

Uniontown

Junior/Senior High School

Student Handbook



2025

2026

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Nondiscrimination

Discrimination against any student on the basis of race, color, national origin, sex, disability, or religion in the admission or access to, or treatment in the district's programs and activities is prohibited. Mr. Vance Eden, Superintendent (620-756-4302), has been designated to coordinate compliance with nondiscrimination requirements contained in Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and The Americans with Disabilities Act of 1990. Any student who believes he or she has been discriminated against may file a complaint with the building principal or the compliance coordinator. Any student complaint of discrimination shall be resolved under the district's discrimination complaint procedure.

Mission Statements***Uniontown Junior High/High School***

Our Why: To create opportunities for our students to graduate and to be productive, self-reliant citizens with skills to achieve their life ambitions.

Our Vision: Eagles SOAR! (Strive, Overcome, Achieve, Rise Above)

Board of Education Members

President: Mike Mason, Vice President: Tyler Martin

Troy Couchman, Matt Kelly, Brian Stewart, Seth Martin, and Rhonda Hoener

ADMINISTRATION

Vance Eden, Superintendent
 (620) 224-2350, option 3 District Office

Bob Onelio, 7 - 12 Principal
 (620) 224-2350, option 2 High School

Megan Mason, Athletic Director

High School Office: (620) 224-2350, option 2 High School

Important Phone Numbers

High School Office: (620) 224-2350 (option 2)
 District Office: (620) 224-2350 (option 3)

High School FAX: (620) 224-2086
 District Office FAX: (620) 224-2095

UJH/UHS Faculty/Staff

Agriculture Education/FFA	Scott Sutton
Art	Chris Woods
Athletic Director	Megan Mason
Digital Media	Rebecca Sutterby
English	Rhonda Foster, Nancy Bolton
Industrial Tech	Jason Tourtillott
Math	Tim Endicott, Chad Hays, Susan Harris
Music	Morgan Egidy
Physical Education	Cole Criss, Chad Hays, Tim Endicott
Science	Alison Weston, Christal Martin, Carrie Sutcliff
Social Studies	Hannah Hays, Ian Ballinger
Special Education	Amanda Blythe
Technology	Aubri Miller, Mark Warren
FACS	Abby Onelio

Administrative Assistants	Pam Kimrey, Shanna Eck, Tiffani Bradley, Mindy Irsik
Aides	Tamaca Houk, Ginger Ervin, Joanna Barber
Counselor	Meaghan Russell
Custodians	Terry Ayers, Corey Chandra, Trenton Miller, Dustin Willard
Nurse	Rachel Judy
Para-Professionals	Ben Aude, Christy O'Brien, Paula Peacock, Lora Ripper, Kathy Taylor

Building Opening and Closing Times

UHS & UJH: Breakfast begins serving at 7:35 AM. Students are not allowed in the building until 7:30 AM due to limited supervision. Buses will drop off at the High School doors beginning at 7:30 AM. Students must clear the building by 3:45 PM unless they are being supervised by a coach or sponsor.

Enrollment/Withdrawal from School

Admission Requirements

JBC All resident students shall be admitted to attend school in the district unless they have been expelled. A resident student is any child who has attained the age of eligibility for school attendance and lives with a parent or a person acting as a parent who is a resident of the district.

All students enrolling in the district for the first time shall provide the required proof of identity. Students enrolling in grades 7-12 shall provide a certified transcript or similar pupil records.

Non-Resident Students

JBC Non-resident students are those who do not meet the definition of a resident student. All non-resident students applying for admission must do so through the Building Principal's office. Continued enrollment by non-resident students will only be approved if said student is in good standing as pertaining to the standards of the Out-of-District Application and CDA Behavior/Conduct as printed in the Student Handbook. The following capacities indicate the threshold to which the district will accept out-of-district students. These levels are indicative of our commitment to student success in a class size most conducive to learning. In times when the district has class sizes below capacity, the district will use the approved lottery system to allow out-of-district students an opportunity for enrollment. District capacities will not have an impact on currently enrolled out-of-district students.

<u>Grade Level</u>	<u>Capacity</u>
PK- 2nd Grade	18
3rd- 8th Grade	20
9th- 12th Grade	22

Address/Phone Number Changes

Please notify the school secretary if any of the following changes:
 Numbers for home or parent's work, Mailing or street address, or Emergency contacts.

College Classes/Dual Credit (Juniors and Seniors)

IDCE With parental permission, juniors and seniors who can complete graduation requirements prescribed by the board are eligible to be released from school during the regular school day to go to college. The district may enter into an agreement with the college for the purpose of allowing these students to receive dual credit.

