

Grandview High School



STUDENT / PARENT HANDBOOK 2018 – 2019



Grandview High School

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Grandview, MO 64030

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<http://www.grandviewc4.net>

**STUDENT/PARENT HANDBOOK
GRANDVIEW HIGH SCHOOL
2018-2019**

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GC #4 CENTRAL OFFICE	316-5000
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The information in this book was current at press time. A copy of this planner and its most recent update is available on the high school's website: <http://www.grandviewc4.net>.

**GRANDVIEW C-4 SCHOOL DISTRICT
GRANDVIEW, MISSOURI 64030**

Notice of Nondiscrimination

The Grandview C-4 School District does not discriminate on the basis of race, color, national origin, ancestry, sex, disability, age or any other characteristic protected by law in its programs, activities or in employment, and provides equal access to the Boy Scouts and other designated youth groups.

**Assistant Superintendent for Human Resources
Grandview C-4 School District
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Welcome

We would like to welcome you to Grandview High School! At GHS the staff is devoted to providing students with the knowledge and skills needed for college and career readiness. Our goal is to assist students as they prepare for life after high school. Please contact us at anytime if you have questions or concerns. We look forward to an awesome year!

School Pride

School pride is an intangible phenomenon that is felt, not seen, or heard. It is that which makes a building into a school and a crowd into a student body. It is our common bond based on individual pride and mutual respect. It allows everyone to share in the touchdown scored, in the song being sung, or in the lines being said. It is felt in the classroom, in the halls, and in the neatness of and the respect paid to the school. It is what makes this particular place Grandview High School.

School pride is an outgrowth of participation. Grandview students can develop school pride by supporting all school programs, by working together, by taking part in activities, by doing a little more than the assigned work, by helping a fellow student, and by setting an example in the community for all to follow. Students get from school what they put into it.

Pride is found only in one's heart. When you have this feeling of pride - of supporting school activities and what the school stands for - Grandview High School will continue to be an outstanding school.

Traditions

School Colors	Blue and Gold
Mascot	Bulldog
Newspaper	The Student
Yearbook	The Bulldog
Conference	Suburban, Blue Division
Accreditation	North Central

Alma Mater:

Praise we sing to Grandview High School,
Grandview High School, Blue, and Gold!
Ever shall we lift our voices loyal, faithful, true and
bold.

With thy Guidance, with thy Courage
What shall shake our sure repose?
With thy Knowledge as our armor
We shall surely reach our goal!!
Let us ever be reminded,
When our paths from thee must go,
of our friendships everlasting.
And the joys and trials we know
Ne'er will fade tho life encompass us,

We will ever thankful be.
Solid joys and lasting treasure
None but Grandview students know.

Bulldog Fight Song:

Fight! You Grandview Bulldogs,
For Alma Mater fight!
Glory in the combat
for the blue and the gold.
Faithful to our colors
We will ever be
Fighting ever fighting
For a Bulldog victory!

Bell Schedules:

1st Bell.....7:10 a.m.

Warning Bell for 1st Period.....7:30 a.m.*

* After 7:30 a.m., all entry into the building must be through the front door.

Daily Schedule

BLOCK	TIME	LUNCH
A1/B2	7:35 – 8:55 *80 Min	11:15 – 11:35
A3/B4	9:00 – 10:20 *80 Min	11:40 – 12:03
Bulldog Block	10:25 – 11:10 *45 Min	12:09 – 12:32
A5/B6	11:15 – 1:00 *105 Min	12:37 – 1:00
A7/B8	1:05 – 2:25 *80 Min	

Early Release Schedule

BLOCK	TIME	LUNCH
A1/B2	7:35 – 8:30	Sack Lunch at Dismissal
A3/B4	8:35 – 9:30	
A5/B6	9:35 – 10:30	
A7/B8	10:35 – 11:30	

2018-2019 SCHOOL CALENDAR

Aug 7-9	New Teacher Orientation
Aug 13	District Convocation/Prof Dev'l
Aug 14	Teacher Preparations
Aug 15	Transition Day-6th & 9th Grade (Half Day)
Aug 16	First Day of School (Full Day)
Aug 31	District C&I Day (No School)
Sept 3	Labor Day (No School)
Sept 12	District PLC's/Prof Dev'l
Oct 10	District PLCs/Prof Dev'l/Clsfd PD
Oct 18	P/T Conferences - PM
Oct 19	No School
Nov 6	District C&I Day (No School)
Nov 14	District PLCs/Prof Dev'l
Nov 21, 22 & 23	Thanksgiving Break (No School)
Dec 12	District PLCs/Prof Dev'l/Clsfd PD
Dec 19-Jan 1	Winter Break (No School)
Jan 2	Teacher Work Day (No School)
Jan 9	District PLCs/Prof Dev'l
Jan 21	MLK Jr. Day (No School)
Feb 6	District PLCs/Prof Dev'l/Clsfd PD
Feb 18	Presidents' Day (No School)
Feb 27	District PLCs/Prof Dev'l/P/T Conf
Mar 13	District PLCs/Prof Dev'l
Mar 18-22	Spring Break (No School)
Apr 3	District PLCs/Prof Dev'l/Clsfd PD
Apr 19	Spring Holiday (No School)
May 27	Memorial Day (No School)
Jun 3	Last Day of School & District PLC's
Jun 4	Teacher Professional Work Day

This calendar may be altered at the discretion of the Board of Education and/or administration

* Six (6) emergency make-up days are built into this calendar. Should they all not be used or should more than six days be used the last day of school will be adjusted.

Attendance Policy (See Board Policy JED)

(This policy is subject to change per GC-4 Board approval and will be updated as needed on the District website.)

A student may not miss more than four days in a block and receive credit for that block (the @ mark for attendance indicates the student did report to class but missed more minutes in the class than the state allows in order to receive credit). Students who miss more than the allotted amount of time may choose to make up time during Saturday School. All absences must be made up within the current semester. Make up for absences may not be carried over into the next semester. Students are able to receive credit for up to two blocks per Saturday School session. **Saturday school will be held from 8:00 a.m. until 11:00 a.m. Those needing to make up one block need to attend 8:00 a.m. to 9:30 a.m.** Saturday school is not a detention setting but will be used for tutorial help and an opportunity for students to make up work, which might have been missed.

All absences will count toward the four-day total with the exception of school-sponsored activities, in-school suspension, attendance at crossroads, homebound instruction, and 2 college visits (with appropriate documentation). Any student who misses more than 30 minutes of a class is considered absent. Students placed in Crossroads long-term suspension are subject to the attendance policies of their sending school. If a Crossroads student loses credit in one block, he/she can stay at Crossroads and work on his/her other courses.

Make-up Work

Due to Board Policy JED, no rule or procedure will preclude a student from making up work missed due to any type of absence, including absences due to suspension.

Students who have missed four days or less in a block will be allowed to make up work **provided a parent verifies** their absence by phoning the attendance office on the day the student is absent. Parents are asked to call in any absences as early as possible at 316-5900. A recorder is available to leave a message. Written notes will not substitute for the phone call. If the parent does not contact the school, then the school will make an effort to contact the parent to verify their student's absence.

Students will be allowed one day to make up work for each day absent, up to a maximum of four school days. Up to 2 college visits (with appropriate documentation) will not count against a student's attendance. The exceptions to this are project deadlines announced prior to the absence and test dates that have been announced prior to the absence. **If a project has a due date on the day a student is absent**, the student needs to make arrangements for that project to be delivered or contact the teacher directly to seek an extension. **If a test has been announced prior to the absence**, the student is expected to take that test on the day he or she returns or make arrangements with the teacher to take the test before or after school.

If a student is going to be absent for three or more consecutive days, homework assignments can be requested through the front office.

Homebound (IGBG & IGBG – AP(1))

The primary purpose of homebound instruction is to provide an education for those students who are unable to attend school due to an illness documented by medical personnel. While homebound instruction is solely not a substitute for regular school attendance, it does provide an opportunity for students to maintain some degree of contact with their teachers and enables them to continue to earn credits towards graduation.

In the event of any long-term excused absence, parents should notify the main office in order to obtain and submit an application to initiate homebound instruction.

Saturday School

Students are reminded that Saturday School is an extension of regular school. All school policies are in effect and proper behavior is expected. When a situation arises and a student is asked to leave Saturday School, then that student will be expected to do so in a timely and respectful manner. While not intended as a detention, it is a time when academic work should be done. Students will not be allowed on the computers unless they have an assignment that requires computer usage.

- **Students must arrive at Saturday School by 8:00 AM, even if making up time for only one block. No one is admitted after 8:10 AM.**
- Make sure you make transportation arrangements. If you are making up time for one block, you will be dismissed at 9:30. If you are there for two blocks, you will be dismissed at 11:00.

Tardiness vs. Truancy

Students are required to be in class on time. Students receive five minutes between classes to take care of personal business and travel to their next class. The student is responsible for being prepared to undertake the academic activity when the class is scheduled to begin. Students who are tardy are subject to detentions, in-school suspensions (ISS) and even the possibility of out-of-school suspensions (OSS) depending on the number of tardies accumulated. Any student who enters the room after the bell, but before 5 minutes has elapsed, is considered tardy. Any student who is in the hallway 5 or more minutes late to class without a pass will be considered truant. **Any student who skips class or leaves school grounds without permission is also considered truant.**

Periodically, the school administrators will conduct a Hall Freeze. In this situation, an announcement is made after the tardy bell rings for the teachers to close their doors and not allow any more students into their classrooms. All students still in the hallway are asked to report to the back of the auditorium. The students sign in and are then given a pass to class. Students with multiple hall freezes may receive consequences, such as Wednesday Detention or ISS.

Tardies to school are included in the total number of tardies allowed and are marked with an “L” in SIS.

Grandview High School



Students graduating from a designated Missouri A+ School may qualify to receive two years assistance with tuition, books, and fees to attend a Missouri community college or vocational/technical school. To be eligible, each student must have entered into a written agreement with the school prior to high school graduation, and:

1. **Attended a designated A+ School for three consecutive years prior to high school graduation.**
2. **Graduated from high school with a GPA of 2.5 or higher.**
3. **Maintained at least a 95% attendance record.**
4. **Performed at least 50 hours of unpaid, school-based tutoring or mentoring for younger students.**
5. **Maintained a record of good citizenship and avoidance of unlawful use of drugs.**
6. **Beginning with the class of 2015, students must score proficient or advanced on the Algebra I End of Course Exam (this requirement may be waived after completing one semester of post-secondary education with a 2.5 GPA or better).**
7. **Make a documented, good faith effort to secure all available federal post-secondary student financial assistance funds that do not require repayment (FAFSA).**
8. **Male students at 18 years of age must register with the selective service.**

The student financial incentive will be available for a period of four years after high school graduation. To maintain eligibility during that time, each participating student must enroll and attend a Missouri public community college or vocational/technical school on a full-time basis and maintain a GPA of 2.5 or higher.

The student financial incentive program is dependent upon funding from the state of Missouri.

Student Incentive

Qualified A+ graduates will be eligible to receive the following:

- Tuition and general fees to attend any public community college (some four year schools accept A+ funds for the first two years) vocational school or technical school in the State of Missouri for two years.
- The financial incentives will be available only after the student has made a documented effort to secure any available post secondary student financial assistance funds that do not require repayment (See above section).
- The tuition incentives will only be made available to reimburse the unpaid balance of the cost of tuition and general fees after available federal financial aid funds have been applied to those costs.
- Students will be eligible to receive financial incentives for two years if they are enrolled as a full time student (12 hours or more) and maintain a 2.5 GPA in the post secondary setting.
- Private scholarships will not affect eligibility for the A+ Program, nor will they reduce the States' responsibility to a college or technical school.
- Students must complete the two years of full time enrollment at a community college or public vocational / technical school within four years of graduating from Grandview High School.
- Financial need is not a factor in determining eligibility for the A+ Program. **For further information on the A+ Program call Mr. Duane Kennedy at 316-5858.**

Advanced Placement (AP)

Most colleges and universities in the United States, as well as colleges and universities in more than 40 countries, have an AP policy granting incoming students credit, placement, or both on the basis of their AP Exam grades. Students seeking credit through the AP grades should note that each college, not the AP Program or the College Board, determines the nature and extent of its policies for awarding advanced placement, credit, or both. Students should obtain a college's AP policy in writing. Students can find this information in a college's catalog or on its website, or by using the AP Credit Policy search at <http://www.collegeboard.com/ap/creditpolicy>.

Academic Dishonesty (See Board Policy JG-R1)

At Grandview High School, you must assume responsibility for your own work at all times and your individual contribution to group work as assigned by your teacher.

Any action intended to obtain or assist in obtaining credit for work that is not one's own is considered academic dishonesty. Such conduct includes but is not limited to plagiarism, cheating, falsifying documents, and unauthorized use of study aids or electronic devices.

Academic dishonesty may result in disciplinary action or loss of credit for assignment.

Academic Letter

Those students who are enrolled in at least six subjects the past two semesters and who achieve a 3.5 grade point average with no grade below a "B-" is eligible to receive an academic letter. Grades received from weighted classes will be based on a weighted scale. Therefore, a student receiving a C- in a weighted course is still eligible. Freshmen who receive a 3.5 GPA their first semester with no grade below a "B-" are also eligible. In addition to the blue on white chenille letter, which can be worn on any school jacket, students will receive a certificate that can be framed. After once receiving a letter, students will receive a gold bar to be affixed to the letter for achievement in succeeding years.

College Entrance Information

Students interested in preparing to enter college should request information from their counselor early in their high school career. It is true that general college requirements can be met by following the recommended college preparatory program, but college entrance requirements vary widely from college to college, and it is wise to plan high school work for a definite college when possible.

Any questions you may have regarding college entrance information as well as scholarship information may be directed to your counselor.

