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NEMAHA CENTRAL HIGH SCHOOL
214 N. 11TH
SENECA, KANSAS 66538-1798
(785) 336-3557

Ben Scism, , Principal
 Joyce Bruna, Counselor
 Deb Kramer, Counselor
 Kelly Williams, AD/Asst. Principal
 Rick Cole – Technology Director

Tavis Desormiers, Superintendent
 Carol Kuckelman, Board Clerk
 Tracie Wagner , Bd. Tres. Dist. Office Secretary
 Cindy McWilliams, Human Resources
 TBD Admin Asst.
 Karen Holthaus, Bookkeeper/Admin. Asst.

FACULTY AND STAFF

Katelyn Lohmann	FACS	Mark Mayberry	Science
Katelyn Swart	English/Yearbook	Sharon Meyer	Mathematics
Kelly Williams	Senior Workshop	Todd Krause	Instr. & Voc. Music
Joyce Bruna	School Counselor	Angelia Steiner	Lib/Multimedia
TBD	Spanish	Schuyler Mayberry	Science
Jason Hajek	PE/Health	Kurtis Tatkenhorst	Business
Maggie Hasenkamp	Health Science/Math	Michael Glatczak	Weights/PE
Regina Leonard	English	Josie Osterhaus	English
Sheila Heinen	English		
Ben Steinlage	Social Sciences	Jon Thomas	Mathematics
Rebecca Craig	Social Sciences	Dan Plager	Autos
Ellie Haynie	Art	Kathe Vore	Special Education
Amy Schmitz	Science	Paul Wertenberger	Industrial Arts
Matt Stallbaumer	Vo-Ag	Barb Nordhus	Head Cook
Mary Haug	Paraprofessional	Carol Hulsing	Cook
Sue Rhoades	Paraprofessional	Joyce Rusche	Cook
Kathy Childress	Paraprofessional	Alene Brandt	Cook
Michael Ulmer	Paraprofessional	Ken Rhoades	Custodian
Carolyn Langill	Paraprofessional	Stanley Wiegand	Custodian
Steve Rothers	Head of Maintenance	Dean Koepferich	Custodian

BOARD OF EDUCATION U. S. D. #115

Jason Kramer	John Deters	Jason Hammes	Amy Huerter
Cara Baker	Amy Sudbeck	Owen Zinke	

Nondiscrimination

The district shall maintain a working and learning environment free from discrimination, insult, intimidation, or harassment due to race, sex, age, national origin, or disability.

Any incident of discrimination in any form shall promptly be reported to a teacher, the principal or other appropriate school official for investigation and corrective action.

Any student who engages in discrimination may be suspended and/or expelled and counseled to refrain from such conduct. Any student who continues to engage in discriminatory conduct shall be disciplined. Any student who engages in discriminatory behavior may be disciplined up to and including suspension or expulsion from school. (For additional information see board policy GAAB)

NOTICE

Nemaha Central Schools, USD #115, 318 Main, Seneca, Kansas 66538 does not discriminate on the basis of race, color, national origin, religion, sex, age, or handicap in admission or access to, or treatment or employment in its programs and activities. If you have any questions regarding the above, please contact: Darrel Kohlman, Superintendent, 318 Main, Seneca, Kansas 66538 (Title IX Coordinator) & Section 504 Coordinator. (For additional information see board policy JCE)

EMERGENCY SAFETY INTERVENTIONS

EMERGENCY SAFETY INTERVENTIONS: The USD 115 Board of Education is committed to limiting the use of Emergency Safety Interventions (ESI), such as seclusion and restraint, with all students. Seclusion and restraint shall be used only when a student's conduct necessitates the use of an emergency safety intervention. The Board of Education encourages all employees to utilize other behavior management tools, including prevention techniques, de-escalation techniques, and positive behavioral intervention strategies. The policy shall be made available on the district website with links to the policy available on any individual school pages. (For additional information see Board Policy GAAF)

ACADEMIC PROGRAM

GRADUATION REQUIREMENTS

Four years of full attendance are required for a student to graduate from Nemaha Central High School. Early graduation is not allowed without board of education approval. The high school graduation requirements are as follows:

28 CREDITS REQUIRED FOR ALL GRADUATES

- 4 Credits of English
- 3 Credits of Social Studies, including American History, American Government, and World History
- 3 Credits of Mathematics including Algebraic and Geometric Concepts
- 3 Credits of Science, including Biology I, Earth Space Concepts, and one additional
- 1 Credit Senior Workshop
- 1 Credit of Health/Physical Education
- ½ Credit of Oral Communications
- ½ Credit of Consumer and Personal Finance
- 1 Fine Arts credit
- 11 Electives

To comply with the K. S. A. 72-3235, the following is U. S. D. #115 requires:

1. That a minimum of nine consecutive weeks of Kansas History and Government be offered at the seventh-grade level.
2. That if the student does not pass the course (s)he must then either: a) repeat the course, or b) pass (65%) a comprehensive exam developed by the teacher and approved and administered by the principal.
3. That if a student transfers into the district after the course has been offered, they are exempt from the requirement.

DUAL/SCHOOL/COLLEGE/CTE CREDITS

Students may earn high school and college credit at the same time by enrolling in dual credit courses. Students must meet eligibility requirements to enroll and must pay fees to the providing institution. Any credits earned outside NCHS and applying to an NCHS diploma are subject to administrative approval. The high school counselor will help with the enrollment process. See the counselor or principal for more information. (JQ)

DUAL/SCHOOL/COLLEGE/CTE CREDITS GRADE REPORTING

All courses taken outside of the NCHS curriculum and pre-approved for graduation credit shall be entered with a PASS/FAIL grade.

GRADES AND CREDIT

Grades will be calculated regularly and are available to parents upon request. Grade cards will be issued each semester. All courses are graded with a letter grade except pass or fail for aide, Work Experience, Driver's Education, and on-the-job training.

94 - 100A	92 - 93	A-	90 - 91	B+
85 - 89 B	83 - 84	B-	81 - 82	C+
76 - 80 C	74 - 75	C-	72-73	D+
67 - 71 D	65 - 66	D-	64	F

Credit is only given if a student received a passing grade.. One-half credit is earned for passing one class for one semester. Only semester grades are entered on the transcript.

GRADE POINT AVERAGE

The sum of all grade points will be divided by the number of grades received.
The result is the grade point average.

A = 4.0	A- = 3.67	B+ = 3.33
B = 3.0	B- = 2.67	C+ = 2.33
C = 2.0	C- = 1.67	D+ = 1.33
D = 1.0	D- = .67	F = 0

INCOMPLETE GRADES

No grades of incomplete will be given unless approved by the principal or guidance counselor. Unusual circumstances must be present to justify an incomplete grade.. If special circumstances apply, a study plan will be agreed upon by the student, student's parents, and teacher.

CLASSIFICATION OF STUDENTS

Students will be classified according to the number of years of full-time high school attendance completed. Under normal conditions, the minimum number of credits passed per year of full-time attendance is listed below.

Freshman - - - 0-to-6-unit	Sophomore - - - 6-to-12 units
Junior - - - 12-to-18 units	Senior - - - 18 units and over

The number of credits earned each year will affect grade classification and participation in class activities.