Any Sophomore, Junior, or Senior interested in taking concurrent classes (English 101, Art, College Algebra, Advanced Biology, or Physics) will need to take the COMPASS test at FSCC and pass or take the ACT and earn a 21 on the English and/or Math sections. These tests need to be completed before school starts. The COMPASS test is free and will take about an hour and a half to complete. Study aids for the COMPASS test preparation can be found at www.testprepreview.com, COMPASS test.

Work Release Contracts (Seniors ONLY)

JJ Work contracts may be granted to seniors on a limited basis and only when just cause can be shown. Students who find it necessary to request a work permit shall submit a written request to the principal. Work Release/Contracts will only be granted by the principal. Students must be actively enrolled and attend five (5) periods of school before the work permit is considered. Students will not be allowed to check out before 1:12 PM. Work contracts are limited to one (1) full year per application. Applications must be made one (1) week before the fall semester begins and during the last week of the fall semester for consideration of the spring semester. If the request is approved, the student shall file a work schedule with the principal. The student shall report changes in the work schedule to the principal. The student shall not begin the new schedule unless the principal approves the change. Time cards must be turned in weekly. Students will not be permitted to leave for work release until the previous week's time card is turned in.

Vocational Program Contract

Students who attend the vocational programs supplied through USD 235 must adhere to the following requirements. This is to ensure that program standards and outcomes are being met by our school and students.

- No more than six (6) absences in a semester unless approved by administration.
- Must ride in school vehicle *except with prior approval from UHS Administration. If student does not get approval they will be marked absent in Powerschool with a description in the attendance notes.
- Sign in/sign out daily in the High School office.
- Students need to maintain passing grades. If a student does not complete and pass their courses they will need to reimburse the school district for program fees and tuition.

A copy of this contract must be signed by the student, parent, and UHS administration upon enrollment into a vocational program offered through USD 235 and filed in the High School office.

Schedules

Class Schedule and Bell Schedule for 2025-2026 may be obtained in the office.

Fees

JS USD 235 does not require tuition or book rental fees. Technology fees will be charged for 7th through 12th-grade students.

Students may be assessed additional fees for the following (not an inclusive list):

Materials for class projects;

Membership dues in student clubs;

Voluntarily purchased pictures, publications, class rings, graduation announcements, etc.;

Voluntarily purchased student accident insurance;

Musical instrument rental and supplies;

Personal apparel, used in extracurricular activities, that become the property of the student;

Activity trip fees; and

Art Fees.

Transferring Credit

JBC In the Junior High and in the Senior High school, full faith and credit shall be given to units earned in other accredited schools, unless the principal determines there is a valid reason for not doing so.

Transfers from Non-Accredited Schools

The principal will place a student transferring from a non-accredited school. The principal will make the initial placement after consultation with parents or guardians and guidance personnel. Final placement shall be made by the principal based on the student's documented past educational experiences and performance on tests administered to determine grade-level placement.

Qualified Admissions

Under Kansas Law, a graduate of an accredited Kansas high school is entitled to admission to a State Board of Regents Institution if the student has completed the pre-college curriculum prescribed by the State Board of Regents with a minimum grade point average of 2.0 on a 4.0 scale

The pre-college curriculum consists of:

Four units of English;

Three units of mathematics;

Three units of social studies; and

Three units of natural science.

This district, for graduation from high school, requires a total of 25 units of credit. Consult with the school counselor to determine specific graduation requirements.

Withdrawal from School

Students withdrawing from Uniontown Schools must complete a withdrawal conference, accompanied by their parent/guardian with the Building Principal and Counselor. Necessary forms will be provided at the conference. Students that 'dropout' of USD 235 schools will not be eligible and or considered for re-enrollment until such time that credit retention can be obtained in the class offering schedule. (*See Compulsory Attendance*)

Records

JR All student records shall be treated as confidential and primarily for local school use unless otherwise stipulated. The student's legal name will be used on all official school records and documents. Under the provisions of the Family Educational Rights and Privacy Act (FERPA) parents of students and eligible students (those who are 18 or older) are afforded various rights with regard to educational records, which are kept and maintained by the school. In accordance with FERPA, you are required to be notified of those rights, which include:

- The right to review and inspect all of your educational records, except those which are specifically exempted.
- The right to prevent disclosure of personally identifiable information contained in your educational records to other persons, with certain limited exceptions. Disclosure of information from your educational records to other persons will occur only if:
We have your prior written consent for disclosure; the information is considered directory information and you have not objected to the release of such information (see Directory Information, p. 6); or Law permits disclosure without consent.
- The right to request your educational records be amended if you believe the record is misleading, inaccurate, or otherwise in violation of your rights. This right includes the right to request a hearing at which you may present evidence to show why the record should be changed if your request for an amendment to your records is denied in the first instance.
- The right to file a complaint with the Family Policy and Regulations Office at the U.S. Department of Education if you believe USD 235 has failed to comply with FERPA requirements. The address of this office is 400 Maryland Ave. SW, MES, Room 4074, Washington, D.C. 20202.

