



SUNNY VALE MIDDLE SCHOOL PERSONNEL



ADMINISTRATION

Mr. Steve Goddard.....Principal
 Mrs. Danica Fuimaono Assistant Principal
 Mr. Todd Nurnberg..... Assistant Principal

SUPPORT STAFF

Ms. Ramona MooreCounselor (A-Le)
 Mrs. Stacy Scalfaro..... Counselor (Le-Z)
 Mrs. Gayle Chavez Health Aide
 Officer David Ladd..... SRO

OFFICE STAFF

Mrs. Nancy Jorgensen Secretary to Mr. Goddard
 Mrs. Alice Neely..... Secretary
 Mrs. Donna Coulter Receptionist

PTSA BOARD

Tara Hose..... President
 Kitty Harden 1st Vice-President, Reflections
 Brett Starr..... 2nd Vice President, Membership
 Carman Duvall..... 3rd Vice-President, Fundraising
 Megan Bain..... Treasurer
 Kim Trotter Volunteers

SCHOOL ADDRESS/PHONE NUMBER/WEBSITE

Sunny Vale Middle School
 3930 South R.D. Mize Road
 Blue Springs, Missouri 64015
 (816) 224-1330
 www.bssd.net

OFFICE HOURS:

The school office is open Monday through Friday from 7:45 a.m. to 3:45 p.m. except holidays.

MISSION STATEMENT BLUE SPRINGS SCHOOL DISTRICT

The mission of the Blue Springs School District is to create a community of life-long learners in which each individual acquires knowledge, develops skills, and functions as a literate citizen to achieve personal goals.

EDUCATIONAL PHILOSOPHY

The Blue Springs School District is dedicated to the proposition that each child in the district, regardless of sex, economic or social status, geographic location, race or individual differences, should experience a broad and balanced education. In order to accomplish this goal, a variety of programs and teaching methods will be employed to meet the various needs and differences in the abilities of the students. The objective of the Blue Springs School District is to establish a program to deal with each student's special gifts, and to allow each student an opportunity to attain maximum achievement.

SUNNY VALE MIDDLE SCHOOL MISSION STATEMENT

The mission of Sunny Vale Middle School is to instill a sense of respect and responsibility among all members and to assist students in reaching a high level of academic achievement as measured by building, district, and state standards. We commit to consistent reflection and action to ensure this outcome.



FACULTY & STAFF



ACADEMIC SKILLS

Kristen Barton, Paula Benson, Andrea Marcum, Eric Morrow, Dave Pollard, Holly Russell, Bill VanderPas

LANGUAGE ARTS

Kristen Barton, Cheryl Foster, Debbi Martin, Holly Russell, Allison Spencer, Lauren Weber

MATH

Megan Bain, Paula Benson, Annette Hugill, Eric Morrow, Karen Travalent, Bill VanderPas

READING

Cheryl Foster, Janet Wittmeyer

SCIENCE

Karen Cavalluzzi, Terry Gammon, Jim Johnson, Kolby Lee, Dave Pollard

SOCIAL STUDIES

Susan Erickson, Laura Keal, Andrea Marcum, Ronnie Moppin, Marla Ritchie

EXPLORATORY

Art – Jenny Johnson
Boys P.E. – Tim Dade
FACS – Brooke Barnhart
Girls P.E. – Cathy Rice
Orchestra – Amanda Laws
Speech/Drama – Megan Callanan
Technology – Rhonda Brown

Band – Nathan Wilhoit
Computers – Lori Holstine
Foreign Language – Paul Adkins
Media Specialist – Terre Armstrong
Read 180 – Kyle Beyer
STRETCH – Larry Scofield
Vocal Music – Evelyn Ericson
Accompanist – Chris Nunn

ELL

Cindy Handley

ISD

Helen Simpson

SPECIAL EDUCATION

8th Grade LD Resource – Victoria Miller
7th Grade LD Resource – Marlene Trempey
6th Grade LD Resource – Amy Lange
Speech – Randy Clow
Process Coordinator – Julia Brush
VI Teacher – Suzi Kilbride
VI Paraprofessional – LuAnn Hill
VI Paraprofessional – Cheryl Hughes

ED Resource – Cindy Buchanan
ED Resource – Angie Ciolek
Paraprofessional – Pam Gilges
Paraprofessional – Debbie Hudnall
Paraprofessional – Anne Simpson
Paraprofessional – Deb Gipfert
Paraprofessional – Linda Harz

CUSTODIANS

Day – Gary Miller, Clayton Martin
Night – Jim Armillio, John Maloney, Ken Neff, Jerry Thomas

**2010-2011
SCHOOL YEAR AT-A-GLANCE**

FIRST SEMESTER	
New Teacher Orientation	August 13
Professional Development Days	August 16 & 17
First Semester Begins	August 18
Holiday- Labor Day	September 6
Secondary 1st 6 WK Grade Period Ends	September 24
Secondary 1st Grade Cards Issued	October 1
Parent Teacher Conferences (No School for Students)	October 28 and 29
Professional Development Day (No students)	November 1
Secondary 2nd Six Wk Grade Period Ends	November 5
Secondary 2nd Grade cards Issued	November 12
Thanksgiving Break	November 24 - 26
Holiday- Thanksgiving	November 25
End of First Semester	December 22
Christmas Break	December 23 – January 1 (Students Return January 4)
Holiday- Christmas	December 25
SECOND SEMESTER	
Professional Development Day (No students)	January 3
School Resumes	January 4
Secondary 3rd Six WK Grade Cards Issued	January 7
Holiday- Martin Luther King Jr. Day	January 17
Secondary 4th 6 WK Grade Period Ends	February 11
Secondary 4th 6 WK Grade Cards Issued	February 18
Holiday- Presidents Day	February 21
Professional Development Day (No students)	February 22
Spring Break	March 14-18
Secondary 5th 6 WK Grade Period Ends	April 8
Secondary 5th 6 WK Grade Cards Issued	April 15
Easter Break	April 22 - 25
End of Second Semester/Last Day of School	May 24
Make-Up Days	May 25+
Holiday- Memorial Day	May 30

**SUNNY VALE MIDDLE SCHOOL
DAILY SCHEDULE
2010-11**

Daily Schedule	
Class Times	Classes
8:20-9:10	Period 1
9:15-10:00	Period 2
10:05-10:50	Period 3
10:55-12:15	Period 4/ LUNCH
12:20-1:05	Period 5
1:10-1:55	Period 6
2:00-2:45	Period 7
2:50-3:10	Advisory

7 th /8 th Grade Lunch	10:55 – 11:18
7 th /8 th Grade Lunch	11:22 – 11:44
6 th Grade Lunch	11:49 – 12:11

SCHOOL BUSINESS

ABSENCES AND TARDIES

Each student shall follow these procedures when it is necessary to be absent from school.

1. On the days that you are absent, a parent or guardian should notify the main office by phone of your absence. The school phone number is 224-1330. A phone call should be made between 8:00 and 3:00 every day that you are absent. This will permit you to go directly to your 1st class on the day you return, without going to the office the first thing on the morning of your return.
2. If, on the day or days you are absent, no phone call from a parent or guardian is received by the school during those hours, you **MUST** go to the office the first thing in the morning. You are requested to have a written note from home signed and dated by the parent or guardian, or that person may call by 8:30 a.m. the day of return.
3. You will be given an admittance slip to show each teacher classifying the absence as **EXCUSED** or **UNEXCUSED**.
4. When a student is **TARDY** to school, the same procedure as above should be followed with a phone call or note in order for the student to be excused. **However, the phone call should be made BEFORE the student reaches school.**
5. If you are absent for 2 full consecutive days or more you may call the office by 10 a.m. **on the 2nd day** to request homework to be picked up between 3:00 - 3:30 p.m.
6. **It is requested that parents/guardians please call the school when their child is absent early in the morning the day of their absence or in advance when possible.**

Research has shown that consistent attendance in school improves student achievement. Please contact the school to inform us of circumstances that may affect the attendance of your child. Chronic absenteeism is detrimental to the education of a student; it is viewed as a serious matter by both school and law enforcement officials. Due to the fact that Sunny Vale Middle School lies within the city of Independence, we are obligated to comply with Independence City Ordinance as stated in the Independence City Code regarding student attendance in school that states:

(Section 12.06.012. Endangering the Welfare of a Child.)

- A. A person commits the crime of endangering the welfare of a child if that person: (1) Knowingly acts in a manner that creates a substantial risk to the life, body or health of a child less than seventeen (17) years old; (2) knowingly encourages, aids, or causes a child less than seventeen (17) years old to engage in any behavior or make associations that are injurious to his or her welfare or the welfare of others or to violate State or Federal Law or municipal ordinance; or (3) being a parent, guardian or person legally charged with the care or custody of a child less than seventeen (17) years old, recklessly fails or refuses to exercise reasonable diligence in the care or control of such child to prevent that child from entering a dwelling that is a public nuisance, from engaging in any behavior that is injurious to his or her welfare or the welfare of others, from violating State or Federal law or municipal ordinance, or while the child is under the age of sixteen (16) and subject to compulsory school attendance, from repeatedly and without justification being absent from school.

As a result, students with chronic attendance problems will be referred to the city of Independence for further action.

MAKE-UP WORK

Students are expected to make-up work in a reasonable amount of time. Please do not call the school for make-up work until after the second full day of absence. It is general policy to allow one day for each day absent to make-up work. For example, if the student was absent three days, he/she should be allowed three days to complete the work. Homework requests will be honored the second day a student is absent and can be picked up between 3:00-3:30 p.m. in the office. Students serving out of school suspension will be allowed to make up work.

RELEASE OF STUDENTS DURING THE DAY

It is school policy that a student is never released during the day to anyone except a parent or guardian unless we have a written note from that parent. The parent or other named adult should come to the office to sign out the student. **Identification may be required of unfamiliar adults who are requesting early release of students.** If a person other than the parent is to pick up a student, the school must have a statement from the parent with explicit instructions. **If a person, such as an ex-husband or ex-wife, is not authorized to pick up a student, the custodial parent is requested to meet with the principal to discuss the situation.**

BLUE SPRINGS CURFEW AND TRUANCY ORDINANCE

As of March 21, 2005, the City of Blue Springs amended Section 220.540 of the Code of Ordinances to address daytime curfews. A complete copy of the ordinance can be obtained on the Blue Springs website: www.bluespringgov.com.

The daytime curfew applies between 9:00 AM and 2:30 PM on Monday through Friday when school is in session. No minor, as defined as any person between the ages of six (6) and seventeen (17), who is subject to compulsory education laws of Missouri, shall be allowed in a public place or establishment or street during curfew hours. This includes students on suspension or expulsion. Parents/guardians are also prohibited from knowingly permitting or by insufficient control allowing a minor to break the curfew ordinance. A minor truant from school may be arrested. Each violation of the daytime curfew ordinance shall be punishable by up to forty (40) hours of community service for the minor. The parent/guardian may be charged for each separate offense which shall be punishable as a misdemeanor.

There are some exceptions such as being accompanied by a parent or being lawfully employed. Check the ordinance for a complete list.

The night time curfew did not change. It is unlawful for any person under seventeen to be in any public place or way in Blue Springs between 12:01 AM and 6:00 AM with certain exceptions which include under the direction of the parent/guardian, employment, or religious or school activity.

PROCEDURE FOR TRUANCY

Anytime a student is absent from school without permission of the parents or the school office, he/she will be classified as truant. On the first through third truancy, the student will be assigned to disciplinary consequences. In cases of habitual truancy, the Department of Public Safety, City officials, and/or DFS may be involved.

POWERSCHOOL / PARENT PORTAL

With PowerSchool, parents may access their student's grades online and e-mail teachers anytime they wish through the Parent Portal website. This service is safe, secure, and private. Parents may also register for a variety of automated alerts regarding their child. Parent Portal has proven to be a valuable tool by parents for student success. Accounts for each student are automatically set up with a user name and password. If you have not received yours, please contact Alice Neely in the school office. Blue Springs School District and PowerSchool, Inc. strive to create a safe and secure online environment for parents, students, and educators. Privacy and security are our highest priority. User information is never sold or shared with people or organizations outside of PowerSchool.

STUDENT PARTICIPATION IN STATEWIDE ASSESSMENTS

All Blue Springs School District eligible students will participate in required statewide assessments at the appropriate grade level and during the appropriate testing window as indicated on the DESE website: <http://dese.mo.gov>. Statewide assessments scores will count as a percentage of a student's final grade during the semester in which the assessment is taken. For example, if a statewide math assessment is taken in the spring the score will count as percentage of the student's spring math grade.

ACADEMIC INTEGRITY

Students should commit themselves to act honestly, responsibly, and above all, with honor and integrity in all areas of their academic life. Students are accountable for everything they say and write. Students are responsible for the integrity of their work. Students should not misrepresent their work by using the work of another and representing it as their own. Students should not give or receive unauthorized aid.

Academic dishonesty includes, but is not limited to, bringing answers into a testing area, copying homework or assessments from another student, providing answers for another student, or using unauthorized notes or technology.

HALLWAY ETIQUETTE

In an effort to allow students the opportunity to get to their class on time and enhance safety at the building, students should not congregate and be standing, sitting, and/or socializing in the middle of hallways, doorways, or hallway intersections. Failure to comply may result in disciplinary action.

TARDY TO CLASS

Students are tardy if they are not in their respective seats when the last bell rings. **STUDENTS ARRIVING AT SCHOOL AFTER ATTENDANCE IS TAKEN MUST SIGN IN THROUGH THE OFFICE.** Students who are tardy between classes will be marked excused or unexcused by the teacher. Students who are tardy to class seriously interfere with class work. They inconvenience teachers and fellow students and may be sent to the office. Parents will be notified and further action may be taken.

PARENTS DROPPING OFF OR PICKING UP STUDENTS AT SCHOOL

Parents who drop off or pick up students before or after school are to go to the East parking lot to avoid interfering with the buses.

STUDENTS ON PREMISES BEFORE/AFTER SCHOOL

Parents should not drop off or leave children at the school more than thirty minutes before the start of the school day which is 7:50am. Parents may drop students off more than thirty minutes before the start of school if arrangements have been made in advance for the student to be supervised by a staff member. All students must vacate the premises at the end of the school day unless participating in an approved extra-curricular activity, receiving after-school tutoring, or participating in other activities properly scheduled in advance. **All students must be in direct adult supervision or off the campus by 3:15 pm.** Skateboarding and rollerblading are not permitted on school grounds at any time.

SCHOOL PHONES - STUDENT USE

School telephones are for school business. Students should make arrangements prior to the start of school for extra-curricular activities or rides home. **Students will not be allowed to use the phones during class time.** Students will not be allowed to use the office phone unless they have their agenda book signed by a teacher.

LOCKERS, COATS, BACKPACKS

Lockers are loaned to students for their use. Students are responsible for their assigned lockers. School lockers and desks are the property of the board of education and are provided for the convenience of students and are subject to periodic inspections without notice (BP 5.64). Students are not allowed to share lockers unless otherwise determined by building administration. **Students should not give their combinations to anyone.** Coats are not to be worn in class. Coats must be kept in lockers. Lockers must be locked and not "set". Backpacks and purses are to be kept in lockers during the school day. **Backpacks should have the student's name on the outside.** Do not tape anything to your locker or use stickers. This will result in losing locker privileges. You may use magnets to decorate the inside of your locker.