PART-TIME STUDENTS

Students who need to attend school on a part time basis, due to unforeseen circumstances, must be approved by the administration and the board of education. Any approval would be made on an individual basis.

GRADUATION AND COMMENCEMENT

- A. Seniors who are not eligible for graduation must remain in school until the time determined by the administration. Students who do not fulfill the above requirements will be counted as absent/truant.
- B. Seniors who do not graduate will not have their photographs included in the class composite posted in the school. The principal and superintendent may grant exceptions due to catastrophic circumstances. If, at a later date, a student earns the credits to graduate at a later date their photograph will be included upon request with the school year class when they met the graduation requirements. .
- C. Only students who have fulfilled all graduation requirements, earned the needed credits, and have taken care of other obligations, will be allowed to participate in commencement.
- D. Seniors who do not earn enough credits to graduate with their class will be allowed, at the discretion of the principal, to attend school during a fifth year to earn the credits necessary for graduation. This attendance may be as a part-time student.
- E. Other special arrangements may be made between the principal and student to earn a diploma. Any arrangements must meet local and state requirements..
- F. NHS National Honor Society students receive a special medallion to wear at commencement and are recognized on the program.
- G. Any graduating senior, who has a cumulative four-year grade point average of 3.60 or above, receives an honor cord.
- H. The only cord allowed at graduation is the honor cord for students with a 3.60 GPA or higher. The only stole that is allowed is the NC stole that all graduates wear. (Cord - thin, flexible string or rope made from several twisted strands, Stole - sash worn over the shoulders at commencement ceremonies)
- I. Transfer students will be evaluated by the principal and counselor as to the total credits needed to meet graduation requirements.
- J. Appropriate dress for the graduate includes, but is not limited to, dress shoes and informal but not casual clothing. Dress pants, blouse or shirt and tie, or a dress or skirt and blouse are appropriate. Shorts, jeans, and athletic apparel are not appropriate.

A foreign exchange student who is recognized as a senior, but is not eligible for a diploma, may participate in Commencement Exercises under the following conditions:

1. Will wear a cap /gown and proceed in alphabetical order.
2. Foreign exchange students will not be issued a diploma. The student will receive a certificate of recognition. The certificate will not be in a diploma cover and will be distinctly different from the diploma.
3. The program will identify the student as a foreign exchange student.
4. Tassel, if worn, will not be turned to indicate the exchange student has graduated.

HONOR ROLL AND CLASS RANK

The grade point average will be on the 4.0-point system.

A student whose grade point average is 4.0 will be listed on the Superior Honor Roll. A student whose grade point average is 3.60 or above will be listed on the Principal's Honor Roll. A student whose grade point average is 3.25 or above, but less than 3.60, will be listed on the Thunder Honor Roll.

A "D" or an "F" grade will eliminate a student from consideration. An "incomplete" grade will disqualify a student from the honor roll until the work is finished.

RECOGNITION OF HONOR STUDENTS AT GRADUATION

Any graduating senior, who has a cumulative four-year grade point average of 3.60 or above will be recognized at commencement exercises and receives an honor cord to wear during the ceremony. Students must attend the full year to be recognized as a Nemaha Central High School Honor student.

ACHIEVEMENT LETTER

A student may earn an achievement letter at Nemaha Central High School by making the Principal's or Superior Honor Roll for one semester. Those students earning a letter for the first time will be awarded an "NC" letter and a gold bar. Each additional time a student makes the honor roll, a gold bar will be issued.

NC ACHIEVEMENT AWARD

Each spring approximately 5% of the total enrollment in the eleven departments (industrial technology, language arts, FACS, business, math, fine arts, computers, physical education, social studies, science, and agriculture) will receive the NC Achievement Award. This award is designed to recognize those students who demonstrate outstanding achievement in one subject. Students are nominated and selected by teachers based upon grades, attitude, and potential.

A program will be held to honor the students. The students will receive specially designed certificates.

HUMAN SEXUALITY AND AIDS PROGRAM

- A. An instructional program shall be provided for all students in the areas of human sexuality, AIDS, and sexually transmitted diseases. The content shall be appropriate for the social, emotional, and physical developmental level of the students. Topics shall include at a minimum self-esteem, human sexuality, decision-making, physical growth and development, communication skills, sexual responsibility, and personal relationships.
- B. Parents shall have the option for their child(ren) to receive alternative instruction to receive academic credit.
- C. The program of instruction shall be available upon request for parent review.

REGULATION

- A. Parents are invited to review the human sexuality and AIDS curriculum at the opening of each school year. After discussing their concerns, if any, with the building administrator, they can specify in writing the portions for which they want their child(ren) to receive alternative instruction. The building administrator is responsible for informing the appropriate teacher about the students to be given alternative instruction for specific topics.
- B. At Nemaha Central High School, the basic core of the human sexuality and AIDS program will be a part of the ninth-grade health course. All students will be required to complete a unit of sexuality and AIDS education unless the student's parent(s) have followed the above procedure. The principal will determine what qualifies as alternative instruction.
- C. Students enrolled in elective courses, during which human sexuality and AIDS are discussed, are expected to complete all related assignments. Alternative instruction will not be provided for elective courses.

WORK EXPERIENCE

High school seniors will be permitted to enroll in a work-experience program. The high school principal and the counselor will approve all work experience assignments. It should be noted that some work experience assignments may not be approved.

To receive school credit for work experience hours, students will be required to work during the time they are released from school. These work hours must be during the school time missed and between the school hours of 8:00 a.m. to 3:15 p.m. Students will not be allowed to work for or be directly supervised by their parents.

Students enrolled in work experience will receive academic credit - 1/2 credit for each block of work experience enrolled in each semester - and will be graded on a pass-fail basis. Students and parents will be given a work-experience booklet that lists all requirements and guidelines when they enter the program.

SCHOOL COUNSELING SERVICE

The counselor is primarily responsible to the students to assist the student's development, growth, stability, and understanding on the part of individual students. The counselor helps students in the planning needed to reach satisfactory education and vocational goals. Personal problems, as well as factors relating directly to school life, are major components discussed in the student-to-counselor services.

CHANGE OF CLASS SCHEDULE

Adjusting class schedules based on a student request will be permitted the first 4 days of the first semester. Second semester (2) changes need to be made the last 4 days of first (1) semester. Any change of class schedule must be approved by the parent(s)/guardian and the counselor.

FIRST TIME ENROLLMENT

Students enrolling in USD #115 for the first time must present written evidence of identity. Also, students enrolling in the district for the first time are required to have a health physical.

ENROLLMENT FEES

An enrollment fee of \$70.00 will be assessed to each full time student, annually. This fee covers workbooks, textbooks, and usage of a school owned laptop. Paper, pencils, other materials, etc. are not covered by this fee and must be provided by the student.

Students will be charged accordingly for textbook repair and/or replacement fees. The administrator may adjust the replacement cost based on the age and the initial condition of the book.

