

School Personnel

Administration

Mr. Kevin Grover----- Principal
Mr. Marc Hill ----- Assistant Principal
Mrs. Danica Fuimaono----- Assistant Principal
Mr. Mike Pezzetti----- Activities Director

Support Staff

Mrs. Laurie Mermelstein -----6th grade Counselor
Mrs. Kathy Morgason-----7th grade Counselor
Ms. Kristy Bradley -----8th grade Counselor
Mrs. Bonnie Perrin -----Health Aide
Officer Shenetta Boyd -----CLEEO

Office Staff

Mrs. Jeannie Mitchell -----Secretary to Mr. Grover
Mrs. Buffy Ireland----- Secretary
Mrs. Silvia Small ----- Receptionist

PTSA Board

Jennifer Casey----- President
Melodie Engle----- 1st Vice-President, Membership
Carol Armstrong----- 2nd Vice President, Ways and Means
Lisa Wright-----3rd Vice-President, Programs/Devotions
Shirley Henderson-----Recording Secretary
Michele Michael----- Treasurer
Marci Dalton-----Corresponding Secretary/Historian

Mission Statement Blue Springs School District

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

Educational Philosophy

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

Moreland Ridge Middle School Mission Statement

Moreland Ridge Middle School builds a cooperative and collaborative partnership with families and the community to establish a frontier for learning for its students. Through this partnership, students are nurtured, encouraged, challenged, and inspired as they develop the knowledge and leadership skills necessary to become educated, responsible citizens.

Faculty & Staff

6th Grade

Team 6-1

Monique Mabin
Chris Middleton
Michelle Padley
Carol Scheibner

Team 6-2

Jen Conrow
Jillian Doddema
Karen Doolin
Molly Hastings
Cheryl Wilds

Team 6-3

Audrey Ebbrecht
Megan McMullen
Tammy Steinwachs
Lori Turner
Lauren Winburn

7th Grade

Team 7-1

Becky Funk
Kim Phillips
Adam Stephens
Kari Twombly

Team 7-2

Emily Love
Matt Neuweg
Angela Sullivan
Jackie Thompson

Team 7-3

Jan Boswell
Rod Day
Jayme Dean
Christa Wenger

8th Grade

Team 8-1

Chris Barnett
Mike Fansher
Catarina Kennedy
Wendy Woodward

Team 8-2

Shelly Breske
Debbie Kroll
Wally Laws
Tracy Straka

Team 8-3

Janai Mitchell
Doris Phillips
Kirk Sampson
Dan Velder

Exploratory and Special Assignment

Kim Alberg, STRETCH
Jeannette Ashby-Welter, Computers
Lori Bestgen, Fellows Mentor
Michael Cooperider, Spanish
Tammy Cipolla-Burnham, French
Cathy Hartford, READ 180
Cheryl Hughes, Library Aide
Lisa Kolar, Art
Jerry Leeper, Band
Tom Leith, Speech and Drama
Jill McComas, Library Media Specialist
Mark McHenry, Industrial Technology
Jamey Mitchell, Orchestra
Aaron Money, Vocal Music
Linda Muir, Accompanist
Teresa Neely, Girls P.E.
Staci Perrin, FACS
Scott Tucker, Boys P.E.


Special Services

Sandy Beck, SPED Para
Molly Blocker, Special Education, 7th grade
Kim Bodenstad, Special Education, 7th grade
Heather Crump, Speech/Language
Christine Doughty, Special Education, 8th grade
Process Coordinator
Greg Fansher, SPED Para
Mary Gammon, SPED Para
Susi Goodman, ISD Instructor
Suzi Heim, Special Education, 6th grade
Debbie Hudnall, SPED Para
Flo Ireland, SPED Para
Donna Kendall, SPED Para
Susie Leeper, SPED Para
Gayle Louthan, SPED Para
Sarah Peters, Special Education, 6th grade
JoAnn Potter, Special Education, 8th grade
Marcia Williams, SPED Para

Custodial Staff

Delvin Chubick, Head Custodian
Eugene Arbisi
Stan Foster
Gary King
Lee Ann Scott
Lori Smith
Laura Warner

Blue Springs School District 2008-2009 School Year Calendar-at-a-Glance

New Teacher Orientation.....Aug. 12	Elementary 2 nd Quarter Grade Cards Issued.....Jan. 9
Teacher Orientation.....Aug. 13-15	
First Semester Begins.....Aug. 19	Secondary 1 st Semester Grade Cards Issued.....Jan. 9
Holiday – Labor Day.....Sept. 1	Holiday-Martin L. King Jr. Birthday.....Jan. 19
Secondary 1 st 6-wk Grade Period Ends.....Sept. 26	Secondary 4 th 6 wks Grade Period Ends.....Feb. 20
Secondary First Grade Cards IssuedOct. 3	Teacher’s Professional Day - No School for Students.....Feb. 17
First Elementary Quarter Ends.....Oct. 17	Holiday – Presidents’ Day.....Feb. 16
	Secondary 4 th 6-wk Grade Cards Issued.....Feb. 27
	Elementary 3 rd Quarter Ends.....Mar. 6
	Elementary 3rd Quarter Grade Cards Issued...Mar. 20
First Elementary Quarter Grade Cards Issued.....Oct. 30, 31	Spring Break.....Mar. 9-13
Parent/Teacher Conferences – Elementary Grade Cards Issued.....Oct. 30, 31	Secondary 5 th 6 Wk Grade Period Ends.....Apr. 9
Secondary 2 nd 6 wk Grade Period EndsNov. 7	Easter Break.....April 10
Secondary 2 nd Grade Cards Issued.....Nov. 14	Secondary 5 th 6-wk Grade Card Issued.....Apr. 17
Holiday – Thanksgiving.....Nov. 26-28	Elementary 4 th Quarter Ends/Grade Cards Issued Secondary 6 th 6-wk Grade Period Ends End of Semester/Last Day of School Half Day for Students.....May 27
First Semester Ends Secondary 3 rd 6 Wks Grade Period Ends/ Elementary 2 nd Quarter Ends.....Dec. 19	Graduation.....May 24 Holiday – Memorial Day..... May 25 Last Day of School (students) ½ day.....May 27
Christmas Break.....Dec. 22 – Jan. 2	Possible Inclement Weather Make-Up Days May 28 and following if needed
Teacher’s Professional Day – No School for Students.....Jan. 5	
School Resumes/Second Semester Begins.....Jan. 6	

Moreland Ridge Middle School Daily Schedule

6 th Grade	Class	7 th Grade	Class	8 th Grade	Class
7:50-8:10	PACK	7:50-8:10	PACK	7:50-8:10	PACK
8:15-9:00	Explo 1	8:15-11:40	Core	8:15-9:50	Core
9:05-9:50	Explo 2	11:40-12:03	Lunch	9:55-10:40	Explo 1
9:55-11:10	Core	12:10-12:55	Explo 1	10:40-11:03	Lunch
11:10-11:33	Lunch	1:00-1:45	Explo 2	11:10-11:55	Explo 2
11:40-2:40	Core	1:50-2:40	Core	12:00-2:40	Core
6 th Grade Lunch	11:10-11:33				
7 th Grade Lunch	11:40-12:03				
8 th Grade Lunch	10:40-11:03				

SCHOOL BUSINESS

Absences and Tardies

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

1. On the days that you are absent, a parent or guardian should notify the attendance office by phone of your absence. The school phone number is 224-1800. A phone call should be made every day that you are absent. It is requested that parents/guardians please call the school when their child is absent as early in the day as possible or in advance when possible. Calls can be made before or after hours by leaving a message on the attendance voice mail line using the above phone number.
2. When a student is TARDY to school, the same procedure as above should be followed with a phone call or note in order for the student to be excused. However, the phone call should be made BEFORE the student reaches school.
3. If you are absent for 2 consecutive days or more you may call the office by 10 a.m. and request homework to be picked up by 3:30 p.m.