SEARCH AND SEIZURE BP 5.64(6)

Students may be requested to submit to voluntary personal searches when suspicion warrants such action. Students who refuse to submit to the voluntary search may be referred to appropriate law enforcement authorities when such action is deemed appropriate by the principal and may be suspended from school for the lack of cooperation and/or insubordination with school administrators. School lockers and desks are the property of the board of education and are provided for the convenience of students and are subject to periodic inspections without notice. The lockers and desks may be subject to search by school administrators for a variety of reasons. Among the reasons, but not limited to these reasons, are suspicion of concealing drugs, alcohol, tobacco, or materials of a disruptive nature, stolen properties, weapons, or other items which pose danger to the health or safety of the student, other students, or school employees. All searches will be conducted by an administrator and an additional staff member based on reasonable suspicion.

Other miscellaneous offenses will be dealt with through administrative review, and discipline assignment will be made in accordance with Missouri statute 16.171.

VALUABLES, RADIOS, GAMES, AND TOYS

Valuables, large amounts of cash, skateboards, radios, games, CD's, and toys are to be left at home. Some games, radios, and toys might be used in clubs, but the teacher will inform the parents and students when this will take place.

INTERRUPTIONS FOR SPECIAL DELIVERIES

Flowers, balloon bouquets and other related items may not be delivered to students during the school day. Fast food deliveries are not permitted.

BUS PROCEDURES

Safety is our first concern in regard to bus transportation. Students are expected to follow all transportation guidelines and follow the directions of the bus drivers at all times. A student will be suspended from bus riding privileges upon failure to follow these guidelines. Students will depart and board buses in the West parking lot. Once students have boarded a bus they may not get off until their assigned bus stop.

SPECIAL REQUEST/PERMISSION TO GO HOME WITH A FRIEND

Students requesting to ride a bus other than their own must get a special bus pass from the office. **These passes require a parent/guardian note and must be obtained before 10:00 a.m.**

VISITORS/PARENT VISITATION

All visitors must check in at the office **with a photo ID** and receive a visitor's pass. Friends and relatives who are of school age will not be permitted to visit students during the school day. Parents are encouraged to call and make arrangements.

TEXTBOOKS

All student textbooks will be handed out at the beginning of the school year. Students are responsible for any damage as well as any lost or stolen books – including all library books.

LOST AND FOUND

All lost articles should be taken to the office. Students should periodically check in with the office if they lose an item. Likewise, if students find an item that does not belong to them, they should turn it in immediately to the office. Lost articles, which are not claimed by the end of the school year, will be given to Community Service League.

EXTRA-CURRICULAR ACTIVITIES

Parents should plan to pick up their students at or before the closing time of the activity. Students who are absent all day due to illness on the day of an after-school activity may not attend nor participate in that activity. A student who comes to school but goes home ill later in the day may not participate. **Students under suspension, in-school or out, do not participate in after-school activities.** Students must be in attendance at school a half day to participate in any extra-curricular activity.

SVMS ACTIVITIES

Scholar Bowl	Student Council	Hope Society
Honors Choir	Speech/Drama	Gateway to Technology
Forensics	Strategizers	Book Club
Jazz Band	Yearbook	

INTRAMURALS (GRADES 6-8)

Volleyball	Weightlifting Boys/Girls
Basketball	Flag Football
Cheerleading	Wrestling
Soccer/Kickball	Basketball Boys/Girls
Softball	

INTERSCHOLASTIC SPORTS

Fall Sports: Volleyball (8th grade girls), Football (8th grade boys), Cross Country 7th and 8th grade (8th grade boys and girls)

Winter Sports: Basketball (8th grade boys and girls)

Spring Sports: Track (8th grade boys and girls)

The goal of all Sunny Vale activities is to promote team building and good sportsmanship. Participants represent our School and Community. Always show your Grizzly pride; we are always on display.

CODE OF ETHICS

Every student must sign the district Code of Ethics to be able to participate in any extra-curricular activity, intramural, or sport. *(Please read and sign the following two pages and turn in to the school office if you have not already done so.)*

Student's Name (Please Print)

Blue Springs R-IV Middle School Activities Code of Ethical Behavior and Student/Parent Consent and Warning

If I choose to participate in any Blue Springs Middle School activities program, I will sincerely endeavor to contribute my best to the success of that program. Therefore, I agree to abide by the provisions of the following Code of Ethical Behavior. I am also aware that if I do not live up to this agreement, I must accept the consequences, which may include dismissal from the activity in which I am participating.

I realize that if school policies are violated, the procedures and penalties of those policies may take precedence over, or be in addition to those described in the following rules of conduct for participants.

I. **Drug Possession, Use, Or Abuse (including use of alcoholic or cereal malt beverages, tobacco, and the use of other controlled substances)**

- A. Out of Season: The coach informs the student's parents and the Activities Director and Principal of the incident. The coach, Activities Director, and Principal determine future action, which may include permanent suspension from his/her team.
- B. During the Season (from first practice through final team association) -The coach, Activities Director, and Principal review the offense together and determine future action, which may include permanent suspension from his/her team.
 - 1. Parent notification.
 - 2. Temporary suspension from team for five or more days including suspension. Participant will be referred to the school's Student Assistance Program (SAP) for possible assessment of rehabilitation.
 - 3. Permanent suspension from the team.
 - 4. If the above offense violates policy, student is subject to penalties of the policy. In all cases, Board of Education and school policies supersede any code of conduct policies.

II. **General Standards of Conduct**

A. Penalties for violation of any of the following are determined by the Coach/Sponsor and/or Activities Director.

- 1. Student must meet all MSHSAA standards of scholarship, eligibility, school attendance, etc.
- 2. Student must be a good citizen (MSHSAA By-Law 212, Citizenship Standard).
- 3. Student must be responsible for proper use and the return of all equipment entrusted to him/her.
- 4. Student must create, promote, and maintain the elements of good sportsmanship.

B. Law Enforcement (MSHSAA By-Law 212, Citizenship Standard)

A student who commits an act for which charges may be or have been filed by law enforcement authorities under any municipal ordinance, misdemeanor or felony statute shall not be eligible until all proceedings with the legal system have been concluded and any penalty (i.e. jail time, court costs, etc.) or special condition of probation (i.e. restitution, community service, counseling, etc.) has been satisfied. If law enforcement authorities determine that charges will not be filed, eligibility will be contingent upon local school policies. Minor moving traffic offenses shall not affect eligibility, unless they involve drugs, alcohol, accidents or injuries. After a student has completed all court appearances and penalties, and has satisfied all special conditions of probation and remains under general probation only, local school authorities shall determine eligibility.

NOTE: Each student is responsible to notify the school of any and all situations that would affect his/her eligibility under the above standards. If the student does not notify the school of the situation prior to the school's discovery, then the student shall be ineligible for up to 365 days from discovery, pending review by the MSHSAA Board of Directors. (MSHSAA by-laws)

The purpose of this Code of Ethical Behavior is to allow the student the privilege and honor of being part of a successful organization and to give the student an opportunity to become a better competitor.

Middle School Activities Guidelines for Blue Springs R-4 Schools

The following guidelines have been established jointly by the four middle schools in Blue Springs. Expectations for our students are high. We expect them to set a "Good Example" for the rest of the student body and represent their schools in the highest manner at all activities.

Remember: It is a *privilege* to participate in extra-curricular activities.

Teacher Detentions: Any student who receives a detention should report to practice as soon as the detention is completed that day. In sports, extra conditioning will be assigned to make up for practice time missed. For other activities the coach/sponsor will determine the makeup procedures. If a student does not report to practice after a detention he/she shall be considered unexcused for that practice.

In-School Detention: Any student who receives an In-School-Detention or Out of School Suspension shall miss all practices and contests while they are in ISD or OSS and may have limited participation time in the next contest. Multiple infractions may result in permanent suspension from his/her team. For example, if an administrator assigns 3 days of ISD on a Monday effective Tuesday-Thursday, the student should not participate in the Monday night activity.

Unexcused Absences from Activities: An unexcused absence is any missed practice/contest that the student has not given prior notice to the coach/sponsor as to why he/she will not be there.

1. The first unexcused absence will be handled with the student by the coach/sponsor.
2. The second unexcused absence, the student and parent will be notified, and it can lead to loss of participation time in the next game or contest.
3. The third unexcused absence; the student may be removed from the team.

Note: In signing this agreement, you as a parent or guardian are giving permission for the designated student to participate in organized middle school activities, even though you are aware of the potential for injury, which is inherent in all sports/activities. Even with the best of coaching, the use of the protective equipment, and strict observance of rules, injuries are still a possibility. On rare occasions these injuries can be so severe as to result in total disability, paralysis, or even death.

These policies pertain to any and all Blue Springs Middle School activities the student participates in this year.

I/We acknowledge that I/we have read and understand the above.

Date

Parent Signature

Student Signature

EXPECTATIONS OF PARENTS: In addition, the Missouri State High School Activities Association (MSHSAA) sets expectations for parents. Your enthusiasm as a spectator includes a vital responsibility for good sportsmanship. Your habits and reactions determine the quality of sportsmanship, which reflects upon our school and our community. Parents are expected to:

- A. Know and demonstrate the fundamentals of good sportsmanship.
- B. Respect school property and authority.
- C. Show respect for opponents and opposing coaches and fans.
- D. Show respect for players who are injured.
- E. Respect the judgment and strategy of the coach (even if you disagree).
- F. Respect the judgment of game officials (even if you disagree).
- G. Avoid profane language and obnoxious behavior at all times.
- H. Avoid applauding errors or penalties of the opponents.
- I. Refrain from heckling, jeering or distracting opponents, including distracting behavior during the shooting of free throws.
- J. Refrain from being critical of players, coaches or officials for a loss.
- K. Refrain from throwing objects on the playing area or in the bleachers.
- L. Avoid stomping of bleachers or the use of artificial noisemakers.
- M. Refrain from using cheers that taunt or ridicule opposing players, coaches, or spectators.
- N. Refrain from booing or showing displeasure with game officials or game activities.

I certify that I have read and understand the above expectations and information related to sportsmanship. I understand that I am a role model for my son/daughter and that I represent our school and our community when I attend an activities function. I also understand that if I do not comply with the above listed responsibilities that I may forfeit my privilege of attending future activities involving our school.

Date

Parent Signature

SOCIAL EVENTS

School cannot be all work and no play. Social events are held to interest students. It should be noted, however, that there will be no parties and no food in classes during school hours if not part of the regular curriculum and approved by the principal.

During school-sponsored dances or activities, the following is applicable:

1. If you leave the building, you cannot return.
2. There will be no guests at dances.
3. Must follow the appropriate dress guidelines.
4. Students assigned to ISD or OSS are not allowed to attend extracurricular events.
5. The Student General Behavior Code will be adhered to and strictly enforced during all social events.
6. Must be at school (not ill) on the day of a social event.

DRESS GUIDELINES

The middle school student dress code centers on two basic beliefs: Responsibility and Respect.

RESPONSIBILITY FOR APPROPRIATE SCHOOL DRESS

This includes demonstrating responsible behavior in dressing for school. Extremes in wearing apparel or personal appearance, which disrupt the classroom and/or interfere with the intended function of the school, will not be considered acceptable school dress. We believe dress and grooming are primarily the responsibility of the parent and the student; control by the school is minimal. The school administration is aware of the many different styles of dress worn by students and how rapidly styles change. However, it is felt the safety and welfare of the students is of our main concern.

Appropriate dress for school is for all undergarments to be covered by clothing. Clothing should also cover all cleavage, belly buttons, torsos, bare backs, and when standing or sitting.

EXAMPLES OF NON-ACCEPTABLE ITEMS INCLUDE CLOTHING THAT:

- displays or advertises alcohol, tobacco, or drugs
- contains profanity, inappropriate language or sexual connotations
- is mesh or “see-through” without another clothing item underneath
- reveals undergarments
- displays skin in the midriff/stomach area
- jeans and/or pants that “sag” on the buttocks – rope belts are provided by the office to pull pants to the natural waist
- shorts and skirts that are shorter than mid-thigh
- boxer shorts
- wallets with chains
- hats inside the building/headbands and bandannas (colors)
- shirts in which the armpits show, such as low-cut tank tops worn without an additional shirt underneath
- strapless dresses or blouses and “spaghetti straps”
- jeans and/or slacks that drag the floor past the students shoes
- jeans with pockets from hip to the ankle
- tights/leggings/spandex may be worn to accompany an outfit, but the outer garment must fall under the guidelines and regulations of the dress code.
- jewelry that is inappropriate: large neck chains, spiked dog collars or spiked wristbands, etc.
- shoes with roller blades attached.

Students will continue to leave coats and backpacks in their lockers during the school day. Students are not allowed to wear clothing, jewelry, etc., that is considered inappropriate to the educational process. (BP 5.87)

CONSEQUENCES/INAPPROPRIATE DRESS

Teachers are encouraged to counsel students and parents when problems arise. If the teacher feels it is necessary that immediate action be taken, then a disciplinary referral to the principal will take place. The principal will contact the parent to see if the parent is able to bring different clothing to school. In the event this is not possible, and depending on the severity of the dress, the student may remain in the office for the remainder of the day and assignments will be sent to the office.

GANGS

Participation in any unauthorized club or gang activity, including but not limited to, the display or possession of gang symbols, soliciting others for membership; requesting the payment of dues, insurance, or other forms of protection from any individual; intimidating or threatening any individual; and/or inciting others to participate in any form of physical violence involving persons or property will not be allowed. Those acts are considered extortion and violate Board Policy 5.64. Violations will be dealt with according to discipline policy and police report or action may be deemed necessary.

ELECTRONIC DEVICES

Electronic devices may be brought to school, but shall not be carried or used by students during the school day. At all times during the school day, electronic devices shall be turned off and stored in the student's locker. Please refer to board policy 5.64(2)(b)(2) on the school website or in this handbook for more detailed information regarding the electronic device policy.

NONDISCRIMINATION BP 5.18

Any type of discrimination is not permitted. Intimidating, threatening, or prejudicial words, actions, etc. will not be tolerated. Any student failing to abide by this rule may result in disciplinary actions up to and including suspension from school.

FIRE, EARTHQUAKE AND TORNADO DRILLS/SEVERE WEATHER

Fire drills will be signaled by a continuous horn. Tornado drills will be signaled by an intermittent tone or by the public address system. These may or may not be scheduled. Each teacher will review and post the route by which his/her class will leave the building. Students dismissed because of severe weather, or for some other emergency reason, should make arrangements in advance about where to go from school if their parents are not at home. School cancellation due to ice and snowstorms will be announced over local radio and television stations. **Cancellations are also posted on the district website www.bluesprings-schools.net** Days missed due to inclement weather may be added on to the end of the school year.