Dual Enrollment and Release

The high school maintains dual enrollment, dual credit and work release programs for students who qualify. Further information can be obtained in the guidance office or in the Program of Studies.

End of Course Assessments (EOC)

The Missouri Department of Elementary and Secondary Education has identified the following purposes for end-of-course assessments: measuring student achievement and progress toward postsecondary readiness, identifying students' strengths and weaknesses, communicating expectations for all students, meeting state and national accountability requirements, and evaluating

programs. End-of-course assessments are given in **Algebra I** or **Algebra II**, **English II**, **Biology**, **Government**. **The student's end-of-course exam score will count for a percentage of his/her final grade (as set forth by each department).**

Enrollment

Pre-enrollment for course selections are conducted each spring. The final schedule will be available for preview in early June through the student/parent portal.

Final Exams: (Semester Final Exams)

Students are required to take semester examinations. If a student is going to be absent on the day of a final exam, the student is responsible for making arrangements with the teacher to take the final no later than three school days after the semester ends. If a student is ill and misses the final, the student must contact the teacher and schedule a time to make up the final no later than three school days after the semester ends. If the student absence is unexcused, the student will not get the opportunity to make up the final exam(s).

Grade Level Promotion and Determination

Grade level placement is determined at the start of the school year based on the student's accumulated credits:

10 th grade –	6 credits
11 th grade –	12 credits
12 th grade –	18 credits
Graduation –	26 credits

Grades and Report Cards

The following marking system is used to denote student progress: A=Excellent; B=Superior; C=Average; D=Inferior; F=Failure.

Progress reports will issued every six weeks on the following dates: October 6, November 20, January 8, March 1, April 16, and June 4. Progress reports are accumulated scores denoting progress for the semester. Grades at January 8 and June 4 are semester grades and are used to award credits and calculate GPA and class rank. The following grading scale will be used:

Percent	Letter Grade
100-95.....	A
94-90.....	A-
89-87.....	B+
86-83.....	B
82-80.....	B-
79-77.....	C+
76-73.....	C
72-70.....	C-
69-67.....	D+
66-63.....	D
62-60.....	D-
59-0.....	F

Graduation Requirements (See Board Policy IKF)

Graduation requirements are printed in the Program of Studies. **Students must meet all graduation requirements in order to participate in the graduation ceremony.**

Graduation/Commencement

Graduation Practice:

- Student must meet all requirements for graduation and be in good standing.
- Student must participate in the mandatory graduation practice – failure to attend practice may result in removal from the graduation ceremony (work/job is not granted as an excuse). Any exceptions must be approved by the Principal prior to practice.
- Students must make up attendance violations.

Graduation Ceremony:

The graduation ceremony is a dignified, formal occasion held to honor the graduates, and participation in the ceremony is a privilege. Students are expected to follow the code of conduct and dress guidelines outlined in this handbook.

Tickets for Graduation will not be distributed until the Graduate Survey has been completed and all current fines / fees have been paid.

Guidance and Counseling

Guidance services are available to every student at GHS. The purpose of the guidance program is to assist the student in making wise choices concerning both educational and personal development.

Any student wishing to see a counselor should make an appointment in the guidance office. Counselors are assigned students based on the students' last name; however, a student may see the counselor of his/her choice by making an appointment.

Counselors are currently assigned as follows:

Last Name A-G

Last Name H-O

Last Name P-Z

Mr. Thomas Doherty

Ms. Sheila Jackson

Mr. Reggie Morris

Honor Roll & Principal's Honor Roll

After each semester, any student who has no grade below an "A-" in any subject and who is carrying at least four subjects will be placed on the Principal's Honor Roll.

Those students who are taking at least six subjects and who have a "B" average or higher are placed on the Honor Roll. All subjects are considered in the grade averages for Honor Roll. No grade is permitted below a "C-."

Seniors

For Graduation/Commencement information, see your Senior Class Sponsors, Counselor, Advisor or Administrator, as well as attend all Senior Meetings. Announcements will be made in advance of all Senior events. Refer to information printed in this handbook under Graduation/Commencement.

Student Records/Transcripts

Requests for student records and Transcript are handled through the Registrar's office located in the Counseling Center.

Testing Dates

ACT

Check in the Counseling Center for all pre-college testing dates, registration deadlines and/or changes and additions.

ACT-Test Dates* (register early!)

September 8, 2018 **

October 27, 2018

December 8, 2018

February 9, 2019

April 13, 2019

June 8, 2019

Students wanting to take the SAT test – see your counselor for more information

* GHS is an ACT Testing Site. We are test center 223860. See your counselor for more information.

** Date(s) that GHS will NOT be an ACT Testing Site.

The code to have the student's ACT score sent to GHS is 261-240.

ACT fee waivers are available for students who are on free or reduced lunch. (See your counselor for details.) Students are responsible for mailing in their registration forms.

Vocational Opportunities

A variety of vocational programs are available for students who are interested. The marketing program offers students the opportunity to work a portion of the school day during the senior year. Grandview also participates in the Joe Herndon Area Vocational-Technical School at Raytown and at Summit Tech in Lees Summit. Interested students should make it a point to contact the counseling office during their sophomore year to plan for these programs.

Weighted Grade Point Classes

Due to the difficulty of some courses, grades earned from selected classes are given more "weight" in determining grade point averages. Those courses, along with their descriptions are listed in the Program of Studies. For more information, please speak to your Guidance Counselor.

NOTE: Weighted grade points are NOT calculated into the A+ GPA requirements.

Addressing Concerns

The Grandview High School policy and procedures for addressing student and/or parent concerns include the following:

1. Direct the student and/or parent to the source of the concern, such as teacher, counselor, coach, or sponsor.
2. If the direct conversation has not resolved the concern or negotiated a solution, then the student and/or parent may seek resolution beginning with the Assistant Principal and then the Principal.
3. If the student and/or parent concern is not satisfactorily resolved at the first or second step, the student, and/or parent should refer their concern to the District Office.

Basic Student Responsibilities

- 1) Accept responsibility for own behavior.
- 2) Attend classes regularly and on time. Periodic, unannounced Hall Freezes will be held. Students are expected to be in class when the tardy bell rings.
- 3) Have appropriate materials in class, participate in class, complete assignments, and prepare for tests and other evaluations.
- 4) Recognize and respect the rights of others.
 - a. Individual rights (privacy, property, right to education, etc.)
 - b. Society's rights (school property, etc.)
- 5) Assist in communication between school and your home. Be responsible in promptly delivering notes, notices, progress reports, etc., to parents.
- 6) Students must have their I.D. card **on them at all times** and be able to present them upon request.
- 7) Follow District bus transportation rules. (See Board Policy JFCC and JFCC-AP-1)
- 8) Follow Building/District Code of Conduct. (See Board Policy, but not limited to, JG-R1)

ISS – In-School Suspension

(See Board Policy JGB)

When a student is assigned ISS as a consequence, these are the ISS policies:

1. On arrival at school, students assigned to ISS are to report directly to the In School Suspension room. Students are to be in the room by 7:35 AM.
2. Students will be re-admitted to scheduled classes only after satisfactory completion of the full number of assigned in-school suspension time.
3. Students absent from ISS due to illness or other reasons must fulfill the required term before returning to regular classes.
4. Students assigned to ISS will be responsible for bringing all books and materials needed to complete each day.
5. During the time students are serving their ISS assignment, they are not allowed to have social contact with regular school students. **Students serving at least one full day or for any partial day exceeding 2 blocks of time, will not be allowed to participate in extra-curricular school activities at home or away. NOTE: This includes any practices.**

6. Disruptive students will not be allowed to stay in ISS and will be referred to the appropriate assistant principal for further action.
7. School assignments for students in ISS will be obtained from the regular classroom teachers.
8. Students who are tardy to ISS will be subject to the tardy policy.
9. No hall passes to the regular school complex will be issued.
10. All regular school rules and regulations apply to students while they are assigned to ISS.
11. Students may be asked by ISS supervisors to complete general assignments in addition to those sent by the regular classroom teachers.

School Dress Code (See Board Policy JFCA)

The primary purpose of these dress guidelines is to ensure a school atmosphere where optimal student learning can take place. With the frequent changes in clothing styles and fashion, the delineation of specific examples of inappropriate school clothing can only serve as a guideline. Whenever student attire causes a disruption to the learning process or, in the reasonable opinion of the building administrator is inappropriate or is likely to be a threat to one's safety or health, the student will be requested to change to more appropriate attire. Students will need to correct the dress code issue to attend their regular classes. Students who are unable to do so will complete school work in the ISS room. Students may correct a dress code issue and be allowed to attend their classes; however, disciplinary consequences may still be imposed.

The dress codes apply to the regular school day as well as extra-curricular events. Anyone dressing inappropriately will be asked to change clothes or cover up with a t-shirt if appropriate.

Secondary Clothing Guidelines

Condensed version: Clothing that exposes your **Back, Belly, Buttocks, or Bust** are not permitted. Dress code decisions will be made by administration.

The following clothing is inappropriate for school and will not be allowed:

1. Headwear including but not limited to hats, bandannas, scarves, hair picks, combs, curlers, shower caps, stocking caps, do-rags, hair nets, berets and hoods (Headwear for religious reasons is permitted.) *Visors are permitted.*
2. Tank tops, halter tops and cut-off tops
3. Clothing exposing navels, cleavage, backs, buttocks, and midriffs
4. Any attire where the posterior or undergarments are exposed
5. Any clothing with tears or holes that reveal undergarments
6. House shoes and pajamas
7. Items making reference to profanity, sex, alcohol, tobacco, drugs, racism, obscene gestures or pictures, weapons, gangs, and violence
8. Chains, as well as jewelry and/or accessories with spikes, points, or sharp edges
9. Sunglasses
10. Outside Coats/Apparel (Suit coats, sweaters, sweatshirts, and sweat suit jackets are not considered outside apparel.)

The Board of Education desires to keep the schools free from the threats or harmful influence of any gang or groups, which advocate drug use, violence, disharmony, or disruptive behavior. Wearing apparel and communicating techniques related to gangs or groups, which intimidate students, staff members, patrons and threaten their safety are prohibited.

Note: Some school programs such as industrial arts, laboratory activities, physical education, etc., may require special clothing, footwear, or accessories or may have restrictions to ensure student health and safety. (Regular school dress is required during the Halloween season.)

Wednesday Detentions

Wednesday Detentions are an extension of the classroom; thus, the same discipline policies/behavior guidelines apply and will be administered by building Principals.

1. Students must display appropriate classroom/building conduct during detention.
2. Students must report no later than 2:45 p.m., with their Student photo ID or verification of name by an adult, or they will not be allowed to serve the detention.
3. Students are to take all books and study materials to detention (work should be enough to last three hours)
4. Students without adequate work may be asked to leave the detention.
5. Students will not be allowed to go to their lockers.
6. Students may not sleep or talk to others during detention.
7. Students are not allowed to bring or consume food or drink during detention.
8. Students may not use electronic devices during detention (headphones, cell phones are not to be visible or audible) unless given permission by the supervisor.
9. Students receive one restroom pass to be given at the discretion of the supervisor.
10. Students must leave the building immediately after being dismissed at 5:45 p.m.. Students needing transportation should make arrangement PRIOR to the detention. Supervision will not be provided after 5:45 p.m..

Students who do not serve an assigned Wednesday Detention, arrive after 2:45 p.m., or are dismissed from detention may be assigned up to a two day out-of-school suspension (see Unserved Long Detention - Student Discipline JG-R).

POSITIVE BEHAVIORAL INTERVENTIONS & SUPPORTS (PBIS)

Grandview High School (GHS) will be using the PBIS framework to teach and reinforce behavioral expectations for the high school. Teaching behavioral expectations and rewarding students for following them is a much more positive approach than waiting for misbehavior to occur before responding. The purpose of schoolwide PBIS is to establish a climate in which appropriate behavior is the norm.

Following is a copy of the GHS' the PBIS behavior matrix The matrix is a chart that clearly communicates the school's expectations for positive behaviors in various school environments. It aides teachers and administrators in teaching, modeling, and reinforcing PBIS in the classroom, hallway, cafeteria, and school events.

Building Matrix



Grandview High School House Rules...



	HALLWAYS	CAFETERIA	EVENTS
BE RESPECTFUL	<ul style="list-style-type: none"> Use appropriate language Use appropriate indoor volume when speaking Keep hands, feet, and objects to yourself "Walk and Talk" Use physical contact appropriate for school Respond appropriately when adults talk to you Cover up (The 4 - Bs) 	<ul style="list-style-type: none"> Use appropriate language Be seated Keep hands, feet, and objects to yourself Use appropriate indoor volume when speaking Cover up (The 4 - Bs) Use physical contact appropriate for school 	<ul style="list-style-type: none"> Use appropriate language Be attentive to speakers Cheer appropriately - for your team Positive cheering only Interact with visitors, staff, and students in a positive manner Follow all rules for the event Cover up (The 4 - Bs) Use physical contact appropriate for school
BE RESPONSIBLE	<ul style="list-style-type: none"> Put all trash in trash cans Move purposely through the halls If there is a confrontation, leave the area Get an adult involved if necessary See something, say something 	<ul style="list-style-type: none"> Place all trash in trash cans Push in chairs If there is a confrontation, leave the area Get an adult involved if necessary See something, say something 	<ul style="list-style-type: none"> Place all trash in trash cans If there is a confrontation, leave the area Get an adult involved if necessary See something, say something
BE ENGAGED	<ul style="list-style-type: none"> "Walk and talk" Get a drink and use the restroom during passing 	<ul style="list-style-type: none"> Get food and take a seat Remain seated Listen for announcements 	<ul style="list-style-type: none"> Pay attention to the event. Positively participate when appropriate
BE ON TIME	<ul style="list-style-type: none"> "Walk and talk" Plan trips to restroom and locker 	<ul style="list-style-type: none"> Take direct routes to and from the cafeteria Get to your destination in a timely fashion "Walk and talk" 	<ul style="list-style-type: none"> Arrive 5 minutes before event starts Have your ride come to pick you up 15 minutes before expected end time

STUDENT DISCIPLINE

Student Discipline (See Board Policies, but not limited to, JG/JGB/JGD/JGDAP/JG-F/JG-R)

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

playgrounds, parking lots and district transportation, or at a district activity, whether on or off district property. The district may also discipline students for off-campus conduct that negatively impacts the educational environment, to the extent allowed by law.