Blue Springs Curfew and Truancy Ordinance

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

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

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

Home Room (PACK)

The advisory program at Moreland Ridge Middle School is called PACK (Programs, Activities, and Communicating with Kids). Teachers and students are involved in activities designed to provide

- a safe and relaxing place to start the day.
- a time to find out what's going on in school and to take care of all kinds of business.
- a place to regroup and reorganize.
- a chance to share interests, talents, ideas and opinions in a more informal atmosphere and at a more personal pace than the regular classroom is sometimes able to allow.
- a secure and friendly home away from home.

PACK is the first period daily. Some activities during this time include get-aquainted games, pleasure reading, clubs, notebook and plan book tune-up days, and friendly competitions. The advisory program plays a very important part in the life of the Moreland Ridge Middle School community; it is here the day gets off to a good start.

School and Office Hours

Hours of operation are from 7:50 a.m. to 2:40 p.m. Students may enter the building at 7:35 a.m. and should clear the building by 2:50 p.m. unless under the direct supervision of a teacher. The school office is open Monday through Friday from 7:15 a.m. to 3:15 p.m. The phone number is 224-1800.

Release of Students During the Day

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

Bus Passes/Permission To Go Home With A Friend

If a student is to ride another bus home in place of his or her own, he/she must bring a note from home, signed by a parent, and present it to the office in the morning prior to 10:00 a.m. Students will not be allowed to call home and get verbal permission to ride another bus. Plans must be made at home.

Grade Card Distribution Dates

<u>Grading period end dates</u>	<u>Grade card distribution</u>
1. September 26, 2008	October 3, 2008
2. November 7, 2008	November 14, 2008
3. December 19, 2008	January 9, 2009
4. February 20, 2009	February 27, 2009
5. April 9, 2009	April 17, 2009
6. May 27, 2009	

Enrollment Page & Emergency Information Card

The enrollment page and emergency card must be on file in the office for a student to attend our school. Please keep the information updated by calling the office as necessary.

Electronic Devices

All electronic devices (i.e., CD players, cell phones, pagers, handheld games, etc.) must be kept in the student's locker during the school day. These items should be kept in a backpack or bag until the student exits the building. The Faculty and Staff of Moreland Ridge Middle School **STRONGLY** advise that all electronic devices be left at home.

Make-Up Work

Please do not call the school for make-up work until the second day of absence. It is a general policy to allow 1 day for each day absent to make up work. For example if the student was absent 3 days he/she should be allowed 3 days to complete the work. Students serving out of school suspension will be allowed to make up work for fifty percent credit.

Lockers, Coats, Back Packs

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

Walkers & Bikes

For safety reasons, walkers may not leave school until the buses have departed and will be dismissed from the front doors. Bikes, roller blades, skates and skateboards are not allowed. Those students living east of 7-Highway and south of Liggett Road are to ride the bus. On the last day of school, walkers will not be allowed to walk home. *Everyone must either ride the bus or arrange for transportation.*

Parents Dropping Students Off or Picking Students Up Before School or at Dismissal

Parents who drop students off or pick students up before or after school are to go to the north parking lot to avoid interfering with the buses. We ask that parents pull along side the curb to pick up and drop off students as to avoid having students cross in front of traffic.

School Clinic

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

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

Check Policy

Your personal checks are welcome here. If your check is returned, it may be collected electronically, and you will be assessed the maximum amount allowed by law. The check writer is also responsible for all other collection costs. ECS (303) 486-0480

Counseling Center

The counseling department is comprised of three counselors; each assigned a grade level, Laurie Mermelstein, 6th, Kathy Morgason, 7th and Kristy Bradley, 8th. Each counselor has a caseload around 300 students. The counselors will monitor the middle school student's academic and personal experience for three years. Students can see the counselor by coming to the office to make an appointment or by getting a pass from their teacher. Parents can also call and request student conferences. The counselors are trained to assist students in working out problems related to academics, personal and social situations and planning for high school and a future career. In addition, counselors are available for individual counseling, small group presentations, classroom programs, conflict mediation, crisis intervention, teacher and student consultation, community resources, testing and placement.

Fire and Tornado Drills and Severe Weather

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

Crisis Response Plan

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

Textbooks

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

Library Media Center

The mission of the Moreland Ridge Middle School Library Media Center is to work in partnership with staff, families and the community to establish a frontier for learning for its students. Through this partnership, a learning environment is created to meet the unique needs of middle school students—providing access to resource materials and technology, fostering the exploration of new ideas, developing skills for independent learning, and promoting an appreciation and enjoyment of reading.

The MRMS Library Media Center is open to students from 7:35 a.m. to 2:40 p.m. on all school days. Students visit the LMC on a regular basis with their classes for check out and/or research. They also have access to the library between classes and with a pass from a classroom teacher. If students need additional time to use library resources before or after school, they may make special arrangements with Mrs. McComas to work in the library. Parents and community members are welcome to use the library media center throughout the school day.

The MRMS Library Media Center has an excellent collection of print resources—fiction, nonfiction, and reference. The following electronic resources are available on the student computers: Athena (online catalog), EBSCOhost (online periodical database), World Book Online Reference Center, Microsoft Office applications, and Inspiration. In order for students to have access to district Technology Resources, they must have a signed copy of the Student Technology Resources Acceptable Use and Procedures Appendix 5 (29) on file in the school office.

Students may have two books and one magazine checked out at a time. If students need additional resource materials for research or special projects, they may check out what they need. Library materials are checked out for the following time periods: Books – Two weeks Reference books – One day Magazines – Three days

Students are responsible for returning their library resources on time so these materials will be available for other library users. Students who have overdue library materials lose their check out privilege until all overdue items are returned. We do not charge fines for overdue materials. Students who lose books or magazines will be charged the replacement cost of these materials. Refunds will be given for lost library materials that are returned in good condition. A fee of \$1.00 will be charged for defaced or missing barcodes.

Beginning September 16, 2008, the LMC will be open on Tuesday evenings from 6:00-8:00 p.m. for **TLC (Tutoring, Library, & Computers)**. On these evenings, students have access to the library resources and computer labs in order to complete classroom assignments. MRMS teachers are available to provide students assistance in the core academic areas. Students must have a TLC Contract on file in the LMC in order to attend.

Parent Visitation and Volunteers

For our students' safety and education, all visitors must sign in at the office and receive a visitor's pass. Friends and relatives who are of school age will not be permitted to visit during the school day.

Student Use of School Phones

School telephones are for school business. Students should make arrangements prior to the start of school for extra-curricular activities or rides home. Pay phones are available for student use. Students will not be allowed to use the phones during class time and will not be allowed to use the pay phone or office phone unless they have a pass.

Lost and Found

Students should periodically check in with the Health Clinic if they lose an item. Likewise, if students find an item that does not belong to them, they should turn it in immediately to the office. At the end of each semester, all unclaimed items remaining in the lost and found area will be donated to the Community Services League.

Valuables, Radios, Games, and Toys

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

Search and Seizure

Students may be requested to submit to voluntary personal searches when suspicion warrants such action. Students who refuse may be referred to appropriate law enforcement authorities when such action is deemed appropriate by the principal and may be suspended from school for the lack of cooperation and/or insubordination with school administrators (BP 5.64). Principals also have the right to enter student lockers for emergencies. Lockers are loaned to students for their use. However, there are times when the principal may need to access lockers for security, safety, or suspicion of wrongdoing. Students may be reassured that indiscriminate entry into lockers by principals will be avoided.