Earthquakes: 160.455. At the beginning of each school year, each school district in the state shall distribute to each student such materials that have been prepared by the Federal Emergency Management Agency, the state emergency management agency or by agencies that are authorities in the area of earthquake safety and that provide the following objectives:

- 1) Developing public awareness regarding the causes of earthquakes, the forces and effects of earthquakes, and the need for school and community action in coping with earthquake hazards;
- 2) Promoting understanding of the impact of earthquakes on natural features and manmade structures; and
- 3) Explaining what safety measures should be taken by individuals and households prior to, during and following an earthquake.

CRISIS RESPONSE PLAN

All staff will be informed and trained on how to react in case of an emergency. Students and staff will be given procedures to help Sunny Vale cope with emergencies if they should arise. It is our goal to provide a safe environment for all staff and students at Sunny Vale.

COUNSELING CENTER

The counseling department is comprised of two counselors, Ms. Ramona Moore, and Mrs. Stacey Scalfaro. Ms. Moore is the counselor for those students A-La of the alphabet. Mrs. Scalfaro is the counselor for those students Le-Z of the alphabet. The counselors will monitor the middle school students' academic and personal experience for three years. Students can see the counselor by coming to the counseling office to make an appointment or getting a pass from their teacher. Parents can also call and request student conferences. The counselors are trained to assist students in solving problems related to academics, personal and social situations, and planning for high school and a future career.

HOMELESS, MIGRANT, AND ENGLISH LANGUAGE LEARNERS

The district is committed to providing equal access for all eligible homeless, migrant and English Language Learners to a free and appropriate education in the same manner as is provided to other district students.

SCHOOL CLINIC

When students become ill, please refer to the following policies and procedures:

1. We ask parents to keep students home when they show signs of illness.
2. When a student becomes ill at school the nurse will contact parents by phone. Immediate arrangements should be made for a parent or designee to pick up the student.
3. Students will be excluded from school when they have a fever of 100 degrees or greater. They may return after 24 hours if they are free of fever without the use of medication such as aspirin or Tylenol.
4. Students may be excluded from school when they are vomiting and/or have diarrhea. They may return when free of fever for 24 hours and no longer have vomiting and/or diarrhea.
5. Students with rashes will be excluded from school, but may return when the rash is gone or when a doctor's note with a diagnosis of the rash is delivered to the clinic.
6. Students who have head lice will be excluded from school and parents will receive specific directions when they pick up their students. Students will not be allowed to return to class without first being checked by the nurse.

PLEASE SEE THE BOARD POLICY SECTION OF THIS HANDBOOK FOR MEDICATION AND IMMUNIZATION INFORMATION.

ENROLLMENT AND EMERGENCY INFORMATION

The enrollment information sheet and emergency card must be on file in the office for a student to attend SVMS. Please keep the information updated by calling the office to make changes.

GRADE CARD DISTRIBUTION DATES

2010-2011 Secondary Six Week Grading Terms and Grade Card Distribution Dates

Term:	Ending Date:	Grade Card Distribution Date
1 st Six Week Term	September 24, 2010	October 1, 2010
2 nd Six Week Term	November 5, 2010	November 12, 2010
3 rd Six Week Term-End of First Semester	December 22, 2010	January 7, 2011
4 th Six Week Term	February 11, 2011	February 18, 2011
5 th Six Week Term	April 8, 2011	April 15, 2011
6 th Six Week Term-End of Second Semester	May 24, 2011 or last make-up day	TBA

HONOR ROLL

SVMS has a Principal's Honor Roll for those achieving a 4.0 grade average, and a SVMS Honor Roll for those achieving a 3.0-3.99 grade point average.

ACADEMIC RECOGNITION

Each spring, students who have a grade point average of 3.5 or better for the first semester are honored at a ceremony. Students are presented with certificates for academic excellence and two recognition stickers. Eighth grade students who qualify are awarded with Presidential Education Award.

Process for recognizing these students (i.e. at a PTA meeting, breakfast, etc.) will be determined by the building principal.

Honor Rolls: Principal's Honor Roll = 4.0

Honor Roll = 3.0-3.9

Grade Level	Recognition Based On	Type of Recognition
6 th Grade	3.5 or higher for first semester	Certificate (all participants) Bumper Sticker (all participants) * 4.0 students will be recognized by designation on the program and a notation made on their certificate.
7 th Grade	3.5 or higher for first semester or 3.5 or higher cumulative GPA	Certificate (all participants) Bumper Sticker (all participants) * 4.0 students will be recognized by designation on the program and a notation made on their certificate. ** 4.0 cumulative students will be designated on the program and on their certificate.
8 th Grade	3.5 or higher for first semester or 3.5 or higher cumulative GPA	Certificate (all participants) Bumper Sticker (all participants) * 4.0 students will be recognized by designation on the program and a notation made on their certificate. ** 4.0 cumulative students will be designated on the program and on their certificate.

GRADING SYSTEM/PROCEDURES

A report of the grade earned in each subject in which the student is enrolled will be issued to the students every six weeks. BP 5.32(1)(2) For grades 6 through 12, letter grades shall be used for all subjects (see percentage guidelines and letter scale below). BP 5.32(2)(4)

GRADING SCALE

The following percentage and equivalent letter grade system will be used:

A+	-	100-97	C	-	76-73
A	-	96-93	C-	-	72-70
A-	-	92-90	D+	-	69-67
B+	-	89-87	D	-	66-63
B	-	86-83	D-	-	62-60
B-	-	82-80	F	-	Below 60
C+	-	79-77			

ADVISORY

The Advisory Programs at SVMS is held at the end of the day. Teachers and students alike are involved in activities designed to provide:

- A place to take care of school business items.
- A place to regroup and reorganize.
- A chance to share interests, talents, ideas and opinions in a more informal atmosphere and at a more personal pace than the regular classroom is sometimes able to allow.
- A time to get extra tutoring, work on projects, and receive academic advisement.

COMPASS

COMPASS is the character education program that offers many possibilities for student success. It is based on the guiding principles:

Respect: To be the best one can be, a person must respect self and others.

Responsibility: To be the best one can be, a person must do those things for which she/he is responsible.

Rights: To be the best one can be, a person must value, promote, and protect the rights of self and others.

Resourcefulness: To be the best that one can be, a person must use personal resources to the benefit of self and others

NOTIFICATION OF RIGHTS UNDER THE FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

The Family Education Rights and Privacy Act (FERPA) affords parents and students over 18 years of age (“eligible students”) certain rights with respect to the student’s education records. These rights are:

1. The rights to inspect and review the student’s education records within 45 days of the day the School receives a request for access. Parents or eligible students should submit to the School principal (or appropriate school official) a written request that identifies the record(s) they wish to inspect. The School official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.
2. The right to request the amendment of the student’s education records that the parent or eligible student believes are inaccurate, ~~or~~ misleading, or otherwise in violation of a student’s privacy rights. Parents or eligible students may ask the School to amend a record that they believe is inaccurate or misleading. They should write the School principal (or appropriate official), clearly identify the part of the record they want changed, and specify why it is inaccurate, misleading, or in violation of the student’s privacy rights. If the School decides not to amend the record as requested by the parent or eligible student, the School will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures and rights after the hearing decision will be provided to the parent or eligible student when notified of the right to a hearing.
3. The right to consent to disclosures of personally identifiable information contained in the student’s education records, except to the extent that FERPA authorizes disclosure without 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 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 has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her task. 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. Upon request, the School discloses education records without consent to officials of another school district in which a student seeks or intends to enroll.
4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the School to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:

**Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SE
Washington, DC 20202-4605**

STANDARD COMPLAINT RESOLUTION PROCEDURE FOR IMPROVING AMERICA’S SCHOOLS ACT PROGRAMS

This complaint resolution procedure applies to all programs administered by the Department of Elementary and Secondary Education under the Goals 2000: Educate America Act and the Improving America’s Schools Act (IASA).

What is a complaint for purposes of this policy?

A complaint is a formal allegation that a specific federal or state law or regulation has been violated, misapplied, or misinterpreted by school district personnel or by Department of Education personnel.

Who may file a complaint?

Any parent or guardian, surrogate parent, teacher, administrator, school board member, or other person directly involved with an activity, program, or project operated under the general supervision of the Department may file a complaint. Such a complaint must be in writing and signed; it will provide specific details of the situation and indicate the law or regulation that is allegedly being violated, misapplied, or misinterpreted.

What types of complaints are recognized?

There are two types of complaints:

1. A complaint alleging that a local school district is violating, misapplying, or misinterpreting a law or a regulation of the Department of Elementary and Secondary Education: and,
2. A complaint alleging that the Department of Elementary and Secondary Education is violating, misapplying, or misinterpreting a law or regulation.

How are complaints filed?

Complaints against local school districts:

1. A complaint alleging that local school district officials have violated, misapplied, or misinterpreted a state or federal law or regulation must first be filed and resolution pursued in accordance with local district policy. If the issues cannot be resolved at the local level, the complainant may file a complaint with the Department. Before accepting such a complaint, the Department will ask for evidence of an attempt to resolve the complaint at the local level, the Department may require the parties to do so and may provide technical assistance to facilitate such resolution. A question about local school district policies, rules, or practices, which are not based on federal or state laws or regulations, is not a complaint within the meaning of this policy and must be settled at the local school district level.
2. Complaints against the Department of Elementary and Secondary Education
A local school district official, a local board of education, or any person directly affected by actions of the Department may file a written complaint alleging that the Department or its personnel have violated, misapplied, or misinterpreted a state or federal law or regulation directly with the Department.

How does the Department hear and resolve complaints?

1. Any formal complaint against the Department or an unresolved complaint against a local school district related to the IASA is to be addressed to the Director of the Grants management section.
2. Within thirty days after receiving a complaint or appeal, the section director will resolve the complaint and inform interested parties in writing of the decision. In resolving the complaint, the section director may rely upon statements of the parties involved or may conduct an independent investigation. The section director may grant an extension of the thirty-day limit for just cause.
3. If a complainant disagrees with the decision of the section director, the complainant may, within ten working days, appeal to the Deputy Commissioner of Education. This appeal must be in writing and state why the complainant disagrees with the decision.
4. Within thirty days after receiving an appeal, the Deputy Commissioner of Education will render a final administrative decision and notify the complainant in writing.
5. If the complainant disagrees with the decision of the Deputy Commissioner of Education in a matter relating to federal law or regulation, the complainant may request a review of the decision by the United States Secretary of Education in accordance with 34 CSR Part 76, section 76.781.

What other recourse is available in resolving complaints?

In some circumstances, complainants may have additional recourse in the courts or through the Administrative Hearing Commission.

PHOTOGRAPHIC AND VIDEO IMAGES

In honor of their activities and accomplishments, the Blue Springs R-IV School District is proud to publish and display student photographs, video images and artwork in different ways including newsletters, promotional items, websites and special events.

In order to ensure the safety of our students, all of the district's buses are equipped with video cameras. This footage may be reviewed for disciplinary or positive reinforcement reasons. Any parent who does not wish to have their student's image or artwork published or displayed should notify the school's principal via written request each year. A sample form for this purpose is available at each school.

Special note: For safety concerns, any image of a student published on the district web site will not include any directory information outside of the child's name. For more information on FEPR or related issues, please contact the public information office at 816-224-1300.

LIBRARY/MEDIA CENTER

Students are expected to follow building and district policies while using the media center in terms of behavior and use of technology.

USE OF SECURITY CAMERAS

BP 5.92

There are security cameras in use in a number of locations throughout the district. The cameras are intended to be used for security purposes. However, information obtained via a security camera may also be used for the purpose of discipline proceedings. Due to the use of security cameras students are not allowed to wear hoods inside district facilities.

STUDENT SERVICES/INFORMATION

SAP (STUDENT ASSISTANCE PROGRAM)

All children are at times students-at-risk. There is a part of every student population that consistently shows a lack of the necessary intellectual, emotional and/or social skills to take full advantage of the educational opportunities available to them. Often these students become disenchanted and ultimately openly or passively reject school. They are then students-at-high-risk. **The SAP Program is a comprehensive student assistance program that provides services and support to students who exhibit a wide range of behavior problems through policy-based programs of prevention, identification, resource, referral, intervention, education, and support systems. SAP brochures are available through the school counseling office.**

Typical support groups that are available are:

1. Dealing with divorce
2. Meeting, making, keeping new friends
3. Stress and anger management
4. School survival and success
5. Coping with grief and loss
6. Peer relations

HEALTH SERVICES BP 5.97

A health aide is on duty during school hours each school day. The aide administers first aid and handles emergencies due to sickness or accidents occurring at school. They may not, according to Blue Springs R-IV School Board Policy, administer prescribed medication unless the parent brings the medication to the clinic and completes the Medication Permit Form.

HOMEBOUND INSTRUCTION

Homebound instruction is available for students that are confined due to injury or medical condition for a period of at least two weeks. An application must be completed by the parent or legal guardian. The application requires a signed statement by a licensed physician that the student is unable to attend school because of a specified injury, illness, or other medical condition. Application forms are available from the counseling office. Any student returning to school from homebound instruction must report to the attendance secretary before returning to any regular class. Homebound instruction services/placement are determined by the IEP/504 team for students who are special education or 504 eligible. See Board Policy 6.5 on the district website at www.bssd.net or call the school to receive a copy.

PEER MEDIATION PROGRAM

The peer mediation program provides students an option for helping resolve conflicts. The student mediation program helps students "mediate" minor differences before they become major problems. It is especially helpful in dealing with rumors, gossip, and name-calling. For mediation assistance, please see a teacher, counselor, or assistant principal.

PUBLIC NOTICE

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

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

The Blue Springs R-IV School District assures that personally identifiable information collected, used, or maintained by the agency for the purposes of identification, evaluation, placement or provision of FAPE of children with disabilities may be inspected and/or reviewed by their parents/guardians. Parents/guardians may request amendment to the educational record if the parent/guardian believes the record is inaccurate, misleading, or violates the privacy or other rights of their child. Parents have the right to file complaints with the U.S. Department of Education or the Missouri Department of Elementary and Secondary Education concerning alleged failures by the district to meet the requirements of the Family Educational Rights and Privacy Act (FERPA).

The Blue Springs R-IV School District has developed a Local Compliance Plan for the implementation of State Regulations for the Individuals with Disabilities Education Act (IDEA). This plan contains the agency’s policies and procedures regarding storage, disclosure to third parties, retention and destruction of personally identifiable information and the agency’s assurances that services are provided in compliance with the General Education Provision Act (GEPA). This plan may be reviewed at the Blue Springs R-IV School District Administration Building from 8:00 AM to 4:30 PM in the Special Education Department.

This notice will be provided in native languages as appropriate.

YOUTH OUTREACH UNIT

This is a partnership between the City of Blue Springs and Blue Springs R-IV School District designed for the total care of juveniles in Blue Springs. This unit provides services for young people through age 18 and their parents by providing assistance to youth identified as high-risk. It is a crisis management unit.

WHO CAN REFER YOUTH?

- | | |
|---|--|
| 1. Youth and/or parents | 4. School district building coordinators |
| 2. Police officers and judicial officials | 5. Youth organization officials |
| 3. School district principals | |

MISSION OF Y.O.U.