Management of student discipline is most effective when school personnel, parents and students work cooperatively. Communication between all parties is critical. Therefore, all disciplinary actions taken will be accompanied by a principal/parent/student conference (PPSC). Teachers and other staff may be requested to participate in conferences as deemed necessary by the principal. All disciplinary actions will be noted in the student's disciplinary record. Law enforcement officials will be notified consistent with procedures outlined in the Missouri Safe Schools Act.

Definitions

Suspension – Suspension refers to both in-school suspension (ISS) and out-of-school suspension (OSS) unless otherwise noted. Students who are suspended (in or out of school) may not attend any district functions held on district grounds, other school districts' grounds, and/or at an alternate location, except for those indicated in this regulation. Any assignment that would require them to be in attendance outside the normal day (e.g., concerts) must have an alternate assignment provided. Students who are suspended out of school for only one to two days will have the ability to make up missed assignments. Work given while a student is suspended will be due no later than two days after the student returns.

Crossroads – A program that provides an opportunity for students who have an OSS to make up work. Students who are recommended for Crossroads and who choose to attend will have their out-of-school suspensions changed to in-school suspensions in their records. Students suspended out of school and not attending Crossroads may make up any work unless otherwise noted in this regulation. Students choosing not to attend Crossroads will have their suspensions recorded as out-of-school suspensions in their records. Occasionally, Crossroads will be at capacity and unable to accept new students. Students who receive an out-of-school suspension and are recommended for Crossroads during that time will be able to make up assignments.

Restitution – Reimbursement/Replacement needed for equipment, furniture, walls, etc., that have been damaged due to a student's actions, whether willful or accidental.

Reporting to Law Enforcement

It is the policy of the Grandview C-4 School District to report all crimes occurring on district property to law enforcement including, but not limited to, the crimes the district is required to report in accordance with law. A list of crimes the district is required to report is included in policy JGF.

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

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

Documentation in Student's Discipline Record

The principal, designee or other administrators or school staff will maintain all discipline records as deemed necessary for the orderly operation of the schools and in accordance with law and policy JGF.

Conditions of Suspension, Expulsion and Other Disciplinary Consequences

All students who are suspended or expelled, regardless of the reason, are prohibited from participating in or attending any district-sponsored activity, or being on or near district property or the location of any district activity for any reason, unless permission is granted by the superintendent or designee.

In addition, the district may prohibit students from participating in activities or restrict a student's access to district property as a disciplinary consequence even if a student is not suspended or expelled from school, if appropriate.

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

1. The student is under the direct supervision of the student's parent, legal guardian, custodian or another adult designated in advance, in writing, to the student's principal by the student's parent, legal guardian or custodian, and the superintendent or designee has authorized the student to be on district property.
2. The student is enrolled in and attending an alternative school that is located within 1,000 feet of a public school in the district.
3. The student resides within 1,000 feet of a public school in the district and is on the property of his or her residence. If a student violates the prohibitions in this section, he or she may be suspended or expelled in accordance with the offense, "Failure to Meet Conditions of Suspension, Expulsion or Other Disciplinary Consequences," listed below.

Student Offenses and Consequences

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

At the elementary level, some consequences are divided by primary and intermediate. Primary is defined as Pre K-2; intermediate is defined as grades three through five.

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

<i>Elementary/Middle School/High School</i>	
First Offense:	Administrative options include one or any combination of the following consequences: PPSC, no credit for the work, grade reduction, or replacement assignment.
Subsequent Offense:	Administrative options include one or any combination of the following consequences: PPSC, verbal reprimand, no credit for the work, grade reduction, course failure, or detention or 1-5 days ISS.

Arson – Starting or attempting to start a fire or causing or attempting to cause an explosion. Students found to be in violation and receiving a suspension may not attend any district functions held on district grounds, other school districts’ grounds, and/or at an alternate location, except for those indicated in this regulation.

Elementary/Middle School/High School	
All Offenses:	Administrative options include one or any combination of the following consequences: Restitution: reimbursement/replacement needed for equipment, furniture, walls, etc., that have been damaged due to student’s action, whether it was willful or accidental will be made if appropriate, PPSC, 1-10 days OSS or Crossroads with a possible referral for consideration of a long-term suspension or expulsion.

Assault or Battery of a Staff or Faculty Member – Hitting, striking and/or attempting to cause injury to another person; knowingly and/or recklessly causing or attempting to cause physical injury to another person; placing a person in reasonable apprehension of imminent physical injury; physically injuring a staff member. Conduct that meets the definition of fighting, as defined later in this regulation, will be disciplined in accordance with the options provided in the section on fighting. Students found to be in violation and receiving a suspension may not attend any district functions held on district grounds, other school districts’ grounds, and/or at an alternate location, except for those indicated in this regulation.

Elementary/Middle School/High School	
All Offenses:	Administrative options include one or any combination of the following consequences: PPSC and 3-10 days OSS or Crossroads with a possible referral for consideration of a long-term suspension or expulsion.

Assault or Battery of a Fellow Student – Hitting, striking and/or attempting to cause injury to another person; knowingly and/or recklessly causing or attempting to cause physical injury to another person; placing a person in reasonable apprehension of imminent physical injury; physically injuring another student. Conduct that meets the definition of fighting, as defined later in this regulation, will be disciplined in accordance with the options provided in the section on fighting. Students found to be in violation and receiving a suspension may not attend any district functions held on district grounds, other school districts’ grounds, and/or at an alternate location, except for those indicated in this regulation.

Elementary	
First Offense:	Administrative options include one or any combination of the following consequences: PPSC and 1-3 days OSS or Crossroads.
Second Offense:	Administrative options include one or any combination of the following consequences: PPSC and 3-5 days OSS or Crossroads.
Subsequent Offense:	Administrative options include one or any combination of the following consequences: PPSC and 5-10 days OSS or Crossroads with a possible referral for consideration of a long-term suspension or expulsion.

Middle School/High School	
First Offense:	Administrative options include one or any combination of the following consequences: PPSC and 1-10 days OSS or Crossroads with a possible referral for consideration of a long-term suspension or expulsion.
Subsequent Offense:	Administrative options include one or any combination of the following consequences: PPSC and 10 days OSS or Crossroads with a referral for consideration of a long-term suspension or expulsion.

Automobile/Vehicle Misuse – All student vehicles must be insured and registered with the office prior to the first period of the first day on which they are driven. When the vehicle is registered, a

parking permit must be purchased. The permit is to be placed on the vehicle as designated by the school. Motorcycles are considered vehicles and must be registered and display permits. Students who drive on district property are required to have a valid driver's license, drive in a safe and courteous manner and to observe all traffic regulations while continually being alert for other cars and pedestrians. Speeds are not to exceed 10 mph on school property and the prescribed traffic and parking patterns must be followed. Students are not to honk horns or make undue disturbances on the parking lot.

Students driving to school should park their cars immediately after arriving on the designated student lot. Cars are to be parked within designated spaces and are not to be parked in a manner which takes more than one designated space. Any student car that is parked in a traffic lane, the faculty lot, a bus loading zone, or other restricted area without proper or visible permit may be towed without warning at the owner's expense and/or other disciplinary action may result. Automobiles parked on the school lot may be searched. Students found to be in violation and receiving a suspension may not attend any district functions held on district grounds, other school districts' grounds, and/or at an alternate location, except for those indicated in this regulation.

High School	
First Offense:	Administrative options include one or any combination of the following consequences: PPSC and suspension or revocation of parking privileges, detention, 1-5 days ISS, 1- 10 days OSS or Crossroads.
Subsequent Offense:	Administrative options include one or any combination of the following consequences: PPSC and revocation of parking privileges, detention, 1-5 days ISS, 1-10 days OSS or Crossroads with a possible referral for consideration of a long-term suspension or expulsion.

Bullying and Cyberbullying (see Board policy JFCF) – Definitions

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

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

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

Elementary/Middle/High School	
First Offense:	Administrative options include one or any combination of the following consequences: PPSC and detention, 1-5 days ISS, 1-10 days OSS or Crossroads with a possible referral for consideration of a long-term suspension.

Subsequent Offense:	Administrative options include one or any combination of the following consequences: PPSC, 1-10 days OSS or Crossroads with a possible referral for consideration of a long-term suspension.
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Bus or Transportation Misconduct – Any offense committed by a student on transportation provided by or through the district shall be disciplined in the same manner as if the offense had been committed at the student's assigned school. In addition, transportation privileges may be suspended or revoked. Students found to be in violation and receiving a suspension may not attend any district functions held on district grounds, other school districts' grounds, and/or at an alternate location, except for those indicated in this regulation. Penalties will be consistent with this regulation and other policies referenced herein.

Elementary/Middle School/High School	
All Offenses:	Administrative options include one or any combination of the following consequences: PPSC and detention with possible revocation of bus privileges from 1-180 days, 1-5 days ISS, 1-10 days OSS or Crossroads with a possible referral for consideration of a long-term suspension or expulsion.

Combination of Repeated Offenses – Behavior that is continually disruptive to the learning process thus requiring discipline in a combination of categories as outlined in this regulation. Students found to be in violation and receiving a suspension may not attend any district functions held on district grounds, other school districts' grounds, and/or at an alternate location, except for those indicated in this regulation.

Elementary/Middle/High School	
First - Third Offenses:	Administrative options include one or any combination of the following consequences: PPSC and 3-5 days OSS or Crossroads.
Subsequent Offenses:	Administrative options include one or any combination of the following consequences: PPSC and 10 days OSS with a possible referral for consideration of a long-term suspension or expulsion.

Dishonesty – Any act of lying, whether verbal or written, including forgery, cheating and plagiarism. Students found to be in violation and receiving a suspension may not attend any district functions held on district grounds, other school districts' grounds, and/or at an alternate location, except for those indicated in this regulation.

Elementary/Middle School/High School	
All Offenses:	Administrative options include one or any combination of the following consequences: PPSC, verbal reprimand, detention, 1-5 days ISS, 1-10 days OSS or Crossroads with a possible referral for consideration of a long-term suspension.

Defiance, Insubordination – Stated or implied intention to not comply with school rules or reasonable requests of a staff member. Students found to be in violation and receiving a suspension may not attend any district functions held on district grounds, other school districts' grounds, and/or at an alternate location, except for those indicated in this regulation.

Elementary/Middle/High School	
First Offense:	Administrative options include one or any combination of the following consequences: PPSC, verbal reprimand, detention, 1-5 days ISS, 1-10 days OSS or Crossroads.
Subsequent Offense:	Administrative options include one or any combination of the following consequences: PPSC and detention, 1-5 days ISS, 1-10 days OSS or Crossroads with a possible referral for consideration of a long-term suspension or expulsion.

Disrespectful or Disruptive Conduct or Speech (see Board policy AC if illegal harassment or discrimination is involved) – Verbal, written, pictorial or symbolic language or gesture that is directed at any person that is in violation of district policy or is otherwise rude, vulgar, considered inappropriate in educational settings or that materially and substantially disrupts classroom work, school activities or school functions. Students will not be disciplined for speech in situations where it is protected by law. Students found to be in violation and receiving a suspension may not attend any district functions held on district grounds, other school districts’ grounds, and/or at an alternate location, except for those indicated in this regulation.

<i>Elementary</i>	
All Offenses:	Administrative options include one or any combination of the following consequences: PPSC, verbal reprimand, detention, 1-5 days ISS, 1-5 days OSS or Crossroads.
<i>Middle School</i>	
First - Third Offenses:	Administrative options include one or any combination of the following consequences: PPSC and verbal reprimand, detention, 1-5 days ISS, 1-10 days OSS or Crossroads.
Subsequent Offenses:	Administrative options include one or any combination of the following consequences: PPSC, detention, 3-10 days ISS, 5-10 days OSS or Crossroads with a possible referral for consideration of a long-term suspension or expulsion.
<i>High School</i>	
First Offense:	Administrative options include one or any combination of the following consequences: PPSC and detention, 1-5 days ISS, 1-10 days OSS or Crossroads.
Subsequent Offense:	Administrative options include one or any combination of the following consequences: PPSC, verbal reprimand, detention, 3-10 days ISS, 1-10 days OSS or Crossroads with a possible referral for consideration of a long-term suspension or expulsion.

Disruptions Caused by Gang-Related Activity or Disruptions by Other

Threatening Groups – As used herein, the phrase “gang-like activity” shall mean any conduct engaged in by a student 1) on behalf of any gang; 2) to perpetuate the existence of any gang; 3) to effect the common purpose and design of any gang; or 4) to represent a gang affiliation, loyalty or membership in any way while on district property or while attending a district function. These activities include recruiting students for membership in any gang and threatening or intimidating other students or employees to commit acts or omissions against his/her will in furtherance of the common purpose and design of any gang. For purposes of district policy, the term “gang” shall be defined as any ongoing organization, association or group of three or more persons, whether formal or informal, having as one of its primary activities the commission of a criminal act, which has a common name or common identifying sign or symbol, whose members individually or collectively engage in or have engaged in a pattern of gang activity. Students found to be in violation and receiving a suspension may not attend any district functions held on district grounds, other school districts’ grounds, and/or at an alternate location, except for those indicated in this regulation.