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

Bus Procedures

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

Student Use of Vending Machine

Students will be allowed to use the vending machines before and after school (with teacher permission) and during their lunch. Vending machine items will not be allowed out of the commons.

Class Interruptions for Special Deliveries

Delivery of flowers, balloon bouquets and other related items are not permitted at any time. *Fast food deliveries are not permitted.*

Procedure for Truancy

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

Tardy to Class

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

CAFETERIA

Lunch Prices

\$ 2.25 per day

\$.40 per day for reduced lunch

\$.40 milk and juice

Snack Bar

A snack bar is available for students to purchase a variety of ala Carte items. Availability of items varies. The ala Carte menu and prices are provided in a separate handout.

Free and Reduced Lunch

The government's free/reduced lunch forms are sent home the first day of school. The parent or guardian for each student in the family must fill one of these out. The form should be returned the next day to the office. If the student was on free and

reduced lunch the previous year, we will carry him/her on the same status for a short period of time until we are officially notified as to whether the student still qualifies.

Cafeteria Guidelines

1. Teachers will assist in supervising their students to and from the cafeteria.
2. Students should use the bathroom before and after lunch; students will not use the bathroom or go to lockers during lunch.
3. No food or drink items will leave the cafeteria. These items may be confiscated outside the cafeteria. No food items are to be eaten in the serving area.
4. Students are not to share food or borrow money.
5. Once seated, after getting their food and drink, students will remain seated except to return their tray.
6. As students finish eating they are responsible to clean up their area and return their own tray before dismissal. As students are being dismissed, those who are waiting will stay in their seats until they are excused.
7. Violations of the above rules will result in one (1) warning. After this, the student will be placed in cafeteria isolation or will receive disciplinary referral.
8. There will be no lunch charges.
9. Fast food delivery **will not** be permitted.
10. Visitors will not be allowed in the cafeteria.

SCHOOL POLICIES

Citizenship Requirements

You must be a creditable school citizen. Creditable school citizens are those students whose conduct - both in school and out of school - will not reflect discredit upon themselves or their school.

Policy of Non-Discrimination on the Basis of Disability

The Blue Springs School District does not discriminate on the basis of disability in the admission or access to, or treatment or employment in, its programs or activities. The Assistant Superintendent for Human Resources has been designated to coordinate compliance with the United States Department of Justice's regulations implementing the non-discrimination requirements contained in Section 504 or the Rehabilitation Act of 1973, Part B and Titles I and II of the Americans With Disabilities Act of 1990.

Violations Against Persons

Oral assault or battery of a faculty, a staff member, or a fellow student, whether spoken on or off-school grounds, which creates or causes a reasonable apprehension in the faculty or staff member, or student, or a harmful or offensive contact to his/her body will result in out-of-school suspension and the law enforcement officers will be contacted (BP 5.64). **Any threat should be immediately reported to the appropriate administrator or counselor.**

Dress Guidelines

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

RESPONSIBILITY FOR APPROPRIATE SCHOOL DRESS

This includes demonstrating responsible behavior in dressing for school. Extremes in wearing apparel or personal appearance, which disrupt the classroom and/or interfere with the intended function of the school, will not be considered acceptable school dress. We believe dress and grooming are primarily the responsibility of the parent and the student; control by the school is minimal. The school administration is aware of the many different styles of dress worn by students and how rapidly styles change. However, it is felt the safety and welfare of the students is of our main concern. Appropriate dress for school is for all undergarments to be covered by clothing. Clothing should also cover all cleavage, belly buttons, torsos, and bare backs when standing or sitting.

Examples of non-acceptable items include the following:

- Displays or advertises alcohol, tobacco, or drugs
- Contains profanity, inappropriate language or sexual connotations such as "Big Johnson" or "Coed Naked"
- Are cut loosely around the armpits or are too low on the chest (i.e. tank tops). These shirts must have an additional shirt underneath.
- Are mesh or "see-through" without another clothing item underneath
- Reveals undergarments or displays skin in the midriff/stomach area.
- Jeans and/or pants that "sag" on the buttocks or drag the floor – rope belts are provided by the office to pull pants to the natural waist. Jeans with pockets from hip to ankle. No hanging straps on pants or overalls.
- Shorts or skirts that are considered too short
- Boxer shorts or pajama pants
- Wallets with chains
- Jewelry that is inappropriate: large neck chains spiked dog collars or spiked wristbands, etc.
- Hats inside the building/headbands and bandannas (colors)
- Strapless dresses/blouses and "spaghetti straps"

- Shoes with rollerblades attached
- Face stickers, face painting, hair painting and glitter of any kind are not allowed

Gum and Candy

Gum and candy are not permitted at school. Teams may use candy as rewards, but students must consume these items while in the supervision of a teacher. *Gum chewing results in an automatic detention.*

STUDENT ATTENDANCE

Definition of an Excused Absence or Tardy

An absence or tardy will be listed as EXCUSED if verified by the parent or guardian and the reason can be classified under one of the following categories:

1. Personal illness of the student
2. Family illness or emergency.
3. Dental or medical appointments.
4. Other approved by an administrator.

Note: Field trips are not considered an absence because they are a school activity.

Interscholastic Sports (Grade 8)

Fall Sports - Volleyball, Football, and Cross Country* (boys & girls)

Winter Sports - Basketball (boys and girls)

Spring Sports - Track (boys and girls)

***7th and 8th grade students are eligible to participate in this sport.**

Participation in Interscholastic Sports

On the first day of practice you must have:

1. Athletic Participation Certificate (Completed physical form)
2. Code of Ethics signed by parents and student.
3. No more than two failing grades the previous semester.

Intramural (Grades 6, 7, 8)

Basketball Volleyball Cheerleading Flag Football Wrestling Soccer Softball

Extra Curricular Activities

Forensic Team	Yearbook	Newspaper	Honor Choir	Show Choir
Math Club	Science Olympiad	Science Club	Ridge Readers Book Club	Outdoor Activities
Computer Club	Strategizers	Student Council	Drama Production	Art Club
Jazz Band	Husky Vision	Husky Ambassadors	National Jr. Honor Society	Readers Theater
Peer Tutors	Scholar Bowl	Peer Mediators	Foreign Language Club	Science Fair

Social Events

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

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

1. If you leave the building, you cannot return.
2. There will be no guests at dances.
3. Must follow the appropriate dress guidelines.
4. Students assigned to ISD or OSS are not allowed to attend extracurricular events.
5. The Student General Behavior Code will be adhered to and strictly enforced during all social events.
6. Students must be at school (not ill) by 11:10am on the day of a social event.

After-School Activities

Whenever possible, after-school activities will be held on Mondays, Tuesdays, and Thursdays. Teachers and students are not to schedule after-school events without approval from the principal. Home athletic events are scheduled 4:00-7:00 p.m.

School telephones are limited in number, and waiting to telephone until the end of an after-school activity presents a problem. Parents should plan to pick up their students at or before the closing time of the activity. Students who are absent all day due to illness on the day of an after-school activity do not attend nor participate in that activity. A student who comes to school but goes home ill later in the day may not participate. **Students under suspension, in-school or out, do not participate in after-school activities.** A student may come in tardy and still participate if he/she is here to finish the day by 11:10 a.m.