TEXTBOOK RENTAL FEES FOR INCOMING STUDENTS STUDENTS NOT ATTENDING A FULL YEAR -

INCOMING STUDENTS - RENTAL FEE

1st 9 Weeks	100% of full price	3rd 9 Weeks	50% of full price
2nd 9 Weeks	75% of full price	4th 9 Weeks	25% of full price

STUDENTS LEAVING DISTRICT - REFUND ON RENTAL FEE

1st 9 Weeks	75% of full price	3rd 9 Weeks	25% of full price
2nd 9 Weeks	50% of full price	4th 9 Weeks	-0-

LUNCH PERIOD AND FEES

BREAKFAST \$2.25 LUNCH \$3.25 EXTRA MILK .50

EMPLOYEES Breakfast - \$2.65 Lunch - \$4.00 EXTRA MAIN DISH \$1.65

Free or reduced price lunches are available to students of families meeting the federal income guidelines. These guidelines are available in the office.

A lunch count will be taken first hour. Students may not charge lunches. Students will not be allowed to purchase a lunch if they owe more than \$10.00.

Students may bring a sack lunch from home and leave it in their lockers or the refrigerator in the Commons Area. Nemaha Central does not permit open lunch.

All lunches are to be eaten at the lunchroom tables. Students should not be in the halls or classrooms during lunch unless they have specific permission. Students are to remain in the lunchroom, on the stage, or in the gym and out of the parking lot.

SCHOOL OWNED BAND INSTRUMENTS

Students will be charged an instrument rental fee of \$55.00 to cover normal wear and tear, yearly maintenance and inspection by a professional repairman. Percussion students will pay \$22.00 each year they are in band. The student agrees to perform regular maintenance, to practice safe procedures when handling any school instrument, to accept responsibility for negligence, and to pay for any repairs needed.

STUDENT PROJECT FEES

Students will be charged for all materials that are used in individual projects for art, Family and Consumer Science, woodworking, and metals. Ten percent (10%) of the total cost of the student project will be added to the materials bill. Bills or materials are to be paid in the office once the project is completed or before the end of the grading period.

Nutrition & Wellness	\$34.00		
Career & Life Planning	\$12.00	Woods Classes	\$23.00
Production Welding I & II	\$34.00	General Service I	\$17.00
Art/Graphic Design	\$39.00	General Service II & III	\$23.00
Chemistry and Physics	\$17.00	Intro to Industrial Tech.	\$12.00
Emerging Technology	\$17.00		

STUDENT OBLIGATIONS

Students who have not taken care of fees, bills, or other obligations as set down by the administration will be considered a student not in good standing and could be held out of school activities until such obligations are paid or resolved. Students who do not take care of fees, payments and responsibilities by the end of the senior year will not be allowed to participate in the senior trip and/or commencement exercises.

START OF SCHOOL

School begins at 8:00 a.m. and will be dismissed at 3:15 p.m. Students may use the library beginning at 7:45 a.m. Students not using the library, will be required to stay in the commons area until the first bell, at 7:50 a.m. Class will start at 8:00 a.m. All students will be required to be in their classroom chairs when the 8:00 a.m. bell rings.

The office will be open at 7:00 a.m. for students to conduct school business. Students are requested to visit the office prior to the start of school, at break, at lunchtime, and after school to take care of such business as lunch accounts and the payment of fees.

DRIVER'S EDUCATION POLICY

Students wishing to enroll in summer driver's education must either legally reside in the USD #115 District or be approved to attend Nemaha Central High School as an out-of-district student. In addition, students must have completed the 8th grade or be 14 years of age prior to the start of the class.

An enrollment fee (\$145 in 2023) is charged for driver's education. Students will still receive the ¼ credit, but the credit will show up as pass/fail and will not impact cumulative GPA. The ¼ credit will be included in total credits earned.

LIBRARY RULES

The library will be open from 7:45 a.m. until 3:15 p.m. daily during the school week. All items taken from the library by students and teachers must be checked out. Replacement prices and processing costs will be charged for lost materials. The replacement cost for magazine issues will be \$5.00. The librarian will address other rules concerning library usage.

ATTENDANCE POLICIES

ABSENTEE POLICY

The following attendance rules were written to comply with state law and board policy:

TARDY --- A student who arrives to class after the tardy bell has rung.

ABSENCE -- A student who is late to class by 20 minutes or more will be considered absent from class. Absences will be on a per class basis.

TRUANT --- A student is truant if:

They are subject to the compulsory attendance law and enrolled in school but are inexcusably absent for three consecutive days, five or more days in any semester, or seven or more school days in any school year.

ABSENCES

A valid excuse for any absences from school up to a maximum of five (5) absences per class per semester requires both the approval of the administration and a signed statement or a phone call by a parent or guardian requesting the student's absence from classes.

When a student reaches four days of excused absences, a meeting will be held with the principal and the student, and an attendance letter will be sent home to the parents/guardians. Once a student has more than five absences for a class, he/she will be required to make up 30 minutes per additional absence. If a doctor's note has been turned into the office, then the absences that are covered by the note will not count against the students' five absences. For example, if you were absent six times from history class you would have to make up 30 minutes. Individual circumstances will be considered when applying this policy.

Absences will be excused for: 1) illness and health care; 2) death in the family or close friends; 3) working for parents approved in advance by the principal; 4) family trips approved in advance by the principal; 5) educational activities approved in advance by the principal; 6) college/career days arranged by the counselor; 7) absences approved in advance by the principal or his designated representative.

A telephone call, e-mail, or written note from a parent or guardian stating the reason for the absence will be accepted if received between the hours of 7:30 a.m. to 3:15 p.m. on the day of the absence, and/or not later than 8:00 a.m. of the day following the absence. If a phone call or note is not received during the specified time period, the absence will be considered unexcused.

If the office has not received notification by 9:30 a.m. on the day of the absence, school officials may call to determine the reason for the absence. Absences will not be excused for shopping trips, non-emergency babysitting, haircut or hair styling appointments, senior portraits or, in general, absences for personal business which could be taken care of outside the school day. Oversleeping unrelated to illness or family crisis will not be excused.

Working for parents should only be used in emergency situations. A student's primary responsibility is to be in school. Working for other than family is not excused unless special arrangements are made with the principal. Working for parents should follow the pre-excused procedure unless it is an emergency.

When a student knows in advance that they will miss school, the student should talk with their teachers in advance of the absence. This provision applies to students missing school for any reason including school activities, field trips, athletic contests, parent work, family trips, pre-planned appointments, etc. Failure to follow this procedure may result in an unexcused absence.

The office is not responsible for missed assignments. The student should make arrangements with the classroom teacher.

Two days of make-up time will be allowed for the first day of absence. One additional day of make-up time will be allowed for each additional day of absence up to a point. Students will be required to complete all work assigned during their absence. Students are expected to inquire about work missed before or during their absence, regardless of the reason for the absence. A student who misses on a purple day is expected to speak with teachers and get all assignments prior to returning to that purple day class.

The above requirements do not apply to absences due to school activities. Students may be required to complete work in advance of the school-related absence or may be required to turn in missing assignments on the first day back in school.

Teachers have the right to require students to make up schoolwork missed during any absence (excused or unexcused) before and after school. The make-up time will be mutually agreeable to both teacher and student and should not place undue hardship on either person. The school district is in the business of education and make-up time should not be viewed as punishment and is not associated with "detention" period.