<i>Elementary/Middle/High School</i>	
All Offenses:	Administrative options include one or any combination of the following consequences: PPSC and 1-10 days OSS or Crossroads with a possible referral for consideration of a long-term suspension or expulsion.

Disruptive Common Area Behavior – This category would include conduct or speech, be it verbal, written or symbolic, which materially and substantially disrupts the school environment. Common areas include but are not limited to: halls, cafeteria, restrooms, playground, field trips, school grounds, assemblies and parking lots. Examples are horseplay, shouting and yelling and in other ways creating a disturbance. Students found to be in violation and receiving a suspension may not

attend any district functions held on district grounds, other school districts' grounds, and/or at an alternate location, except for those indicated in this regulation.

<i>Elementary</i>	
First - Third Offenses:	Administrative options include one or any combination of the following consequences: Reteach/Redirect, PPSC, verbal reprimand, detention, 1 day ISS.
Subsequent Offenses:	Administrative options include one or any combination of the following consequences: PPSC, verbal reprimand, detention, 1-5 days ISS, 1-3 days OSS or Crossroads.
<i>Middle/High School</i>	
All Offenses:	Administrative options include one or any combination of the following consequences: PPSC, verbal reprimand, detention, 1-5 days ISS, 1-10 days OSS or Crossroads with possible referral for consideration of a long-term suspension or expulsion.

Drugs/Alcohol (see Board policies JFCH and JHCD)

a. Possession of or attendance while under the influence of or soon after consuming any over-the-counter drug, herbal preparation or imitation of the above, unauthorized prescription drug, alcohol, narcotic substance, unauthorized inhalants, counterfeit drugs, imitation controlled substances or drug-related paraphernalia, including controlled substances and illegal drugs defined as substances identified under schedules I, II, III, IV or V in section 202(c) of the Controlled Substances Act. Students found to be in violation and receiving a suspension may not attend any district functions held on district grounds, other school districts' grounds, and/or at an alternate location, except for those indicated in this regulation.

<i>Elementary</i>	
All Offenses:	Situations in this category can result in consequences as minor as a verbal reprimand up to a recommendation to the superintendent for expulsion. The age of the student and the severity of the offense will be considered. In all cases, parents will be notified of the situation.
<i>Middle/High School</i>	
First Offense:	Administrative options include one or any combination of the following consequences: PPSC and 10 days OSS with possible referral for consideration of a long-term suspension or expulsion. Offenders may receive up to 5 days ISS or Crossroads in lieu of an equal number of days to be suspended out of school if the parents and students agree in writing for the student to undergo a professional evaluation for possible chemical dependence.
Subsequent Offense:	Administrative options include one or any combination of the following consequences: PPSC and 10 days OSS or Crossroads with a referral for consideration of a long-term suspension or expulsion.

b. Sale, purchase or distribution of any over-the-counter drug, herbal preparation or imitation of the above, prescription drug, alcohol, narcotic substance, unauthorized inhalants, counterfeit drugs, imitation controlled substances and/or drug-related paraphernalia, including controlled substances and illegal drugs defined as substances identified under schedules I, II, III, IV or V in section 202(c) of the Controlled Substances Act. Students found to be in violation and receiving a suspension may not attend any district functions held on district grounds, other school districts' grounds, and/or at an alternate location, except for those indicated in this regulation.

<i>Elementary/ Middle/High School</i>	
All Offenses:	Administrative options include one or any combination of the following consequences: PPSC and 10 days OSS or Crossroads with referral for consideration of a long-term suspension or expulsion.

Extortion – Threatening or intimidating any person for the purpose of obtaining money or anything of value. Students found to be in violation and receiving a suspension may not attend any district

functions held on district grounds, other school districts' grounds, and/or at an alternate location, except for those indicated in this regulation.

<i>Elementary</i>	
First Offense:	Administrative options include one or any combination of the following consequences: PPSC, verbal reprimand, restitution, detention, 1-5 days ISS, 1-5 days OSS or Crossroads.
Subsequent Offense:	Administrative options include one or any combination of the following consequences: PPSC, restitution, 1-5 days ISS, 1-10 days OSS or Crossroads with possible referral for consideration of a long-term suspension or expulsion.
<i>Middle/High School</i>	
First Offense:	Administrative options include one or any combination of the following consequences: PPSC, verbal reprimand, restitution, detention, 1-5 days ISS, 1-10 days OSS or Crossroads.
Subsequent Offense:	Administrative options include one or any combination of the following consequences: PPSC and restitution, 1-5 days ISS, 10 days OSS or Crossroads with a referral for consideration of a long-term suspension or expulsion.

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

<i>Elementary</i>	
All Offenses:	Administrative options include one or any combination of the following consequences: PPSC with restitution, detention, or 1-5 days ISS.

<i>Middle/High School</i>	
First Offense:	Administrative options include one or any combination of the following consequences: PPSC with restitution, detention, or 1-5 days ISS.
Subsequent Offense:	Administrative options include one or any combination of the following consequences: PPSC with restitution, detention, or 1-5 days ISS, 1-10 days OSS or Crossroads with a possible referral for consideration of a long-term suspension or expulsion.

Failure to Comply with Conditions of Suspension, Expulsion and Other Disciplinary Consequences – All students who are suspended or expelled, regardless of the reason, are prohibited from participating in or attending any district-sponsored activity, or being on or near district property or the location of any district activity for any reason, unless permission is granted by the superintendent or designee. In addition, the district may prohibit students from participating in activities or restrict a student's access to district property as a disciplinary consequence even if a student is not suspended or expelled from school, if appropriate. In accordance with law, any student who is suspended for any offenses listed in § 160.261, RSMo., or any act of violence or drug-related activity defined by policy JGF as a serious violation of school discipline shall not be allowed to be within 1,000 feet of any district property or any activity of the district, regardless of whether the activity takes place on district property, unless one of the following conditions exist:

- a. The student is under the direct supervision of the student's parent, legal guardian or custodian.
- b. The student is enrolled in and attending an alternative school that is located within 1,000 feet of a public school in the district.

c. The student resides within 1,000 feet of a public school in the district and is on the property of his or her residence.

Students found to be in violation and receiving a suspension may not attend any district functions held on district grounds, other school districts' grounds, and/or at an alternate location, except for those indicated in this regulation.

<i>Elementary/Middle/High School</i>	
All Offenses:	If a student violates this prohibition, the police will be called and the student may be arrested for trespassing, and may be subject to additional disciplinary consequences.

False Alarms – Tampering with emergency equipment, setting off false alarms, making false reports; communicating a threat or false report for the purpose of frightening or disturbing people, disrupting the educational environment or causing the evacuation or closure of district property. Students found to be in violation and receiving a suspension may not attend any district functions held on district grounds, other school districts' grounds, and/or at an alternate location, except for those indicated in this regulation.

<i>Elementary/Middle/High School</i>	
All Offenses:	Administrative options include one or any combination of the following consequences: Restitution: reimbursement/replacement needed for equipment, furniture, walls, or other damages incurred due to student's action whether it was willful or accidental will be made, PPSC, verbal reprimand, 1-5 days ISS, 1-10 days OSS or Crossroads with a possible referral for consideration of a long-term suspension or expulsion.

Fighting – Mutual combat in which both parties have contributed to the conflict either verbally or by physical action. Students found to be in violation and receiving a suspension may not attend any district functions held on district grounds, other school districts' grounds, and/or at an alternate location, except for those indicated in this regulation.

a. Verbal Conflict

<i>Elementary/Middle/High School</i>	
First Offense:	Administrative options include one or any combination of the following consequences: PPSC and mediation, verbal reprimand, detention, 1-5 days ISS, 1-5 days OSS or Crossroads.
Subsequent Offense:	Administrative options include one or any combination of the following consequences: PPSC and detention, 1-5 days ISS, 1-10 days OSS or Crossroads with a possible referral for consideration of a long-term suspension or expulsion.

b. Physical Conflict

<i>Elementary</i>	
First Offense:	Administrative options include one or any combination of the following consequences: PPSC, verbal reprimand, detention, 1-5 days ISS and mediation, 3-5 days OSS or Crossroads. If fight involves groups of people or it is a gang fight, there will be recommendation for consideration of long-term suspension or expulsion.
Subsequent Offense:	Administrative options include one or any combination of the following consequences: PPSC, 1-10 days ISS and mediation, 5-10 days OSS or Crossroads. If fight involves groups of people or it is a gang fight, there will be a recommendation for consideration of long-term suspension or expulsion.
<i>Middle/High School</i>	
All Offenses:	Administrative options include one or any combination of the following consequences: PPSC, mediation and 1-10 days OSS or Crossroads with a possible referral for consideration of a

	long-term suspension. If fight involves groups of people or it is a gang fight, there will be a recommendation for consideration of long-term suspension or expulsion.
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Fireworks, Chemical Disruption – Possession or ignition of fireworks or chemicals on district property. Students found to be in violation and receiving a suspension may not attend any district functions held on district grounds, other school districts’ grounds, and/or at an alternate location, except for those indicated in this regulation.

Elementary/Middle/High School	
First Offense:	Administrative options include one or any combination of the following consequences: PPSC, verbal reprimand and detention, 1-5 days ISS, 1-10 days OSS or Crossroads with a possible referral for consideration of a long-term suspension or expulsion.
Subsequent Offense:	Administrative options include one or any combination of the following consequences: PPSC and 1-10 days OSS or Crossroads with a possible referral for consideration of a long-term suspension or expulsion.

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

Elementary	
First Offense:	Administrative options include one or any combination of the following consequences: PPSC, verbal reprimand, detention or 1-5 days ISS.
Subsequent Offense:	Administrative options include one or any combination of the following consequences: PPSC, verbal reprimand, detention or 1-10 days ISS, 1-10 days OSS or Crossroads.
Middle/High School	
First Offense:	Administrative options include one or any combination of the following consequences: PPSC, verbal reprimand, detention or 1-10 days ISS.
Subsequent Offense:	Administrative options include one or any combination of the following consequences: PPSC, detention or 1-10 days ISS, 1-10 days OSS or Crossroads.

Harassment, including Sexual Harassment (see Board policy AC) – Harassment also includes Internet use or other electronic technology to harass or intimidate

- a. Use of material of a sexual nature or unwelcome verbal, written, digital (use of technology to harass) or symbolic language based on gender, race, color, religion, sex, national origin, ancestry, disability or any other characteristic protected by law or “Additional Prohibited Behavior” outlined in policy AC. Examples of illegal harassment include, but are not limited to, racial jokes or comments; requests for sexual favors and other unwelcome sexual advances; graffiti; name calling; or threatening, intimidating or hostile acts based on a protected characteristic. Students found to be in violation and receiving a suspension may not attend any district functions held on district grounds, other school districts’ grounds, and/or at an alternate location, except for those indicated in this regulation.

Elementary/Middle/High School	
All Offenses:	Administrative options include one or any combination of the following consequences: PPSC, verbal reprimand, detention, 1-5 days ISS, 1-10 days OSS or Crossroads with a possible referral for consideration of a long-term suspension or expulsion.

- b. Unwelcome physical contact of a sexual nature or that is based on gender, race, color, religion, sex, national origin, ancestry, disability or any other characteristic protected by law or

“Additional Prohibited Behavior” outlined in policy AC. Examples include, but are not limited to, touching or fondling of the genital areas, breasts or undergarments, regardless of whether the touching occurred through or under clothing; or pushing or fighting based on protected characteristics; or by “Additional Prohibited Behavior” outlined in policy AC. Students found to be in violation and receiving a suspension may not attend any district functions held on district grounds, other school districts’ grounds, and/or at an alternate location, except for those indicated in this regulation.

<i>Elementary/Middle/High School</i>	
All Offenses:	Administrative options include one or any combination of the following consequences: PPSC, verbal reprimand, detention, 1-5 days ISS, 1-10 days OSS or Crossroads with a possible referral for consideration of a long-term suspension or expulsion.

Hazing (see Board policy JFCG) – Any activity that a reasonable person believes would negatively impact the mental or physical health or safety of a student or put the student in a ridiculous, humiliating, stressful or disconcerting position for the purposes of initiation, affiliation, admission, membership or maintenance of membership in any group, class, organization, club or athletic team including, but not limited to, a grade level, student organization or district-sponsored activity. Hazing may occur even when all students involved are willing participants. Students found to be in violation and receiving a suspension may not attend any district functions held on district grounds, other school districts’ grounds, and/or at an alternate location, except for those indicated in this regulation.

<i>Elementary/Middle/High School</i>	
First Offense:	Administrative options include one or any combination of the following consequences: PPSC, verbal reprimand, detention, 1-5 days ISS, 1-10 days OSS or Crossroads with a possible referral for consideration of a long-term suspension
Subsequent Offense:	Administrative options include one or any combination of the following consequences: PPSC, 1-10 days OSS or Crossroads with a possible referral for consideration of a long-term suspension or expulsion.

Inappropriate Use of Technology and/or Property (see Board policies EHB and KKB and procedure EHB-AP) – This includes, but is not limited to, inappropriate use of technology (Internet, text messaging, cell phones, or other electronic technology, etc.), phones, school address, videos or music. Inappropriate material will be confiscated. The use of any C-4 computer is a privilege, not a right. This privilege may be revoked by the administration at any time upon violation of acceptable use. Students found to be in violation and receiving a suspension may not attend any district functions held on district grounds, other school districts’ grounds, and/or at an alternate location, except for those indicated in this regulation.

<i>Elementary/Middle/High School</i>	
All Offenses:	Administrative options include one or any combination of the following consequences: Restitution: reimbursement/replacement needed for equipment, furniture, walls, etc., that have been damaged due to student’s action whether it was willful or accidental will be made. PPSC, verbal reprimand, detention, 1-10 days ISS, 1-10 days OSS or Crossroads with a possible referral for consideration of a long-term suspension or expulsion.