Grading Scale

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

Students will receive a letter grade in their exploratory classes. The grades for the sixth grade exploratory classes will **not** be used in the calculation of the student cumulative grade point average. The grades received by seventh and eighth grade students in the exploratory classes will be counted in the calculation of the student cumulative grade point average.

Honor Roll

Moreland Ridge Middle School has a Principal's Honor Roll for those achieving a 4.0 grade average, and a Moreland Ridge Middle School Honor Roll for those achieving a 3.0-3.99 grade point average

Family Educational Rights and Privacy Act (FERPA)

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

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

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

5. "Directory Information" may be released by school officials, including in print and electronic publications of the school district. Such information is also considered a "public record" which must be released upon demand to any persons who requests it, under the Missouri Sunshine Law. Directory Information is information designated by the school district which, if disclosed, would not generally be considered harmful or an invasion of privacy. The school district designates the following items as Directory Information: student's name, parent's name, address, telephone number, date and place of birth, major field of study, participation in officially recognized activities and sports including audiovisual or photographic records of the openly visible activities thereof (e.g., artistic performances, sporting contests, assemblies, service projects, award ceremonies, etc.), weight and height of members of athletic teams, dates of attendance, degrees and awards received, most recent previous school attended and photograph including photographs of regular school activities that do not disclose specific academic information about the child an/or would not be considered harmful or an invasion of privacy. Parents or eligible students will have ten (10) school days after the annual public notice to view the student's Directory Information and to provide notice in writing to the school district that they choose to not have this information released. Unless notified to the contrary in writing within the ten-(10) school day period, the school district may disclose any of those items designated as Directory Information without prior written consent.

Photographic and Video Images

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

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

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

STUDENT SERVICES/INFORMATION

SAP (Student Assistance Program)

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

Typical support groups that are available are:

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

COMPASS

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

- **Respect**: To be the best one can be, a person must respect self and others.
- **Responsibility**: To be the best one can be, a person must do those things for which she/he is responsible.
- **Rights**: To be the best one can be, a person must value, promote, and protect the rights of self and others.
- **Resourcefulness**: To be the best that one can be, a person must use personal resources to the benefit of self and others.

PEER MEDIATION PROGRAM

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

YOUTH OUTREACH UNIT

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

WHO CAN REFER YOUTH?

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

MISSION OF Y.O.U.

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

YOUTH OUTREACH UNIT HOURS
7:00 A.M. – 7:00 P.M.
PUBLIC SAFETY FACILITY
1100 SMITH, BLUE SPRINGS, MO 64015
(816) 228-0178

**STUDENT DISCIPLINE AND
BOARD OF EDUCATION POLICES**

BLUE SPRINGS R-IV MIDDLE SCHOOLS

The following scope and sequence has been created in accordance with district board policies. There are a number of behavior violations that are specifically outlined in the Blue Springs R-IV policy manual and therefore, are not included in this scope and sequence. **No discipline policy can specifically address all discipline situations that might occur. Incidents that do not fit any of the prescribed policies will be evaluated on an individual basis. The severity of a situation is always a factor in consideration, as well as the safe schools' law and board policy. The frequency of discipline infractions will be taken into consideration when distributing discipline.**

If a student fails or refuses to complete the assigned disciplinary action, a more severe consequence may be assigned. Law enforcement may be notified and could result in the student's arrest and removal from school property.

Academic Dishonesty

1. Detention; parent contact
2. 3 days ISD or less
3. 3 days ISD
4. 3 days OSS
5. 5 days OSS

Alcohol Use/Possession/Influence

1. 10 days OSS and Referral to CO/Law Officer

Arson/Fire

1. Any violation: 10 days OSS and referral to the superintendent's office for disciplinary action of up to 180 days suspension or expulsion. Law enforcement contacted.

Assault or Battery of a Fellow Student/Faculty Member

1. Any violation: 10 days OSS and referral to CO/Law Officer

Bus Referrals

Consequences are assigned in accordance with policy set by the Director of Transportation. Serious or repetitive behaviors may result in suspension of riding privileges. The parent/student is responsible for transportation to and from school during such a suspension. (see Board Policy 6.46)

1. Warning, Parent Contact
2. Bus Suspension 1-3 days, Parent Contact
3. Bus Suspension 3-5 days, Parent Contact
4. Bus suspension 5-10 days, Parent Contact
5. Bus suspension 10 days or more, Parent Contact

Note: Major violations may result in immediate suspension from the bus. Please refer to Transportation or call for more details.

Disrespect to Staff Member

1. Up to 10 days OSS
2. 10 days OSS and CO referral

Drug Possession, Use, Influence, Paraphernalia, or Distribution

1. 10 days OSS and Referral to CO/Law Officer

***This school board policy also applies to students who may be attending school activities under the direction and supervision of school officials both at home and away events. Refer to Blue Springs R-IV Policy (Board Policy 5.64) for more information.**

Electronic Devices

Disrupting academic time (*Cell phones – must be locked in locker during academic day.)

1. 1 day ISD
2. 3 days ISD or less
3. 3 days OSS

Extortion

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

1. 10 days OSS or less, and restitution.
2. 10 days OSS, restitution, CO referral

Failure to Follow Directions

1. Detention, parent contact
2. 3 days ISD or less
3. 3 days ISD
4. 3 days OSS
5. 5 days OSS

Failure to Serve a Detention

1. Detention Time Doubled By Teacher
2. Administrative Detention
3. 3 days ISD

False Reporting/Setting off Disaster Alarms/Bomb Threats

1. Any violation: 10 days OSS and referral to CO/Law Officer

Making a false bomb threat is a federal offense punishable under the United States Code 18-844e, with a penalty of up to ten years in prison, \$250,000.00 fine, or both. This penalty does also apply to juvenile offenders.

Fighting

All incidences will be reported to the school law enforcement officer (in accordance with the Safe School Act of 1996).

1. 3 days ISD or 3 days OSS; parent contact; police contacted
2. 3 days OSS; parent contact; police contacted
3. 5 days OSS, parent contact; police contacted
4. 10 days OSS; parent contact; police contacted

Forging Passes

1. 3 days ISD or less, parent contact
2. 3 days ISD
3. 3 days OSS
4. 5 days OSS

General Misconduct

This may include any violation of school policy including, but not restricted to disruptive behavior, discourteous behavior, verbal confrontations, pushing, shoving, and horse playing.

1. Teacher or administrative detention; parent contact
2. 3 days ISD or less
3. 3 days ISD
4. 3 days OSS
5. 5 days OSS

Hall Rule Violation

1. Detention, parent contact
2. 3 days ISD or less
3. 3 days ISD
4. 3 days OSS
5. 5 days OSS

Lunchroom Violation

1. Detention, parent contact
2. 3 days ISD or less
3. 3 days ISD
4. 3 days OSS
5. 5 days OSS

Oral Assault or Battery of a Faculty or Staff Member

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

1. Mandatory out-of-school suspension of not less than 30 school days
2. Expulsion

Physical Assault/Battery of a Faculty/Staff Member

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

1. Mandatory out-of-school suspension of not less than 180 school days.
2. Expulsion

Obscene Materials

1. Up to 3 days ISD; parent contact
2. 3 days OSS; parent contact
3. 5-10 days OSS

Privately Owned Laptop Computers

No student shall have a personal laptop computer for use on school grounds other than equipment owned by the school district unless required in the Individualized Education Plan (IEP). Connecting such personal equipment to the district network shall result in revocation of system privileges and/or long-term suspension or expulsion and/or notification of authorities.