STUDENT ACTIVITY PARTICIPATION

Students must be enrolled in at least four classes at Nemaha Central High School to participate in extracurricular activities. Additionally, KSHSAA student eligibility guidelines must be met. (Students must also be enrolled in and attending a minimum of five new subjects of unit weight (those not previously passed), or its equivalent during the present semester.)

Students must be in attendance at a minimum of four clock hours on the day of the event to participate in or attend after-school activities i.e., athletic events, practices, music concerts, dramatic performances, concessions, dances, etc. The principal may waive this rule for unusual circumstances such as family crisis, specialized medical treatment, school sponsored trips, etc. College visitations arranged by the school counselor are considered excused. The principal and/or sponsor may limit or deny participation in an activity if the participant is in academic jeopardy, failing a class, or there are attendance concerns.

COLLEGE VISITATIONS

To explore post-high school educational opportunities, seniors are allowed two visitations to colleges, universities, vocational and trade schools. To be considered an excused absence, the student: 1) must arrange the visitations through the school counselor a minimum of two days in advance; 2) must provide the school counselor with written parental permission in advance of the visitation; 3) must return with a signed verification from a college official. All college visitations should be completed by April 20th. In special circumstances, the principal has to approve the visit.

College visitations do not qualify for the two-day makeup provision. Students will be expected to be prepared with assignments upon their return to school.

The principal must personally approve visitations over the two days limit or special circumstance visits.

UNEXCUSED ABSENCE

The actual step depends upon the individual circumstances. In all cases, the parents will be notified in writing and be offered the opportunity to confer with the principal. During the school year the rules are as follows:

- Students will be given time to make up the work according to our attendance policy. If the work has not been completed in that amount of time, a student may receive a grade of zero for the days they missed and didn't make up the work.
- Missed class time may be required to be made up before or after school under the direct supervision of the principal. Time will be made up minute for minute. In general, students who are late to school by twenty minutes or more for "unexcused" reasons will make up the time. This includes oversleeping, running personal errands, etc.
- Unexcused absences may deem a student as "not in good standing" and revoke their ability to attend and/or participate in extracurricular activities.
- Two unexcused absences or more may lead to in-school suspension, in addition to making up the time.

TARDINESS

Promptness to class is extremely important. To achieve maximum learning, classes must start on time.

If a student is detained by a teacher and is late to class, they should have a pass signed by the detaining teacher. If a student needs to go to the restroom, they should report to class first and obtain teacher permission. Once a student has accumulated more than three tardies to first block in a semester they will start to 15 minutes of time. See Early Out for more information about consequences for tardies.

RELEASE OF STUDENTS DURING THE SCHOOL DAY

The building principal will not release a student during the school day except to a student's lawful custodian as defined by Kansas law or upon a written or verbal request of a lawful custodian.

LEAVING THE BUILDING

Students will not be permitted to leave the school premises any time during the normal day without parental permission except for school-sponsored activities. Before leaving the building, the office must receive in advance either a note or phone call from the student's lawful custodian. If it is necessary for a student to leave during the school hours, permission must first be secured from the school office and the student must check out in the office before leaving the building. They must then check back into the office when returning to school. Failure to do so will result in an unexcused absence for the remainder of the day.

Students, as a rule, will not be allowed to leave school premises for school work, books, projects, etc. which were left at home without specific permission from the office.

STUDENT CODE OF BEHAVIOR

SECURITY AND SAFETY

Any district employee who knows or has reason to believe any of the following has occurred at school, on school property or at a school-sponsored activity shall immediately report this information to the principal and local law enforcement: an act which constitutes the commission of a felony or a misdemeanor; or an act which involves the possession, use or disposal of explosives, firearms or other weapons as defined in current law. (For additional information see board policy EBC)

PLAGIARISM - CHEATING

Plagiarism means presenting work done (in whole or in part) by someone else as if it were one's own. Plagiarism is deliberate dishonesty and includes, but is not limited to, the following forms:

1. Copying from another student or making information available to other students knowing that this is to be submitted as the borrower's own work.
2. Use of unauthorized material.
3. Using direct quotations or large sections of paraphrased material in a report without acknowledgment.

The use of Artificial Intelligence (AI) technologies for academic dishonesty, such as plagiarism or unauthorized assistance, is strictly prohibited in the classroom. Students are expected to uphold academic integrity by utilizing AI tools responsibly and ethically, seeking appropriate permissions and adhering to academic guidelines.

Instructors should inform students what constitutes acceptable workmanship, proper form of citation and use of sources. Disciplinary consequences involving cheating or plagiarism will be determined by the teacher and administrator. Parents will be contacted in all situations.

BULLYING

Bullying is prohibited in USD 115. Bullying means: Any intentional gesture or any intentional written, verbal, electronic or physical act or threat that is sufficiently severe, persistent or pervasive that it creates an intimidating, threatening, or abusive educational environment for a student or staff member that a reasonable person, under the circumstances, knows or should know will have the effect of:

Harming a student or staff member, whether physically or mentally;

- Damaging a student's or staff member's property;
- Placing a student or staff member in reasonable fear of harm; or
- Placing a student or staff member in reasonable fear of damage to the student's or staff member's property.

Bullying also includes cyberbullying. "Cyberbullying" means bullying by use of any electronic communication device through means including, but not limited to, e-mail, instant messaging, text messages, blogs, mobile phones, pagers, online games and websites.

Additionally, bullying means any form of intimidation or harassment prohibited by the board of education of the school district in policies concerning bullying adopted pursuant to K.S.A. 72-6147 or subsection (e) of K.S.A. 72-1138, and amendments thereto. USD 115 will not tolerate these actions by students, staff, or parents.

Any act of bullying by a student, staff member, or parent is prohibited on or while using school property, in a school vehicle, or at school-sponsored functions. This policy applies to students who directly engage in an act of bullying, to students who, by their behavior, support another student's act of bullying, and to all staff members who engage in similar behaviors.

No teacher, administrator, or school district employee shall engage in, permit, or tolerate bullying.

Retaliation against a victim, good faith reporter, or a witness to bullying is prohibited.

A person who engages in an act of bullying, reprisal, retaliation, or false reporting of bullying, shall be subject to discipline in accordance with school district policy and procedures. The school district may consider the following factors: the ages of the parties involved; the developmental and maturity levels, special education needs of the parties involved, and the severity and/or repetitiveness of the behavior.

Discipline guidelines for student and staff bullying are found in the appropriate handbooks. Offenses over time may result in discipline up to and including suspension and/or expulsion from school for students or suspension or termination from employment for staff. Parents participating in prohibited bullying conduct aimed at district students and/or staff members may jeopardize their access to district facilities; district property; school sponsored activities, programs, and events; and/or district students and/or staff members through the district's communication systems. As appropriate, reports to local law enforcement will be filed to report criminal bullying behaviors.

HAZING - SEXUAL HARASSMENT

Forcing underclassmen or peers to act against their wills is a crime and serious offense. This manner of conduct will not be tolerated.

Sexual harassment will not be tolerated in the school district. Sexual harassment of employees or students of the district by board members, administrators, certified and support personnel, students, vendors, and any others having business or other contact with the school district is strictly prohibited.

FIGHTING

Fighting is a type of conduct which substantially disrupts, impedes or interferes with the operation of Nemaha Central High School and impinges upon or invades the rights of others. Students caught in violation of this policy will be subject to suspension and/or expulsion.