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

<i>Elementary/Middle/High School</i>	
All Offenses:	Administrative options include one or any combination of the following consequences: Confiscation, PPSC, verbal reprimand, detention, 1-10 days ISS, 1-10 days OSS or Crossroads with possible referral for consideration of a long-term suspension or expulsion.

Miscellaneous Offenses – In addition to offenses previously stated, disciplinary action may be taken for any general threats to harm or injure others or offenses deemed to constitute conduct that is prejudicial to good order and discipline in the schools or that tends to impair the morale or good conduct of the students. Students found to be in violation and receiving a suspension may not attend any district functions held on district grounds, other school districts’ grounds, and/or at an alternate location, except for those indicated in this regulation.

<i>Elementary/Middle/High School</i>	
All Offenses:	Administrative options include one or any combination of the following consequences: PPSC, verbal reprimand, detention, 1-10 days ISS, 1-10 days OSS or Crossroads with possible referral for consideration of a long-term suspension or expulsion.

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

<i>Elementary</i>	
First Offense:	Administrative options include one or any combination of the following consequences: Confiscation, PPSC, verbal reprimand, detention.
Subsequent Offense:	Administrative options include one or any combination of the following consequences: Confiscation, PPSC, detention, 1-5 days ISS.

<i>Middle/High School</i>	
First Offense:	Administrative options include one or any combination of the following consequences: Confiscation, PPSC, verbal reprimand, detention, 1-5 days ISS.
Subsequent Offense:	Administrative options include one or any combination of the following consequences: Confiscation, PPSC, verbal reprimand, detention, 1-10 days ISS, 1-10 days OSS or Crossroads.

Public Display of Affection – Physical contact that is inappropriate for the school setting, including, but not limited to, kissing and groping. Students found to be in violation and receiving a suspension may not attend any district functions held on district grounds, other school districts’ grounds, and/or at an alternate location, except for those indicated in this regulation.

<i>Elementary/Middle/High School</i>	
First Offense:	Administrative options include one or any combination of the following consequences: PPSC, verbal reprimand, detention, 1-5 days ISS.
Subsequent Offense:	Administrative options include one or any combination of the following consequences: PPSC, detention, 1-5 days ISS, 1-5 days OSS or Crossroads.

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

<i>Elementary/Middle/High School</i>	
First Offense:	Administrative options include one or any combination of the following consequences: Confiscation, PPSC, verbal reprimand, 1-5 days ISS.
Subsequent Offense:	Administrative options include one or any combination of the following consequences: Confiscation, PPSC, verbal reprimand, detention, 1-10 days ISS, 1-10 days OSS or Crossroads with possible referral for consideration of a long-term suspension or expulsion.

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

<i>Elementary/Middle/High School</i>	
All Offenses:	Administrative options include one or any combination of the following consequences: Confiscation, PPSC, verbal reprimand, detention, 1-10 days ISS, 1-10 days OSS or Crossroads with possible referral for consideration of a long-term suspension or expulsion.

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

<i>Elementary/Middle/High School</i>	
All Offenses:	Administrative options include one or any combination of the following consequences: PPSC, verbal reprimand, detention, 1-10 days ISS, 1-10 days OSS or Crossroads with possible referral for consideration of a long-term suspension or expulsion.

Theft – Theft, attempted theft or possession of stolen property. When appropriate, restitution: reimbursement/replacement needed for equipment, furniture, walls, etc., that have been damaged due to student’s action whether it was willful or accidental will be made. Students found to be in violation and receiving a suspension may not attend any district functions held on district grounds, other school districts’ grounds, and/or at an alternate location, except for those indicated in this regulation.

<i>Elementary/Middle/High School</i>	
First Offense:	Administrative options include one or any combination of the following consequences: PPSC, verbal reprimand, detention, 1-5 days ISS, 1-10 days OSS or Crossroads with possible referral for consideration of a long-term suspension or expulsion.
Second Offense:	Administrative options include one or any combination of the following consequences: PPSC, detention, 3-5 days ISS, 1-10 days OSS or Crossroads with possible referral for consideration of a long-term suspension or expulsion.
Subsequent Offense:	Administrative options include one or any combination of the following consequences: PPSC and 1-10 days OSS or Crossroads with a referral for consideration of a long-term suspension or expulsion.

Threats or Verbal Assault – Verbal, written, pictorial, digital (use of electronic technology to harass) or symbolic language or gestures that create a reasonable fear of physical injury or property damage. Students found to be in violation and receiving a suspension may not attend any district functions held on district grounds, other school districts’ grounds, and/or at an alternate location, except for those indicated in this regulation.

<i>Elementary/Middle/High School</i>	
All Offenses:	Administrative options include one or any combination of the following consequences: PPSC, verbal reprimand, detention, 1-10 days ISS, 1-10 days OSS or Crossroads with a possible referral for consideration of a long-term suspension or expulsion.

Tobacco

- a. Possession of any tobacco products, electronic cigarettes, or other nicotine-delivery products on district property, district transportation or at any district activity. Students found to be in violation and receiving a suspension may not attend any district functions held on district

grounds, other school districts' grounds, and/or at an alternate location, except for those indicated in this regulation. Nicotine patches or other medications used in tobacco cessation program may only be possessed in accordance with district policy JHCD.

- b. Use of any tobacco products, electronic cigarettes, or other nicotine-delivery products on district property, district transportation or at any district activity. Students found to be in violation and receiving a suspension may not attend any district functions held on district grounds, other school districts' grounds, and/or at an alternate location, except for those indicated in this regulation. Nicotine patches or other medications used in a tobacco cessation program may only be used in accordance with district policy JHCD.

<i>Elementary/Middle/High School</i>	
First Offense:	Administrative options include one or any combination of the following consequences: Confiscation, PPSC, verbal reprimand, detention, 1-5 days ISS.
Subsequent Offense:	Administrative options include one or any combination of the following consequences: Confiscation, PPSC and 1-10 days ISS, 1-10 days OSS or Crossroads.

Truancy or Tardiness (see Board policy JED) – Absence from school or class without the knowledge and consent of parents/guardians and school staff; excessive non-justifiable absences, even with the consent of parents/guardians; arriving after the expected time class or school begins, as determined by the district. Students found to be in violation and receiving a suspension may not attend any district functions held on district grounds, other school districts' grounds, and/or at an alternate location, except for those indicated in this regulation.

<i>Elementary</i>	
All Offences:	Administrative options include one or any combination of the following consequences: PPSC, verbal reprimand, detention, 1-3 days ISS.
<i>Middle School</i>	
First Offense:	Administrative options include one or any combination of the following consequences: PPSC, verbal reprimand, detention, 1-3 days ISS.
Subsequent Offense:	Administrative options include one or any combination of the following consequences: PPSC, verbal reprimand, detention, 3-5 days ISS.
<i>High School</i>	
First Offense:	Administrative options include one or any combination of the following consequences: PPSC, verbal reprimand, detention, 1-3 days ISS.
Second Offense:	Administrative options include one or any combination of the following consequences: PPSC, verbal reprimand, detention, 3-5 days ISS, and removal from extracurricular activities.
Subsequent Offenses:	Administrative options include one or any combination of the following consequences: PPSC, 3-10 days ISS, 3-10 days at Crossroads with possible referral for consideration of a long-term suspension and consideration of alternative placement options.

Unauthorized Entry – Entering or assisting any other person to enter a district facility, office, locker, or other area that is locked or not open to the general public; entering or assisting any other person to enter a district facility through an unauthorized entrance; entering or assisting any other person to enter buses or the transportation facility the person is not authorized to enter; assisting unauthorized persons to enter a district facility through any entrance. Students found to be in violation and receiving a suspension may not attend any district functions held on district grounds, other school districts' grounds, and/or at an alternate location, except for those indicated in this regulation.

<i>Elementary/Middle/High School</i>

First Offense:	Administrative options include one or any combination of the following consequences: PPSC, verbal reprimand, detention, 1-10 days ISS, 1-10 days OSS or Crossroads with a possible referral for consideration of a long-term suspension.
Subsequent Offense:	Administrative options include one or any combination of the following consequences: PPSC, 1-10 days ISS, 1-10 days OSS or Crossroads with a possible referral for consideration of a long-term suspension or expulsion.

Unnerved Detention Periods – This category is defined as unapproved absence from assigned detention hours or the failure to complete principal assigned corrective tasks. Students found to be in violation and receiving a suspension may not attend any district functions held on district grounds, other school districts’ grounds, and/or at an alternate location, except for those indicated in this regulation.

<i>Elementary/Middle/High School</i>	
First Offense:	Administrative options include one or any combination of the following consequences: PPSC, 2 office detentions, long detention.
Subsequent Offense:	Administrative options include one or any combination of the following consequences: PPSC, long detention, 1-3 days ISS, 3-5 days OSS or Crossroads with a possible referral for consideration of a long-term suspension.

Unserviced Long Detentions – This category is defined as unapproved absence from assigned detention hours for reasons other than those that are approved by the proper school official. Students found to be in violation and receiving a suspension may not attend any district functions held on district grounds, other school districts’ grounds, and/or at an alternate location, except for those indicated in this regulation.

<i>Middle/High School</i>	
All Offenses:	Administrative options include one or any combination of the following consequences: PPSC, 1-10 days ISS, up to 3 days OSS, or Crossroads with a possible referral for consideration of a long-term suspension.

Vandalism (see Board policy ECA-1) – Damage or the attempt to cause damage to real or personal property belonging to the district, staff or students including equipment, furniture, walls, etc. Students found to be in violation and receiving a suspension may not attend any district functions held on district grounds, other school districts’ grounds, and/or at an alternate location, except for those indicated in this regulation.

<i>Elementary/Middle/High School</i>	
First Offense:	Administrative options include one or any combination of the following consequences: Restitution: reimbursement/replacement needed for equipment, furniture, walls, etc., that have been damaged due to student’s action whether it was willful or accidental will be made, PPSC, detention, 1-5 days ISS, 1-10 days OSS or Crossroads with possible referral for consideration of a long-term suspension or expulsion.
Subsequent Offense:	Administrative options include one or any combination of the following consequences: Restitution: reimbursement/replacement needed for equipment, furniture, walls, etc., that have been damaged due to student’s action whether it was willful or accidental will be made, PPSC, 1- 10 days ISS, 1-10 days OSS or Crossroads with possible referral for consideration of a long-term suspension or expulsion.

Weapons (see Board policy JFCJ)

- a. Possession or use of any weapon as defined in Board policy, other than those defined in 18 U.S.C. § 921, 18 U.S.C. § 930(g)(2) or § 571.010, RSMo. This would also include

toys that resemble weapons. Students found to be in violation and receiving a suspension may not attend any district functions held on district grounds, other school districts' grounds, and/or at an alternate location, except for those indicated in this regulation.

<i>Elementary/Middle/High School</i>	
First Offense:	Administrative options include one or any combination of the following consequences: Confiscation, PPSC, 1-10 days ISS, 1-10 days OSS or Crossroads with a possible referral for consideration of a suspension or expulsion.
Subsequent Offense:	Administrative options include one or any combination of the following consequences: Confiscation, PPSC and 10 days OSS or Crossroads with a referral for consideration of a suspension or expulsion.

- b. Possession or use of a firearm as defined in 18 U.S.C. § 921 or any instrument or device defined in § 571.010, RSMo. or any instrument or device defined as a dangerous weapon in 18 U.S.C. § 930(g)(2). Students found to be in violation and receiving a suspension may not attend any district functions held on district grounds, other school districts' grounds, and/or at an alternate location, except for those indicated in this regulation.

<i>Elementary/Middle/High School</i>	
All Offenses:	Administrative options include one or any combination of the following consequences: Confiscation and one calendar year suspension or expulsion, unless modified by the Board upon recommendation by the superintendent.

- c. Possession or use of ammunition or a component of a weapon. Students found to be in violation and receiving a suspension may not attend any district functions held on district grounds, other school districts' grounds, and/or at an alternate location, except for those indicated in this regulation.
- d.

<i>Elementary/Middle/High School</i>	
First Offense:	Administrative options include one or any combination of the following consequences: Confiscation, PPSC, 1-10 days ISS, 1-10 days OSS or Crossroads with a possible referral for consideration of a suspension or expulsion.
Subsequent Offense:	Administrative options include one or any combination of the following consequences: Confiscation, PPSC, 1-10 days ISS, 1-10 days OSS or Crossroads with a referral for consideration of a suspension or expulsion.

Bulldog Hotline:

The Bulldog Hotline was established for students, parents, or citizens with concerns or information regarding suspicions or criminal activity on or around the high school campus. The hotline is anonymous and kept confidential.

The telephone number for the Bulldog Hotline is (816) 316-JAWS (5297).

Care of School Property

Students are responsible for the proper care of all laptops, books, supplies, and furniture supplied by the school. Students who disfigure property, break windows, do other damage to school property equipment will be required to pay for the damage done or replace the item.

The student will also be subject to disciplinary action as outlined in the discipline policy JG-R1.

City of Grandview Police Department

Parents and Students – please take note of **some** City of Grandview ordinances with mandatory court appearances. This is to make you aware of the consequence for behaviors and actions:

3-73	Minor in possession
7A-4	Possession of a controlled substance
7A-11-1	Drug paraphernalia
15-3K	Noise Disturbance (loud stereo)
17-2	Assault
17-9	Disorderly conduct
17-14	Fighting in public
17-23	Failure to obey a lawful order
17-28	Destruction of public or private property
17-32	Stealing
17-36	Unlawful assembly (3 or more people) IE: loitering on school grounds after dismissal
17-38	Weapons violation

Fight Policy/Guidelines

- Respectful behavior and treatment of others is expected while on school property and on the school bus.
- No student shall hit, push or touch another person aggressively while in school or at a school function.
- A fight, dispute, confrontation, altercation may be verbal, physical and/or a combination of both.
- If a person(s) strikes another and there is NO verbal and/or physical retaliation, that will be treated as an assault.
- The same penalties will apply for students who defy a directive to stop, who provoke or instigate, who participate, who have had to be restrained or who fail to report or alert school officials prior to, during or after a fight.
- **Refer to Student Discipline JG-R1.**

Guidelines:

What to do if someone threatens you or tries to pick a fight:

- If talking to the person has failed or you see no chance for resolution, discuss with a parent or guardian and bring it to the attention of a school official. IE: teacher, counselor, administrator, SRO.
- Always report concerns, threats, potential fights, etc. as soon as you are aware of it to any high school faculty or staff member.