Possession of Drugs

1. Up to 180 days OSS or other punishment the superintendent of schools deems appropriate. Prior to re-admittance the student and the parent/legal guardian shall be required to attend a conference with the principal and/or the principal's representative. The conference shall include discussion of board policy. Police report filed.
2. Expulsion

***Refer to Blue Springs R-IV Policy (board Policy 5.64) for more information**

Possession or Use of Potentially Dangerous Items

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

1. Up to 180 days OSS or any other punishment the superintendent of schools deems appropriate. Police will be contacted.
2. Expulsion by the board of education or referral by board of education or referral by the board to the superintendent for appropriate disciplinary action.

Possession/Use/Distribution of Tobacco Products

1. 3 days ISD, parent contact, law enforcement contacted
2. 3 days, OSS parent contact, law enforcement contacted
3. 5 days OSS, parent contact, law enforcement contacted
4. 10 days OSS, parent contact

***Refer to Blue Springs R-IV Policy (Board Policy 5.64) for more information.**

Possession or Use of a Weapon

1. Expulsion (students who violate the Gun Free Schools Act of 1994 shall receive a minimum of one (1) calendar year OSS) and a Police Report will be filed. Refer to Board Policy 5.64(5)

Profane Language/Inappropriate Gesture (verbal or written)

1. 3 days ISD or less
2. 3 days ISD
3. 3 days OSS

Public Display of Affection (PDA)

1. Detention, parent contact
2. Up to 3 days ISD
3. 3 days IDS
4. 3 days OSS
5. 5 days OSS

Sexual Harassment

Including, but not limited to:

***Verbal**, such as derogatory comments, jokes, slurs or remarks and questions of a sexual nature.

***Physical**, such as unnecessary, unwanted or offensive touching

***Visual**, any derogatory writings or gestures such as: e-mail, drawings, and graffiti

1. Student Conference/Parent Contact/Documentation and up to 3 days ISD
2. 1-3 days ISD
3. 3-10 days OSS
4. 10 days OSS and referral to CO

Sexual Harassment/Sexual Misconduct:

Actual or simulated conduct, including, but not limited to fondling, inappropriate touching, indecent exposure, or the engagement in any sexual activity, or knowingly entering or causing others to enter an area reserved for a person of the opposite sex on school property, or which is during school functions, or at school related activities.

1. 3-10 days OSS

2. 10 day OSS and referral to the superintendent's office for further disciplinary action. Law enforcement will be contacted.

Tardies

1. Teacher Warning / Documentation
2. Teacher Warning / Documentation
3. Parent Contact / Documentation
4. Detention / Documentation
5. Referral to Office

Threats

Threats/Direct or Indirect will be handled according to Board Policy.

Theft

1. 3 days ISD, parent contact, and restitution must be made.
2. 3 days OSS, parent contact, and restitution must be made.
3. 5-10 days OSS; parent contact, and restitution must be made.

****Thefts over \$150 - 10 days OSS and referral to the Superintendent for long-term suspension/expulsion and referral to law enforcement.**

Truancy

1. 3 days ISD or less; parent contact
2. 3 days ISD or less; parent contact
3. 3 days ISD or less; parent contact
4. 3 days OSS or less; parent contact
5. Excessive absences/truancy may be reported to the Department of Safety and to the City of Blue Springs

Vandalism/Damage to Property

No student shall cause or attempt to cause damage to any property, real or personal, belonging to the school, staff or a fellow student.

1. First Violation: Suspension for ten 10 school days or less and restitution must be made. In the case of damage amounting to one hundred fifty dollars (\$150) or more, suspension for one hundred eighty (180) days or less or expulsion and restitution.
2. Second Violation: Suspension for one hundred eighty (180) school days or less or expulsion and restitution must be made.
3. Third Violation: Expulsion and restitution.

Other Discipline Issues/Terminology

Other miscellaneous offenses will be handled through administrative review, and discipline assignment made in accordance with Missouri Statute 167.171.

Discrimination

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

Gangs

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

DISCIPLINE TERMS:

Out-Of-School Suspension

Ten (10) school days or less: A suspension of ten (10) days or less is the removal of the violating student from school property for that length of time determined and may be imposed by the building principal, the superintendent or his administrative designee, pursuant to the procedures set forth in Section 6.65 (2) (b), infra. Students shall not be allowed to participate in extracurricular activities, attend any school function, or be on any Blue Springs School District property during the length of the suspension.

In-School Detention

The In-School Detention room is for those students who have been suspended from the regular school program and have been assigned to ISD for a period of time by the school administration. The ISD program is an alternative to suspending students out of school. In-School Detention means that students who have violated school rules are suspended to a location in the

building for a specific number of days under close supervision. Students and the ISD teacher will work together in a safe and positive atmosphere. Both will attempt to make improvements in the student's attitude, classroom work, and school involvement. While in ISD, the student will be responsible for taking ownership for his/her behavior, and to develop a plan on how to avoid this problem in the future. Academic work continues during the period of In-School Detention; therefore, a bridge rather than a break is built into the educational process. A student who has committed a "suspendable" offense may be placed in the ISD room at the discretion of the school administrator. The violation of board policy that requires out of school suspension will not permit the student to be placed in the ISD room. These specific acts result in the automatic dismissal from the total school program.

Board of Education Policies

BLUE SPRINGS R-IV SCHOOL DISTRICT Board Discipline Policy 2008-2009

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

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

2.8 Sexual Harassment (October, 2007)

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

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

Definitions of Sexual Harassment

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

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

Definitions of a Hostile Environment

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

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

Sexual Harassment Includes, But is Not Limited To

- Persistent request for dates or other social activity when such requests are refused.
- Grabbing, touching or brushing another person when that person verbally or physically objects, or grabbing, touching, or brushing another who may not be mature enough to voice objection to the harasser, when the conduct is directed toward an individual because of their sex.
- Displaying sexually suggestive objects, pictures, cartoons, or posters where others may see them.
- Circulating sexually suggestive letters, electronic messages, notes, or other such written material.
- Offering or implying special treatment in employment or school, in hope of, or in exchange for sexual favors.

- Physical conduct such as pushing, impeding or blocking movement because of the sex of the victim.
- Hazing, or daring to perform unsafe work or learning tasks because of the sex of the victim.
- Unwelcome, persistent leering or staring at another person because of their sex.
- Making lewd or offensive sexually oriented comments or suggestions.
- Uninvited and repeated sexual flirtations, advances, or propositions.
- Uninvited and repeated comments of a sexual nature.

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

Prevention of Sexual Harassment

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

Students Reporting Incidents of Sexual Harassment

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

Prohibition Against Retaliation

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

Confidentiality

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

2.9 Civility (February 2006)

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

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

5.14 Student Immunization (May, 1997)

Students in non-compliance with 167.181, RSMo regulating required immunizations, may not enroll or attend school unless the parent/guardian has a signed medical or religious exemption on file or unless the student is homeless or has started an immunization series and satisfactory progress is being accomplished in the prescribed manner as outlined in the Missouri Immunization Schedule.

Evidence of immunization means a statement, certificate or record from a physician or other recognized health facility or personnel verifying the type of vaccine and month, day and year of administration. Homeless children are allowed a 24 hour time period in which to provide proof of compliance.

5.14. Technology Resources (October, 2001)

The board of education recognized that as telecommunications and other technologies shift the ways that information may be accessed, communicated and transferred, those changes may also alter instruction and student learning. The

school board generally supports access by students and staff to technology resources. The district's technology resources will be used only for learning, teaching and administrative purposes consistent with the district's mission and goals. The Blue Springs School District retains the right to regulate and monitor the access and use of school technology resources for academic and non-academic purposes. The district's technology resources have not been provided as a public access service or public forum. The district is not responsible for any financial obligation arising through unauthorized use of the district's technology resources.