- To provide services to children and families in crisis
- To reduce crime and violence in Blue Springs
- To increase the success potential for youth offenders
- To empower youth to make healthy lifestyle choices
- To identify, assess, intervene and refer youth to agencies that become partners in their overall development

YOUTH OUTREACH UNIT HOURS

8:00 A.M. – 5:00 P.M.
PUBLIC SAFETY FACILITY
1100 SMITH
BLUE SPRINGS, MO 64015
(816) 228-0178

SCHOOL RESOURCE OFFICER (S.R.O.)

The Blue Springs School District values the partnership between the Blue Springs School Police Department and the school district. Each middle school has a Blue Springs Police Officer or school district officer deputized by the Jackson County Sheriff’s department assigned to the building. School Resource Officers perform the duties of law enforcement officer, which also include classroom presentations, acting as a resource to parents, students, and staff, and assisting in mediations. The building S.R.O. can be reached by contacting the main office.

CAFETERIA

SCHOOL BREAKFAST and SCHOOL LUNCHES

All regular Combo Meal hot lunch and Snack Bar items will provide a daily variety of choices. Student lunch price is \$2.35. Student breakfast price is \$1.55 and \$.50 for additional milk or juice. Prices are subject to change as deemed necessary by the Board of Education. **IF YOU QUALIFY FOR FREE OR REDUCED LUNCH, YOU ALSO QUALIFY FOR FREE OR REDUCED BREAKFAST.** Students are requested to be considerate of classes in session during lunch period.

Now you can use DEBIT and CREDIT CARDS to pay for your student's school meals ONLINE!

Blue Springs R-IV School District has paired with Revtrak to allow payment for school meals by simply going online to the website at <http://bluesprings.revtrak.net>

- ❖ Easy, fast payment method, available 24 hours a day.
- ❖ All you need to have on hand is your child's student ID number, last name, and credit or debit card information.
- ❖ The website will email a confirmation to you that the payment was approved by your Credit Card Company or bank.
- ❖ To check balances on your student's account, click on "Check Balance".
- ❖ To make a deposit, click on "Buy Now".
- ❖ "Our shopping Cart" is a family shopping cart. If you have multiple children in school, simply repeat the procedure by clicking on "Continue Shopping".
- ❖ Under "Services", you can click on "Your Secure Deposit History" to view meal account deposits.
- ❖ Please allow up to 24 to 48 hours for transactions to be available on your student's school meal account. Deposits made on the website after 8:00 AM on school days may not be posted until the next school day. Be aware that the balance on your student's account may not reflect the current day transactions.

If you have any questions, you may contact the school district at 224-1300 and ask for the Food and Nutritional Services Department.

The Blue Springs School District offers a Free and Reduced Lunch Program for those families who qualify. Applications may be obtained from the office at your child's school, online at www.bssd.net or you may contact the Food and Nutritional Services Office by calling 816-224-1300 and ask for the Food Service.

Please cooperate in keeping the cafeteria as clean as possible by returning trays, milk cartons, etc. to the appropriate places. Students may not take food or drink from the cafeteria nor have food delivered. All students will go to the cafeteria during their assigned lunch period.

SNACK BAR

The snack bar is available for students to purchase a variety of Ala Carte items. Ala Carte items are individually priced. Availability of items will vary. The Ala Carte menu and prices are provided in a separate handout and can be picked up in the office.

SVMS CAFETERIA GUIDE LINES

1. Teachers will escort students to and from the cafeteria.
2. Students should use the first 10 minutes of their lunch shift to purchase food items and will not be allowed to return to the lunch line later.
3. No student may leave the cafeteria without first obtaining permission from a supervisor.
4. Students should use the restroom before and after lunch; students will not use the restroom or go to lockers during lunch.
5. As students finish eating, they are responsible for cleaning up their area and returning trays to trash disposal area.
6. No food and drink items will leave the cafeteria. No food items are to be eaten in the cafeteria scramble area.
7. Once seated, after getting their food and drink, students will remain seated until dismissed by a supervisor. Supervisors will dismiss students individually by tables to meet their teachers.
8. There will be no lunch charges.
9. Fast food delivery will not be permitted.

BLUE SPRINGS MIDDLE SCHOOLS
DISCIPLINE SCOPE AND SEQUENCE
2010-2011

The following scope and sequence has been created in accordance with district board policies. There are a number of behavior violations that are specifically outlined in the Blue Springs R-IV policy manual and therefore, are not included in this scope and sequence. However, no policy or list can anticipate every discipline situation that might occur. The list is meant to be a general guide for discipline policies only. Refer to Board Policies for additional information and items not listed. **The severity of a situation and the frequency of discipline infractions must be taken into consideration when distributing discipline.**

<p><u>Academic Dishonesty (CHE)</u> Detention, Parent Contact 3 days ISD or less 3 days ISD 3 days OSS 5 days OSS</p>	<p><u>Alcohol Use/Possession/Influence (ALC)</u> BP 5.64(2)(b)(1) 10 days OSS and Referral to CO/Law Officer</p>
<p><u>Assault or Battery/Faculty (ASP or ASO)</u> BP 5.64(2)(a)(2) and/or 5.64(2)(a)(3) 10 days OSS and CO Referral/Law Officer</p>	<p><u>Assault or Battery/Student (ASP or ASO)</u> BP 5.64(2)(a)(1) 10 days OSS or less and Referral to CO/Law Officer</p>
<p><u>Bullying/Hazing/Harassment (must consider severity) (HAR)</u> BP 5.64(2)(a)(8) and/or 5.64(2)(a)(10) 3 days ISD or less plus student/parent contact 3 days ISD or OSS 3-5 days OSS</p>	<p><u>Bus Infraction (BUS)</u> BP 6.45 Warning – Conference with student, parent contact Bus Suspension 1-3 days, parent contact Bus Suspension 3-5 days, parent contact Bus Suspension 5-10 days, parent contact Bus Suspension 10 days or more, parent contact <i>Note: Major violations may result in immediate suspension from the bus. Please refer to packet from Transportation or call for more details</i></p>
<p><u>Computer Misuse/Network (TEC)</u> BP 5.14 3 days ISD or less 3 days OSS or less 10 days OSS or less ***Major violations may result in long term OSS or expulsion/ loss of computer privileges</p>	<p><u>Damage to Property/Vandalism (VAN)</u> BP 5.64(2)(c)(3) 10 days OSS or less and restitution In case of damage totaling \$150 or more 10 OSS and Referral to CO/Law Officer</p>
<p><u>Disrespect to Staff Members (DIS)</u> 10 days OSS or less 10 days OSS and CO Referral</p>	<p><u>Drug Distribution (DRU)</u> BP 5.64(2)(b)(3) 10 days OSS and Referral to CO/Law Officer</p>
<p><u>Drug Possession, Use, Influence, or Paraphernalia (DRU)</u> BP 5.64(2)(b)(1) 10 days OSS and Referral to CO/Law Officer</p>	<p><u>Electronic Devices – Disrupting Academic Time (EPH)</u> BP 5.64(2)(b)(2) 1 day ISD or less 2 days OSS or less 10 days OSS or less</p>
<p><u>Extortion (EXT)</u> BP 5.64(2)(c)(1) 10 days OSS or less and Restitution 10 days OSS/CO Referral/Restitution</p>	<p><u>Failure to Follow Directions/School Rules (REF)</u> Detention, parent contact 3 days ISD or less 3 days ISD 3 days OSS, 5 days OSS</p>
<p><u>False Reporting/Setting off Disaster Alarms/Bomb Threats (ARS)</u> BP 5.64(2)(a)(7) 10 days OSS and Referral to CO/Law Officer</p>	<p><u>Fighting (FIG)</u> 3 days ISD or 3 days OSS/Law Officer 3 days OSS/Law Officer 5 days OSS/Law Officer 10 days OSS/Law Officer</p>

<p><u>Forgery (FOR)</u> 3 days ISD or less, Parent Contact 3 days ISD 3 days OSS 5 days OSS</p>	<p><u>Failure to Serve Detention (TAD)</u> Detention Time Doubled by Teacher Administrative Detention 3 days ISD</p>
<p><u>General Misconduct (Including Classroom Disruptions) (MIS)</u> BP 5.61(3) and 5.64(1) Teacher or Administrative Detention; parent contact 3 days ISD or less 3 days ISD 3 days OSS 5 days OSS</p>	<p><u>Hall Rule Violation (MIS)</u> Detention, parent contact 3 days ISD or less 3 days ISD 3 days OSS 5 days OSS</p>
<p><u>Lunchroom Violation (LUN)</u> Detention, parent contact 3 days ISS or less 3 days ISS 3 days OSS 5 days OSS</p>	<p><u>Obscene Materials</u> 3 days ISD or less, parent contact 3 days OSS, parent contact 5-10 days OSS</p>
<p><u>Possession or Use of Potentially Dangerous Weapon</u> BP 5.64(2)(a)(4) 10 days OSS and Referral to CO</p>	<p><u>Possession or Use of a Weapon (WEA)</u> BP 5.64(2)(a)(5) 10 days OSS and Referral to CO/Law Officer Expulsion</p>
<p><u>Privately Owned Laptop Computers</u> BP 5.64(2)(b)(2) 1 day ISD or less 2 days OSS or less 10 days OSS or less</p>	<p><u>Profane Language/Inappropriate Gesture (PRO)</u> 3 days ISD or less 3 days ISD 3 days OSS</p>
<p><u>Public Display of Affection (PDA)</u> Detention, parent contact 3 days ISD or less 3 days ISD 3 days OSS 5 days OSS</p>	<p><u>Sexual Harassment (SHR): Verbal jokes, slurs, remarks, writings, gestures, etc. Law enforcement may be contacted</u> BP 2.8 Student Conference/Parent Contact/Documentation and up to 3 days ISD 1-3 days ISD 3-10 days OSS 10 days OSS and referral to CO</p>
<p><u>Sexual Misconduct-actual or simulated conduct , including but not limited to fondling, indecent exposure, sexual activity</u> 3-10 days OSS/Law Officer 10 days OSS and Referral to CO/Law Officer</p>	<p><u>Tardies (TAR) (By Team, By Semester)</u> Teacher Warning/Documentation Teacher Warning/Documentation Parent Contact/Documentation Detention/Documentation Referral to Office</p>

<u>Theft (Major) (THF)</u> BP 5.64(2)(c)(2) Thefts over \$150 - 10 days OSS and CO Referral/Law Officer	<u>Theft (Minor) (THF)</u> BP 5.64(2)(c)(2) 3 days ISD/Restitution 3 days OSS/Restitution 5-10 days OSS/Restitution
<u>Threats/Direct or Indirect to Others (THR)</u> BP 5.64(2)(a)(9) Up to 10 days OSS and referral to CO/Law Officer	<u>Tobacco (TOB)</u> BP 5.64(2)(b)(5) 3 days ISD/Report to Law Officer 3 days OSS/Report to Law Officer 5 days OSS/Report to Law Officer 10 days OSS Report to Law Officer
<u>Truancy (TRU)</u> 3 days ISD or less 3 days ISD or less 3 days ISD or less	

Board of Education Policies

**BLUE SPRINGS R-IV SCHOOL DISTRICT
Board Discipline Policy
2010-2011**

The following policy has been adopted by the Blue Springs R-IV Board of Education. Please read this document carefully with the understanding that these are the behavioral guidelines for our schools.

Not all policies are listed or fully stated in the student handbook. Please refer to the Board handbook for a complete list and full statement of all district policies.

2.8 Sexual Harassment (October, 2007)

The Blue Springs School District is committed to a positive and productive working and learning environment free from discrimination. Because sexual harassment is a form of sexual discrimination and compromises the attainment of education and work excellence, the Blue Springs School District strictly prohibits sexual harassment of its employees or students. Such behavior may occur between members of the same or opposite sex and may be cause for disciplinary action up to and including expulsion for students and termination for employees.

This policy applies to all acts of sexual harassment at any event on district property, and at any event or location when the behavior involves district employee(s) or students, including but not limited to: (a) those acts by school district employee(s) directed toward and affecting other district employee(s), (b) those acts by school district employee(s) directed toward and affecting district student(s), (c) those acts by school district students(s) toward other student(s), (d) those acts by district student(s) directed toward and affecting district employee(s), and (e) those acts by non-district employees or students directed toward district employees or students.

Definitions of Sexual Harassment

Sexual harassment is generally defined as any unwelcome sexual advance(s), request for favors and/or other verbal, physical and/or visual contact of a sexual nature when:

1. Submission is made either explicitly or implicitly a term or condition of an individual's employment or education;
2. submission to or rejection of that conduct or communication by an individual is used as a factor in decisions affecting that individual's employment or education; or
3. the conduct or communication has the purpose or effect of substantially or unreasonably interfering with an individual's employment or education, or of creating an intimidating, hostile or offensive employment or educational environment.

Definitions of a Hostile Environment

An “intimidating, hostile or offensive employment or educational environment” means an environment in which:

1. Unwelcome sexually-oriented jokes, innuendoes, obscenities, pictures/posters, leering, or any action with sexual connotation makes a student or employee feel uncomfortable, or
2. Any aggressive, harassing behavior in the work place or school that affects working or learning, whether or not sexual in connotation, and is directed toward an individual because of their sex.
3. Any action with sexual connotation which makes a student or employee feel uncomfortable.
4. Any behavior that adversely affects work or learning that is directed toward an individual because of their sex.

Sexual Harassment Includes, But is Not Limited To

Persistent request for dates or other social activity when such requests are refused.

Grabbing, touching or brushing another person when that person verbally or physically objects, or grabbing, touching, or brushing another who may not be mature enough to voice objection to the harasser, when the conduct is directed toward an individual because of their sex.

Displaying sexually suggestive objects, pictures, cartoons, or posters where others may see them.

Circulating sexually suggestive letters, electronic messages, notes, or other such written material.

Offering or implying special treatment in employment or school, in hope of, or in exchange for sexual favors.

Physical conduct such as pushing, impeding or blocking movement because of the sex of the victim.

Hazing, or daring to perform unsafe work or learning tasks because of the sex of the victim.

Unwelcome, persistent leering or staring at another person because of their sex.

Making lewd or offensive sexually oriented comments or suggestions.

Uninvited and repeated sexual flirtations, advances, or propositions.

Uninvited and repeated comments of a sexual nature.

The effect of the behavior on the victim regardless of the intent of the accused, determines whether or not harassment has occurred.

Prevention of Sexual Harassment

It is the practice of the district to provide annual in-service education and/or training about sexual harassment for employees and students.

Students Reporting Incidents of Sexual Harassment

Students who believe they have been or are being sexually harassed should immediately after the harassment incident discuss the situation with their parent(s), and/or contact a trusted teacher, counselor, or other school employee, or their principal, or the district Title IX coordinator or the Assistant Superintendent of Human Resources.

Prohibition Against Retaliation

The district strictly prohibits retaliation against any employee or student because he or she has made a report of alleged sexual harassment, or against any employee or student who has testified, assisted, or participated in the investigation of a report. Retaliation includes, but is not limited to, any form of reprisal or adverse action. Retaliation is itself a violation of federal and state laws prohibiting discrimination and may lead to separate disciplinary action against the offender.