WEAPONS OR FIREARMS

Weapon or firearm means any object, material or substance which in the manner it is used, designed to be used, or intended to be used, is capable of producing death or bodily injury.

Examples of weapons include, but are not limited to:

firearms--loaded or unloaded-including BB guns and pellet guns;
knives having a blade of three and one-half inches or more;
any knife which can be opened by means of a switch, button or spring mechanism or which is displayed in any manner which tends to threaten, intimidate, frighten or harass another person, brass knuckles or other objects placed on the fist; nunchucks or any other martial arts weapon; slingshots; bludgeons, including any instrument intended to strike another person.

Weapon also means any object which is generally used for nonviolent or non-dangerous purposes, but which can be considered a weapon under this policy as a result of its intended or threatened use.

Examples of weapons include, but are not limited to rocks, bottles or cans, chains, shoes, belts, belt buckles, aluminum or wooden ball bats, ropes, mace or similar noxious chemical substances used in a threatening or improper manner.

Facsimile or replica of a deadly weapon is considered under this policy if used in a threatening, intimidating, violent or improper manner.

Examples of facsimile or replica weapons include, but are not limited to: water pistols, cap guns, any "look-alike" weapon

THIS POLICY IS MANDATED BY STATE AND FEDERAL LAW.

A student may be expelled for 186 school days.

Kansas School Safety Hotline - There is a statewide hotline available 24 hours a day, 365 days a year to report impending school violence to the Kansas Highway Patrol. Information received on this hotline will immediately be shared with local law enforcement and school officials. This

is to report any information that might threaten the safety of school or students. Hotline # 1-877-626-8203

SCHOOL PROPERTY

Deliberate defacing or damaging of school property cannot be condoned. Students guilty of violating this regulation will be held responsible for payment of such damages and may be subject to disciplinary action up to and including suspension and/or expulsion.

FOUL LANGUAGE

Foul language and/or swearing have no place in or around an educational institution or during a school sponsored activity. The teacher or sponsor in charge of the activity will discipline students in violation of this policy. Continued usage of foul language and/or swearing will result in suspension and/or expulsion

GAMBLING

Gambling in any form is prohibited in or around an educational institution.

DRESS and APPEARANCE

The dress code will be enforced when at school or attending school-related activities. If students do not follow the dress code, they will be asked to comply using either their own clothing or school-provided clothing. The dress code is the following:

- Shoes must be worn at all times.
- Any clothing that disrupts or calls attention to, or is suggestive of drugs, alcoholic beverages, tobacco, sex, profanity, or undesirable slogans or pictures will not be allowed.
- NO “spaghetti strap” shirts are allowed.
- No shirts that expose the midriff area are allowed.
- Shorts and skirts must be an appropriate length.
- Undergarments must not be visible.
- Pants and shorts must be worn at the waist level (no sagging).
- Hats, hoods, and sunglasses will not be worn inside the building at any time during the school day

The principal must approve the wearing of special clothing for special events.

The principal has the right to establish additional dress code rules as needed.

STUDENT PARKING

Students are to use the north exit from the parking lot and go east across 11th street or north on 11th street or wait until the school buses have departed before attempting to go south. The middle lane is for entrance only.

A student who drives to school will remain out of the vehicle and parking lot until they leave to go home at the end of the school day. Students must have permission from the office and will be escorted to their cars during the school day.

The speed limit in the parking area is 15 miles per hour. The front row in the parking lot is reserved for teachers. Any student who violates the parking rules may be subject to any or all of the following: fine, discipline, or not be allowed to park on school property.

USE OF TOBACCO PRODUCTS/VAPING DEVICES

Use and/or possession of any tobacco product or nicotine delivery device by students is prohibited in any district facility; in school vehicles; at school-sponsored activities, programs, or events; and on school owned or operated property. Students observed in violation of this policy by a school district employee will be subject to disciplinary action and/or suspension. Administrators may report students who are in violation of this policy to law enforcement, as appropriate.

For the purposes of this policy, “nicotine delivery device” means any device that can be used to deliver nicotine to the person inhaling from the device. Such definition shall include, but may not be limited to, any electronic cigarette, cigar, cigarillo, pipe, or personal vaporizer.

In consideration for the health of students, staff, and public, there will be no usage of any tobacco products (smokeless or smoking) permitted in any of the district buildings. Smoking by adults, non-students will be allowed on the school grounds outside the building as people desire at such times as during activities and programs.

JCDA-Tobacco Free School Grounds for Kids

Any device that is used to inhale (vape) any substance, is prohibited.

BREATHALYZER POLICY BEFORE ADMITTANCE TO DANCE OR OTHER SCHOOL ACTIVITY

All students and adults in attendance at a dance or school activity will be required to take a breathalyzer test before they enter. If it is a school activity, the breathalyzer tests will be given at the determination of the administration supervising the activity.

Students will enter at one entrance point for the dance or activity so the test can be administered.

If the breathalyzer indicates that a student has been drinking alcohol, the student will be escorted to the school office with an adult witness. The student will take another breathalyzer test. If the student’s test comes up positive again, the student will be questioned and their parents will be called. Disciplinary consequences will be administered by law enforcement.

ALCOHOL AND/OR CONTROLLED SUBSTANCES

The use, consumption, distribution and/or possession of any alcoholic beverage or controlled substance by students is prohibited in any school buildings, on school grounds, or at any school sponsored activity. Upon observation or reasonable suspicion (such as exhibited behavior or an anonymous report) that a student has consumed an alcoholic beverage or a controlled substance, is under the influence of or distributed an alcoholic drink and/or a controlled substance, the student will be prohibited from entrance to or remaining at school, or participation in any school sponsored activity.

Any student determined to be using, or in possession of, controlled substances as mentioned above will be suspended or expelled in accordance with provisions of board policy and state law.

Other consequences could include, but are not limited to:the following:

Parent/Student Meeting

Attendance not allowed to extracurricular events or activities,

Participation not allowed for extracurricular events or activities as referred in the Student Activity Code

Referral to Law Enforcement

Referral to School Guidance Counselor

Recommendation that the student receive an evaluation and any necessary counseling from a professional chemical dependency counselor.

Upon request, a list of available drug and alcohol counseling programs be provided to all students and their parents.

ALCOHOL/TOBACCO POLICY (Student Activity Code)

Substance Abuse Policy

Participation in athletics and extracurricular activities is a privilege. It is important that all students and parents are aware of the responsibilities, rules and regulations which are a part of athletics and activities. **Competitive, KSHSAA sponsored team activities will be covered under this policy. Cross Country, Volleyball, Football, Cheerleading, Dance Team, Scholar’s Bowl, Wrestling, Basketball, Forensics, Track, Baseball, Softball, and Golf are included in this policy.**

Nemaha Central High School recognizes the use **and/or possession** of alcoholic beverages, tobacco products (including vaping, e-cigarette, etc...), and other controlled substances as a significant adolescent health problem, having a negative effect on the students’ behavior, learning, and overall development.

The close contact that the teachers, coaches and administrators of Nemaha Central have with students provides the staff with a unique opportunity to observe, confront, and assist students with substance abuse problems. Nemaha Central High School, therefore, strongly supports the use of education, awareness, training and positive action in dealing with student substance abuse problems.