Technology resources include all of the computer hardware, operating system software, application software, stored text, and data files. This also includes electronic mail, local databases, externally accessed databases (such as the Internet), CD-ROM, optical media, clip art, digital images, digitized information, communications technologies, and new technologies as they become available.

5.14.1 Student Access To Technology Resources (September, 2003)

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

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

5.18 Nondiscrimination (December, 2001)

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

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

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

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

Assistant Superintendent of Human Resources
Blue Springs School District
1801 NW Vesper
Blue Springs, Missouri 64015
(816) 224-1300
Fax (816) 224-1764

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

5.5 Admission and Attendance Regulations

5.51 Admission of Resident Students (July, 2003)

All students five (5) to twenty-one (21) years of age who legally reside within the boundaries of the Blue Springs R-IV School District ("District") may attend District schools tuition free. In order to legally reside within the District, the student must be physically domiciled within the District boundaries with a parent, military guardian pursuant to a military issued guardianship ("military guardian" or "guardian"), or court-appointed legal guardian ("legal guardian" or "guardian"). All may be jointly referred to herein as "parent/guardian". In order to register a student, the parent, legal guardian, military guardian, or eligible student shall provide proof of residency or proof that a Waiver of Domicile Requirements has been granted by the District Board of Education on the basis of hardship or good cause.

5.51.2 General Exceptions to Domiciliary and Residency Requirements (July, 2003)

The residency provisions of this policy shall not apply to a student who is a "homeless child". (See Section 5.54), a pupil attending a school not in the pupil's district of residence as a participant in an inter-district transfer program established under a court-ordered desegregation program, a pupil who is a ward of the state and has been placed in a residential care facility by state officials, a pupil who has been placed in a residential care facility due to a mental illness or development disability, a pupil who has been placed in a residential care facility by a juvenile court, or a

pupil with a disability identified under state eligibility criteria if the student is in the District for reasons other than accessing the District's educational program.

5.51.3 Restrictions to Admission (August, 2004)

Prior to admission, the parent/guardian or other person having custody, control or charge of a child of school age must complete an application (**Appendix 5(9)**) including an sworn statement or affirmation indicating whether or not the student has been suspended or expelled from a school, public, private, charter, or parochial, in this state or any other state for a violation of board policies. In addition, the person enrolling the student must affirm in the application that the student has not been convicted of or charged with an act as set forth below and further described under RSMo 167.171. This document shall be maintained as part of the student's education record. Any person who knowingly submits false information as a part of registering a student or requesting a waiver of residency is guilty of a misdemeanor. In instances where there is reason to suspect that admission of the student will create an immediate danger to the safety of other students and/or employees of the District, the superintendent or designee may convene a hearing within a reasonable time of the request to register and determine whether or not the student may register. No student shall be enrolled, readmitted or otherwise permitted to attend school who was properly suspended for an act of school violence defined in RSMo 160.261.2 without first holding a conference to review the conduct and any remedial actions needed to prevent any future occurrences or related conduct. The school board shall notify in writing the parents/guardians of the time, place, and agenda of the conference. If after a student has been enrolled and is found to have been suspended or expelled from another school in this state or any other state, including a private, charter, or parochial school or school district, the student will immediately be denied further attendance in the District, pending determination of the reason(s) for the suspension or expulsion. In accordance with RSMo 167.171.4 no student may enroll in a school in the District during a suspension or expulsion from another district if it was determined upon attempt to enroll that the student's conduct would have resulted in a suspension or expulsion in this District. The parent, guardian or student may request a conference with the superintendent or designee to consider if the conduct of the student would have resulted in a suspension or expulsion in this District. If it is determined that such conduct would have resulted in a suspension or expulsion in this District, the superintendent or designee may make such suspension or expulsion from another district immediately effective. If it is determined that such conduct would not have resulted in a suspension or expulsion in this District, the superintendent or designee shall not make such suspension or expulsion from another district effective. In accordance with RSMo 167.171, no student may be readmitted or enrolled in the District who has been convicted of or charged with any of the following acts, which if committed by an adult would be a felony:

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

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

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

Annually all school-aged students seeking enrollment and/or parents/guardians seeking to enroll their school-aged children in the District must present proof that the student(s) and the parents/guardians are residents of the District; the student must reside and be domiciled in the District. The District may make exceptions to annual enrollment requirements, as it deems appropriate. The superintendent or designee is responsible for ensuring that all pre-registration residency, proof of residency, waiver of residency requirements request, and prior discipline documents are completed and maintained as District records. Copies of approved forms, as they may be changed from time to time, are included as part of this policy and adopted by reference.

The parent/guardian of the student or the eligible student shall provide the District: immunization records, birth certificate, specific utility bill (water statement of account, water bill, electric bill, gas bill) or, if applicable, signed and dated sales/construction contract showing possession/closing date, or signed and dated rental agreement. The possession date of a new home in the district must be within one hundred ten (110) calendar days of the first day of the student's attendance, and the student must be in residence/domiciled in the residence within the one hundred ten (110) calendar days. If the student is not living with both biological parents listed on the birth certificate, one of the following documents is required: divorce papers and legal documents

designating primary care responsibility; death certificate of deceased parent(s); any other documentation that would evidence legal guardianship.

5.52 Admission and Tuition – Nonresident Students (July, 2003)

A nonresident student shall be defined as a student who does not meet the requirements to be a resident student of the District; that is, a student who is not physically domiciled within the boundaries of the District as defined in Board policies, rules, regulations, and by state law the consequences for which tuition rates shall be determined annually as generally prescribed by state law and the District. Nonresident students of District certified staff may be permitted to attend school without payment of tuition provided they own property in the District. Such students will be considered to be resident students for the purposes of state aid. Students of other regular contract employees of the District may attend school in the District upon payment of tuition.

An institution that is a facility organized under the law of Missouri for the purpose of providing care and treatment of juveniles, and which is located in the District providing a place of residence for three (3) or more students whose parents or guardians do not reside in the District, may enroll such children in a program in the District as provided by state law.

The District may enter into an enrollment option plan with another district in which the districts agree to send and/or accept each other's students in accordance with state law and Department of Elementary and Secondary Education guidelines.

A nonresident student from any Missouri school who is eligible for any special education program offered by the District, and which program meets guidelines of the Missouri State Department of Elementary and Secondary Education, may be enrolled, provided: (1) there is a vacancy in the appropriate program according to class limitations as defined by the Department of Elementary and Secondary Education; (2) by contractual agreement, the sending district pays tuition on a per pupil cost basis; and (3) transportation is provided by sending district.

The superintendent of schools has the authority to approve or deny admission of nonresident students into the District Special Education Program. Any appeal of the superintendent's or designee's decision may be made to the board of education.

Students whose parents or guardians pay school taxes on property in the District but do not live in the District may attend school in the District and receive as a credit on the amount charged for tuition the amount of the school tax paid to the District.

Parents or guardians, who reside on property of eighty (80) acres or more used for agricultural purposes, which lies in more than one school district, may choose to send their children to the district of choice tuition free provided that thirty-five percent (35%) or more of the real estate is located in the district of choice. The owner shall send written notice by June thirty (30) for the upcoming school year to all school districts involved specifying the school district of choice. If notification is not received, such children shall attend the school in which the majority of the property lies. Such person shall not send children to any other district than the district notified or in which the majority of the property lies without paying tuition to such district.

5.53 Individual School Attendance Eligibility (July, 2003)

Students shall attend the school designated by the school administration.

