. Sale and Distribution</u> 10 days out of school suspension with recommendation to the superintendent for 170 additional days or expulsion. Notification to law enforcement. Safe Schools Report will be filed.</p>	<p>A. Up to 5 days in school suspension.</p> <p>B. 10 days of out of school suspension with recommendation to the superintendent for an additional 170 days or expulsion. Notification to law enforcement. Safe Schools Report will be filed.</p> <p>B. Subsections 1,2,3 from the first offense will still apply to the second offense.</p>	<p>A. Up to 5 days out of school suspension</p> <p>B. 10 days of out of school suspension with recommendation to the superintendent for an additional 170 days or expulsion. Notification to law enforcement. Safe Schools Report will be filed.</p>

Academic Dishonesty <ul style="list-style-type: none"> • Cheating - To violate rules dishonestly on school work. • Plagiarism- Imitating the work of another with the intent to deceive 	<p>Student will be given a "0" on the assignment until the student has completed an alternative assignment for credit.</p> <p>1 day detention with parent contact</p>	<p>Student will receive a "0" on the assignment until the student has completed an alternative assignment for credit.</p> <p>1 day In School Suspension with parent contact</p>	<p>Student will receive a "0" on the assignment until the student has completed an alternative assignment for credit.</p> <p>3 days of In School Suspension with possible referral to superintendent</p>
Arson (*cumulative behavior) – Intentionally causing or attempting to cause a fire or explosion. Policy #2654	<p>Up to 10 days out of school suspension with recommendation to the superintendent for 170 days or expulsion. Notification to law enforcement.</p>		
Assault of Fellow Student (*cumulative behavior) - This category would include any act which creates or causes a reasonable apprehension in the student of an immediate harmful or offensive contact to their body or any act which actually brings about harmful or offensive contact to the student's body.	<p>Up to 10 days out of school suspension with recommendation to the superintendent for 20 additional days of suspension. Notification to law enforcement. Extenuating circumstances could result in further consequences.</p>	<p>Up to 10 days out of school suspension with recommendation to the superintendent for 170 additional days of suspension. Notification to law enforcement.</p>	<p>10 days out of school suspension with recommendation to the superintendent for expulsion. Notification to law enforcement.</p>
Assault of School Personnel (*cumulative behavior) - This category would include any act which creates or causes a reasonable apprehension in the faculty or staff member of an immediate harmful or offensive contact to their body or any act which actually brings about harmful or offensive contact to the faculty or staff member's body.	<p>Up to 10 days out of school suspension with recommendation to the superintendent for 20 additional days of suspension. Notification to law enforcement. Extenuating circumstances could result in further consequences.</p>	<p>Up to 10 days out of school suspension with recommendation to the superintendent for 170 additional days of suspension. Notification to law enforcement.</p>	<p>10 days out of school suspension with recommendation to the superintendent for expulsion. Notification to law enforcement.</p>
Bullying (*cumulative behavior) – . Bullying is the intentional action by an individual or group of individuals to inflict 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; substantially interferes with the educational performance, opportunities, or benefits of any student without exception; or substantially disrupts the orderly operation of the school. Cyber-bullying is also prohibited.	<p>Up to 10 days out of school suspension with possibility of recommendation to superintendent for additional 20 days. Extenuating circumstances could result in further consequences and referral to the Superintendent</p>	<p>Up to 10 days out of school suspension with recommendation to the superintendent for an additional 170 days or expulsion.</p>	<p>10 days out of school suspension with recommendation to the superintendent for an additional 170 days or expulsion.</p>
Bus Offenses - Any misbehavior on a school bus not covered by any of the other definitions listed.	<p>Detention, ISS, and/or up to 10 days of bus suspension</p>	<p>Up to 20 days of bus suspension and conference with parent with bus contract required</p>	<p>Possible loss of bus privileges for the remainder of the school year.</p>

Cell Phones/Electronic Device Use - All cell phones and other electronic devices should be POWERED OFF AND KEPT OUT OF SIGHT during school hours. Students may not text message, take pictures, IM, use the internet, etc. during school hours. If a parent needs to contact a student, please call the office at (636) 944-3931 to leave a message for your child.	Verbal Warning Phones will be confiscated and students may pick up their phones at the end of the class.	Phones will be confiscated for the remainder of the day. 2 Detentions will be issued	Phones will be confiscated for the remainder of the day and a parent must pick up the phone. 1-2 Days In School Suspension Can lead to Loss of phone privilege.
Computer Misuse – This category includes but is not limited to: sharing confidential passwords; deleting, examining, copying or modifying files of other users; deliberate damage/disruption of the computer system; using the computer for vulgar or profane purposes; copying system files or copyrighted material; use of system to connect to other systems except authorized internet connections; customization of stations; using outside disks or installing programs not provided by the district; playing online games that use a large amount of bandwidth or during class work time. Social Networking Sites such as Facebook, Google+, etc. are not to be accessed at school during school hours.	Written warning that further action will result in loss of computer use privileges. Written warning issued and placed into personal file. Extreme cases could warrant In School Suspension or Out of School Suspension	Parent contact and loss of computer use. Extreme cases could warrant In School Suspension or Out of School Suspension	Loss of computer privileges. Continued infraction will warrant further loss of privileges. Extreme cases could warrant In School Suspension or Out of School Suspension
Closed Campus: Students are not permitted to leave campus without prior parental approval. This includes but is not limited to leaving campus for (breakfast, lunch etc.), during school hours.	1 day of In School Suspension	3 days of In School Suspension	1 day of Out of School Suspension
Defamation -Defamation of a person's race, sex, religion, or ethnic origin.	Up to 3 days of Detention or 2 days In School Suspension	Up to 5 Days of Detention or 3 days In School Suspension	1 day Out of School suspension
Defiance and Insubordination – This category is defined as the stated or implied intention not to comply with school rules or reasonable requests of school officials/instructors. This includes requests to do assigned work in class.	Up to 3 days of Detention	Up to 3 days of In School Suspension	Up to 3-5 days of out of school suspension.
Demonstration and/or Walkout - The act of student(s) protesting, demonstrating, walking out that materially disrupts classwork or involves substantial disorder or invasion of the rights of others.	Depending on the severity of the infraction: from a warning to 3 days In School Suspension.	Up to 5 days out of school suspension	Up to 10 days out of school suspension with recommendation to the superintendent for 170 additional days of suspension.
Disruptive Behavior / Breaking Classroom Rules - This category would include conduct or speech, be it verbal, written, or symbolic, which materially and substantially disrupts classroom work. This includes classroom, halls, lunchroom, restrooms, common areas, and on buses.	Up to 2 Days of Detention	1 Day of In School Suspension	3 days of In School Suspension
Dress Causing Distraction, Disruption or Safety Hazard – See Dress Code Policy 2651.	Student will receive a written warning; Parents will be contacted; Student will be required to change to appropriate clothing.	A lunch detention will be assigned. Student will be required to change to appropriate clothing.	An after school detention will be assigned. Student will be required to change to appropriate clothing.