STATEMENT OF THE NEMAHA CENTRAL HIGH SCHOOL ALCOHOL-TOBACCO/SUBSTANCE ABUSE POLICY

In order for any Nemaha Central High School student to be involved in any athletic program, or extracurricular activity, they must abide by the following regulations:

During the season of practice and competitive play, or while participating in any extracurricular activity listed above, the student shall not 1) use or possess a beverage containing alcohol or 2) use or possess any type of tobacco product (including e-cigarettes, and vaping) or 3) use or consume, have in possession, buy, sell or give away any controlled substance, nor be in possession of any drug paraphernalia of any kind. It is NOT a violation for a student to be in possession of a legally defined drug specifically prescribed for the student's own use by their doctor.

PENALTIES

If any student violates the above policy 1) while on school grounds, 2) at a school activity, 3) while representing or traveling with Nemaha Central High School away from the school grounds or activity, 4) or at any time, on or off school premises, during the season of participation, and the violation is substantiated by a law enforcement official, faculty member, or school administrator, the following penalties will apply.

If a source other than those previously listed related information about a student's involvement with a controlled substance, the validity of the allegation will be screened. If the information is substantial and reliable, the student will be counseled and action taken as described below.

Violations accumulate throughout the school year, not per activity season. These rules cover any portion of an activity season as governed by KSHSAA.

All students have the right to admit they made a mistake. If a student admits they were in violation of any of the above stated policies without any interaction with law enforcement authorities, USD #115 staff, or any other substantiated witness, the student will receive the following consequence.

1ST OFFENSE (SELF-ADMISSION):

Must be reported to coach, sponsor, administrator, athletic director, counselor via phone call, voice mail, or in person, within 24 hours after the incident occurred.

The student will lose eligibility for contest participation for the following number of interscholastic contests (that they would be ordinarily participating in):

Football=1 game

Volleyball=4 matches

Basketball=2 games

Forensics=1 meet

Scholars' Bowl=1 meet

Cheerleading=2 games

Baseball=2 games

Softball=2 games

Wrestling=1 meet

Cross Country=1 meet

Track=1 meet

Golf=1 tournament

The student will be expected to practice during that time period.

1ST OFFENSE (NO SELF-ADMISSION):

The student will lose eligibility for contest participation for the following number of interscholastic contests (that they would be ordinarily participating in):

Football=2 games

Volleyball=8 matches

Basketball=4 games

Forensics=2 meets

Scholars' Bowl=2 meets

Cheerleading=4 games

Baseball=4 games

Softball=4 games

Wrestling=2 meets

Cross Country=2 meets

Track=2 meets

Golf=2 tournaments

The student will be expected to practice during that time period

SECOND OFFENSE (SELF-ADMISSION OR OTHERWISE):

Upon completion of a hearing with the building administrator or his designated representative, the student will be immediately dismissed from the team, organization, or activity for the remainder of the season. It will be recommended that the student receive an evaluation and any necessary counseling from a professional substance abuse counselor. (No chance for reinstatement on that team for the current season)

THIRD OFFENSE (SELF-ADMISSION OR OTHERWISE):

Following a hearing with the building administrator or his designated representative, the student will be dismissed from all team activities for the remainder of the school year. COUNSELING will also be strongly recommended.

General Statement of Enforcement – If there are no competition dates that fall during the two week ineligibility period, or if it is at the end of the season of activity, the student will lose eligibility for the next two scheduled interscholastic contest/activity dates which they are scheduled to participate in. All consequences will be administered before the end of the school year, when the violation occurs.

Before any suspension or dismissal would take effect, the administration and the head coach of the alleged shall verbally advise the student of the violation and the student will have an opportunity to explain or justify the action.

The principal and athletic director must clear additional rules or regulations from the head coach. Any additional rules and regulations must be in writing and on file in the school office.

ELIGIBILITY POLICY

Students will be ineligible and considered not in good standing. Students will not be allowed to participate in any extracurricular activity (this includes clubs and organizations) for the following reason:

- A student has an F (below a 65%) in the same class for the third consecutive week
 - Passing and eligibility are established when the teacher of the failing class has had time to grade & enter assignments and the grade is a 65% or above.
 - It is the responsibility of the student to show proof of passing status to administration.

EXCESSIVE EMOTIONAL DISPLAY

The school is like a place of work. While personal affection for each other is not a harmful emotion, excessive displays are not appropriate in school. The steps to correct any excessive display of emotion are as follows: 1) adult warning/conference, 2) referral to counselor, 3) detention after parents are contacted by the principal.

PERSONAL ELECTRONIC DEVICES, PHONES, ETC.

Cell Phones and other personal electronic devices, while in the building, will be allowed before school, during break, during passing periods, during lunch, and after school. They are not permitted for use at any other time unless permission is given by a teacher. If a student misuses his cell phone or device, it will be confiscated and consequences for the misuse would be issued depending on the severity and nature of the offense. Students who knowingly violate the user policy would have the following consequences:

First and Second Offense – Phone/device taken away by teacher, student picks up the phone/device at the end of the day from office.

Third Offense – Phone/device taken away by teacher. The student will need to have one of their parents come in and pick it up. Student will be issued a detention.

Fourth Offense – Phone/device taken away by teacher, student will be issued an ISS.

BEHAVIOR EXPECTATIONS

Helping students develop self-control and discipline is an important educational goal. Discipline is the development of self-control, character, and proper consideration for other people.

Understanding the purposes of discipline in school facilitates the formation of positive attitudes and assists the student in doing their part to be a better person and help the school be a better place. To ensure that Nemaha Central High School can maintain the best learning environment possible, the administration and faculty have the following expectations of all students:

These expectations are:

- 1) Appropriate school behavior: Classroom behavior that assures the right of every student to learn and the right of every teacher to teach.
Appropriate student behavior demonstrates respect for the personal property rights of other students, faculty, and staff.
- 2) Arrival at school and class on time.
- 3) Daily school and class attendance.
- 4) Appropriate use and care of the buildings and school.

- 5) Cooperation with all school staff as they attempt to meet the varied student educational needs.
- 6) Adherence to acceptable standards of courtesy, decency, and morality, and compliance with state and federal laws.

Any student who does not meet these expectations will be considered to be “not in good standing.” Punishments for not being in good standing may include but are not limited to detention, not being allowed to participate in school activities, or the revoking of other privileges that students in good standing enjoy.

Any student who fails to comply with a reasonable request, demonstrates open defiance, is disrespectful, or uses profanity in referring to a staff member, may be suspended from school. More serious acts of disrespect will result in suspension or expulsion.

DETENTION GUIDELINES

The teacher will impose detention for discipline problems in the classroom. The principal will assign detentions for major infractions of school rules, makeup time, and attendance problems.

Students will be given one full day to make transportation arrangements. The time limit begins when the student receives his written notification. Detentions will begin at 3:15 and end at 3:45 pm. Students are expected to serve the detention when assigned, or further disciplinary action could follow. Failure to serve a detention will result in doubling the number of detentions assigned. Failure to serve the extra detentions will result in suspension from school. Students will be expected to work on schoolwork while serving their detention.