5.6 Student Discipline

5.61 Policy Goals and Definitions (May, 2007)

1. The adoption of the foregoing Policy of Student Discipline shall revoke and replace Section 5.6 "Discipline" of the Policies of the board of education.
2. It is the position of the Blue Springs School District that academic achievement and student discipline are very closely related. The district's goal is to establish a standard of conduct which, when obeyed, shall maintain an atmosphere where orderly learning is possible and encouraged. The ultimate goal of the district policy is to help students develop self-discipline. Therefore, pursuant to the Excellence in Education Act of 1985 and the Safe Schools Act of 1996, it is with these goals in mind that the district adopts this Policy of Student Discipline.
3. As part and parcel of the district policy, the Blue Springs School Board recognized the authority granted by Sections 167.161 and 167.171 RSMo (Supp.1983) of the Missouri state statutes permitting the suspension or expulsion of a student for conduct which is prejudicial to good order and discipline in the schools or which tends to impair the morale or good conduct of the students.
- 4.. While this district policy is designed to comply with Section 5.2 of the Excellence in Education Act of 1985 and the Safe Schools Act of 1996 of a student's failure to obey the standard of conduct established by the board, it is impossible to conceive or list every action which would warrant disciplinary consequences; nevertheless, this policy specifically identifies those major violations which could lead to a student's suspension or expulsion. Minor behavior disruptions which might arise are not outside the scope of this policy; however, the consequences

for such minor disruptive behavior shall be administered by the building principal or other district personnel responsible for the supervision of the disruptive student in accordance with the Student Information and Policies Guide found in the Student Handbook.

5. In addition to establishing a standard of conduct and identifying the consequences for major deviations from that standard, this policy also establishes certain procedural rights guaranteed to the student prior to his disciplinary suspension or expulsion as required by Section 167.171 RSMo, Missouri's Administrative Procedures and Review Act, the Excellence in Education Act of 1985 and various applicable case law standards.
6. All students of the district, regardless of age, shall be equally accountable for maintaining the standard of conduct set forth herein; nevertheless, as a result of enactment of the federal Education of the Handicapped Act, additional staff procedures shall be required before the handicapped student is placed on suspension for more than ten (10) days. See Section 5.65 (2) (b) (2), *infra*.
7. Teachers and other authorized district personnel, including volunteers, responsible for the care, supervision and discipline of students, shall not be civilly liable when acting in conformity with this policy.
8. A written copy of this district policy shall be available for public inspection in the Office of the Superintendent at 1801 NW Vesper Street in Blue Springs during normal business hours.
9. Definitions: For purposes of this policy the following words shall include the meanings set forth:
 - a. Board: Shall mean generally the duly elected Blue Springs R-IV School District Board and include any committee of board members appointed by the president of the board, which shall have full authority to act under this policy in lieu of the board.
 - b. Superintendent: Shall mean generally the administrative head of the R-IV School District and include for purposes of this policy any designee appointed by the superintendent to administer student discipline.
 - c. Pronouns: All "his" pronouns shall be inclusive of both genders and shall include the plural form where applicable.
 - d. Notices: All notices, where writing is required, shall be sent jointly to the student and his parent(s) or others having custodial care of the student in accordance with information, designations and addresses provided and found in the latest school records.
 - e. Violation: In policy 5.64, Violative Conduct & Its Consequences "consequences" are defined according to first violation only, the first and second violation only, or as first, second and third violation. Consequences may be extended through the summer and completed during the fall of the succeeding year.

5.62 Standard of Student Conduct (September, 2001)

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

A Standard of Conduct form shall be signed at the beginning of each school year by each student and by each student's parent/guardian for grades kindergarten PK - 12.

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

5.63 Student Accountability and Consequences (May, 2007)

1. Student Accountability

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

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

2. Possible Consequences

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

- a. In-Room Discipline In-room discipline is a broad category of consequences which include, but are not limited to, additional study assignments, in-room detention during recess or other break periods, revocation of otherwise common privileges, and other effective minor disciplinary measures which can be imposed by any district personnel, but shall be overseen by the room teacher, if any, responsible for the supervision of that student during the imposition of the in-room disciplinary consequence. See Student Information and Policies Guide in the Student Handbook.
- b. Corporal Punishment Corporal punishment shall not be permitted in the Blue Springs R-IV School District.
- c. Restraint (November, 2004) A staff member may use reasonable force and/or restraint against a student without advance notice to an administrator if it is essential for self-defense, the preservation of order, or for the protection of the student or other persons or the property of the District.
- d. In-School Detention (September, 2001) In-school detention is the removal of a violating student from his regular school environment. The student shall remain within a designated area and shall continue his or her studies and testing in supervised solitude. In-house detention shall be imposed by the building principal or by the superintendent or his administrative designee. See Student Information and Policies Guide in the Student Handbook.

e. Suspension (August, 2004)

1. The term "suspension" refers to an exclusion from school that will not exceed a specific period of time and shall be subject to the due process procedures set forth for "suspensions." Ten (10) school days or less: A suspension of ten (10) days or less is the removal of the violating student from school property for that length of time determined and may be imposed by the building principal, the superintendent or his administrative designee, pursuant to the procedures set forth in Section 5.65 (2) (b), infra.

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

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

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

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

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

3. When a student is involved in more than one specific conduct violation, the student is subject to the consequences specified for each separate violation. Such consequences to be served consecutively or concurrently as deemed appropriate by the administering authority.
- f. Expulsion (May 2007)
The term "expulsion" refers to exclusion for an indefinite period and shall be subject to the due process procedures set forth for "expulsions."
Rev. 3/1998, 5/2007

5.64 Violative Conduct and Its Consequences (July, 1992)

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

1. Behavior Disruptions (September, 2001)

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

When violations are noted and those violations are not deemed commensurate with the prescribed consequences due to the student's age or based on the principal's appraisal of the student's intent, the superintendent, or his designee, may choose to waive or lessen the prescribed consequence. The regular progression of disciplinary consequences may be interrupted and more severe consequences applied in the event of repetitive behavior disruptions and/or repetitive referrals for administrative review.

2. Specific Conduct Violations

a. Violations Against Persons

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

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

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

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

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

a. First Violation: Suspension for the balance of the semester, but not less than 30 days.

b. Second Violation: Suspension for one hundred eighty (180) school days or less. *Rev. 5/1997, 6/2004*

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

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

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

b. Second Violation: Expulsion.

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

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

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

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

5. Possession or Use of a Weapon (December, 2005)

No student shall carry, have in his/her possession, store, keep, leave, place or put into the possession of another student, any weapon defined as any firearm, knife, dirk, metal knuckles, blackjack, or explosive or

firearm as defined as any object that is capable of firing a projectile, whether or not the weapon is loaded or operable, including, but not limited to handguns, rifle, shotgun, pellet gun, dart gun, blow gun, crossbow, non-traditional firearm (i.e. zip gun, black powder gun), taser, stun gun, or knife encased in a tubular metal sheath which when removed, uncovers a detachable blade that can be propelled by a spring mechanism operated at the push of a button (i.e. switchblade), on any school premises, in any school vehicle or any vehicle used by the school for school purposes, any school building or other building or premises used for school functions, whether or not any person is endangered by such actions. This policy also refers to any knife or device, instrument, material or substance, whether animate or inanimate, which is calculated or designed to inflict death or serious bodily harm, or by the manner in which it is used is likely to inflict death or serious bodily harm; or is used to threaten bodily harm on another individual.

This policy does not apply to starting guns while in use at athletic events, and supervised schools or sessions for training in the use of firearms.