What to do if a person begins with verbal remarks:

- Do not argue or respond back.
- Immediately leave the area and go to the nearest high school faculty or staff member to report.

What to do if someone swings at you:

- Immediately leave the area and go to the nearest high school faculty or staff member to report.

What to do if you see others fighting:

- Find the nearest high school faculty or staff member and report it.

Gambling

Gambling or games of chance of any kind are forbidden. This includes, but is not limited to: dice, betting, laying money on, speculation, etc.

Harassment (See Board Policies JG-R1 and AC.)

Students are expected to respect and respond appropriately to each other. Using inappropriate or intimidating language including remarks that demean a person's race, religion, sex, national origin, sexual orientation, lifestyle, handicapping condition, or intellectual ability is specifically prohibited. Threats of violence and physical force are considered being a serious offense. Hazing and Bullying (JFCF) are a form of harassment and will be viewed as such for disciplinary purposes. Students are encouraged and/or directed to seek assistance from a school official if another individual is harassing them.

Hazing (See Board Policy JFCG) **and Bullying** (See Board Policy JFCF)

The Grandview C-4 School District prohibits all forms of hazing, bullying, and student intimidation. Students participating in or encouraging inappropriate conduct will be disciplined in accordance with JG-R1. (See Student Discipline JG-R1) Such discipline may include, but is not limited to, suspension or expulsion from school and removal from participation in activities. Students who have been subjected to hazing or bullying are instructed to promptly report such incidents to a school official.

Internet Acceptable Use (See Board Policy EHB)

The Internet is a worldwide electronic information resource giving individuals access to computer networks operated by universities, school districts, businesses, government, and organizations. The Consolidated School District No. 4's (CSD#4) goal in providing this service is to promote educational excellence through resource sharing, communication, innovation, and publishing by students and staff members.

Because the Internet is constantly growing, it is impossible to know everything students may access. CSD#4 believes that the value of information and interaction on the Internet far outweighs the risk of students choosing materials that are not consistent with the educational goals of the school district.

Even though the district has a filtering software program in place, the responsibility for ensuring that students access only educational materials is shared among the parents and district employees, who provide guidance, and the students, who are ultimately responsible for their own behavior.

Based on need and use, CSD#4 has identified three (3) levels of access. Elementary students will be allowed Level I access only and secondary students may be limited to or allowed Level I or Level II access.

Level I - Supervised Student Access

All students under the direct supervision of a Level III staff member may access the Internet to search an academic area and will have:

- A signed Internet Acceptable Use Contract (EHB-AF1 and EHB-AF2) on file

Level II - Independent Student Access

Students requiring independent access to the Internet will have:

- Training
- A signed Internet Acceptable Use Contract (EHB-AF1 and EHB-AF2) on file
- Access Identification

Internet Acceptable Use Guidelines (See Board Policy EHB-AP(1))

All users who access the Internet through the **CSD#4** computer system/network will be expected to comply with the following acceptable use guidelines:

1. **Acceptable Use** - The use of the Internet must support education, research, and other activities consistent with the objectives of **CSD#4**. Students will not be allowed to access chat rooms or to download game files through the Internet or from copyrighted software to a networked computer. Downloading of such files as pictures, sound bytes, video clips, etc., is permissible as long as they meet the guidelines mentioned in this paragraph. Transmission or downloading of any material in violation of any U.S. or state regulation is prohibited. This includes but is not limited to copyrighted, threatening, or obscene material. Appropriate files or sites only may be accessed.
2. If an inappropriate file or site is inadvertently accessed then the file or site must be exited immediately and must be reported immediately to a staff member.
3. **Privileges** - The use of any **CSD#4** network computer is a privilege, not a right. This privilege may be revoked by the administrators of the network at any time upon violation of the acceptable use contract. (See regulation JG-R1 for consequences for computer network abuse.)
4. **Personal Security and Privacy** - The Network is intended for the exclusive use of its registered users. As a user, you are responsible for the use of your password and account. Do not give your password to anyone. Accessing the network using another person's password is grounds for revocation of network privileges. For your own safety, do not provide your address and/or telephone number on the Internet.
5. **Netiquette** - Accepted rules of network etiquette must be observed. These include, but are not limited to, the following:
 - Be polite. Do not write or send abusive messages to others.
 - Use appropriate language.
 - Note that e-mail is not guaranteed to be private. People who operate the system have access to all mail.
 - Do not use the Internet in such a way that it would disrupt others' use.
5. **Expectations for using the Internet:**
 - Respect your right and obligation to learn.
 - Respect the rights of others.
 - Respect the property of the school and of the Internet community.

See action as outlined in District Policy JG-R1

Loitering: After-School/Activity/Athletic Event

When the final school bell rings, students are expected to exit the building immediately after going to their lockers. Only students who are involved in a school sponsored activity or who are under the supervision of a teacher or administrator should be in the building more than ten minutes after the final bell. Students who do not ride the bus must report to the front foyer of the building and have transportation arrive by 2:45 pm. Students are reminded that loitering after school, after activities or after athletic events on school grounds is not allowed. **Students who remain on school grounds or in the building after 2:45pm, without supervision, may be subject to disciplinary action.**

Metal Detectors

Students should be aware that hand-held metal detectors are available for use by the administration whenever drills are conducted, it is reasonable to suspect that a weapon is in the possession of a student, if there has been a pattern of weapons found in the school, or if violence involving weapons has occurred at school. When it becomes necessary to use the detectors, they may be used in three different ways:

1. On an individual basis - if there is reasonable cause to believe that a particular student has a weapon.
2. Continuous - when it is necessary to screen all students in or entering the school
3. Random - when it is feasible to screen a statistical sample of the student body. Each student in the school has equal probability of being included in the sample. (Through this process, not every student is screened).

Motor Vehicles (See Board Policies JG-R/JFG and ECD)

Students are expected to park in their designated numbered space in the parking lot in front of the building (South lot). When exiting, students are expected to leave toward the front of the building onto High Grove. The back parking lot (North lot) is reserved for faculty and buses. **Students are not to park or drive in the North lot between the hours of 7:00 am and 3:00 pm.** **No vehicle should cross through Marching Band area while practice is in session on the front lot.** Students who do not adhere to the motor vehicle policy may lose driving/parking privileges.

Since GC4 provides transportation for GHS students enrolled at Herndon and Summit Tech, students will not be allowed to drive to/from those off-campus sites.

Personal Property/Electronic Devices/Cell Phones (See Board Policies EHB-AP and KKB)

The school is in no way responsible if such items are lost, stolen, or damaged in any manner. Examples of personal property and/or electronic devices include, but are not limited to: cell phones, headphones, IPODS, MP3's, personal laptops/computers, still cameras, video cameras, jewelry, clothing, skateboards, cash, credit/debit cards and other personal items which are considered to be of high financial value. While the electronic devices may be useful, they also cause concern in the school environment as they may cause disruption to the academic setting, invasion of privacy, academic dishonesty and may be prejudicial to good order, discipline, safety and security of the school.

It is the expectation at Grandview High School that students will be engaged in the classroom learning environment. Teachers and staff are committed to providing a rigorous academic setting in which all students can be college and career ready upon graduation. **Therefore, electronic devices (cellular phones, IPOD's MP3's, etc.) will be allowed ONLY during passing periods and in the cafeteria during lunch.** Usage of these devices will be **strictly prohibited in the classroom** unless

used for instructional purposes and permitted by the teacher. Using an electronic device in an unauthorized manner may result in disciplinary action.

During athletic events, Grandview High School reserves the right to direct individuals to use such devices in locations, away from the competition/event/activity, that do not interfere with the enjoyment of others. If a school official determines that the device continues to be used, the individual may be removed from the venue. Students participating in extra-curricular activities and athletics should abide by guidelines regarding the use of cell phones, personal property, and/or electronic devices.

Restricted/Forbidden Items

- In addition to items already listed within this handbook, additional restricted and/or forbidden items include but are not limited to: BB guns, controlled substances, counterfeit drugs, drug paraphernalia, fireworks, lighters, mace, matches, narcotics, tobacco products, unauthorized drugs or inhalants, water guns, any instrument or device that may be used to inflict injury or put another person in apprehension or fear, toys or look-alike firearms, knives or weapons.
- Riding skateboards and roller blading is not permitted in or on school grounds
- Bicycles are not allowed in the school building
- The sale of items by students that are not part of a school fundraising activity is prohibited and is subject to disciplinary action.

Safe Schools Act (See Board Policy JGF)

GHS Administrators will follow the Missouri State Safe Schools Act as it pertains to reporting and/or investigating any possible criminal activities to appropriate Law Enforcement Officials.

Search and Seizure

Search and seizure shall conform to the legal requirement of reasonable suspicion that a school rule, regulation, or state law has been violated. The school reserves the right to search (whether through the consent of the student, parent or by way of reasonable suspicion of illegal activity, violation of school rules, or possession of contraband) any property or items brought onto school district property by students, including, but not limited to: bags, backpacks, purses, other containers, articles of clothing and vehicles. Motor vehicles and their contents, driven to school and on school premises, are subject to search under this section. Lockers are subject to Search and Seizure.

Security Cameras (See Board Policy KKB)

Students and parents should be aware that as part of our overall security plan video security cameras have been placed in designated locations inside and outside of the building.

Sexual Harassment (See action as outlined in District Policy JG-R. Also, see Board Policy AC and Regulation AC-R and School Board Policy JBA)

It is the policy of the Board of Education to maintain a learning environment that is free from sexual harassment. It shall be a violation of this policy for any member of the District staff or any student to harass a staff member or a student through conduct or communications of a sexual nature as defined below.

Sexual harassment includes, but is not limited to, any unwelcome sexual overtures, requests for sexual favors, or a sexually offensive environment, when made, developed, or maintained by a member of the school staff or by a student. Sexual harassment may include the following:

- Unsolicited or unwelcome verbal comments.
- Gestures or physical contact of a sexual nature.
- Verbal harassment or abuse.
- Pressure for sexual activity. Repeated remarks to a person with sexual or demeaning implications, unwelcome touching, and suggesting or demanding sexual involvement accompanied by implied or explicit threats concerning one's job, grades, promotion, salary, etc.

Any person who alleges sexual harassment by any staff member or any student in the District may use the District's complaint procedure, or may complain directly to the building principal, guidance counselor, or other individual designated to receive such complaints.

If such a designated person is the accused, then the complainant may file his or her complaint with that person's supervisor or superior. Filing of a complaint or otherwise reporting sexual harassment will not reflect upon the individual's status in the District, nor will it affect future grades, promotions, work assignments, etc.

Right to confidentiality, both of the complainant and the accused, will be respected consistent with the District's legal obligations, and with the necessity to investigate allegations of misconduct, which occurred.

A substantiated charge against a staff member shall subject such staff member to disciplinary action, including discharge. A substantiated charge against a student shall subject that student to disciplinary action, including suspension or expulsion.

Truancy/Trespassing

- Truancy will be referred to the main office to be dealt
- with through the Student Code of Conduct (See Student Discipline JG-R and JEDA)
- Truant students should not be allowed to make up work
- GHS students should not be at other schools without permission
- Students from other schools should not be at GHS without permission. All authorized visitors must sign in at the main office or they will be considered trespassing
- Any students on suspension, including those at Crossroads or not currently enrolled are not to be on school grounds unless authorized by an administrator or they will be considered trespassing. (See Board Policy JG-R)

Use of Canine (See Board Policy JFG)

The Grandview consolidated school district is committed to providing a drug-free environment for students, staff, and visitors. The use of drug detection dogs will be utilized during the school year to search all accessible areas in the campus to include vehicles parked in any lot. The searches will be done at "random." Students are not allowed or permitted to have any contact with the dogs because of safety reasons. Students that initiate any contact with the dogs will be subject to disciplinary action.

Use of Law Enforcement Officials

The assistance of a law enforcement official may be used in the following circumstances:

To conduct a search of a student, locker, motor vehicle, or any area designated by the school's administration that is subject to be searched upon reasonable suspicion, upon or under the direction

or request of the school administrator. Reasons for the officer's presence will include but not be limited to the following:

- Provide a safer school environment for a teacher or administrator to investigate disciplinary matters that involve defiance, insubordination, aggressive or assault behavior.
- The search may pose a threat to the administrator for safety reasons.
- The possible threat of a "weapon" defined by school policy, which poses a safety hazard to the students and school officials.
- The possible presence of illegal drugs and or drug paraphernalia that present health dangers. The law enforcement official will be used to the best of his or her ability to conduct a search that can be less intrusive and more complete or thorough, based on officers' training in search techniques. The officer is an agent of the school administration assisting in a school investigation until it may be determined that such matter is criminal in nature. The officer will work in partnership with the school to protect Constitutional Rights of the student and the school community.

GENERAL EXPECTATIONS

Announcements

In order to keep everyone informed, a weekly bulletin of school events will be prepared in the office.