1. A student who receives a fifth detention in a semester’s grading period will have their parents notified in writing. Detentions for tardies do not count toward the total.
2. A student who receives a sixth or subsequent detention in a semester’s grading period will receive a minimum one-day in-school suspension.

SUSPENSION OR EXPULSION

Board policy and state law provides, as follows:

The board extends its authority to suspend any student as authorized by law to the following certified personnel or committee thereof: superintendent, principal, assistant principal, and/or personnel acting in the capacity of assistant principal, attendance officer, director of activities, and athletic director.

- (a) willful violation of any published regulation for student conduct adopted or approved by the board of education, or
- (b) conduct which substantially disrupts, impedes, or interferes with the operation of any public school, or
- (c) conduct which substantially impinges upon or invades the right of others, or
- (d) conduct which has resulted in conviction of the pupil or student of any offense specified in Chapter 21 of the Kansas Statutes Annotated or any criminal status of the United States, or
- (e) disobedience of an order of a teacher, peace officer, school security officer, or other school authority, when such disobedience can reasonably be anticipated to result in disorder, disruption, or interference with the operation of any public school or substantial and material impingement upon or invasion of the rights of others.

Students placed upon suspension shall have the opportunity to receive credit for missed schoolwork as arranged by the principal.

IN-SCHOOL SUSPENSION RULES

Students placed on in-school suspension for behavior correction will be separated from their peers. Students must report to the office when they arrive at school. A list of in-school suspension guidelines will be discussed with the student.

DISCIPLINE AND ACTIVITIES

Students receiving detention assignments should understand that the discipline takes priority over any activity, practice, or game.

Any student on in-school or out-of-school suspension will not be allowed to attend or participate in any school event, activity, or contest during the length of suspension. This rule applies to both home and away activities.

GENERAL INFORMATION

DISMISSAL DUE TO WEATHER

If the superintendent decides the weather is a threat to the safety of students they will make a school closing announcement and have it broadcast on the radio/TV stations, Topeka WIBW (Radio AM 580, FM 97.3; TV Channel 13); Marysville KNDY (Radio AM 1570, FM 103.1); Hiawatha KNZA (Radio 104); and Seneca KMZA (Radio FM 92.1), Information will also be sent out via social media and the NC Thunder app.

SEVERE WEATHER

The signal for severe weather is an announcement. When the severe weather alarm is sounded, students are to pass quickly and quietly to the music room. Students are to remain in a group with their classroom teacher, and each teacher will take attendance.

TELEPHONE

While the school wants to be helpful to those who need to telephone students during school hours, students will not be called from class except in emergencies. Permission must be obtained from the secretary or principal to use the telephone during school hours.

FIRE ALARM

The signal for a fire is a continuous alarm. When the fire alarm is sounded, students are to pass quickly and quietly from the building according to instructions posted in each room. Students are to remain in a group with their classroom teacher and each teacher will take attendance.. Do not re-enter the building until signaled to do so.

STUDENTS WITH DISABILITIES

PROCEDURES FOR FIRE DRILL

Each classroom teacher/staff member will assist any disabled student during a fire drill. The student aide will provide help in exiting the building. All exits in the main building are to remain free of barriers. In the north building, all exits to the north, east and west are to remain free of barriers.

The meeting place shall be the north end of the parking lot.

PROCEDURES FOR TORNADO DRILL

Each classroom teacher/staff member will assist any disabled student at the time of a tornado drill. The teacher aid will provide help to the tornado shelter.

STUDENT BOOK BAGS/LOCKERS

NCHS students are allowed to carry their backpacks/book bags into the building and to and from class throughout the school day.

Each student has been assigned a locker. These lockers are to be kept clean and neat. Stickers, decals, or other material are not allowed on the outside of the locker. Keep your combination confidential. The student is responsible for any loss occurring during their use of the locker.

Searches of lockers shall be conducted in accordance with the policies adopted by the board. The lockers in the district are under the control of the building principal and are the property of the school district.

In accordance with USD 115 Board of Education Policy JCAB, law enforcement officers may use trained dogs on school premises to identify illegal or illicit materials and search whether materials, such as drugs, weapons, or other materials which may threaten the general health, welfare, and safety of the students and/or staff are present in the district parking lots, lockers and school building.

HEAD LICE GUIDELINES

Per Kansas Department of Health and Environment's recommendations, Nemaha Central Schools does not routinely exclude students for head lice. When a student has been found with live lice, parents will be contacted and advised to treat the student. Students may return once appropriate treatment has taken place.

VISITORS

Visitation by parents and patrons is encouraged with advance permission from the office. Visitors must report to the office if they are on school grounds during the normal school day. Visitors who do not have an educational purpose for being at school will be asked to leave.

VENDING MACHINES

All students are asked to help keep the building clean of cans, bottles, candy wrappers and other litter. A committee of students and teachers will evaluate the cleanliness of the halls and if litter becomes excessive or the rules are broken, the VENDING machines may be closed. State guidelines will be followed for the contents and use of the machines. Students may have food and drinks in classrooms at the teacher's discretion. Drinks must have a lid that can be closed. Staff members have the discretion to decide whether any bottle/cup is allowed.

BREAK TIME

Students will have a five-minute break during the morning between first and second block. School breakfast will be served during this time. Students may take a school issued breakfast to their second block class, but it must be consumed within the first ten minutes of class.

LOST AND FOUND

All articles that have been found should be brought to the office. If the item is not claimed within two weeks, it will be donated to a community nonprofit organization.

MEETINGS AND SCHOOL SPONSORED ACTIVITIES

All meetings and school student activities of any class or organization must be approved by the sponsor(s) of the class or organization and by the activities director. A monthly schedule of meetings is published. Special meetings or activities must be placed on the calendar no later than Friday of the week prior to the event.

SCHOOL-SPONSORED TRIPS

Transportation by school vehicles will be provided for all school sponsored activities. The school must have prior written arrangements between the parent/guardian and the coach and/or school administrator, for the student to ride with the parent/guardian. All students shall conduct themselves at all times as ladies and gentlemen. Students will wear proper dress for the trip or occasion. Loud, abusive, or profane language and/or gestures will not be tolerated and will result in disciplinary consequences.

Students are not to eat or drink on the bus, unless given permission by the driver. The vehicles are to be left clean. All trash is to be picked up and left at the front door.

SENIOR TRIP

Graduating seniors ,who are members in good standing with the NCHS senior class, may take a trip which does not require the students to miss more than two days of school. All plans for the trip must be developed with and approved by the class sponsors and the principal.