Extortion - This category is defined as threatening or intimidating any student for the purpose of, or with the intent of, obtaining money or anything of value from the student.	Up to 3 days out of school suspension.	Up to 5 days out of school suspension.	Up to 10 days out of school suspension with possible recommendation to superintendent of additional 45 days.
Fighting or Instigating a Fight (*cumulative behavior) – mutual combat in which both parties have contributed either verbally or by physical action. Instigating or promoting the start or continuation of a fight by spreading rumors, carrying messages, crowding around, cheering, or by other means.	Up to 5 days out of school suspension. Extenuating circumstances could result in further consequences & referral to the Superintendent. Reported to law enforcement (per R.S.Mo. 565.075).	Up to 10 days out of school suspension. Extenuating circumstances could result in further consequences. Reported to law enforcement (per R.S.Mo. 565.075) and referral to the Juvenile Office	Up to 10 days out of school suspension with recommendation to the superintendent for an additional 170 days. Extenuating circumstances could result in further consequences. Reported to law enforcement (per R.S.Mo. 565.075) and referral to the Juvenile Office
Fire Extinguishers, Pulling Fire Alarms, Threats to School(*cumulative behavior) - Tampering with, removing and/or setting off fire extinguishers or fire alarms and threats to school property.	Up to 10 days out of school suspension. Notification to law enforcement.	Up to 10 days out of school suspension with recommendation to the superintendent for 170 additional days of suspension. Notification to law enforcement.	
Fireworks, Chemical Disruption and (possession and/or use of) - Possession of fireworks, smoke bombs, stink bombs, etc. Possession includes on one's person, in gym bags, purse, locker, in automobile, etc.	Up to 3 days out of school suspension.	Up to 5 days out of school suspension.	Up to 10 days out of school suspension with possible recommendation of 45 additional days.
Forgery – Imitating the signature or work of others with intent to deceive.	1 day In School Suspension	Up to 3 days of In School Suspension	Up to 5 days In School Suspension
Gang/Secret organization participation See policy 2653	Up to 3 days In School Suspension	Up to 5 days In School Suspension	Up to 10 days Out of School Suspension
Harassment- see policy 2130	Up to 3 days In School Suspension	Up to 5 days In School Suspension.	Up to 10 days out of school suspension
Horseplay- Rough or rowdy play that can often result in unintentional physical harm	Up to 1 day In School Suspension	Up to 3 Days In School Suspension	Up to 3 Days Out of School Suspension
Indecent Exposure/ Sexual Interactions - Any act which intentionally reveals the private parts of the body including but not limited to touching, caressing etc.	Up to 10 days out of school suspension. Notification to law enforcement. Referral to Superintendent	Up to 10 days out of school suspension with recommendation of additional 45 days. Notification to law enforcement. Referral to Superintendent	Up to 10 days out of school suspension with recommendation for another 170 days. Notification to law enforcement. Referral to Superintendent

Miscellaneous Offenses – In addition to offenses previously stated, disciplinary action may be taken for any other offenses deemed to constitute conduct which is prejudicial to good order and discipline in the schools or which tend to impair the moral good conduct of the students.	Discretion of principal or assistant principal.		
Negative Language Usage - Student-to-student use of negative language will not be tolerated. This includes but is not limited to putdowns, insults, and name calling that does not include profanity.	1 Lunch Detention	1 Day of After School Detention	1 Day of ISS Student will also meet with the counselor on a regular basis to work on this pattern of negative language with his or her fellow students.
Profanity, Obscenity or Vulgarity –This category is defined as words, gestures, or pictures which are obscene, profane, or vulgar in nature. When directed toward faculty -	1 day of Detention Up to 5 days Out of School Suspension	Up to 3 days of Detention Up to 10 days Out of School Suspension	Up to 2 days In School Suspension Up to 10 days Out of School Suspension with recommendation to superintendent for further action.
Public Display of Affection – Students are discouraged from overt public display of affection on school grounds. Close body contact and kissing are inappropriate public behavior.	Written warning with a call to parents	Up to 2 days of Detention and a call to parents.	1 Day of In School Suspension and call to parents Repeated infractions could result in increased penalties.
Sexual Harassment (*cumulative behavior) - Includes but is not limited to: unwelcome sexual advances, sexually provocative or explicit speech, writing sexually explicit memos, any unwarranted touching (i.e. grabbing, pinching, cornering, or blocking student's movement), pulling clothes, sexually offensive pranks, sexually offensive gestures, and displaying lewd or indecent pictures on school premises, including lockers.	Up to 3 day of Out of School Suspension and notification of law enforcement	Up to 5 days out of school suspension and notification of law enforcement	Up to 10 days of out of school suspension and notification of law enforcement Referral to Superintendent for additional days of suspension, including expulsion.
Skippping Class – The intentional action of not going to your assigned class while staying on campus	1 day Detention	1 day In School Suspension	3 days In School Suspension Repeated infractions could result in increased penalties.
Snowballs, Rocks and Other Thrown Objects - The act of throwing snowballs, rocks, or any other item on the school property.	1 day of Detention	2 days of Detention	3 days of ISS

<p>Tardiness - Arriving late or delayed beyond the expected or proper time for school or class (per quarter). Days tardy are cumulative over 7 periods, not per teacher.</p>	<p>#1 - #2: will be documented by the teacher and attendance clerk.</p> <p>Written warning will be given for 2nd tardy.</p>	<p>#3 - #5: 3 detentions and parent contact</p> <p>Missing recess or reward time.</p>	<p>#6-#9 more: 1 day of In School Suspension.</p> <p>#10 or more is 1 day Monday School, and Loss of Privileges, potentially including, but not limited to sports, attending sporting events, dances, etc. and/or Administration/Parent meeting</p>
<p>Theft/Possession of Stolen Property - Stealing or attempting to steal private or school property. Possession of stolen property shall be treated the same as the act of theft. Depending on the dollar amount may be reported to law enforcement.</p>	<p>Up to 5 days Out of School Suspension; make restitution, and notification of law enforcement</p>	<p>Up to 10 days Out of School Suspension; make restitution, and notification of law enforcement.</p>	<p>Up to 10 days Out of School Suspension with referral to superintendent, and notification of law enforcement Repeated or more serious offenses will lead to further action.</p>
<p>Threat - Any verbal or written and/or online statement to harm another student's person or property. This includes posturing or threatening gestures.</p> <p>Any verbal or written and/or online statement to harm a staff member.</p>	<p>Up to 3 days of detentions</p> <p>Extenuating circumstances could result in further consequences and referral to the Superintendent</p>	<p>Up to 5 days of detention</p> <p>Extenuating circumstances could result in further consequences and referral to the Superintendent</p>	<p>Up to 10 days OSS</p> <p>Repeated or more serious offenses will lead to further action.</p>
<p>Tobacco Products (Possession of/Use of) - Possession or use of tobacco products including but not limited to cigarettes, cigars, chewing tobacco, snuff, electronic cigarettes, vapes, lighters, matches, etc.</p>	<p>1 Day Out of School Suspension</p>	<p>2 days of Out of School Suspension</p>	<p>Up to 10 days of Out of School Suspension</p>
<p>Trifling-refusing to participate in classroom activities such as reading, taking notes, or doing assignments written in class work; refuses to listen; wastes time; unprepared for class; not dressing out for P.E.</p>	<p>Written Warning with parent contact</p>	<p>1 day In School Suspension</p>	<p>2 days In School Suspension or further action may be taken</p>
<p>Truancy/Leaving School Without Permission - Truancy is a pupil's absence from school without parent's knowledge or permission of school authorities.</p>	<p>Up to 3 days of In School Suspension</p>	<p>Up to 5 days of In School Suspension</p>	<p>Up to 10 days of Out of School Suspension</p>
<p>Unauthorized Areas -</p>	<p>1 Detention</p>	<p>2 Detentions</p>	<p>3 Days of Detention</p> <p>Repeated or more serious offenses will lead to further action.</p>
<p>Unservd DETENTION – Failure to attend and complete DETENTION</p>	<p>Additional Detention assigned.</p>	<p>1 day of in-school suspension. Students will still have to serve assigned Detention after suspension is served.</p>	<p>2 days of in-school suspension. Students will still have to serve assigned Detention after suspension is served.</p>