- Weekly announcements will either be read or broadcasted during the second block the first day of the week
- Weekly and daily announcements are e-mailed daily to staff
- The Pledge of Allegiance will be broadcast over the intercom on Tuesday mornings during Advisory time.
- Material for the weekly announcements is due in the office by 7:35 a.m. on Friday morning.
- All material for the daily announcements must be in the office by 7:35 a.m. on the day of the announcement.
- Posters and flyers are posted in the cafeteria, classrooms and hallways.
- Information may also be posted on the District web site @ <http://www.grandviewc4.net>

Assemblies

Various types of assemblies are held during the school year for the enjoyment of the student body. Audience behavior is to be dictated by the rules of common courtesy. For those assemblies held in the auditorium, seating will be assigned and each teacher will receive a seating chart for his/her class.

Backpacks/Book bags

- May be subject to search
- Are for the purpose of organization and to carry items to multiple classes without going to lockers after each class
- May be restricted to size and use

Bus Transportation (See Board Policy JFCC and JFCC-AP)

Cafeteria

Hot meals are served daily in the high school cafeteria at a minimal cost; breakfast is also served daily. With a closed lunch hour, students must either bring their lunches or purchase a school lunch. Payment for lunch can be made daily. Weekly lunch accounts are also available. Students may not

charge the lunch. In order to keep the cafeteria clean and pleasant, the following rules shall be observed by all students:

1. The top of the table should be left clean.
2. The floor should be left clear of debris.
3. Chairs should be left upright and under the table.
4. Trays and utensils should be returned to the proper location.
5. Excessive noise and/or unacceptable conduct will not be tolerated and may result in loss of privileges.
6. Upon entering the cafeteria, students should first be seated at the tables. They will be dismissed by teachers or administrators to move into the food lines.
7. Students may not "cut" into the food lines.
8. After once being seated, students are not to change seats.
9. Students are not to handle food while in line. Any food touched in line must be purchased.
10. Students should not touch or bother another student's tray, utensils, and drink or food items.
11. Food or drinks purchased in the cafeteria are to be consumed inside the cafeteria.
12. Students are to arrive on time and are not to leave early from the cafeteria without a pass.
13. On the way to and from the cafeteria, students are to use the designated route.
14. Only cafeteria food or individual sack lunches may be brought into the cafeteria. No "Fast Food", catered, or delivered food is allowed.
15. Students who allow others to use their free or reduced lunch codes or otherwise abuse that program may lose access to having free or reduced price lunches.
16. Violations of any of these policies may result in assigned seating and/or discipline

Meal Prices for 2018-2019

Breakfast \$1.85

Lunch \$2.60

Change of Address/Contact Information

In an effort to keep all records and student information current and updated, any change of residency, telephone numbers, emergency contact information, medical status, etc., must immediately be reported to the main office.

It is extremely important in cases of emergency that all student records are accurate. Parents/Guardians must update records when there are any changes in address, home or work phones, guardianship, a student name change, medical records, etc.

Check Acceptance Policy

Our school district has established the following policy for accepting checks and collecting bad checks: For a check to be an acceptable form of payment it must include your current, full and accurate name, address and telephone number. In the event your check is returned for non-payment, the face value may be recovered electronically along with a state allowed recovery fee. In the event your check is returned for non-payment, checks may no longer be an acceptable form of payment for the remainder of the school year. Alternative forms of payment such as cash or money order, may be used instead of a check payment.

Deliveries - Flowers/Singing Telegrams for Students

Due to the disruptive nature of deliveries, including but not limited to: flowers, balloons, and food, they cannot be permitted in school. In addition, singing telegrams are not permitted.

Directory Information (See Board Policy JO)

Certain information about District students is considered directory information and will be released to anyone who follows the procedures for requesting the information unless the parent or guardian objects to the release of directory information about the student. If you do not want the school to disclose directory information from your child's records, you must notify the school, in writing. Grandview High School has designated the following information as directory information: student's name, address, home telephone number, photograph, date and place of birth, dates of attendance, grade level, enrollment status, participation in officially recognized activities and sports, weight and height of members of athletic teams, honors and awards received, and interviews given by students about honors, awards and school activities.

Emergency Procedures /Fire and Tornado Drills

Each classroom has a diagram of the evacuation route for fire and tornado drills. Students should follow the directions given by the staff and administration, moving quickly and quietly to assigned areas with their teacher/supervisor.

Every student and staff member must recognize the safety factor and seriousness of these drills. Failure to properly act at the correct moment could mean the difference between life and death. Cooperation and mature action is needed at all times. Refusal to cooperate will result in appropriate consequences.

All other crisis procedures – I.E.: evacuations, lock-down, shelter in place, etc., should proceed at the direction of staff.

FERPA (See Board Policy JO)

The Family Educational Rights and Privacy Act (FERPA) of 1974 is a federal law governing the privacy of educational records. It grants specific rights to students and sets restrictions on how schools may handle educational records. FERPA requires that schools obtain written permission from students before releasing educational records. In certain well-defined circumstances, some information may be released without written permission from the student.

Field Trips

Field Trips, tours and athletic events are a privilege. Students with poor attendance, frequent tardiness, and discipline reports may not be allowed to participate. Participation is at the discretion of the teacher and/or Principal.

The Student Code of Conduct will apply to behavior and conduct to, during and from all events.

Halls/Doorways

Proper student conduct in the halls throughout the course of the school day is an important part of the learning setting. The following rules shall apply to students with regard to hall discipline:

1. Students should always WALK to the right of the corridors.
2. When in the hallway, students in groups of 3 or more are to be considerate and not block others from passing by. Do not stand in doorways blocking in and out passage, or stand in the middle of hallways interrupting the flow of student traffic.
3. Students may go to their lockers before, after school, and at the end of each block during the day.
4. No students are permitted in the corridors without a pass. Students on early release should clear the building quietly and within the five minute passing period. Violation of this rule may result in disciplinary action. Students are expected to show their pass and ID to any staff member who requests to see it. When students are given a pass to a destination, it is expected that the shortest route will be taken to reach that destination and that the passage will be completed within a timely manner.
5. Students should keep hands, feet, and objects to themselves while passing from class to class. Loud, boisterous, or disruptive behavior will not be acceptable in the halls, including on the way to and from the cafeteria.
6. Tardy sweeps (hall freezes) maybe utilized at anytime throughout the school year. Students in the hallway without a pass or ID will be counted for tardies and subject to disciplinary action.

Health Room (See Board Policy JHCD)

Should a student become ill or injured at school, he/she should report to the nurse or main office with a pass or an adult contact. The student will either be treated or sent home after parents are notified.

All professionally prescribed medication to be taken at school must be kept in the original container and supervised by office personnel or the school nurse.

Human Sexuality Curriculum Procedures (See Board Policy IGAEB)

Human sexuality curriculum may be delivered through courses in Family and Consumer Sciences, Biological and Life Sciences, Physical Education, Health and Wellness, and Social Science courses. Descriptions of topics covered in the district curriculum are located on the district website and in the Program of Studies. Parents and students are encouraged to review district curriculum and course descriptions prior to enrollment. Parents will be notified at least two (2) weeks prior to the instruction of the human sexuality curriculum. When a parent prefers that their child not receive instruction in this content area, a written notice must be provided to the classroom teachers.

Laptop Computers

Information about the 1:1 MacBook Air Laptop Initiative can be found in the Student & Parent/Guardian Laptop Handbook or at <http://www.grandviewc4.net> on the GHS webpage under the Handbook tab.

Library/Media Center

Library books may be checked out with a student photo I.D. for a two-week period and may be renewed once. Overdue books are charged per day (exclusive of weekends and school holidays) at an established rate. Reserve books may be checked out at the end of the day for overnight use. Overdue reserve books are charged per block at an established rate. Encyclopedias, other research materials, and magazines may not be checked out of the library. The library has been equipped with a pass through electronic security system.

Lockers (See Board Policy JFG)

Each pupil is assigned a locker. Lockers are not to be shared unless assigned by the office, and after lockers are assigned, students are not to change lockers without the consent of the main office. Students are instructed to keep locker combinations secret so that others will not be permitted entry. The school will not be responsible for articles missing from lockers.

Lockers are issued in good condition, and any damage to locks or lockers is the student's responsibility. Stickers, posters, etc. should not be attached to lockers. It is also the responsibility of the student to keep their lockers clean and orderly. Periodic locker checks may be made by school officials. Anything in a student's locker is considered to be his/her property. Lockers (including those in physical education) are assigned for student convenience, and they remain under the control of school officials at all times during the school year. No student-owned lock is to be placed on any locker.

All lockers are to be cleaned out by the end of the last day of school. Any clothing or personal items not claimed within 2 days after the last day of school will be donated to charity.

Lost and Found/Theft of Items

- All lost and found items are placed in the Student Service's office
- Lost and found items remaining two days after the end of the school year will be donated to charity
- Stolen or theft of items should be reported to the administration and/or School Resource Officer by the end of the school day or within 24 hours
- Locker combinations should not be shared
- Items considered to be of high personal or financial value should not be brought to school
- The school will not be responsible for theft, loss, vandalism or damage to personal property brought to school nor will the school assume responsibility for the care of items left unattended or unsecured

Messages

All emergency contacts need to be made through the main office. Parents should not contact students on their personal cell phone during the academic day from 7:35 am. to 2:25 pm.

- Students are not called to the telephone nor are messages delivered during class periods except in periodic emergencies
- Messages received for students on a regular, routine basis are not considered emergencies. Please restrict unnecessary phone calls as they disrupt student instruction time. Examples would include, but not limited to: transportation arrangements, appointments, etc.

Passes For Leaving School

After arriving at school, students are not expected to leave until after their last class of the day. All requests to leave the building while school is in session must be cleared through the main and/or attendance office. Leaving school without permission is classified as truancy. Any written notes will be confirmed by a phone call to parents before a student is permitted to leave.

Poster/Flyers/Bulletin Boards (See Board Policy IGDBA and KI)

- All material should be removed in a timely manner
- Any material posted on the Grandview High School campus should be approved by the school administration
- Material not approved will be removed
- Approved posters must be removed by the group or organization within 48 hours after the event
- The school does not advertise non-school events sponsored by private individuals or groups
- No poster or flyers are to be placed on windows, doors or lockers.
- All use of Bulletin Boards should be designated and approved by school administration

Restrooms

A student may use the restroom before and after school and between class periods. Everyone using the restrooms is expected to keep them clean. No smoking or loitering is permitted. If a student is feeling ill, he/she should report to the nurse's office with a pass from their teacher. Students are not to remain in the restroom. If the nurse is not in, the student should come to the main office. If a student is extremely ill and is unable to go to the nurse, the teacher should call for assistance.

Students should use the rest room closest to the classroom that their class is in.

School Dances

Criteria to Select Candidates For Dances

The criteria for the selection of king and/or queen for Homecoming, or any activity where a king or queen may be selected or elected shall be as follows:

1. The candidate should not have been involved in disciplinary problems that involved an out-of-school suspension. The administration will review the candidate to determine eligibility based on any disciplinary action, which resulted in an out-of-school suspension. Candidates must meet the Citizenship Standard.
2. To be nominated for king or queen, the student should have been enrolled the preceding school year in the Grandview School System.
3. A reigning king or queen is not eligible to compete in another king or queen contest within the same school year.

Homecoming/Courtwarding Dances

The Homecoming and Courtwarding Dances are open to all GC#4 students in grades 9 - 12 unless a student is on suspension. **ID's are required to be admitted.**

It should be noted that students are not permitted to return to the function once having left. Students are to follow the district dress code. Appropriate dress (to include no jeans, shorts, tee shirts, etc.) will be designated prior to the event.

Students must be picked up no later than 15 minutes after any dance is over. **All outside dates must complete an office approval outside guest permit and must be preapproved by school administration. Any student that leaves the dance will not be re-admitted.**

Prom

The prom is open to all juniors and seniors from the high school unless a student is on suspension. **ID's are required to be admitted.** Dress - the decorum for prom shall be formal to semiformal dress for both males and females. This applies to students and guests. Shorts, sweatshirts, etc., are not acceptable. Suits with ties and/or tuxedos for men and dresses for ladies are required.

Students who wish to bring a guest to the prom that does not attend Grandview High School must complete an office approval outside guest permit. Guests must be of high school age under 21 years old. Students wanting to bring a GHS freshmen or sophomore as their guest also require an outside guest permit.

Students and guests that leave the Prom will not be re-admitted.

School Visitors

Students are not permitted to invite students from other schools to Grandview High School during regular school hours. Parents who wish to visit their son or daughter's classes at GHS need to complete the district observation agreement (which includes prior notice). Parents will then receive a visitor's pass. Absolutely, under no circumstances, are visitors permitted without a pass from the office. (See Board Policy KK).

Any visitors who enter unlawfully or remain unlawfully may be subjected to prosecution for trespass in accordance to city ordinance 17-9.

Student I.D.'s

Students will be issued a photo I.D. at the beginning of the school year or when they enroll. Students need to produce the ID if asked. Photo I.D.'s are not to be marked on or modified in any way unless authorized by the high school administration. Each I.D. will have a bar code, which is utilized in the library and for issuing textbooks. As part of our overall security plan, students must carry their student ID while on school grounds. **Current school Photo I.D.'s are required as admittance to School Dances, Wednesday Detention, Saturday School, as Athletic Passes (if purchased by the student) and at any other school activities, as requested.** Students will be required to have their photo I.D. to obtain privileges such as leaving class to go to the restroom, library, office, counseling center, water fountain, etc. Students without a photo I.D. may purchase a replacement with parent/guardian permission. **There will be a \$5.00 fee to replace a regular photo I.D. badge. \$15.00 will be assessed to replace an athletic pass. Photo I.D.'s can't be charged without approval from a parent or guardian.** Students **MAY** take a picture of their IDs with their cellphone or laptop and present it as identification.

* For safety purposes, GHS recommends students utilize only breakaway type lanyards like the free one students are given during enrollment.

Student /Parent Handbook

Students are responsible to know the school and Consolidated School District #4 procedures and rules explained in the Student/Parent handbook. A copy of the Student/Parent Handbook can be found on the District web site at <http://www.grandviewc4.net>.