Confidentiality

A report of sexual harassment and the investigation are to be disclosed in accordance with this policy, or the Title IX grievance policy.

Rev. 12/99, Rev. 4/04, Rev. 10/07

2.9 Civility (February 2006)

The Board of Education is committed to providing a safe, harassment-free environment for students and staff, which promotes mutual respect, civility and orderly conduct among district employees, parents and the public. The district discourages volatile, hostile, or aggressive actions. This policy is not intended to deprive any person of his or her freedom of expression, but rather to maintain a safe, orderly educational environment for our students. Provisions of this policy include:

1. Disruptive Individual – Any individual who disrupts or threatens to disrupt school or office operations, threatens the health and/or safety of others, willfully causes property damage, uses loud and/or offensive language that might provoke a violent reaction will be directed to leave school district property by the school’s administrator(s) or a law enforcement officer.
2. Unauthorized Individual – Any unauthorized person on school district property will be directed to leave the district property immediately by building administration or a law enforcement officer.
3. Abusive Individuals/Staff Directions – Any individual of the public who speaks loudly in a demeaning and/or insulting manner or uses obscenities will be calmly and politely advised by the employee to whom the remarks are directed to communicate in a civil manner. This also applies to any person who uses demeaning, insulting, or threatening language through written form, telephone, or other electronic communication. If the individual does not stop the abusive behavior, the district employee will notify the individual that the meeting and/or communication is terminated, and the district employee shall notify his/her supervisor of such incident immediately. If the meeting is on school district property, the individual will be directed to leave promptly. The supervisor shall make a determination on the method of further communication. This referral process also applies to situations involving any form of communication that becomes abusive, harassing, or excessively frequent.

5.1.14 Student Immunization (May, 1997)

Students in non-compliance with 167.181, RSMo regulating required immunizations, may not enroll or attend school unless the parent/guardian has a signed medical or religious exemption on file, or unless the student is homeless or has started an immunization series and satisfactory progress is being accomplished in the prescribed manner as outlined in the Missouri Immunization Schedule. Evidence of immunization means a statement, certificate or record from a physician or other recognized health facility or personnel verifying the type of vaccine and month, day and year of administration. Homeless children are allowed a 24 hour time period in which to provide proof of compliance.

5.14 Technology Resources (October, 2001)

The board of education recognized that as telecommunications and other technologies shift the ways that information may be accessed, communicated and transferred, those changes may also alter instruction and student learning. The school board generally supports access by students and staff to technology resources. The district’s technology resources will be used only for learning, teaching and administrative purposes consistent with the district’s mission and goals. The Blue Springs School District retains the right to regulate and monitor the access and use of school technology resources for academic and non-academic purposes. The district’s technology resources have not been provided as a public access service or public forum. The district is not responsible for any financial obligation arising through unauthorized use of the district’s technology resources. Technology resources include all of the computer hardware, operating system software, application software, stored text, and data files. This also includes electronic mail, local databases, externally accessed databases (such as the Internet), CD-ROM, optical media, clip art, digital images, digitized information, communications technologies, and new technologies as they become available.

5.14.1 Student Access To Technology Resources (September, 2003)

Student access to and use of technology resources shall be in accordance with district policy and procedures. Student access and use will be monitored. The district will provide filtering devices to screen objectionable and obscene materials. Even though filtering devices are used, it should be understood that students might encounter such materials.

Student use of technology resources may be permitted upon submission of the Acceptable Use and Procedures form signed by parents of minor students (under 18 years of age) and by students.

5.18 Nondiscrimination (December, 2001)

Anti-Discrimination Law Compliance

The board of education is prohibited from and hereby declares a policy against, engaging in unlawful discrimination, including harassment, creating a hostile environment, on the basis of race, color, religion, sex, national origin, ancestry, disability, or age in its programs and activities.

Prohibitions

As part of this obligation, the board is also prohibited from, and declares a policy against:

- (1) Retaliatory actions based on making complaints of prohibited discrimination or participation in an investigation, formal proceeding or informal resolution concerning prohibited discrimination;
- (2) Aiding, abetting, inciting, compelling or coercing discrimination; and
- (3) Discrimination against any person because of such person's association with a person protected from discrimination due to one or more of the above-stated characteristics.

Compliance Officer

To ensure that these obligations are met, the board designates the following individual to act as the district's nondiscrimination laws compliance officer, who shall also be the appointee for all laws specifically mandating such an appointment, and who shall have the duty of keeping the superintendent informed of the state of compliance with this policy district wide:

Assistant Superintendent of Human Resources
1801 NW Vesper
Blue Springs, Missouri 64015

(816) 224-1300 Fax (816) 224-1764 Students must report any matter of alleged discrimination to the building principal. In the event the building principal is the subject of the report, reports should instead be directed to the compliance officer: Assistant Superintendent of Human Resources, Blue Springs School District, 1801 NW Vesper, Blue Springs, Missouri 64015; Phone: (816) 224-1300; Fax: (816)224-1764, who will assume the building principal's duties for the purpose of that complaint.

Reporting and Complaint

Students must report any matter of alleged discrimination to the building principal. In the event the building principal is the subject of the report, reports should instead be directed to the compliance officer: Assistant Superintendent of Human Resources, Blue Springs School District, 1801 NW Vesper, Blue Springs, Missouri 64015; Phone: (816) 224-1300; Fax: (816)224-1764, who will assume the building principal's duties for the purpose of that complaint.

5.34.5 Classifications of Records (June, 2009)

Education records maintained by the school district are further classified as follows:

1. Class I

Class I data is "Directory Information" which includes, but is not limited to, the following information relating to a student: the student's and parents' or guardians' name, address, electronic mail address, telephone listing, date and place of birth, photographs, including, but not limited to, still photographs and audiovisual records of classroom and school activities (such as individual and class photographs, artistic performances, sports practices and contests, assemblies, service projects, and award presentations), major field of study, grade level, enrollment status, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees, honors, and awards received, the most recent school building, educational agency or institution attended by the student. A parent, legal guardian, or student has the right to refuse to allow any or all of the above information to be designated as "Directory Information". Within fifteen (15) days after the first day of school each year, a parent, legal guardian, or student must notify the school administrator of any information which they do not want designated as "Directory Information". If notice is not given, the District may disclose "Directory Information" without consent.

2. Class II

Class II data includes intelligence tests, aptitude tests, interest inventory tests, scholastic tests, family background information, health data, systematically gathered teacher/counselor observations, and records of activities/ awards. These records may only be reviewed and/or transferred in whole or in part with the written consent of the parent, guardian or eligible student.

3. Class III

Class III data constitutes unofficial records and, due to origination, are not the property of the school district. This data is of two types which includes: (a) Agency Reports Agency (includes any individual, organization or other entity) reports shall be kept in a cumulative record file and if marked confidential shall be removed if the file is forwarded to any requesting individual, organization or agency. If an agency would like to review the reports from other agencies, a release of information must be obtained from the originating institution. The agency reports may include such paperwork as follows: (1) Clinic's, physicians' and psychologists' report, (2) Hospital reports, (3) Reports from social services agencies, (4) Other school districts' records (5) Special district reports, such as psychological examiners' and counselors' reports. In the event a parent, guardian, or eligible student wishes to have any of the information in this category transferred and/or reviewed, they must contact and authorize in writing the originating agency to forward same.

(b) Working Notes and Records of the Professional Staff Professional and certificated staff members may keep confidential professional records and notes about any student to whom they may have contact or have been assigned or referred. These notes and records must be professional, objective records and handled confidentially. When the records become obsolete or of no working value, or when the staff member leaves the district employment, or at the latest when the student graduates from high school, these files shall be destroyed by the staff members. These records are to be maintained by the staff members and are not to be transferred to any other school, individual, organization or entity with or without written authorization.

Rev. 9/01, 6/09

5.35 Collection and Protection of Student Information

5.35.1 Collection of Information (December, 2009)

Generally, the district will not collect, disclose, or use personal student information for the purpose of marketing or for selling that information or otherwise providing that information to others for that purpose. In any case where the district may collect student information to disclose or use that information for marketing or selling purposes, the parent of a student (parent includes a legal guardian and other person standing in loco parentis such as a grandparent or stepparent with whom the child lives, or a person who is legally responsible for the welfare of the child) shall have the right to inspect, upon request, any instrument used in the collection of personal information before the instrument is administered or distributed to a student. A parent should notify the building principal at least three business days before the instrument is administered of their request to inspect. This paragraph does not apply to the collection, disclosure, or use of personal information collected from students for the exclusive purpose of developing, evaluating, or providing educational products or services for, or to, students or educational institutions, such as the following: (a) college or other postsecondary education recruitment, or military recruitment; (b) book clubs, magazines, and programs providing access to low-cost literary products; (c) curriculum and instructional materials used by elementary schools and secondary schools; (d) tests and assessments used by elementary schools and secondary schools to provide cognitive, evaluative, diagnostic, clinical, aptitude, or achievement information about students (or to generate other statistically useful data for the purpose of securing such tests and assessments) and the subsequent analysis and public release of the aggregate data from such tests and assessments; (e) the sale by students of products or services to raise funds for school-related or education-related activities; and (f) student recognition programs.

5.35.2 Physical Screenings or Examinations (December, 2009)

In general, the district will not conduct physical examinations of a student without parental consent unless the health or safety of the student or others is in question or unless by court order. Parents will be notified in advance when any nonemergency, 5-11 invasive physical examination or screening administered by the district will be conducted that is required as a condition of attendance and not necessary to protect the immediate health and safety of the student or other students. The term "invasive physical examination" means any medical examination that involves the exposure of private body parts, or any act during such examination that includes incision, insertion, or injection into the body, but does not include a hearing, vision, or scoliosis screening. The district will conduct physical examinations or screenings permitted or required by state law which would include, but not be limited to, vision, hearing, dental, scoliosis, and lice. Parents shall have the right to opt out of any physical examinations or screenings permitted or required by state law.

5.35.3 Consent (December, 2009)

In accordance with the law, no student shall be required, as part of any applicable program partially or wholly funded by the U.S. Department of Education, to submit to a survey, analysis, or evaluation that reveals any of the following information without the prior consent of the student (if the student is an adult or emancipated minor) or, in the case of an unemancipated minor, without the prior consent of the parent: (a) political affiliations or beliefs of the student or the student's parent; (b) mental or psychological problems of the student or the student's family; (c) sex behavior or attitudes; (d) illegal, anti-social, self-incriminating, or demeaning behavior; (e) critical appraisals of other individuals with whom respondents have close family relationships; (f) legally recognized privileged or analogous relationships, such as those of lawyers, physicians, and ministers; (g) religious practices, affiliations, or beliefs of the student or student's parent; or (h) income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program). The district will take measures to protect the identification and privacy of the students participating in a protected information survey, regardless of the source of funding. These measures may include limiting access to the completed surveys and the survey results as allowed by law.

5.35.4 Right to Inspect (December, 2009)

A parent may inspect, upon request, all instructional materials, including teacher's manuals, films, tapes, or other supplementary material which will be used in connection with any survey, analysis, or evaluation as part of any applicable educational program. Instructional material does not include academic tests or academic assessments. A parent shall also have the right to inspect, upon request, a survey created by a third party before the survey is administered or distributed by a school to a student. A parent should notify the building principal at least three business days before the survey is administered of their request to inspect.

5.35.5 Notice and Opt Out (December, 2009)

In accordance with the law, parents will receive prior notice and an opportunity to opt out of any of the following: (a) activities involving the collection, disclosure, or use of personal information collected from students for the purpose of marketing or for selling that information (or otherwise providing that information to others for that purpose); (b) the administration of any survey containing one or more items described in clauses (a) through (h) of Section 5.35.3, above; and (c) any nonemergency, invasive physical examination or screening that is required as a condition of attendance, administered by the school and scheduled by the school in advance, and is not necessary to protect the immediate health and safety of the student, or of other students.

5.5 Admission and Attendance Regulations

5.51.3 Restrictions to Admission (August, 2004)

Prior to admission, the parent/guardian or other person having custody, control or charge of a child of school age must complete an application (**Appendix 5(9)**) including a sworn statement or affirmation indicating whether or not the student has been suspended or expelled from a school, public, private, charter, or parochial, in this state or any other state for a violation of board policies. In addition, the person enrolling the student must affirm in the application that the student has not been convicted of or charged with an act as set forth below and further described under RSMo 167.171. This document shall be maintained as part of the student's education record. Any person who knowingly submits false information as a part of registering a student or requesting a waiver of residency is guilty of a misdemeanor.

In instances where there is reason to suspect that admission of the student will create an immediate danger to the safety of other students and/or employees of the District, the superintendent or designee may convene a hearing within a reasonable time of the request to register and determine whether or not the student may register. No student shall be enrolled, readmitted or otherwise permitted to attend school who was properly suspended for an act of school violence defined in RSMo 160.261.2 without first holding a conference to review the conduct and any remedial actions needed to prevent any future occurrences or related conduct. The school board shall notify in writing the parents/guardians of the time, place, and agenda of the conference. If after a student has been enrolled and is found to have been suspended or expelled from another school in this state or any other state, including a private, charter, or parochial school or school district, the student will immediately be denied further attendance in the District, pending determination of the reason(s) for the suspension or expulsion. In accordance with RSMo 167.171.4 no student may enroll in a school in the District during a suspension or expulsion from another district if it was determined upon attempt to enroll that the student's conduct would have resulted in a suspension or expulsion in this District. The parent, guardian or student may request a conference with the superintendent or designee to consider if the conduct of the student would have resulted in a suspension or expulsion in this District. If it is determined that such conduct would have resulted in a suspension or expulsion in this District, the superintendent or designee may make such suspension or expulsion from another district immediately effective. If it is determined that such conduct would not have resulted in a suspension or expulsion in this District, the superintendent or designee shall not make such suspension or expulsion from another district effective. In accordance with RSMo 167.171, no student may be readmitted or enrolled in the District who has been convicted of or charged with any of the following acts, which if committed by an adult would be a felony:

1. First degree murder under 565.020, RSMo;
2. Second degree murder under 565.021, RSMo;
3. First degree assault under 565.050, RSMo;
4. Forcible rape under 566.030, RSMo;
5. Forcible sodomy under 566.060, RSMo;
6. Statutory rape under 566.032, RSMo;
7. Statutory sodomy under 566.062, RSMo;
8. Robbery in the first degree under 569.020, RSMo;
9. Distribution of drugs to a minor under 195.212, RSMo;
10. Arson in the first degree under 569.040, RSMo;
11. Kidnapping, when classified as a class A felony under 565.110, RSMo;

Nothing in this section shall prohibit the re-admittance or enrollment of any student if a charge has been dismissed, or when a student has been acquitted of any of the above acts. This section does not apply to a student with a disability, as identified under state eligibility criteria, who is convicted as a result of an action related to the student's disability.

5.51.4 Proof of Residency and Required Admission and Enrollment Information (July, 2003)

Annually all school-aged students seeking enrollment and/or parents/guardians seeking to enroll their school-aged children in the District must present proof that the student(s) and the parents/guardians are residents of the District; the student must reside and be domiciled in the District. The District may make exceptions to annual enrollment requirements, as it deems appropriate.