Vandalism to School, Staff or Student Property - This category is defined as willfully causing damage or attempting to cause damage to property, including technology, real or personal, belonging to the school, staff or students.	Up to 3 days of In School Suspension plus restitution	Up to 5 days of Out of School Suspension plus restitution.	Repeated or more serious offenses will lead to further action.
Weapons (*cumulative behavior) IN COMPLIANCE WITH THE SAFE SCHOOLS ACT: A student shall not bring, possess, or use a weapon on school property, a school bus, or at any school activity. The term "weapon" is defined to mean one or more of the following: 1. A firearm as defined in 18 U.S.C. Section 921 2. Any device defined in Section 571.010 R.S.Mo. Including a blackjack, a concealable firearm, an explosive weapon, a firearm, a firearm silencer, a gas gun, a knife, knuckles, a machine gun, a projectile weapon, a rifle, a shotgun, a spring gun or a switchblade knife. 3. An instrument or device customarily used for an attack or defense against an opponent, adversary or victim, or any instrument or device used to inflict physical injury or harm to another person. 4. An imitation or replica of a weapon shall mean an object that is not one of the items listed in Paragraph 2 above, but which by appearance (including shape, size, and marking) or by representations made would lead a reasonable person to believe that it is (i.e. that the object is "real") and could cause fear or harm to another individual. Please see policy 2620	IN COMPLIANCE WITH THE SAFE SCHOOLS ACT: In accordance with federal and state law, any student who violates this standard will be suspended from school for at least one calendar year or expelled and will be referred to the appropriate legal authorities. The suspension or expulsion may be modified on a case-by-case basis upon the recommendation by the Superintendent to the Board		

It should be noted that when necessary and appropriate, suspension might be the first penalty when circumstances warrant such action.

Detention Policy

Detentions will be served either during lunch or after school and time shall be assigned by the administrator. Students who fail to meet for detention will be subject to further disciplinary action as defined in the table of discipline and conduct. The Administration has suggested to the teachers a tiered system approach to manage behavior of the students that may be referred to the administration for detention. The teacher can informally assign a morning or lunch detention that is to be completed per teacher discretion. If the student fails to report for morning detention then the teacher has the responsibility of referring the student to the administration.

Cell Phone/Electronic Device Policy

Grandview Middle School Cell Phone/Electronic Device Policy is to not allow the use of cell phones and electronic devices in the classroom. If a student determines the need to make an emergency phone call has arisen, he/she may do so in the middle school office with office personnel permission. Any student found using a cell phone and/or personal electronic device when not permitted may be subjected to disciplinary actions. This restriction pertains not only to cell phones and tablets but also includes Bluetooth speakers, mp3 players, iPods, cd players or any other hand held/portable electronic device or paraphernalia. Furthermore, the use of cell phones, cameras, or other recording devices in restrooms or locker rooms is strictly prohibited.

SECTION IV – SPECIFIC EXPECTATIONS and GUIDELINES (Regulation 2310)

ATTENDANCE

The Missouri Department of Elementary and Secondary Education has now implemented the attendance standard known as the 90/90 rule. The rule states that 90% of the middle school students must attend school 90% of the time. Any student that has attendance of 89% or below is counted and coded as 0% by the state. With the new rule in mind Grandview Middle School has adopted the following attendance policy.

- 1) A student shall not be allowed more than seven (7) absences per semester, excused or unexcused. Any student accumulating an eighth (8) absence runs the risk of not passing his/her courses. A letter will be sent home after the fourth absence in a semester to notify the parents that their student is approaching the maximum allowed by the Grandview Middle School attendance policy. A second letter will be sent home when the student reaches his/her sixth absence, to notify the parent(s) and student that he/she will be placed on **possible retention** status if two or more days are missed. Any student that reaches 8 days of absences will be placed on the ***“loss of privileges”*** list. If the student is failing the course, he/she will receive a failing grade of "F." The student will be allowed to remain in the class to establish continuity for the next semester providing he/she does not become disruptive. Students who are uncooperative or cause disruption to the learning environment may be removed and will receive a grade of "F."
- 2) All students that have an Individual Education Plan (IEP) will follow all the attendance policies according to their IEP.
- 3) Students who participate in school-sponsored or school-sanctioned activities will not be considered absent from that class or from school that day.
- 4) Students that are absent from school for part of a day (one hour or more) will still have the absence count against their total absenteeism, but will be allowed to practice their sport or activity with consequences for the absence being determined by the coach and Athletic Director.
- 5) An Attendance Review Committee will be provided to review any extenuating circumstances surrounding absences. The decision of the Attendance Review Committee shall be final for Grandview Middle School.