1. Only seniors who are eligible for graduation, have met all obligations and are passing all of their classes are allowed to attend the trip. Ineligible students will be required to attend school during the senior trip and absences may be unexcused unless special circumstances exist. Students who opt out of attending the trip and who are in good standing are not required to attend school during the senior trip. Foreign exchange students will be allowed to go on the senior trip with the approval of the principal and agency responsible for the student. The foreign exchange student must meet all the eligibility criteria.
2. The senior must not be under any type of suspension and/or expulsion as of departure time.
3. The senior must travel in school provided vehicles. Persons traveling independent of the school may not come in contact with the school group excluding parents/sponsors
4. Consumption or possession of alcohol or any controlled substance at any time or place during the trip is prohibited.
5. The senior will be expected to obey all civil/criminal laws.
6. All luggage and bags will be checked by the sponsors before departing. Any person whose luggage or person contains illegal items or alcohol will not be allowed to go on the trip and will be subject to discipline.
7. Excessive emotional display and contact is prohibited.
8. To receive all the allotted expense money, students must complete the trip without any discipline problems.
9. Students will be expected to behave appropriately and obey the sponsor's trip rules.
10. Individual students violating trip rules may face the following consequences:
 - a. Breaking of civil/criminal law will be reported to local law enforcement officials.
 - b. The student(s) may be sent home from the trip and school discipline consequences will be imposed.
 - c. Serious violations will result in students not being allowed to participate in commencement exercises.
11. Group violations may result in termination of the trip by the sponsors.
If the trip is terminated early students may be required to return to school until commencement.

SCHOOL PARTY REGULATIONS

1. All parties should be planned and approved by the sponsor and school principal in advance.
2. Parties and dances should be scheduled on Friday nights. The prom, and possible other events, may be scheduled on Saturday with the approval of the sponsor(s) and principal. The school function will not be allowed to run later than 11:00 p.m. on school nights and 12:00 a.m. on Friday or Saturday nights.
3. Guests to school parties and dances are expected to observe the same regulations that apply to our own students. Guests are to be registered with the sponsor prior to the dismissal of school on the day of the party or on Friday for Saturday night parties. Unregistered guests will be denied admittance. Guests enrolled in a Jr. High (below the 9th grade) may not attend parties and dances including prom.
4. The school's dress and behavior codes apply to parties and dances..
5. All school parties will be held on school premises. Students will not be permitted to leave and return to the school party and/or dance.
6. If a student must leave a party, they may not return unless they obtain permission from a sponsor.

SPORTSMANSHIP

The Big Seven League, of which NCHS is a member, has officially adopted KSHSAA Citizenship/Sportsmanship Rule 52 to govern activities. A portion of the rule is listed. Article 1: SPORTSMANSHIP is a general way of thinking and behaving. The following sportsmanship policy items are listed below for clarification:

1. Be courteous to all (participants, coaches, staff and fans).
2. Know the rules, abide and respect the official's decisions.
3. Win with character and lose with dignity.
4. Display appreciation for good performance regardless of the team.
5. Exercise self-control and reflect positively upon yourself, team and school.
6. Permit only positive sportsmanlike behavior to reflect on your school or its activities.

Students and patrons not wishing to follow the rules may be banned from attending extracurricular events.

ACTIVITIES CODE

For more detailed information concerning activities, please refer to the Activities Code. The code is distributed to all participants by the Activities Director.

SPECIAL EDUCATION

Special Education Services are provided through the Marshall-Nemaha County Educational Services Cooperative. Nemaha Central 115 is the sponsoring district. For more information contact the high school office or the director of Special Education at 336-2181.

BUS TRANSPORTATION DISCIPLINE REGULATIONS

K.S.A. 72-6487 (b) (2) (c) provides that the board may suspend or revoke the transportation privileges or entitlement of any pupil who violates any rules and regulations adopted by the board under authority of this subsection.

The bus driver reports to the school administration potential violations of bus transportation behavior regulations. The school administration is responsible for issuing the consequences for such behavior.

The board delegates to the school administration the authority to follow state statute for offenses deemed detrimental to the safety and control of the transportation system. The steps to be followed are listed below. However, the administration has the right to decide at which step the student should be placed upon based on the nature and severity of the student's behavior. Students suspended from bus transportation are responsible for arranging their own transportation to and from school. At all steps, a bus conduct notice is mailed to the parents of the student.

1st offense – warning that any future problems of a severe nature will result in a suspension from bus transportation. Parents are notified of the warning.

2nd offense – a three-day suspension from bus transportation. Parents are notified of the action.

3rd offense – a five-day suspension from bus transportation. Parents are notified of the action.

4th offense – a ten-day suspension from bus transportation. Parents are notified of the action.

5th offense – a 45- day suspension from bus transportation. A hearing will be held to inform the parents and student of the action and to establish the guidelines for returning the student to bus transportation.

6th and subsequent offense – the suspension may be for the remainder of the school year or for an entire calendar year depending upon the severity of the offense. A hearing will be held to present the reasons for the suspension to the parents and student.

Notification of Rights Under FERPA for Elementary and Secondary Schools

Family Educational Rights and Privacy Act (FERPA)

Notice for Directory Information

The *Family Educational Rights and Privacy Act* (FERPA), a federal law, requires that Nemaha Central Schools, with certain exceptions, to obtain your written consent prior to the disclosure of personally identifiable information from your child’s education records. However, Nemaha Central Schools 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 Nemaha Central Schools to include this type of information from your child’s education records in certain school publications. Examples include:

- A playbill, showing your student’s role in a drama production;
- The annual yearbook;
- Honor roll or other recognition lists;
- Graduation programs; and
- Sports activity sheets, such as for wrestling, 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* (ESEA) to provide military recruiters, upon request, with the following information – 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.¹ If you do not want Nemaha Central Schools to disclose directory information from your child’s education records without your prior written consent, you must notify the District in writing by September 1. Nemaha Central Schools has designated the following information as directory information:

-Student’s name	Participation in officially recognized activities and athletic teams
-Address	Weight and height of members of athletic teams
-Telephone listing	
-Electronic mail address	

¹These laws are: Section 9528 of the Elementary and Secondary Education Act (20 U.S.C. § 7908) and 10 U.S.C. § 503(c).

Mail or email, at least annually at the start of each school year of the specific or approximate dates of the following activities and provide an opportunity to opt a student out of participating in:

- * Collection, disclosure, or use of personal information for marketing, sales or other distribution.
- * Administration of any protected information survey not funded in whole or in part by ED.
- * Any non-emergency, invasive physical examination or screening as described above.

Parents/eligible students who believe their rights have been violated may file a complaint with: Family Policy Compliance Office, US Dept. of Education, 400 Maryland Avenue, SW, Washington, D.C. 20202-460

Seminar Rules

Please read and explain the Seminar Rules to your students.

Students are not to leave their seminar to go to another classroom without specific permission from the teacher they are wanting to see. This could be a phone call from a teacher or a pass. SEMINAR STUDENTS MAY NOT LEAVE THE SEMINAR ROOM BEFORE THE BELL RINGS (TARDY BELL).

ALL SEMINARS WILL BE USED PRIMARILY FOR ACADEMIC STUDIES, COMPUTER USE, READING, TUTORING, ETC.

Tuesday, Wednesdays, and Thursdays are activity seminars. We will schedule all organizational meetings during this seminar time. **If students aren't involved in the announced activity, they are required to stay in class. Sponsors may schedule meetings before or after school if needed. Individual committee meetings should be scheduled on these days.**

1. Behavior expectations are the same as in any regular classroom.
2. Refusal to work or bring materials to seminar can result in disciplinary action.
3. Tardiness from location to location will result in being required to pick up a tardy slip (office). Two minutes will be allowed for passing time.
4. Misuse of hall passing privileges will result in suspension of those privileges.
5. The library is off limits during seminar.
6. An **unexcused** absence from seminar is the same as an unexcused absence from any other class and will be treated as such.