The superintendent or designee is responsible for ensuring that all pre-registration residency, proof of residency, waiver of residency requirements request, and prior discipline documents are completed and maintained as District records. Copies of approved forms, as they may be changed from time to time, are included as part of this policy and adopted by reference.

The parent/guardian of the student or the eligible student shall provide the District: immunization records, birth certificate, specific utility bill (water statement of account, water bill, electric bill, gas bill) or, if applicable, signed and dated sales/construction contract showing possession/closing date, or signed and dated rental agreement. The possession date of a new home in the district must be within one hundred ten (110) calendar days of the first day of the student's attendance, and the student must be in residence/domiciled in the residence within the one hundred ten (110) calendar days.

If the student is not living with both biological parents listed on the birth certificate, one of the following documents is required: divorce papers and legal documents designating primary care responsibility; death certificate of deceased parent(s); any other documentation that would evidence legal guardianship.

5.53 Individual School Attendance Eligibility (July, 2003)

Students shall attend the school designated by the school administration.

Kindergarten Through Grade 8

The superintendent or designee may grant exceptions in special cases for students in grades kindergarten through 8 provided space is available and provided transportation is furnished by the parents. Requests for such exceptions must be submitted in writing on the appropriate form. **See Appendix 5(10)**. In the event students in grades kindergarten through 8 move from one area within the district to another after the first semester of the school year, the student will be permitted to remain in the original school for the balance of the school year if approved by the superintendent of schools or designee and provided transportation is furnished by the parents. Application for such requests must be made in writing on the appropriate form. **See Appendix 5(10)**. Exceptions for physically handicapped children may be made at the discretion of the superintendent of schools or designee. Changes in assignment of kindergarten students may be approved by the principal.

Grades 9 Through 12

Change of Residence From One Attendance Area to Another – If a student has been continuously enrolled and attending a high school for two or more semesters and a change of residence occurs that places them in a different attendance area within the district, the student has two options available to them:

1. The student may continue to attend the high school in which they have previously been enrolled or
2. At the time of the change of residence, or at the beginning of the next grading period, they may choose to enroll in the high school of the attendance area in which they now reside.

If the student should select option #1 he/she must notify the principal and counselor of this decision in writing. The student and his or her parents will be responsible for transportation to and from school.

If the student should later request a change of high schools (at a time different than described above), without a change of residence, the student would need to follow the boundary exception procedure outlined below. There is also the possibility the student may forfeit eligibility to participate in extra-curricular activities for up to 365 days if there is a change of high schools, at a time other than described in items 1 and 2 above, without a change of residence.

In the event of an additional future change of residence that would change the attendance area in which the student resides, requests from students for an intra-district transfer from one high school to another in the Blue Springs School District shall not be considered except for those reasons approved by the board of education.

Requests from students in grades 9 through 12 for intra-district transfer from one senior high school to another in the Blue Springs School District shall not be considered except for those reasons approved by the board of education. Boundary Exception: If documentation can be provided to the principal of the building in which the student is enrolled, or should be enrolled, that indicates extreme hardship, or child abuse, a written appeal for an intra-district transfer may be made to a Boundary Exception Committee. See **Appendix 5(11)**. After the principal's verification of the validity of the appeal, the Boundary Exception Committee shall convene to consider the appeal within ten (10) school days. After consideration of the appeal, the Boundary Exception Committee shall respond within five (5) school days. The decision of the Boundary Exception Committee may be appealed to the superintendent of schools within five (5) school days of receiving the Committee's decision. The superintendent shall respond within five (5) school days. The decision of the superintendent of schools may be appealed to the board of education within five (5) school days of receiving the superintendent's decision. The board of education will consider the appeal at the next regularly scheduled meeting. The decision of the board of education shall be final. Failure to reply or render a decision within the prescribed time at any level will be interpreted as automatic movement to the next step. The membership of the Boundary Exception Committee shall consist of the principals of both senior high schools and the freshman center, the counseling department chairperson of both senior high schools and the freshman center, the athletic director of each senior high school and the freshman center, and the director of secondary education. Exceptions approved shall be reviewed at the beginning of each school year by the principal of the building in which the student is enrolled to determine whether or not the exceptions will be renewed.

5.6 Student Discipline

5.61 Policy Goals and Definitions (May, 2007)

1. The adoption of the foregoing Policy of Student Discipline shall revoke and replace Section 5.6 Discipline" of the Policies of the board of education.
2. It is the position of the Blue Springs School District that academic achievement and student discipline are very closely related. The district's goal is to establish a standard of conduct which, when obeyed, shall maintain an atmosphere where orderly learning is possible and encouraged. The ultimate goal of the district policy is to help students develop self-discipline. Therefore, pursuant to the Excellence in Education Act of 1985 and the Safe Schools Act of 1996, it is with these goals in mind that the district adopts this Policy of Student Discipline.
3. As part and parcel of the district policy, the Blue Springs School Board recognized the authority granted by Sections 167.161 and 167.171 RSMo (Supp.1983) of the Missouri state statutes permitting the suspension or expulsion of a student for conduct which is prejudicial to good order and discipline in the schools or which tends to impair the morale or good conduct of the students.
4. While the district policy is designed to comply with section 5.2 of the Excellence in Education Act of 1985 and the Safe Schools Act of 1996 of a student's failure to obey the standard of conduct established by the board, it is impossible to conceive or list every action which would warrant disciplinary consequences: nevertheless, this policy specifically identifies those major violations that could lead to a student's suspension or expulsion. Minor behavior disruptions which might arise are not outside the scope of this policy; however, the consequences for such minor disruptive behavior shall be administered by the principal or other district personnel responsible for the supervision of the disruptive student in accordance with the Student Information and Policies Guide found in the Student handbook.
5. In addition to establishing a standard of conduct and identifying the consequences for major deviations from that standard, this policy also establishes certain procedural rights guaranteed to the student prior to his disciplinary suspension or expulsion as required by Section 167.171 RSMo, Missouri's .2 Administrative Procedures and Review Act, the Excellence in Education Act of 1985 and various applicable case law standards.
6. All students of the district, regardless of age, shall be equally accountable for maintaining the standard of conduct set forth herein; nevertheless, as a result of enactment of the federal Education of the Handicapped Act, additional staff procedures shall be required before the handicapped student is placed on suspension for more than ten (10) days. See Section 5.65 (2) (b) (2), infra.

7. Teachers and other authorized district personnel, including volunteers, responsible for the care, supervision and discipline of students, shall not be civilly liable when acting in conformity with this policy.
8. A written copy of this district policy shall be available for public inspection in the Office of the Superintendent at 1801 NW Vesper Street in Blue Springs during normal business hours.
9. Definitions: For purposes of this policy the following words shall include the meanings set forth:
 - a. Board: Shall mean generally the duly elected Blue Springs R-IV School District Board and include any committee of board members appointed by the president of the board, which shall have full authority to act under this policy in lieu of the board.
 - b. Superintendent: Shall mean generally the administrative head of the R-IV School District and include for purposes of this policy any designee appointed by the superintendent to administer student discipline.
 - c. Pronouns: All "his" pronouns shall be inclusive of both genders and shall include the plural form where applicable.
 - d. Notices: All notices, where writing is required, shall be sent jointly to the student and his parent(s) or others having custodial care of the student in accordance with information, designations and addresses provided and found in the latest school records.
 - e. Violation: In policy 5.64, Violative Conduct & Its Consequences "consequences" are defined according to first violation only, the first and second violation only, or as first, second and third violation. Consequences may be extended through the summer and completed during the fall of the succeeding year.

5.62 Standard of Student Conduct (September, 2001)

Students, parents, teachers, administrators and community residents share the responsibility for creating the positive school environment necessary to promote excellence in education. Individual student self-control and motivation is a primary key to creating that environment. Therefore, the standard of student conduct for the Blue Springs R-IV School District is that each student will act to respectably further his or her education, and no student will interfere with the education, welfare or property of another.

A Standard of Conduct form shall be signed at the beginning of each school year by each student and by each student's parent/guardian for grades kindergarten - 12. **See Appendix 5(13)& 5(14).**

This standard of student conduct is designed to foster student responsibility, respect for the rights of others, and to insure the orderly operations of Blue Springs R-IV Schools. The standard militates against and sets consequences for conduct which is prejudicial to good order and discipline in the schools or which tends to impair the morale or good conduct of the students. This standard, though fundamentally the same for students in kindergarten through grade twelve, shall be applied so as to meet the specific, emotional, developmental and intellectual needs of the various age groups.

5.63 Student Accountability and Consequences (May, 2007)

1. Student Accountability

All school district personnel responsible for care and supervision of the students are authorized to hold every student strictly accountable for any disorderly conduct in violation of the standard of student conduct. The discipline authority, standard of conduct and consequences of violative conduct administered by district personnel as described in this policy shall apply equally to students:

- a. in school;
- b. on any property of the school;
- c. during any school-sponsored activities, including extracurricular activities regardless of where located;
- d. on any school bus going to or returning from school, or any school sponsored activities; or
- e. during intermission or recess periods.

2. Possible Consequences

The following are common consequences resulting from violations of conduct and the district personnel authorized to impose those consequences:

a. In-Room Discipline

In-room discipline is a broad category of consequences which include, but are not limited to, additional study assignments, in-room detention during recess or other break periods, revocation of otherwise common privileges, and other effective minor disciplinary measures which can be imposed by any district personnel, but shall be overseen by the room teacher, if any, responsible for the supervision of that student during the imposition of the in-room disciplinary consequence. See Student Information and Policies Guide in the Student Handbook.

b. Corporal Punishment

Corporal punishment shall not be permitted in the Blue Springs R-IV School District.

c. Restraint (November, 2004)

A staff member may use reasonable force and/or restraint against a student without advance notice to an administrator if it is essential for self-defense, the preservation of order, or for the protection of the student or other persons or the property of the District.

d. In-School Detention (September, 2001)

In-School Suspension is the removal of a violating student from his regular school environment. The student shall remain within a designated area and shall continue his or her studies and testing in supervised solitude. In-house detention shall be imposed by the building principal or by the superintendent or his administrative designee. See Student Information and Policies Guide in the Student Handbook.

e. Suspension (August, 2004)

1. The term "suspension" refers to an exclusion from school that will not exceed a specific period of time and shall be subject to the due process procedures set forth for "suspensions."

Ten (10) school days or less: A suspension of ten (10) days or less is the removal of the violating student from school property for that length of time determined and may be imposed by the building principal, the superintendent or his administrative designee, pursuant to the procedures set forth in Section 5.65 (2) (b), *infra*.

Students shall not be allowed to participate in extracurricular activities, attend any school function, or be on any Blue Springs School District property during the length of the suspension. Suspension may be extended if a student is found to be on school property or in attendance at a school function while on suspension. Any student who is suspended for violation of a Safe Schools Act offense shall not be allowed within 1000 feet of District property unless residing within that distance or given prior permission by District officials. In such case the parent/guardian must request permission in writing and accompany the student if permission is granted. Students violating this provision shall be subject to further disciplinary action. *Rev. 12/2001, 8/2004*

2. Eleven (11) to one hundred eighty (180) school days: A suspension of eleven (11) to one hundred eighty (180) school days is the removal of the violating student from school property for that length of time determined and may be imposed by the superintendent, who may consider the recommendation of his administrative designee. This consequence shall conform to the procedure set forth in Section 5.65 (2) (b), *infra*.

The superintendent, or his designee, may impose one or all of the following conditions on any student suspended for eleven (11) to one hundred eighty (180) school days which must be successfully completed prior to readmission to the sending school:

- a. They have maintained a drug and alcohol free lifestyle for the duration of their absence.
- b. They have had no arrests or charges brought against them by any law enforcement agency.
- c. They have not been on school property or at school sponsored activities during their absence.
- d. They have enrolled in and successfully completed an appropriate counseling program for the behavior they have exhibited; example, if it is a drug or alcohol related violation, that they have been in drug or alcohol rehabilitation, or if it is a weapons charge that they have attended appropriate counseling sessions on behavior and anger control.

The district shall conduct a conference upon the student's return to school after a suspension of 11-180 school days. The conference shall include the student, his/her parent(s), and appropriate school officials who are directly involved with the conduct that resulted in suspension. *Rev. 8/2004, 5/2007*

3. When a student is involved in more than one specific conduct violation, the student is subject to the consequences specified for each separate violation. Such consequences to be served consecutively or concurrently as deemed appropriate by the administering authority. *Rev. 8/2004, 5.2007*

f. Expulsion (May, 2007)

The term "expulsion" refers to exclusion for an indefinite period and shall be subject to the due process procedures set forth for "expulsions."

Rev. 3/1998, 5/2007

5.64 Violative Conduct and Its Consequences (July, 1992)

No code of conduct can list each and every violation which may result in the use of disciplinary action. It is the purpose of this policy, however, to list certain violations of conduct, which, if committed by a student, will result in the imposition of a specific consequence, so that any resulting discipline will be firm, fair and consistent:

1. Behavior Disruptions (September, 2001)

Behavior disruptions could involve a wide spectrum of misconduct including, but not limited to: profanity, public display of affection, disregard of instructions, disrespect for teachers and other staff, possession or use of tobacco products, fighting, truancy and any general forms of insubordination. Behavior disruptions shall be addressed with discipline that is warranted by the action and surrounding circumstances involved. The progression of discipline could involve (1) in-room discipline, (2) in-school detention, (3) Saturday School, or (4) out-of-school suspension. Parents will be informed by the child's teacher or building principal of any misconduct. See Student Information and Policies Guide in the Student Handbook.

When violations are noted and those violations are not deemed commensurate with the prescribed consequences due to the student's age or based on the principal's appraisal of the student's intent, the superintendent, or his designee, may choose to waive or lessen the prescribed consequence.

The regular progression of disciplinary consequences may be interrupted and more severe consequences applied in the event of repetitive behavior disruptions and/or repetitive referrals for administrative review.

2. Specific Conduct Violations

a. Violations Against Persons

1. Assault or Battery of a Fellow Student (June, 2004)

Any act or words, spoken or written, which create or cause a reasonable apprehension in the fellow student of an immediate harmful or offensive contact to the fellow student's body; or any act which actually brings about a harmful or offensive contact to the fellow student's body are forbidden.

- (a) Any Violation: Suspension for ten (10) school days or less and referral to the superintendent for possible further disciplinary action up to one hundred eighty (180) school days. *Rev. 5/1997, 6/2004*

2. Assault or Battery of a Faculty or Staff Member (June, 2004)

Any words, whether spoken or written on or off school grounds, which create or cause a reasonable apprehension in the faculty or staff member of a harmful or offensive contact to their body are forbidden.

- (a) First Violation: Suspension for the balance of the semester, but not less than 30 days.
- (b) Second Violation: Suspension for one hundred eighty (180) school days or less. *Rev. 5/1997, 6/2004*

3. Physical Assault or Battery of a Faculty or Staff Member (March, 1998)

Any act which actually brings about a harmful or offensive contact to the faculty or staff member's body, whether on or off school grounds, whether intentional or unintentional.