- 6) A review of the specific conditions relating to individual cases will be granted upon written parent/guardian or student appeal. The Attendance Review Committee will have the power to waive the possible retention. In reviewing an appeal for a waiver, the Attendance Review Committee considers the reasons for all absences, not only those above the eight days allowed. The attendance committee will consist of a counselor, a building administrator and the attendance secretary. At this meeting, the student and the student's parents or guardian will present information to justify why a grade and no retention should be given. Evidence worthy of sharing at the meeting will include doctors notes confirming the seriousness of the illness or injury, proof of significantly improved attendance since being placed on audit status in the class(es), proof of completed assignments, proof of improved performance in class, etc. The committee will then rule on whether the possible retention should be removed and letter grade awarded. If the appeal is denied, the student will possibly be retained.
- 7) In instances where a student's high absenteeism is due to reasonable causes, i.e., serious/prolonged illness, serious/prolonged injury, family emergency, etc., the student will not be placed on possible retention status; however, absences will still be monitored.
- 8) A request for the Attendance Review Committee for a waiver is not automatic. It is the responsibility of the parent/guardian or student to submit the appeal for waiver within ten (10) days of the date of the letter notifying the student/parent or guardian that the student has been put on possible retention.
- 9) Students and parents/guardians submitting a request for a waiver of the loss-of-credit to the Attendance Review Committee should not expect a waiver when some or all of the reasons for the absences are due to one or more of the following:
 - A. Truancy (all day absence)
 - B. Skipping classes
 - C. Personal vacation
- 10) Student absences are recorded as unexcused until a parent phone call is received. Students may make up missed work if their absences are unexcused. Parents should call school on the day of the absence to indicate the reason for the absence. **Please contact the Middle School secretary at (636) 944-3931 option 3 to report absences.**

Loss of Privileges List includes:

Athletics
Activities (ex. Band, Choir, Clubs etc.)
Assembles/Rewards
Field Trips
Dances
Loss of Early Release privileges

BULLYING (Policy 2655)

The District is committed to maintaining a learning and working environment free of any form of bullying or intimidation. Bullying is strictly prohibited on school grounds, or school time, at a school sponsored activity or in a school related context. Bullying is the intentional action by an individual or group of individuals to inflict 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; substantially interferes with the educational performance, opportunities, or benefits of any student without exception; or substantially disrupts the orderly operation of the school. Bullying may consist of physical actions, including gestures, or oral, cyberbullying, electronic, or written communication, and any threat of retaliation for reporting acts of bullying.

Cyberbullying means bullying as defined above through the 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 may prohibit and discipline for cyberbullying that originates on any District campus or at a District activity if the electronic communication was made using the school's technological resources, if there is a sufficient nexus to the educational environment, or if the electronic communication was made on the District's campus or at a District activity using the student's own personal technological resources. Further, students who engage in significant acts of misconduct off campus which materially and adversely impact the education of District students will be subject to discipline.

Bullying, as defined in this policy, is strictly prohibited. Students are encouraged to report any incident of bullying which they have witnessed or incurred, by contacting their building principal. District employees are required to report any instance of bullying of which the employee has witnessed within two (2) school days of the occurrence. Employees shall report the occurrence to the building principal, who is the person the District designates to receive reports of incidents of bullying. A principal who receives a report of an incident of bullying shall initiate an investigation into the allegations within two (2) school days of receipt of the report. The principal may assign other employees to assist in the investigation, or request that the superintendent assign an outside investigator. The investigation shall be completed within ten school days from the date of the written report of bullying unless good cause exists to extend the investigation. No employee or student who reports an act of bullying shall be subject to reprisal or retaliation for making such a report. Any person who engages in reprisal or retaliation against an employee or student who reports an act of bullying shall be subject to disciplinary action.

Students who are found to have violated this policy will be subject to consequences depending on factors such as: age of student(s), degree of harm, severity of behavior, number of incidents, etc. Possible consequences to a student for a violation of this policy include: loss of privileges, classroom detention, conference with teacher, parents contacted, conference with principal, in-school suspension, out-of-school suspension, expulsion and law enforcement contact.

The District shall give annual notice of the policy to students, parents or guardians, and staff. This policy shall be included in all student handbooks. This policy shall also be posted on the District's web page (as a Board policy) and a copy shall be placed in the District Administrative Office.

The District shall provide information and appropriate training to District staff who have significant contact with students regarding the policy. All staff with significant student contact shall be trained on the requirements of this policy on an annual basis.

The District shall provide education and information to students regarding bullying, including information regarding this policy prohibiting bullying, the harmful effects of bullying, and other applicable initiatives to address bullying, including student peer-to-peer initiatives to provide accountability and policy enforcement for those found to have engaged in bullying, reprisal, or retaliation against any person who reports an act of bullying. The District shall instruct its school counselors, school social workers, licensed social workers, mental health professionals, and school psychologists to educate students who are victims of bullying on techniques for students to overcome bullying's negative effects. Such techniques include but are not limited to, cultivating the student's self-worth and self-esteem; teaching the student to defend himself or herself assertively and effectively; helping the student develop social skills or encouraging the student to develop an internal locus of control. District administrators will implement programs and other initiatives to address bullying, to respond to such conduct in a manner that does not stigmatize the victim, and to make resources or referrals available to victims of bullying.

BUS INFORMATION

School bus riders are under the jurisdiction of the school bus driver. School bus drivers have the same authority as a classroom teacher when giving directions or instructions to students. The penalties for not following bus driver directions will be a seating assignment, loss of riding privileges, detentions, and/or suspension. Bus Passes will be issued for a student's secondary bus drop off only with prior written permission from the parent/guardian and principal approval. No phone call requests will be allowed.

DANCES

It is the opinion of the Grandview Board of Education that there are certain activities, which are to be attended exclusively by middle school students. Dances are considered one such activity. Therefore, only Grandview Middle School students can attend middle school dances. High school students are forbidden to attend middle school dances. Students from other schools are not to attend.

Student Dance Policy

- Doors close one half hour after the dance begins.
- No in/out privileges.
- Students who have had Out of School Suspension during that semester or are expelled are not permitted
- Students shall dance in the appropriate manner. Unsafe, lewd, or vulgar dancing is not permitted. This includes "freak" dancing, "crowd surfing," slam dancing, grinding and moshing.
- All students must follow GMS Code of Conduct guidelines.
- Fines must be paid in full by the day of the dance.
- Students who are over eight (8) days absent will need to file an attendance appeal with the office in order to be granted permission to attend a dance.
- Students who have multiple "F's" may not attend a dance. Grades need to be updated and calculated by the day of the dance.

DISPLAYS OF AFFECTION

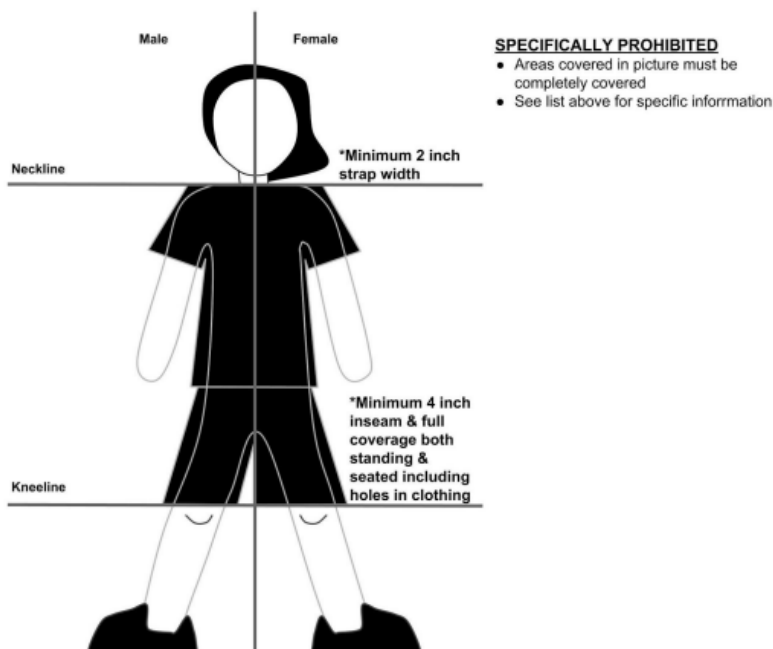
There is a time and place to express feelings of affection. During school is not the time or place to overtly demonstrate affection. Therefore, kissing or cuddling (wrapping around one another) is considered inappropriate while at school.