- (a) Any Violation: Expulsion as specified in the Federal Gun Free Schools Act of 1994. (Students who violate the Gun Free Schools Act of 1994 shall receive a minimum of one (1) calendar year out of school. "Weapons" as defined in Section 921 of Title 18 of the U.S. Code.)

It is required that all violators of this policy be reported to local law enforcement agencies.

Rev. 6/2003, 12/2005

6. Search and Seizure (June, 1993)

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

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

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

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

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

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

- (b) Second violation: Expulsion

8. Hazing (December 2006)

Hazing is strictly prohibited by the board of education. Hazing is defined as a willful act, occurring on or off school grounds, against a prospective member or member of a school organization or group that endangers the mental or physical health or safety of said person or produces mental or physical discomfort, intimidation, embarrassment, harassment, or ridicule for the purpose of initiation or admission into or continued membership in any such organization. Such acts include but are not limited to physical brutality, whipping, exposure to elements, forced consumption of a substance, sleep deprivation, humiliation, sexual intimidation, mental or emotional abuse, or other extreme stress-inducing activity. The district has authority to discipline organization members, and/or sponsors involved in hazing activities even if such activities take place off school grounds.

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

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

- (b) Second Violation: Expulsion.

Rev.4/2004, 12/2006

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

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

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

10. Bullying (December 2006)

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

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

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

(b) Second Violation: Expulsion.

b. Violations Against Public Health and Safety

1. Possession of Drugs (May, 2007)

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

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

The police shall be contacted for professional and legal assistance.

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

Prior to re-admittance the student and the parent or legal guardian shall be required to attend a conference with the principal and/or the principal's representative. The conference shall include a discussion of board policy.

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

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

2. Possession of Electronic Communication Devices (December, 2003)

Pagers or Beepers

Students who bring onto school property pagers or beepers, or any facsimile thereof must leave them in their vehicles or lockers during the academic day. If such device is operable and is used during the academic day, it will be considered a discipline violation.

Hand held phones, including video phones are prohibited from being used for any purpose during the academic day. All such devices should be silenced and concealed in a secure location during the academic day. Use of the device during the school day or disruption of class shall result in disciplinary action.

Photograph or Video Devices

Cameras, video cameras, video phones and/or any other type of photograph or video recording devices are strictly prohibited at all times from being used in locker rooms, restrooms, dressing rooms or any other

locations where students may be changing clothes or have a similar expectation of privacy. Use of these devices in violation of this policy shall result in disciplinary action including, but not limited to, in or out of school suspension and/or expulsion.

Internet Accessible Hand Held Devices

Other handheld communication devices where the Internet can be accessed shall not be used to disrupt the educational process or class or to connect to any district equipment or network. Misuse of equipment as referenced in board policy 5.14 and 5.14.1. Use of the devices in violation of this policy shall result in disciplinary action.

Privately Owned Laptop Computers

No student shall have a personal laptop computer for use on school grounds other than equipment owned by the school district unless required in the Individualized Education Plan (IEP).

Disciplinary Consequences

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

(a) First Violation: In-building detention for three (3) school days or less.

(b) Second Violation: Suspension for three (3) school days or less.

(c) Third Violation: Suspension for ten (10) school days or less

Any illegal or disruptive transaction or use in violation of any of these policies could result in a long-term suspension or expulsion and notification of authorities. Connecting any personal equipment to the district network shall result in revocation of system privileges and/or long-term suspension or expulsion and/or notification of authorities.

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

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

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

(b) Second Violation: Expulsion.

4. Drug Free Schools Initiative (July, 1994)

a. Drug Abuse - The use, possession or distribution of alcohol, narcotics, hallucinogens, or restricted dangerous drugs, as defined in section b(1), by students of this school district is recognized as inimical to the health and welfare of the student body and to the welfare and safety of the community. Such use, possession or distribution will not be tolerated on school grounds, at a school event, or in any situation in which the school is responsible for the conduct and well being of young people. This district recognizes its responsibility to provide reasonable protection for all students from the influence of persons who might encourage the use of mind-altering chemicals.

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

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

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

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

5. Sale, Distribution, Use, or Possession of Tobacco (September, 2001)

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

c. Violations Against Property

1. Extortion (May, 1997)

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

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

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

(c) Third Violation: Expulsion.

2. Theft (September, 2001)

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

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

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

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

3. Damage to Property (May, 2007)

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

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

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

(c) Third Violation: Expulsion and restitution.

5.92 Safety (February, 2002)

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

5.97 Medication at School (March, 2007)

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

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

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

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

Secondary students (grades 6-12) may self-administer over-the-counter medications provided the student carries a current written authorization from the parent/legal guardian which gives permission for the specific medication to be

self-administered and the student carries no more than one day's supply of the over-the-counter medication in their possession in the original container unless specified otherwise by the school nurse. Over-the-counter medication kept in the clinic and taken while at school must be in their original container and have a written authorization by a person licensed by a state regulatory board to prescribe medication.

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

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

(1) The medication must be prescribed by a person licensed by a state regulatory board to prescribe medications and treatments as defined by 195.070 RSMo. The prescription must be in the form of written orders, written protocols or written standing orders.

(2) Injectable medications shall only be administered by a registered nurse, licensed practical nurse, Emergency Medical System (EMS) personnel, parent, legal guardian, designated adult, or self administered by a student as provided herein. In addition to those listed above, the Epi-Pen/Epi-Pen, Jr. may also be administered by other district personnel trained by a district registered nurse. A district registered nurse should provide and document the requisite education, training and competency verification of district personnel.

(3) Infusable medications shall only be administered by a registered nurse, licensed practical nurse with intravenous certification, EMS personnel, a parent, legal guardian, designated adult or self administered by a student as provided herein.

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

(1) The physician has provided a written order for the condition for which the medication was prescribed.

(2) The student has demonstrated to a district registered nurse the ability to safely and accurately administer the medication. The district registered nurse shall have the authority to determine if the medication can be self administered safely and accurately in the school setting. The district reserves the right to deny self administration or revoke the ability to self administer at anytime at its sole discretion.

(3) The student's parent or legal guardian have signed a statement authorizing self administration and acknowledging that the district and its employees or agents will incur no liability as a result of any injury arising from the self administration of medication.

(4) A student may have in his/her possession any medication, device, or equipment necessary to inject or infuse medication provided that the student has demonstrated to a registered nurse an understanding of how to properly use and dispose of the device or equipment.

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

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

6.45 Discipline (August, 1995)

The driver must give his/her undivided attention regarding driving. His/her requests and orders must be obeyed. It is not the driver or the principal that excludes the student from

riding the bus, he/she excludes themselves because of failure to follow bus and safety rules, continuing misconduct that is distracting to the driver or antisocial behavior that may infringe upon the rights or properties of others or endanger the safety of all passengers. In case of infraction of the rules the driver will: Give notification of infraction on a misconduct form to the building principal. Driver is to give principal adequate information to deal with the problem. The building principal will handle the infraction on a timely basis and return a copy of the misconduct form to the bus driver and the director of transportation. One copy of the form will be sent the student's home.

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

DEPARTMENT OF ELEMENTARY AND SECONDARY EDUCATION
STANDARD COMPLAINT RESOLUTION PROCEDURE
FOR IMPROVING AMERICA’S SCHOOLS ACT PROGRAMS

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

What is a complaint for purposes of this policy?

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

Who may file a complaint?

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

What types of complaints are recognized?

There are two types of complaints:

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

How are complaints filed?

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

How does the Department hear and resolve complaints?

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

What other recourse is available in resolving complaints?

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