(a) First Violation: Suspension for one hundred eighty (180) school days or less or any other punishment the superintendent of schools deems appropriate.

(b) Second Violation: Expulsion.

4. Possession or Use of Any Potentially Dangerous, Hazardous, or Inappropriate Items (March, 1999)

Students are forbidden to possess or bring into school or onto school grounds or property any item, which is considered potentially dangerous. Examples of potentially dangerous, hazardous or inappropriate items include, but shall not be limited to fireworks, chains or laser light devices.

(a) First Violation: Suspension for one hundred eighty (180) school days or less or any other punishment the superintendent of schools deems appropriate.

(b) Second Violation: Expulsion by the board of education or referral by the board to the superintendent for appropriate disciplinary action.

5. Possession or Use of a Weapon (December, 2008)

The Board recognizes the importance of preserving a safe educational environment for students, employees and patrons of the district. In order to maintain the safety of the educational community, the district will strictly enforce the necessary disciplinary consequences resulting from the use, possession, storage, distribution, sale, purchase, transmittal, transfer or obtaining of weapons on school property. No student may possess a weapon on school property at any time except as specifically authorized during a school sponsored or school-sanctioned activity permitting weapons or replicas in which case, the school district will provide secured storage of student firearms if necessary. School property is defined as the following: property utilized, supervised, rented, leased or controlled by the school district including but not limited to playgrounds, parking lots and school buses, and any property on which any school activity takes place.

A weapon is designed to mean one or more of the following: (1) A firearm as defined in 18 U.S.C. 921.

(2) A blackjack, concealable firearm, firearm, firearm silencer, explosive weapon, gas gun (including a spring loaded or air forced gun), knife, taser, stun gun, knuckles, machine gun, projectile weapon, rifle, shotgun, spring gun, switchblade knife, as these terms are defined in 571.010 RSMo.

(3) A dangerous weapon as defined in 18 U.S.C. 930 (g)(2).

(4) All knives and any other instruments or devices used or designed to be used or could be used to threaten or assault, whether for attack or defense.

(5) A weapon may also include any toy, replica, look alike or other item which might be perceived as a weapon or firearm.

No school official shall give consent for any person, other than a commissioned law enforcement officer, to carry a concealed or visible firearm or weapon into any school facility, property, or activity. School district employees, school board members, and any other person who hold concealed carry endorsements may not carry or bring any firearm, visible or concealed, on school property or to school activities. Exceptions are made for commissioned law enforcement officers only.

Any violation: Pursuant to the Missouri Safe Schools Act and the Federal Gun-Free Schools Act of 1994, and/or by School District Policy, any student who brings or possesses a weapon as defined in paragraphs (1) or (2) above on school property will be suspended from school for a period of not less than one(1) year or expelled and will be referred to the appropriate legal authorities. Students who bring or possess weapons as defined in paragraphs (3), (4) and (5) above and otherwise not included in paragraphs (1) and (2), will also be subject to suspension and/or expulsion from school and may be referred to the appropriate legal authorities.

6. Search and Seizure (June, 1993)

Students may be requested to submit to voluntary personal searches when suspicion warrants such action. Students who refuse to submit to the voluntary search may be referred to appropriate law enforcement authorities when such action is deemed appropriate by the principal and may be suspended from school for the lack of cooperation and/or insubordination with school administrators.

School lockers and desks are the property of the board of education and are provided for the convenience of students and are subject to periodic inspections without notice. The lockers and desks may be subject to search by school administrators for a variety of reasons. Among the reasons, but not limited to these reasons, are suspicion of concealing drugs, alcohol, tobacco, or materials of a disruptive nature, stolen properties, weapons, or other items which pose danger to the health or safety of the student, other students, or school employees. All searches will be conducted by an administrator and an additional staff member based on reasonable suspicion.

Student vehicles parked on school grounds are subject to search when suspicion warrants such action according to the procedure outlined for search of lockers and desks.

7. Terroristic Threats and False Reports (August, 2000)

Students are forbidden from making any terroristic threat or knowingly false report of a catastrophe, including but not limited to false bomb threats, for the purpose of frightening or disturbing people and/or causing evacuation or closure of any building, place of assembly or facility of transportation. Any such action will be reported to law enforcement officials.

- (a) First violation: Suspension of 180 school days or less or expulsion or any punishment the superintendent of schools deems appropriate.
- (b) Second violation: Expulsion

8. Hazing (December 2006)

Hazing is strictly prohibited by the board of education. Hazing is defined as a willful act, occurring on or off school grounds, against a prospective member or member of a school organization or group that endangers the mental or physical health or safety of said person or produces mental or physical discomfort, intimidation, embarrassment, harassment, or ridicule

for the purpose of initiation or admission into or continued membership in any such organization. Such acts include but are not limited to physical brutality, whipping, exposure to elements, forced consumption of a substance, sleep deprivation, humiliation, sexual intimidation, mental or emotional abuse, or other extreme stress-inducing activity. The district has authority to discipline organization members, and/or sponsors involved in hazing activities even if such activities take place off school grounds.

A person violates this policy by willfully committing an act of hazing, or by knowingly participating in, aiding, assisting or encouraging any act of hazing. Students who believe they are victims of hazing should immediately report the incident(s) to a teacher, coach, counselor or administrator.

(a) First Violation: Suspension for one hundred eighty (180) days or less or any other punishment the superintendent of schools deems appropriate.

(b) Second Violation: Expulsion.

Rev.4/2004, 12/2006

9. Threat Against Persons or Property (June, 2004)

Any conduct, physical action, or verbal, written, pictorial or symbolic communication, whether made directly to the person being threatened or to another person, which constitutes a threat of harm or injury to another person, or a challenge to engage in activity which could result in harm or injury to a person, or a threat of damage or destruction to District property, is strictly prohibited.

Any violation: Suspension for ten (10) school days or less and referral to the superintendent for possible further disciplinary action including suspension up to one hundred eighty (180) school days or expulsion.

10. Bullying (December 2006)

Bullying is strictly prohibited. Bullying is defined as acts committed repeatedly and systematically with the intention to make, or which have the effect of making, another person feel intimidated, threatened, fearful or apprehensive for their safety, humiliated, degraded, ostracized or excluded, subservient to another person, less important, or unworthy because of physical appearance, socioeconomic status, academic ability, sexual identity, or other characteristic. Prohibited bullying acts include but are not limited to name calling, taunting, physical movements or aggression, social exclusion, teasing, pranks, gestures, physical attacks, demeaning comments, rumors, and ridicule. Acts of bullying may be committed verbally, non-verbally, physically, in writing, electronically by email or on the Internet, phone messages, text messages, or any other medium of communication or expression.

A person violates this policy by willfully committing an act of bullying, or by knowingly participating in, aiding, assisting or encouraging any act of bullying. Students who believe they are victims of bullying should immediately report the incident(s) to a teacher, coach, counselor or administrator.

(a) First Violation: Suspension for one hundred eighty (180) days or less or any other punishment the superintendent of schools deems appropriate.

(b) Second Violation: Expulsion.

Rev.4/2004, 12/2006

b. Violations Against Public Health and Safety

1. Possession of Drugs (May, 2007)

Possession of drug paraphernalia, or possession, use of, or being present under the influence of a controlled substance, alcoholic beverage or any item represented or believed to be a controlled substance or alcoholic beverage on school premises, at a school event, in any school vehicle or in any situation in which the school is responsible is forbidden. "Possession" shall include but not be limited to any of the above identified items being in a locker, book bag, purse, vehicle, or any other location subject to or under the control of a student.

A controlled substance is any drug or chemical the possession of which is unlawful without a doctor's prescription, including any controlled substance, counterfeit substance or imitation controlled substance as defined in the Narcotic Drug Act, Section 195.010, RSMo, and in section 202(c) of the Controlled Substance Act, 21 U.S.C.812(c); substances intended for use in the diagnosis, cure, mitigation, treatment or prevention of disease in man or animals; substances, other than food, intended to affect the structure or any function of the body of man or animals; and substances intended for use as a component of any article specified in this definition.

The police shall be contacted for professional and legal assistance.

(a) First Violation: Suspension for one hundred eighty (180) school days or less or any other punishment the superintendent of schools deems appropriate.

Prior to re-admittance the student and the parent or legal guardian shall be required to attend a conference with the principal and/or

the principal's representative. The conference shall include a discussion of board policy.

(b) Second Violation: Expulsion by the board of education or referral by the board to the superintendent for appropriate disciplinary action.

Rev. 3/1998, Rev. 3/2005, Rev. 5/2007

2. Possession of Electronic Communication Devices (December, 2009) (a)

Electronic Devices The possession and use of Electronic Devices (EDs) is a privilege, not a right. The district may revoke the privilege of possessing and using EDs at anytime at its sole discretion. EDs include devices used to communicate, receive, send, store, record, or listen to voice, text, digital, audio, video, photo, electronic, or internet/cyberspace data, images, and/or information which shall include, but not be limited to, pagers, cellular phones, iPods, Personal Digital Assistants (PDAs), MP3 players, portable music players, CD players, game players, cameras, video cameras, GPS, etc. The district is not responsible for lost or stolen EDs, whether in student or district possession, or any damage to the ED, its programs, or its contents.

GRADES K-5: EDs may be brought to school, but must be turned off, stored out of sight, and not used during the school day.

GRADES 6-8: EDs may be brought to school, but shall not be carried or used by students during the school day. At all times during the school day, EDs shall be turned off and stored in the student's locker.

GRADES 9-12: EDs may be carried by students during the school day, but must be carried in an off or silent mode. EDs shall not be used to connect to district electronic equipment or district electronic networks at anytime. EDs may be used as follows:

Academic Periods: EDs shall not be used, viewed, or listened to, during academic periods without the prior approval of administrators or staff.

Non-Academic Periods: EDs may be used, viewed, or listened to, by students during non-academic periods (including before and after school, passing periods, and lunch periods), but doing so shall be in violation of this policy if it results in a disruption to the educational environment or any school activity, impairs the morale or good conduct of other students, or is in violation of this policy, or any other district policy, or local, state, or federal law (Law).

(b) Privately Owned Computers The possession and use of privately owned computers (“Computers”) is a privilege, not a right. The district may revoke the privilege of possessing and using Computers at anytime in its sole discretion. The district is not responsible for lost or stolen Computers, for any damage to the hardware or software of the Computer, or for any content which may be displayed or contained on the Computer. Students may bring Computers to school for use during the school day, but the Computer may only be used for educational or academic purposes, may not be used to connect to any internet based service, and may not be used to connect to any district electronic equipment or district electronic networks at anytime. The only exception to this policy is use as required by an Individualized Education Plan (IEP) or 504 Plan.

(c) Sound and/or Images EDs and Computers may not be used to capture sound, digital, video, or photo images, at anytime or anywhere during the school day or while being transported in a district vehicle without the prior approval of administrators or staff, or at any other time, place, or school sponsored activity when a person (including, but not limited to, students, staff, parents, volunteers, and guests) has an expectation of privacy which shall include, but not be limited to, a locker room, restroom, dressing room or any other location where a person may be changing clothes or engaged in personal or private activities.

(d) The use of an ED or Computer to transmit, distribute, or display to others, any message, sound, or image that may be considered obscene, pornographic, vulgar, or which includes nudity, is strictly prohibited and may result in out of school suspension for a first offense and notification of law enforcement authorities.

Disciplinary Consequences

Disciplinary action for violation of any of the policies set forth herein may include, but is not limited to:

(a) First Violation: In school detention for one (1) school day or less.

(b) Second Violation: Out of school suspension for two (2) school days or less.

(c) Third Violation: Out of school suspension for ten (10) school days or less.

Students who possess or use an ED or Computer in violation of district policy or Law are subject to having the device confiscated and searched to determine if violative conduct has occurred, preservation of the information on the device in another medium to be used for disciplinary procedures, erasure of any information in violation of district policies, long-term suspension or expulsion, and/or reporting to law enforcement authorities. Connecting any ED or Computer to the district electronic network shall result in revocation of system privileges and/or long-term suspension or expulsion and/or notification of law enforcement authorities.

Rev. 12/03, Rev. 12/09

3. Sale, Distribution, Transfer or Purchase of Drugs (June, 2003)

Any attempt to sell, distribute, transfer, or purchase controlled substances, alcoholic beverages or any item believed or represented to be a controlled substance or alcoholic beverage on school property or at a school event is forbidden whether or not such attempt is completed. A controlled substance is any drug or chemical the possession of which is unlawful without a doctor's prescription, including any controlled substance, counterfeit substance or imitation controlled substance as defined in the Narcotic Drug Act, section 195.010, RSMo, and in section 202(c) of the Controlled Substance Act, 21 U.S.C. 812 (c); substances intended for use in the diagnosis, cure, mitigation, treatment or prevention of disease in man or animals; substances, other than food, intended to affect the structure or any function of the body of man or animals; and substances intended for use as a component of any article specified in this definition. The police shall be contacted for professional and legal assistance.

(a) First Violation: Expulsion by the board of education or referral by the board to the superintendent for appropriate disciplinary action.

(b) Second Violation: Expulsion.

4. Drug Free Schools Initiative (July, 1994)

a. Drug Abuse - The use, possession or distribution of alcohol, narcotics, hallucinogens, or restricted dangerous drugs, as defined in section b(1), by students of this school district is recognized as inimical to the health and welfare of the student body and to the welfare and safety of the community. Such use, possession or distribution will not be tolerated on school grounds, at a school event, or in any situation in which the school is responsible for the conduct and well being of young people.

This district recognizes its responsibility to provide reasonable protection for all students from the influence of persons who might encourage the use of mind-altering chemicals.

It shall be the policy of this district to continually seek the cooperation, advice and counsel of the courts, law enforcement agencies, medical mental health and other professional agencies which are involved in the drug abuse problem in order to ensure a community-wide, cohesive and comprehensive reaction to this problem.

The basic policy of this district is to confront the problem of student drug abuse in three ways: prevention, intervention, and control. Drug abuse prevention includes education, in-service staff training, and community awareness.

b. Educational Program - Chemical abuse is primarily a health problem. As such it falls within the schools responsibility in the area of student health. It also has a direct and negative impact upon the ability of students to learn, the purpose for which schools are established. Abuse of mind altering substances range from initial experimentation to hard-core addiction. The underlying causes of drug abuse include the entire spectrum of human problems. The Blue Springs School District will develop programs which recognize this diversity and which are capable of responding to individual problems and needs while assuring an orderly and safe environment in the school.

c. Instruction - Instruction in all grades regarding the effect of alcohol, narcotics, hallucinogens, and restricted dangerous drugs shall be a part of the curriculum. Efforts will be made to involve reputable community agencies in planning substance abuse programs for students, staff and parents.

5. Sale, Distribution, Use, or Possession of Tobacco (September, 2001) Sale, distribution, use, or possession of tobacco products is forbidden on any school district property. All products will be confiscated and law enforcement officials will be notified in accordance with State law. Additional disciplinary consequences will be determined as per building level procedure.

c. Violations Against Property

1. Extortion (May, 1997) No student shall obtain property from a fellow student by means of oral or written threats, or take any other actions calculated to intimidate a fellow student.