DRESS CODE

Student appearance and neatness are a direct reflection not only upon each student but also upon our school district. Students who take pride in their appearance also take pride in themselves. The primary purpose of dress requirements is to ensure improperly dressed students do not detract from the learning environment and appropriate clothing is worn. Improperly dressed students will be asked to change clothing at school (put on school sweatshirt and/or pants), confined to a designated area for the school day, and/or issued detention or suspension. See subsequent list for dress code explanation.

The Grandview R-II Board of Education has established the following dress requirements:

- A. Shorts and dresses may be worn if they are not short shorts or mini-dresses. As a guideline, dresses are to be no shorter than mid-thigh. Shorts should be fingertip length.
- B. "Net" shirts with large openings around the arms are not to be worn unless it is over other suitable clothing.
- C. No spaghetti straps, tank, tube, halter, or off the shoulder tops are to be worn. Tops must have a 2 inch wide strap to be worn.
- D. Blouse-shirt length must be worn so that the bottom of the shirt or blouse comes to the top of the pants. Midriffs must be completely covered. No visible cleavage is allowed.
- E. Hats and head coverings including hoodies are not to be worn inside the school building.
- F. Any clothing/dress articles or appearance that disrupt the normal educational process will not be allowed.
- G. Clothing which has alcohol or tobacco advertisement, inappropriate statements or offensive wording, unacceptable pictures or suggestions, are not to be worn.
- H. No student on school property or at school functions shall wear, possess, use, distribute, display or sell clothing, jewelry, large chains, emblems, bandages, symbols, signs or other things, which are evidence of membership of affiliation in any gang or cult.
- I. Body piercing that becomes a safety issue is prohibited.
- J. Any jewelry that makes distracting noises, espouses violence, suggests obscenity, or poses as a possible hazard to the wearer or other students shall be prohibited.



- K. No see through clothing unless over other suitable clothing.
- L. Leggings/Jeggings must have appropriate coverage
- M. No pajamas, bath or pajama robes to worn except on designated days
- N. No blankets are allowed at school

It is the responsibility of the staff and administration to set the tone for the educational progress of the students at Grandview School District. Extreme styles, fads, or circumstances not covered, or those that constitute a threat to health or safety, will be treated as inappropriate by the administration or staff. Student dress should lend itself to positive health and safety while meeting basic social expectations. Failure to comply with the guidelines set forth could subject the student to disciplinary action. The principal or his designated staff will make the final decision at the school level as to whether specific attire is disruptive and/or inappropriate. If a student or parent is in doubt about the appropriateness of an item, the best decision is to leave the item at home.

DRUG AND ALCOHOL ABUSE

The Grandview School Board recognizes its share of the responsibility for the health, welfare and safety of the students who attend the Grandview R-II School District. Therefore, the use, sale, transfer, possession or being under the influence of alcoholic or controlled substances on any school property, or off school property at any school-sponsored or school-approved activity, event or function, such as a field trip or athletic event, where students are under the jurisdiction of the school district, is prohibited.

FIELD TRIPS

Several field trips are taken throughout the school year. Therefore, field trip eligibility and behavior guidelines have been established in order for students to better understand school/sponsor expectations that are as follows:

- A. Students who have three discipline referrals in a quarter, been suspended, are in violation of the district attendance policy, and/or who owe a fine may be denied field trip participation.
- B. A field trip approval form must be completed, signed, paid for (if there is a cost associated with the field trip) and returned to the sponsor before participation will be approved (parent telephone calls will not be accepted).
- C. Money collected from students to pay for field trip expenses cannot be refunded if the student fails to attend.
- D. Adult chaperons and bus drivers have the same authority as sponsoring teachers in making decisions concerning student expectations and enforcing rules.
- E. Any disciplinary problems will be handled in the same manner as if the problem occurred at school with the addition that parents may be called to come and pick up their son and/or daughter if they misbehave while on a field trip.
- F. Any parent planning on serving as a student supervisor and/or chaperon must have a background check on file with the Grandview R-II School District. Contact the District Central Office for additional information.

FOOD, ENERGY DRINKS, & SUPPLEMENTS

Drinks brought to school must remain unopened until lunch or after school. NO OPEN CONTAINERS are to be brought into school. Food and drinks are not allowed outside of the cafeteria except during approved activities. No glass containers of any kind are permitted on the school grounds. Clear, sealable (non-squirting), plastic water bottles containers of any kind are permitted on the school grounds. Clear, sealable (non-squirting), plastic water bottles containing WATER ONLY may be permitted in some of the classrooms with prior teacher approval.

- Students are prohibited from consuming energy drinks during school, at practices, and at competitions.
- Caffeine/Energy drinks, such as Bang, Red Bull, Monster, or RockStar should not be consumed by students.
- Side effects of energy drinks include: elevated blood pressure and heart rate, shakiness, diarrhea, cramping, and dehydration.
- The main concern of nutritional supplementation use is safety. Just because anyone can purchase them over-the-counter at places like GNC, and the labels read “All natural” does not mean they are safe.
- Nutritional supplements are not considered drugs and therefore are not regulated by the Federal Drug Administration (FDA). There has been very little research on the potential side effects and interactions with other medications or supplements.
- Although research suggests that some supplements may enhance physical performance such supplementation should only compliment a well-balanced healthy diet, not substitute for one.

FUND RAISING

Only school sponsored fund raising projects/activities are allowed at school unless otherwise approved by building administration.

GUN FREE SCHOOL POLICY (Policy 2620)

The Grandview R-II School District recognizes firearm and weapon possession as a potential threat to the health, safety and security of students, employees, and other persons. The District will not tolerate the presence of firearms or weapons on the premises of our schools. This prohibition includes possession of firearms and weapons on school playgrounds, school parking lots, school buses, and at school activities, whether on or off school property. The District complies with the provisions of the Improving America's Schools Act of 1994 and other applicable federal and state law.

Students who violate this policy will be suspended for no less than one (1) year and are subject to permanent expulsion. The Superintendent may recommend to the Board a modification of the suspension on a case-by-case basis. Students with disabilities under the Individuals with Disabilities Act and/or Section 504 of the Rehabilitation Act are entitled to the protections of those laws.