Telephones

It should be remembered that the telephone in the office is reserved for business calls of the school and its student organizations. The office staff may grant a student permission to use an office phone during a personal or family emergency.

Students are reminded that the use of cellular telephones is prohibited. Parents/Guardians are asked to call the main office if they need to speak to students. Inappropriate use of cell phones may result in disciplinary actions. (See Section “Electronic Devices and Board Policy EHB-AP)

Textbooks

A student’s ID is used to check out textbooks to students. Students are urged to treat textbooks with care. Students will be charged for lost textbooks or any excessive damage to textbooks at year's end. Students will not be issued a replacement book until the lost book is paid for or arrangements have been made for the cost of the book.

Tornado Warning Procedure

Grandview C-4 School District advises parents about procedures during tornado warnings

All schools go into full lockdown during area warnings

Grandview C-4 schools and facilities routinely practice tornado and other emergency drills. During a tornado warning, all C-4 schools and other facilities will be locked down. No students or staff members will be allowed to leave their “take cover” area until the warning has expired. For this reason, parents will not be allowed to pick up their children from school while a warning is underway as staff members would be required to leave their “take cover” area to release the students, putting both the students and school employees at risk.

When students and staff members take cover during tornado warnings, parents/guardians will receive a phone call through the district’s automated calling system. The recorded calls will also inform parents that students will not be released from school during the warning. In addition, school staff members will not be answering the office telephones since they are required to be in their take cover positions. A second call will go to parents/guardians to notify them that the warning has expired and that students and school staff are returning to classrooms.

Vending Machines

- Vending machines are available for student use before and after school and during Power Hour.
- Students should not use the machines during instruction time.
- Students should not leave the classroom with a pass and return with items from the vending machines.

- Vending machines adjacent to the cafeteria are accessible during lunch. Drinks or snacks should be consumed during the lunch and are not to be taken from the cafeteria.
- When selecting items from the vending machines, students are encouraged to make healthy snack and beverage choices.

Where Do I go For Help at GHS?

Accident Report	Health Room
Activity Calendar	Main Office
Advisor	by student schedule
Athletic Eligibility	Athletic Office
Attendance	Main Office
Bus Information	Main Office
Change of Address	Main Office
Club Information	Club Sponsors
College Information	Counselor
Course Work	Teacher/Counselor
Emergency	Any Staff Member
Financial Aid/Scholarships	Counselor
Fines/Fees	Main Office
Grade Questions	Teacher/Counselor
Homework (Extended Illness)	Counselor
Honor Roll	Counselor
I.D. Replacement	Main Office
Injury	Health Room
Locker Problems	Main Office
Lost and Found	Main Office
Lost Textbooks	Main Office
Lunch Assistance	Cafeteria/Counselor
Make-up Tests	Teacher
Map of Building	Main Office
Parking Permit Applications	Main Office
Physical Forms	Main Office
Requirements for Graduation	Counselor
Summer School Information	Counselor
Textbooks	Main Office
Theft Reports	School Resource Officer
Threats	School Resource Officer
Transcripts	Registrar/Guidance Office
Transferring	Schools Main Office/Guidance Office
Visitor's Pass	Main Office

ADDITIONAL POLICIES

BOY SCOUTS OF AMERICA EQUAL ACCESS ACT *(See Board Policy: AC-AF1)*

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

SPECIAL EDUCATION *(See Board Policy: IGBA-1-AP(1))* (Initial Identification of Students Who May Require Special Education Services)

A child with disabilities will be evaluated pursuant to these procedures before determining that the child is no longer eligible for special education services except when the termination of services is due to graduation with a regular diploma or exceeding the age eligibility for a free appropriate public education under state law.

PROGRAMS FOR ENGLISH LEARNERS *(See Board Policy: IGBH)*

The Board of Education recognizes the need to provide equal educational opportunities for all students in the district. Therefore, if the inability to speak and understand the English language excludes a student from effective participation in the educational programs offered by the district, the district shall take appropriate action to rectify the English language deficiency in order to provide the student equal access to its programs. Identifying students who are English language learners (ELL) and ensuring them equal access to appropriate programs are the first steps to improving their academic achievement levels.

PROGRAMS FOR HOMELESS STUDENTS *(See Board Policy: IGBCA)*

The Grandview C-4 School District Board of Education recognizes that homeless students are particularly vulnerable and need special assistance to access and benefit from the education environment. Therefore, the district, in accordance with state and federal law and the Missouri state plan for education of the homeless, will give special attention to ensure that homeless students in the district are promptly identified and have access to a free, appropriate public education and related support services.

PROGRAMS FOR MIGRATORY STUDENTS *(See Board Policy: Policy: IGBCB)*

The Board of Education of the Grandview C-4 School District directs the administration to screen students, as required by law, to assist the state in identifying migratory children. If the district becomes aware of any student who might be a migrant student, the superintendent or designee will notify the state director of migrant education, as designated by the Department of Elementary and Secondary Education (DESE), so that the student may be formally recognized as a migrant student.

PUBLIC CONCERNS AND COMPLAINTS *(See Board Policy: Policy: KL)*

The Grandview C-4 School District is interested in resolving concerns and hearing complaints from the public regarding district programs and services so that they may be improved and better meet the needs of the students and the community.

The district encourages parents/guardians, students and other members of the public to first discuss concerns with the appropriate district staff prior to bringing the issue to the Board so that the issue may be thoroughly investigated and addressed in a timely fashion. The Board will not act on an issue without input from the appropriate district staff and may require a parent/guardian, patron or student to meet with or discuss an issue with district staff prior to hearing a complaint or making a decision on the matter.

All district employees are expected to answer questions, receive input and professionally address concerns and complaints of parents/guardians, students and other members of the public. If an employee is unable to answer a question or resolve an issue, the employee must direct the person or the question to the appropriate district employee.

PERSONNEL RECORDS *(See Board Policy: Policy: GBL)*
(Parent/Guardian Access)

In accordance with federal law, at the beginning of each school year the district will notify the parents/guardians of each student attending any school receiving Title I funds that they may request information regarding whether the:

1. Student's teacher is certified to teach in the grade levels and subject areas in which the teacher provides instruction.
2. Student's teacher is teaching under emergency or other provisional certification status.
3. Student is provided services by a paraprofessional and, if so, the qualifications of the paraprofessional.

ASSESSMENT PROGRAM *(See Board Policy: Policy: IL)*
(Participation)

In order to achieve the purposes of the student assessment program and comply with state and federal law, the district requires all enrolled students to participate in all applicable aspects of the assessment program, including statewide assessments.

PUBLIC INFORMATION PROGRAM *(See Board Policy: Policy: KB-AP(1))*

A school accountability report card for each school building in the district and the district as a whole will be produced in accordance with law and made available to the public on the district's website. The district will provide information included in the report card to parents/guardians, community members, the print and broadcast news media, and legislators by December 1 annually or as soon thereafter as the information is available to the district. The district will distribute the information in substantive official communications such as student report cards. The district will make reasonable efforts to supply copies of the reports or other information regarding the reports to businesses such as real estate and employment firms, so that parents/guardians and businesses from outside the district that may be contemplating relocation have access to this information. (20 U.S.C. § 6311, § 160.522, RSMo.)

STUDENT RECORDS *(See Board Policy: Policy: JO-1)*
(Military and Higher Education Access)

The district will disclose the names, addresses and telephone numbers of secondary school students to military recruiters or institutions of higher education as required by law. However, if a parent, or a secondary school student who is at least 18, submits a written request, the district will not release the information without first obtaining written consent from the parent or the student. The district will notify parents, and secondary school students who are at least 18, that they may opt out of these disclosures.

SURVEYING, ANALYZING, OR EVALUATING STUDENTS *(See Board Policy: Policy: JHDA)*
(Inspection)

In general, the district will not collect, disclose or use personal student information for the purpose of marketing or selling that information or otherwise providing the information to others for that purpose. In the rare case where the district may collect information from students for the purpose of marketing or selling that information, parents may inspect any instrument used before the instrument is administered or distributed to a student, upon request and in accordance with Board policy.

(Notice and Opportunity to Opt Out)

In accordance with law, parents will receive prior notice and an opportunity to opt a student out of:

1. Any other protected information survey, as defined above, regardless of the funding source.
2. Any nonemergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent and not necessary to protect the immediate health and safety of a student, or any physical exam or screening permitted or required under state law, except for hearing, vision or scoliosis screenings.
3. Activities involving the collection, disclosure or use of personal information obtained from students for marketing, selling or otherwise distributing information to others.

(Notification of Policy and Privacy)

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. All student educational records will be protected in accordance with law and Board policy JO.

HAZARDOUS MATERIALS *(See Board Policy: Policy: EBAB)*

The procedures developed by the administration shall comply with all local, state and federal laws and regulations that pertain to the proper management of hazardous materials. The superintendent or designee is responsible for identifying any substances that may be hazardous and ensuring such substances are properly disposed in a state-approved facility or landfill.

(Emergency Plans)

The superintendent or designee will include in district emergency plans appropriate responses and evacuation plans for situations where hazardous materials threaten the health or safety of persons on district property or when hazardous materials on district property threaten the health or safety of people in the surrounding area.

(Asbestos)

The district will use appropriately accredited professionals and laboratories and will follow all federal and state laws regarding the identification, management and abatement of asbestos in district buildings.

The superintendent will designate an employee to supervise the implementation of the district's asbestos management plan and federal laws regarding asbestos management in the district. The employee designated will receive adequate training to perform his or her duties as required by law.

ADMINISTRATION OF MEDICATION TO STUDENTS (See Board Policy: Policy: JHCD)
(Over-the-Counter Medications)

Over-the-counter medications/supplements must be in the original container and be accompanied by written order from prescriber detailing circumstances for use.

Any over-the-counter medication to be self-administered by secondary students (grades 6–12) will be provided in the original container and accompanied by written authorization from a parent/guardian.

STAFF/STUDENT RELATIONS (See Board Policy: Policy: GBH)
(Electronic Communication)

Staff members are encouraged to communicate with students and parents/guardians for educational purposes using a variety of effective methods, including electronic communication. As with other forms of communication, staff members must maintain professional boundaries with students and follow district procedures while using electronic communication regardless of whether the communication methods are provided by the district or the staff member with prior authorization uses his or her own personal electronic communication devices, accounts, webpages or other forms of electronic communication.

The district's policies, regulations, procedures and expectations regarding in-person communications at school and during the school day also apply to electronic communications for educational purposes, regardless of when those communications occur. Staff communications must be professional, and student communications must be appropriate. Staff members may only communicate with students electronically for educational purposes including when communication is related to district-endorsed local and non-local activities or events. Staff members may use electronic communication with students only as frequently as necessary to accomplish the educational purpose.

1. When communicating electronically with students for educational purposes, staff members must use district-provided devices, accounts and forms of communication (such as computers, phones, telephone numbers, e-mail addresses and district-sponsored webpages or social networking sites), when available. If district-provided devices, accounts and forms of communication are unavailable, staff members communicating electronically with students must do so in accordance with number two below. Staff members may communicate with students using district-provided forms of communication per district procedures. These

communications may be monitored. With district permission, staff members may establish websites or other accounts on behalf of the district that enable communications between staff members and students or parents/guardians. Any such website or account is considered district sponsored and must be professional and conform to all district policies, regulations and procedures.

2. A staff member's supervisor may authorize a staff member to communicate with students using the staff member's personal telephone numbers, addresses, webpages or accounts (including, but not limited to, accounts used for texting) to organize or facilitate a district-sponsored class or activity if the communication is determined necessary or beneficial, if a district-sponsored form of communication is not available, and if the communication is related to the class or activity. The district will provide notification to the parents/guardians of students participating in classes or activities for which personal electronic communications have been approved. Staff members will be required to send the communications simultaneously to the supervisor. Staff members are required to provide their supervisors with all education-related communications with district students upon request.
3. Staff use of any electronic communication is subject to the district's policies, regulations and procedures including, but not limited to, policies, regulations, procedures and legal requirements governing the confidentiality and release of information about identifiable students. Employees who obtain pictures or other information about identifiable students through their connections with the district are prohibited from posting such pictures or information on personal websites or personal social networking websites without permission from a supervisor.
4. The district discourages staff members from communicating with students electronically for reasons other than educational purposes. When an electronic communication is not for educational purposes, the section of this policy titled "Exceptions to This Policy" applies, and if concerns are raised, the staff member must be prepared to demonstrate that the communications are appropriate. This policy does not limit staff members from communicating with their children, stepchildren or other persons living within the staff member's home who happen to be students of the district.

Title I Complaint Procedures

GHS has been designated as a Title I school and receives federal funding to supplement instruction and academic achievement. In accordance with the Elementary and Secondary Education Act (ESSA), All schools receiving federal funding must inform parents of the procedure for lodging a complaint in the event of a violation of a federal statute or regulation that applies to Title I under ESSA. Below is a copy of the procedures for your review. Should you have any questions, please contact Mr. Fields at (816) 316-5863.

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

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

Missouri Department of Elementary and Secondary Education Complaint Procedures for ESSA Programs Table of Contents	
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1. What is a complaint?

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

2. Who may file a complaint?

Any individual or organization may file a complaint.

3. How can a complaint be filed?

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

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

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

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

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

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

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

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

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

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

The following activities will occur in the investigation:

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

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

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

9. How will appeals to the Department be investigated?

The Department will initiate an investigation within ten days, which will be concluded within thirty days from the day of the appeal. This investigation may be continued beyond

the thirty day limit at the discretion of the Department. At the conclusion of the investigation, the Department will communicate the decision and reasons for the decision to the complainant and the LEA. Recommendations and details of the decision are to be implemented within fifteen days of the decision being delivered to the LEA.

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

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