(a) First Violation: Suspension for ten (10) school days or less and restitution must be made.

(b) Second Violation: Suspension for one hundred eighty (180) school days or less and restitution must be made.

(c) Third Violation: Expulsion.

2. Theft (September, 2001)

Stealing or attempting to steal private or school property is forbidden.

(a) First Violation: Suspension of ten (10) school days or less and restitution must be made unless in the case of theft amounting to one hundred fifty dollars (\$150) or more.

For a theft of one hundred fifty dollars (\$150) or more, a suspension of one hundred eighty (180) school days or less or expulsion. Restitution must be made.

(b) Second Violation: Suspension for one hundred eighty (180) school days or less, and restitution must be made. For a theft of one hundred fifty dollars (\$150) or more, the result is expulsion, and restitution must be made.

(c) Third Violation: Expulsion and restitution.

3. Damage to Property (May 2007)

No student shall cause, attempt to cause, or assist in causing damage to any property located on district grounds or at any school sponsored activity, or belonging to the school, staff or a fellow student.

(a) First Violation: Suspension for ten (10) school days or less and restitution must be made. In the case of damage totaling one hundred fifty dollars (\$150) or more in the aggregate, suspension for one hundred eighty (180) days or less or expulsion and restitution.

(b) Second Violation: Suspension for one hundred eighty (180) school days or less or expulsion and restitution must be made.

(c) Third Violation: Expulsion and restitution.

Rev.9/2001, Rev. 5/2007

5.65 Administration and Review of Suspension/Expulsion Consequences (December, 2001)

1. Authorization

The board of education believes that the right of a student to attend free public schools carries with it the responsibility of the student to attend school regularly and to comply with the lawful policies, rules and regulations of the school district. This observance of school policies, rules, regulations and standards of conduct is essential for permitting others to learn at school.

Therefore, the board authorizes the administrative prerogative to remove a student from his present school setting because of a willful violation of school rules and regulations or willful conduct which materially or substantially disrupts the rights of other students or the property of the school. Such action shall be taken in accordance with due process and with due regard for the welfare of both the individual and the school. School attendance may be temporarily denied to individual by the administrative act of summary suspension, but expulsion can be implemented only through specific action by the board of education.

2. Suspension (December, 2001)

a. Suspension For Ten (10) School Days or Less The board authorizes the summary suspension of students by building principals, or the superintendent or his administrative designee for a period not to exceed ten (10) school days, provided such action is in accordance with due process and state statutes. Any suspension by the building principal or the superintendent's administrative designee shall be immediately reported to the superintendent, who may revoke the suspension at any time.

Any student suspended or dismissed from school shall be denied entrance to any school grounds and/or facilities until the period of his/her suspension has expired.

Any student seen on the grounds or in a school building during the period of suspension should be reported to school authorities that, in turn, should notify the local police authorities of his/her presence on school property. In such cases, the suspension may be extended.

No student shall be suspended for ten (10) school days or less, unless:

1. The student shall be given oral or written notice of the charges against him; and
2. If the student denies the charges, he shall be given an oral or written explanation of the facts which form the basis of the proposed suspension; and,
3. The student shall be given an opportunity to present his version of the incident before any consequences are imposed. A student has the right to bring forward witnesses on his behalf.
4. Prompt notification will be given to the parent or others having custodial care of the student, of the administrator's action and the reasons for such action.
5. No further due process requirements need be met except in the possible case of a ten (10) school days or less suspension by the board, in which event a hearing must be held pursuant to Section 167.161 RSMo and Section 5.65 (4), infra.

b. Suspension for Eleven (11) to One Hundred Eighty (180) School Days (May, 1997)

1. Right to Appeal

The board authorizes the summary suspension of students by the superintendent only for a period from eleven (11) to one hundred eighty (180) school days, provided such action is in accordance with due process and statutes.

In the case of a suspension by the superintendent for more than ten (10) school days, the student or his parents or others having custodial care of the student may appeal the decision of the superintendent to the board or to a committee of board members appointed by the president of the board, which shall have full authority to act in lieu of the board. In the event of an appeal, a hearing before the board shall be held as soon as practicable.

2. Handicapped Students

In the event the violating student is a handicapped child, the Education of the Handicapped Act would require that the handicapped student's IEP committee convene before a long-term suspension is imposed. A "long term" suspension is defined as a suspension of more than ten (10) school days per semester.

3. Due Process Rights

a. No student shall be suspended from eleven (11) to one hundred eighty (180) school days, unless:

1. The student shall be given oral or written notice of the charges against him; and
2. If the student denies the charges, he shall be given an oral or written explanation of the facts which form the basis of the proposed suspension; and
3. The student shall be given an opportunity to present his version of the incident before any consequences are imposed. A student has the right to bring forward witnesses on his behalf.
4. Prompt notification will be given to the parents or others having custodial care of the student, of the administrator's action and the reasons for such action, and the right to a hearing before the board. This notice shall be promptly made by certified mail, addressed to the student's parents or others having custodial care of the student at their last address shown on school records.

b. In the event of an appeal to the board, the superintendent shall promptly transmit to it a full report in writing of the facts relating to the suspension, the action taken by him and the reasons therefore.

c. In the event of a board appeal, the suspension shall be stayed until the board renders its decision, unless in the judgment of the superintendent, the student's presence poses a continuing danger to persons or property or an ongoing threat of disrupting academic process, in which case the student may be immediately removed from school property, and the second notice described in section 5.65(2)(b)(3)(d), infra., shall follow as soon as practicable.

d. In the event the student, parents or others having custodial care of the student exercise the student's right to a board hearing, which right must be evidenced by a written request to the secretary of the board of education from the student, parents, or others having custodial care, within seven (7) days of the receipt of the superintendent's notice of suspension described in section 5.65(2)(b)(3)(a)(4), supra, the person seeking the hearing will receive a second notification advising them of:

1. the date, time and place of the hearing;
2. the nature of the charges;
3. the right to call and examine witnesses and introduce exhibits;
4. the right to cross-examine witnesses;
5. the right to have the hearing proceedings recorded and preserved;
6. the right to be represented by counsel;
7. the right to subpoena witnesses;
8. the right to present oral arguments or written brief at the close of the hearing;
9. the right to written findings of fact, conclusions of law and decision; and
10. the right to judicial review.

4. Suspension Hearing Before the Board

Any suspension hearings before the board shall be conducted in accordance with the procedure set forth in Section 5.65(4), infra.

3. **Expulsion**

a. **Authority**

The board may expel a student for conduct which is prejudicial to good order and discipline in the schools or which tends to impair the morale or good conduct of the students. The board alone may expel a student, and then only after notice to parents or others having custodial care and a hearing upon the charges preferred. The board may originate the expulsion disciplinary hearings upon the recommendations of the superintendent.

b. **Due Process Rights**

Before any student can be expelled the board must notify the parents or others having custodial care of the student. That notification shall be made by certified mail, addressed to the student's parents or others having custodial care of the student at the last address shown on school records and shall advise them of:

1. the date, time and place of the hearing;
2. the nature of the charges;
3. the right to call and examine witnesses and introduce exhibits;
4. the right to cross-examine witnesses;
5. the right to have the hearing proceedings recorded and preserved;
6. the right to be represented by counsel;
7. the right to subpoena witnesses;
8. the right to present oral arguments or written brief at the close of the hearings;
9. the right to written findings of fact, conclusions of law and decision; and
10. the right to judicial review.

c. **Expulsion Hearing Before the Board**

An expulsion disciplinary hearing shall be held as soon as practicable. In the interim, the student shall remain in school, unless the student's presence poses a continuing danger to persons or property or an ongoing threat of disrupting the academic process, in which case the student may be immediately removed from school property. Any expulsion hearing before the board shall be in accordance with the procedures set forth in Section 5.65(4), infra.

d. **Presence on School Property While Expelled** (December, 2001)

Any student who is expelled by the Blue Springs R-IV Board of Education is forbidden from attending any school function or being on any Blue Springs School District property until such time the student has been accepted for readmission [See 5.65(5)] or the graduation date for the student's class has passed if the student had remained enrolled in school, whichever occurs first. School administrators have the right to have expelled students removed from school grounds and/or functions.

4. **Appellate Suspension and Expulsion Hearings** (December, 2001)

In all hearings, whether initiated by the board of education, or by a student, or by his parents or others having custodial care of the student as an appeal, the following procedures will be followed:

- a. The hearing will be closed unless mutually agreed upon by both the student and student's parents or others having custodial care of the student and the district that the hearing will be open. At the hearing, the board or their counsel will present the charges and such testimony and evidence to support such charges.

The student, his parents or others having custodial care of the student or their counsel shall have the right to: present witnesses; introduce exhibits; cross-examine witnesses called in support of the charges; present oral arguments, and/or present written briefs. The hearing will be recorded. A written transcript will be prepared and provided upon request.

- b. At the conclusion of the hearing, the board of education shall deliberate in executive session and shall render a decision to: dismiss the charges; refer the student to the superintendent of schools for appropriate disciplinary action; or to expel the student from the schools of the district. The administration or its counsel, by direction of the board of education, shall promptly prepare and transmit to the student and his parents or others having custodial care of the student written Findings of Fact, Conclusions of Law and Decision.

- c. The student, his parents or others having custodial care of the student may waive the right to appear personally before the board of education at the hearing. If a student, his parents or others having custodial care of the student choose to waive the right to appear personally before the board of education at the hearing a Waiver of Hearing form must be completed and submitted to the superintendent of schools or his/her designee prior to the date and time of the scheduled hearing. **See Appendix 5(15).**

If a waiver is requested, the board will take action on the expulsion at the next regularly scheduled board meeting. A decision shall be rendered as per Section b of this policy.

5.92 **Safety** (February, 2002)

The board authorizes the use of video cameras on district property and in district vehicles to ensure the health, welfare, and safety of all staff, students, and visitors to district property, and to safeguard district facilities and equipment. Video cameras may be used in locations as deemed appropriate by the superintendent or his/her designee.

5.97 **Medication at School** (March, 2007)

Prescribed Medications: Prescribed medications will be given at school if absolutely necessary, but doses are encouraged to be scheduled before and after school if possible. The first dose of a new medication must be administered by the parents/legal guardians. Prescribed medications taken by a student while at school must be prescribed by a person licensed by a state regulatory board to prescribe medications and treatments as defined by 195.070 RSMo. The prescription must be in the form of written orders, written protocols or written standing orders. The administration of medications is a nursing activity that must be performed by or under the supervision of a registered

nurse. A district registered nurse may delegate the administration of prescribed medication by licensed practical nurses and unlicensed personnel who they deem competent.

A Medication Permit Form must be completed and signed by the student's parent or legal guardian at the time any new medication is delivered. All prescription medications must be delivered to the school health clinic personnel by a parent, legal guardian, or designated adult. The medication must be in the current prescription container and be labeled with the name of the student, name of the drug, dosage, frequency of administration, route of administration and the prescriber's name.

District registered nurses have the right to refuse to administer any prescribed medication at their sole discretion.

Over-the-Counter Medications: A parent, legal guardian, or other designated adult of an elementary student (grades K-5) must deliver all over-the-counter medications to the school health clinic personnel for distribution by a registered nurse, licensed practical nurse, or any other unlicensed personnel deemed competent by a registered nurse. The medications must be delivered in the manufacturer's original packaging. Over-the-counter medications taken by an elementary student while at school must have a written authorization by a person licensed by a state regulatory board to prescribe medication.

Secondary students (grades 6-12) may self-administer over-the-counter medications provided the student carries a current written authorization from the parent/legal guardian which gives permission for the specific medication to be self-administered and the student carries no more than one day's supply of the over-the-counter medication in their possession in the original container unless specified otherwise by the school nurse. Over-the-counter medication kept in the clinic and taken while at school must be in their original container and have a written authorization by a person licensed by a state regulatory board to prescribe medication.

District registered nurses have the right to refuse to administer any over-the-counter medication at their sole discretion.

Injectable and Infusable Medications: All injectable and infusable medications must be reviewed and approved by a district registered nurse prior to administration. The following criteria apply to the administration of injectable and infusable medications.

- (1) The medication must be prescribed by a person licensed by a state regulatory board to prescribe medications and treatments as defined by 195.070 RSMo. The prescription must be in the form of written orders, written protocols or written standing orders.
- (2) Injectable medications shall only be administered by a registered nurse, licensed practical nurse, Emergency Medical System (EMS) personnel, parent, legal guardian, designated adult, or self administered by a student as provided herein. In addition to those listed above, the Epi-Pen/Epi-Pen, Jr. may also be administered by other district personnel trained by a district registered nurse. A district registered nurse should provide and document the requisite education, training and competency verification of district personnel.
- (3) Infusable medications shall only be administered by a registered nurse, licensed practical nurse with intravenous certification, EMS personnel, a parent, legal guardian, designated adult or self administered by a student as provided herein.

Injectable and infusable medications may be self administered by a student on a case-by-case basis if the following criteria are met.

- (1) The physician has provided a written order for the condition for which the medication was prescribed.
- (2) The student has demonstrated to a district registered nurse the ability to safely and accurately administer the medication. The district registered nurse shall have the authority to determine if the medication can be self administered safely and accurately in the school setting. The district reserves the right to deny self administration or revoke the ability to self administer at anytime at its sole discretion.

- (3) The student's parent or legal guardian have signed a statement authorizing self administration and acknowledging that the district and its employees or agents will incur no liability as a result of any injury arising from the self administration of medication.
- (4) A student may have in his/her possession any medication, device, or equipment necessary to inject or infuse medication provided that the student has demonstrated to a registered nurse an understanding of how to properly use and dispose of the device or equipment.

Violation of this policy may result in disciplinary action up to and including suspension from school.

Rev. 11/00, Rev. 3/05, Rev.3/07

6.45 Bus Discipline (August, 1995)

The driver must give his/her undivided attention regarding driving. His/her requests and orders must be obeyed. It is not the driver or the principal that excludes the student from riding the bus, he/she excludes themselves because of failure to follow bus and safety rules, continuing misconduct that is distracting to the driver or antisocial behavior that may infringe upon the rights or properties of others or endanger the safety of all passengers. In case of infraction of the rules the driver will give notification of infraction on a misconduct form to the building principal. Driver is to give principal adequate information to deal with the problem. The building principal will handle the infraction on a timely basis and return a copy of the misconduct form to the bus driver and the director of transportation. One copy of the form will be sent the student's home.

The student and parent will be notified that a second misconduct form at the secondary level and third at the elementary level will mean a bus suspension. If the situation is such that the safety of the students is endangered, the rights or properties of others are infringed upon, or the student has received his/her second misconduct form, the director of transportation or principal will inform the student and parent that the student will be suspended from bus riding privileges pending a parent conference or until the suspension has been served. The director of transportation or principal should refer to the administrative guidelines to determine length of suspension. The bus driver must be notified immediately, if there is a bus suspension.

Under all circumstances the driver will carry the offender to school or to his school bus stop.