HAZING (Policy 2920)

Hazing is the willful act that endangers the mental and/or physical health or safety of another student. Hazing is generally, but not necessarily limited to, acts involving admissions or initiations, which are required before membership into school groups, clubs, organizations, and/or teams. The Grandview School Board and District do not allow, sponsor, and/or sanction any type of hazing activities. Hazing of students, on or off District property, is prohibited and may result in suspension or expulsion from school and from activity/athletic participation. The penalty for hazing will be determined according to the seriousness of the act, intent, and past disciplinary problems.

LEAVING CLASS OR SCHOOL & SKIPPING SCHOOL (Policy 2330)

Students must have teacher permission to leave the classroom and permission from a middle school office employee to leave the school building for reasons other than parent pick up.

Students who need to leave school before the end of the school day are to bring a note signed or an email sent by the parent/guardian to the middle school office requesting permission for their student to be excused from school. Students will be denied permission to leave school if a parental note/email is not provided in advance. Per School Board Policy (Regulation 2330): Requests shall be in writing. Telephone requests for early dismissal of a student shall be honored only if the caller can be positively identified as the student's parent/guardian.

Students being picked up early must be signed out in person by an adult. Students may not be sent out of the building to meet the person picking up. **Identification will be required and the person picking up must be a parent/guardian or on the emergency contact list on SIS.**

Students who wish to ride the bus home with another student for any reason, must provide a signed note from parent/guardian, or an email can be sent by parent/guardian, by 8:00am to ensure space is available on the bus for the day. Requests made after 8:00am are subject for denial.

If a situation arises in which a student's mode of transportation needs to be changed for the day after the school day has begun, a phone call or email from the parent/guardian must be made by 2:30pm on that school day. Anyone picking up a student will be required to show identification and must be listed as an emergency contact in SIS. Any requests made after 2:30pm are subject for denial.

Students are not excused to leave school early to go to a place of employment and may be denied approval to leave school even with parent permission (example: to leave to get pizza or other unnecessary situations, will be denied).

LIBRARY INFORMATION

The librarian will determine the rules and regulations as to student expectations while using the library and library book fines. Generally, the first penalty for not abiding by library rules or instructions will result in the loss of the privilege to use the library.

LOCKERS

Students are not to damage, write on, or otherwise deface school lockers. Also, lockers are not to be jammed or locks tampered with so as to make the locker door pop open when pulled on. Students who wish to place pictures, etc. on the inside of their lockers may do so by using magnets or other materials which are easily removed. Stick-on labels are not to be used because they are difficult to clean off. Drinks or liquids of any kind are not to be kept in lockers. Students who switch from their assigned lockers are solely responsible for all items contained therein. Also, the school office will not gather any student materials or change locker combinations for students who have changed lockers. The penalty for not abiding by locker rules could be cleaning any number of lockers, restitution, detention, removal from locker use privileges, and/or suspension. Lockers will be periodically checked without student notification for appearance, condition and/or contents.

According to the “Grandview Middle School Student Handbook” the locker is still considered to be the property of the school district, even though a student may secure his/her personal belongings in an assigned locker. ***Grandview School District personnel reserves the right to conduct locker searches whenever reasonable suspicion exists that a law or school rule has been violated, or that the health, safety or welfare of students or staff may be in danger.***

In order to ensure locker safety and security, the following rules will apply throughout the school year. Students who fail to abide by the school locker policies may lose their locker privileges.

- A. Students are not allowed to share their lockers or their combinations with ANYONE. Logical consequences will follow should the school discover locker violations. Many books and belongings are lost every year due to the sharing of lockers and/or combinations.
- B. Students are responsible for keeping their locker and the floor space under the locker free of litter. Students may be charged for damage done to a locker (e.g., stickers and graffiti are not allowed). If you see graffiti on your locker, please report it immediately to office personnel and administration. Please give the office and administration the name(s) of the individual(s) who you believe did the graffiti.
- C. Students are not allowed to place personal locks on lockers. If found, these locks will be cut and removed by the school without further notice.
- D. Students must keep their combination in a very safe place. Students should memorize their locker combinations as soon as possible and keep a copy of it at home for reference. DO NOT write your combination in a conspicuous place, such as the cover of a binder. Make sure that others do not learn your locker combination as you open it. Ensure that your belongings are properly secured by checking your locker door before leaving the area.
- E. Leave costly personal items at home.
- F. Students will not “jam” or use materials that may impede the locking mechanism of the locker.
- G. Each year, students lose valuables from their lockers because they did not close and lock them properly. Please understand that the school will assume no responsibility for textbooks or other items taken from lockers.

MAKE-UP WORK

Students who have an absence shall have the opportunity to make-up class work. It shall be the responsibility of the student, on his/her own initiative, to contact each teacher involved to determine make-up assignments. Students shall receive two days for each day missed to receive full credit. In many cases, students should expect to turn in assignments and/or take tests the day they return to school if the assignment completion date and/or test date was scheduled before the student's absence or the teacher feels that test material has been appropriately covered by the student who has been absent.

NON-PERFORMING STUDENTS

Students who choose not to work during class time are a disservice not only to the teachers and school district but also to themselves. Teachers have the right and the authority to expect each student to work and perform during class time even if a failing grade will be issued for the grading period. To insure student performance the following steps have been established to correct non-performing student behavior:

1. Teacher-student conference concerning student expectation.
2. Teacher-parent conferences or contact explaining the situation.
3. Principal-parent conference or contact explaining penalties and expectations.
4. Student is penalized with detention(s) and/or suspension from school (ISS/OSS).

Students with multiple semester failing grades may be assigned Summer School in order to assure that the student is academically ready for promotion to the next grade level.

PRANKS

Many times, student pranks are done as just something to do with no actual disruptive and/or destructive intent. Pranks are sometimes just considered as a mischievous trick or practical joke without forethought of possible consequences. Students should understand that so-called pranks may result in severe penalties, such as, becoming ineligible for membership and/or participation in school organizations, clubs, and/or teams, as well as, suspension or expulsion.

SEARCHES

School lockers and desks are the property of the Board of Education and are provided for the convenience of students, and as such, are subject to periodic inspection without notice, without student consent, and without a search warrant. The lockers and desks may be searched by school administrators or staff who have a reasonable suspicion that the lockers or desks contain drugs, alcohol, material of a disruptive nature, stolen properties, weapons, items posing a danger to the health or safety of students and school employees, or evidence of a violation of school policy. In addition, the Board of Education authorizes the use of trained dogs to sniff lockers or other school property to assist in the detection of the presence of drugs, explosives, and other contraband. Students or student property, including cars, may be searched based on reasonable suspicion of a violation of District rules, policy, or state law according to school board policy.

Reasonable suspicion must be based on facts known to the administration, credible information provided or reasonable inference drawn from such facts or information. The privacy and dignity of students shall be respected. Students may be asked to empty pockets, remove jackets, coats, shoes and other articles of exterior clothing for examination if reasonable under the circumstances.

Law enforcement officials shall be contacted if the search produces a controlled substance, drug paraphernalia, weapons, stolen goods or evidence of a crime, in any case involving a violation of law when a student refuses to allow a search, or where the search cannot safely be conducted. Parents may also be contacted. A student who refuses to submit to a search may be appropriately disciplined by school officials.

SMOKING AND TOBACCO

The use of tobacco in any form, including electronic cigarettes, is not permitted on school grounds at any time (24 hours a day). This refers to any time a student arrives on school property (walking or riding) until the student is off school property as well as attending school sponsored activities away from Grandview. Also, tobacco in any form is not to be carried on your person or stored in lockers, etc.

VENDING MACHINE USAGE

Available vending machines are for student use before or after the school day and are restricted to only those areas as described under the heading of lunch period unless students are under the supervision of a teacher. Drinks of any kind are not to be kept in student lockers and are not to be consumed in the classroom.

STUDENT DISCIPLINARY TRANSFER POLICY

The Grandview School District upholds the disciplinary decisions made by other school districts in relation to transferring students. A prior "Disciplinary Record" form concerning past disciplinary problems, including suspensions and/or an expulsion is to be completed prior to enrollment into the Grandview School District. Students under suspension, expulsion or other disciplinary actions must serve out the penalty before being allowed to enroll at Grandview. Transferring students (parents) who knowingly withhold such knowledge will be immediately suspended/expelled, etc. from Grandview for the duration of the original penalty from the time of discovery.

TARDINESS

Tardiness to class and/or homeroom can be disrupting and distracting from the planned class or activity. Students must be in their assigned rooms by the time the bell rings to start the period to be considered on time. Days tardy are accumulative over a quarter and the penalties are as listed in Code of Conduct Chart.

Any student who is going to be tardy for some particular reason (example – locker door problem) is to report to the classroom on time and check out with teacher approval.

TELEPHONE

The office telephone must be left open for incoming calls, as well as for faculty usage. Students are not to leave the classroom to make calls. If you need to contact your student during the school day, you may do so by calling the main office. Students will not be permitted to use cell phones during the school day, with the exception of lunch.

TEXTBOOK INFORMATION

Textbooks are a major expense to the school district. Any textbook, which is lost, stolen, or defaced, is the responsibility of the student to whom the textbook was issued.

Because of the cost of replacing textbooks, the Grandview Board of Education has established the following textbook student fine policies:

1. New Textbooks - New textbooks are considered any book purchased with-in the last year. Students will be charged replacement costs for the books, which are lost, stolen, or not usable (not usable includes but not necessarily limited to, water damage, pages torn out, vulgar or inappropriate language written in textbook, covers torn or damaged, excessive writing, etc.)
2. Used Textbook - Used textbooks are those which have been in use over a year. Students will be charged appropriate replacement costs to replace used books, which are lost, stolen, or not usable.
3. Damaged Textbooks - Students will be charged from appropriate replacement cost for textbooks which are damaged but usable. Basically, usable books which are damaged refer to those which are defaced but do not have any missing pages, pages are readable, no vulgar or inappropriate language is written in the textbook, and with covers fully in place.

Students who owe fines will not be permitted to participate in any school extracurricular activities (including field trips) until the fines have been paid.

THREATS TOWARD SCHOOL PERSONNEL

Verbal threats toward school personnel and/or their property can be considered as serious as physical threats. Student penalties will be determined according to the seriousness of the threat, intent, and past disciplinary problems.

VISITORS

All visitors are to report directly to the middle school office. Visitors will not be allowed to visit or attend classes with students during the school day. Visitors will be allowed to see middle school students but must do so in the middle school office. Also, visitors who want to see staff members will be required to remain in the middle school office until notification is given to go to another area of the school building to see a staff member. All persons who do not obtain permission from the principal's office to visit the school, or visitors that create serious distractions to the learning environment in the building or on the premises shall be considered trespassers and subject to arrest and prosecution. Visitors may be required to wear a mask when entering the building during school hours.

WEAPONS

Weapons such as, but not limited to, knives, projectiles, knuckles, blackjacks, chains, and look-alike weapons are not to be brought to school at any time.

EXPLANATION OF PENALTIES

CONFERENCES: Conferences may be held between students, parents, teachers, and/or administrators. A conference is scheduled in order to explain and/or discuss past, present, or possible future concerns. In this way, all persons concerned will have a better understanding of what is expected, and be able to clear up any misunderstandings. Parents are encouraged to telephone or come to school at any time there are questions or concerns.

LOSS OF PRIVILEGES: Privileges will be denied according to the misbehavior whenever this is possible and appropriate. For example, if a student checks out of class to go to the restroom but goes to some other location, the student will lose his/her right (when granted by a teacher) to leave the classroom.

RESTITUTION: This is the act on the part of the student of restoring and/or replacing something damaged or taken. For example, a student who writes on a locker may be required to remove the writing on several lockers or pay for a new locker if the writing cannot be removed.

DETENTION: This is the act of detaining students for a period of time, usually at lunch period or after school. If a student fails to serve his/her detention(s) on the days assigned, suspension will be issued in place of the detention(s). The number of detentions depends upon the offense and previous misconduct occurrences. Parents and/or the student shall be responsible for providing transportation from school when a student is serving After School Detention. Students may be given writing assignments to complete during their detention and/or suspension. Also, detentions not served by the end of the school year will be served during the summer or assigned at the beginning of the next school year.

CORPORAL PUNISHMENT (spanking with a paddle): Corporal punishment may be used in accordance with Board Policy 2670 on rare occasions. Corporal punishment will not be used unless parental approval is given in advance.

SUSPENSION: This is an administrative imposed absence from attending classes and/or school. There are two types of suspension that are as follows:

1. In-School Suspension (ISS) – Student is required to be at school but does not attend class. Student is required to make up all school work during ISS. It is the suspended student's responsibility to inform his/her teachers of the suspension so that all class work assignments can be obtained in advance of the start of the suspension.
2. Out-School Suspension (OSS) – Parent or guardian is responsible for the student's supervision. OSS students are also expected to make up all days' work/tests. However, the student can receive full credit for any classwork, quizzes, test, or major projects due during his/her first OSS. It is the student's responsibility to find out what work/test has been missed during their OSS. All homework or tests and major projects due during the OSS are to be turned in or taken the day the student returns to class.

The length of in or out-school suspension will be determined by administration and will reflect the seriousness of the offense committed as well as the number of previous disciplinary problems. Parents or guardians will be notified of the action taken. Students who are placed on out-of-school suspension may not attend or participate in any school activities at home or away from school on the day or days in which suspension is issued and being served. If a student is suspended on a Friday and the following Monday, that student cannot attend or participate in any school activities at home or away from school which occurs on the Saturday or Sunday between the suspension days.

EXPULSION: The Grandview R-II Board of Education may expel a student. During this time, the student is not allowed to attend school, be on school property, or attend or participate in any school activities or functions at home or away from school. Prior to any expulsion decision by the Board of Education, parents will have the right to appear at a hearing before the Board of Education.

SECTION V - EXTRACURRICULAR INFORMATION

Foreword

The participation in extracurricular programs and activities is voluntary and a privilege, not a right. All students are encouraged to participate in as many activities as interest and time allows.

It should be understood; students participating in extracurricular activities are not only representing themselves but are also representing their school district. This section of the student handbook will explain basic guidelines and policies for those students participating in extracurricular activities.

Extracurricular Activities

Extracurricular usually refers to those school activities in which no academic credit is issued to participating students. However, the activities listed below do include some activities in which middle school students may participate. Such activities were included because they involve and often require participating outside the regular classroom (example: choir, band, etc.)

1. Athletic	<u>Girls'</u>	<u>Boys'</u>
	Volleyball (fall)	Football (fall)
	Cross Country (fall)	Cross Country (fall)
	Cheerleading (fall & winter)	Basketball (winter)
	Basketball (winter)	Track (spring)
	Track (spring)	

2. Non-Athletic

Choir
Concert Band
Yearbook Staff

National Junior Honor Society
Student Government
Academic Quiz Bowl

Activity Information

CODE OF ETHICS FOR SPECTATORS: Winning is often so important that some people have lost sight of the educational values inherent in activities. If the full benefit of activities as an educational tool is to be utilized, schools must concern themselves with spectator's sportsmanship.

The playing of the game should be regarded by the spectators as an art, and should be appreciated and enjoyed as such. Respect for all participants, sponsors, coaches, and officials, regardless of their own loyalties, is essential for raising the standards of good sportsmanship. Therefore, the following code of ethics for spectator guidelines is expected to be followed:

- Recognize the official as a person of integrity and qualification and respect his/her decisions accordingly.
- Refrain from creating disturbances, which would be detrimental to the flow of the activity and/or to the safety of the participants involved.
- Refrain from harassment, profane language, or ostentatious behavior in respect to the participants, sponsors, and coaches.
- Become familiar with the rules of the activity in order to enjoy it more and to understand the decisions made by the officials.
- Exhibit loyalties and support without negative action toward opponents or officials of the activity.
- Exhibit respect for local policies and regulations regarding the usage of athletic facilities.

JEFFERSON COUNTY ACTIVITY ASSOCIATION (JCAA): Grandview is a member of the Jefferson County Activity Association (JCAA). The purpose of this organization shall be the promotion, regulation, and supervision of all interscholastic activities and contests as may be delegated to the member schools. JCAA member schools include Crystal City, De Soto, Festus, Dunklin (Herculaneum), Hillsboro, Jefferson R-VII, Perryville, St. Pius, St. Vincent (Perryville), Windsor, and Grandview. The JCAA athletic conference is divided into two divisions (large and small). Although all member schools may play each other (with the exception of football), only games played between divisional teams count toward a large or small divisional conference champion.

MISSOURI STATE HIGH SCHOOL ACTIVITIES ASSOCIATION (MSHSAA): The Grandview R-II School District athletic programs are governed by the rules and regulations of the Missouri State High School Activities Association. The MSHSAA is a voluntary, non-profit, educational association of schools established for the purpose of working cooperatively in adopting standards for supervising and regulating those interscholastic activities and contests that may be delegated by the member schools (Grandview is a member school) to the jurisdiction of the Association. Eligibility standards as established by the MSHSAA are minimum standards. Each member school district has the right and authority to establish their own standards of athletic eligibility so long as those standards are not less restrictive as already mandated by the Missouri State High School Activities Association (Regulation 2920).

TRANSPORTATION:

All students will be transported to extra-curricular activities using district transportation, unless prior arrangements have been made. It is expected that all participants ride to away games unless an athlete's parent requests that an athlete ride home with them. Students can only be signed out on location from a contest by a parent. If there are circumstances that require other ride arrangements from a contest, they must be made through the athletic office in writing.

To assist with the number of students riding school transportation, students will be allowed to ride to and from a contest with a family member. Anyone that is not a parent/guardian doing the driving must be approved by the parent/guardian through the athletic office in writing prior to the trip.

Activity Eligibility

ACADEMIC STANDARDS: Following Regulation 2920, Grandview Middle School academic standards, rules, and guidelines are as follows:

- A. In order to participate in any Missouri State High School Activities Association (MSHSAA) sponsored athletic program a student must meet MSHSAA academic standards. This academic standard only applies to quarter grades. Any student who does not meet MSHSAA academic standards for the semester will be ineligible to participate in all MSHSAA sponsored athletics for a period of one semester commencing the first day of the next semester. To meet academic standards a student must pass 3 credits (six classes) the previous semester.
- B. It should be understood that some organizations and/or clubs might be required to abide by local, state, and/or national academic standards. For example, the academic requirements for National Honor Society membership are more restrictive than the aforementioned academic policy. Also, participation may be required (depending upon each set of circumstances) in specific activities when it is a course requirement (example, participation in Christmas and Spring music concerts).
- C. A student must be making satisfactory progress towards graduation. Therefore, any student who falls below grade level according to the class standing requirements as stated in Section II of this handbook may be ineligible for one semester. At the end of an ineligible semester, student progress toward meeting graduation requirements will be re-evaluated by the guidance counselor and principal to determine eligibility.

- D. Students must be enrolled as a full time student (eight class periods).
- E. One credit in a required course (not an elective course) may be earned during summer school to replace one credit of failing grade.
- F. Resource students do not necessarily fall under the academic standards as stated above.

ATTENDANCE: In order for a student to participate in extracurricular events or practices, they must attend school for a full day on the day of the activity or practice. In some cases, students may be allowed to participate EVEN if not in attendance a full day (example: attending the funeral of a relative). However, approval must be obtained from the athletic director or principal preferably in advance, before participation will be allowed when not in school attendance a full day.

COACHES REQUIREMENTS: The head coach of each sport shall set policies concerning practices, dress, meetings, dismissals, etc. Participating students will be expected to conform to the guidelines and rules established by each head coach or decide not to participate.

INSURANCE REQUIREMENTS: MSHSAA By-Law 309.0 states a student shall not be permitted to practice or compete for a school until it has verification that he/she has basic insurance coverage.

PARENTAL PERMISSION STANDARDS: MSHSAA By-Law 308.0 states that prior to yearly interscholastic athletic participation, a student shall furnish a statement, signed by the student's parents or guardians, which grants permission for the student to participate in interscholastic athletics.

PHYSICAL EXAMINATIONS: MSHSAA By-Law 276, 283, and 309 states the school shall require of each student participating in athletics a physicians' certificate stating that he/she is physically able to participate in athletic contests of his/her school. The medical certificate is valid for a period of two years from the date of the physical examination.

CONSTITUTION AND BY-LAWS: Students who are participating in non-athletic extracurricular activities must abide by the Constitution and By-Laws of each particular club or organization. The Constitution and By-Laws may be on the local, state, and/or national level.

SPONSOR REQUIREMENTS: The sponsor of each activity may set policies concerning participation, dress, meetings, dismissals, etc. Participating students will be expected to conform to the guidelines and rules established by each individual sponsor or decide not to participate.