You have the right to obtain a copy of USD 235 policies for complying with FERPA. A copy may be obtained from the Board of Education Clerk.

Directory Information

JRB For purposes of FERPA, USD 235 has designated certain information contained in educational records as directory information, which may be disclosed for any purpose without your consent. Directory information categories may include the following: the students name, address, telephone number, picture, parent or guardian, date and place of birth; major field of study; weight, height, participation in and eligibility for officially recognized activities and sports; dates of attendance or grade placement; honors and awards received; and the most recent educational agency or school attended by the student.

You have a right to refuse to permit the designation of any or all of the above information as directory information. If you refuse, you must file written notification to this effect with USD 235 at the BOE Office (601 5th, Uniontown, KS 66779) on or before September 1, 2025. If refusal is not filed, USD 235 assumes there is no objection to the release of the directory information designated.

Pictures

School pictures (students & staff) will be taken in the fall for grades Pre-K through 12. Senior pictures are to be taken by arrangement, during the summer of 2025, and personal preference. Senior Panel Portraits will be taken at school on School Picture Day in the fall. Students are not required to purchase school pictures.

Academics

Testing/Assessment Program

II The district educational testing program shall consist of multiple assessments. These assessments shall include but are not limited to, individual teacher subject-matter tests, district benchmark assessments, and any state-required assessments.

Promotion and Retention

The USD 235 promotion and retention policy states, “Students may be promoted when they have demonstrated mastery of the board-approved learning objectives”. All students in 7th – 8th grade are required to meet a minimum proficiency requirement in each class to be considered prepared for promotion. If a student does not meet the minimum proficiency requirement as determined by the Student Intervention Team (SIT), they may be required to complete one or more of the following: credit recovery, repeat the course/class, attend an extended learning opportunity in the summer, or another plan developed by the SIT team. The final decision will be made by the building principal. The extended learning opportunity will be a four-week session in the summer to complete any missing content they have not mastered. Students are expected to attend four (4) days a week, Monday-Thursday from 8:00-12:30. Parents are responsible for transportation to the summer learning opportunity.

(For complete policy, see JFB and JFB-R.)

Grading/Grade Classification

Semester grades will be determined as follows: 2 quarters (semester) grades equal 90% and the semester final test equals 10%. Teachers who compile grades by total points may use the final percentage earned as the determinant of the final grade. Each semester passed will stand as 1/2 unit of credit. A failed semester in a required course must be repeated and passed before the required full credit can be granted. In some cases, depending upon the scheduling problems involved, the entire course may have to be repeated. If there are questions or concerns about grades, a conference may be requested with the principal. Parents should contact the office to allow the principal to arrange a conference with the teacher, counselor, student and parents. *All* students are required to take finals in all classes unless exempted with approval by the building principal.

Uniontown Junior and Senior High School Uniform Grading Scale

100-98	A+	76-73	C
97-93	A	72-70	C-
92-90	A-	69-67	D+
89-87	B+	66-63	D
86-83	B	62-60	D-
82-80	B-	59-0	F
79-77	C+		

Progress Reports/Grade Reports

Progress Reports are issued at the end of the first and third quarters and distributed to parents during parent/teacher conferences. First Semester Grades are mailed after Christmas Break. Second Semester Grades are mailed after the end of the school year. Staff shall contact parents of students who are failing to master the learning objectives or whose grades have shown a decrease since the last formal reporting period. Formal reports shall be made to students and parents not less than 10 school days following the end of each established grading period.

Parent/Student/Teacher Conferences

Parents and students are encouraged to request a conference with teachers at any time convenient to all parties. USD 235's fall parent/teacher conferences are scheduled for Monday and Wednesday, October 13 & 15, 2025 from 4:00-8:00 PM. Spring parent/teacher conferences are scheduled for Wednesday & Thursday, March 11 & 12, 2026 from 4:00-8:00 PM.

Honor Roll

U.H.S.: There are two (2) Honor Rolls. One (1) for students receiving all A's, called the "Principal's Honor Roll", and one (1) for students obtaining a GPA of 3.4 or better, called the "Honor Roll". Both will be figured each Semester grading period and published in the Fort Scott Tribune. No students receiving a "C", "D" or "F" will be eligible for the honor roll. Any student who receives 3 or more office detentions, ISS, OSS or expulsion during the current Semester period will not be eligible for an honor roll regardless of grades.

Junior High: There are two (2) Honor Rolls: One (1) for students receiving all "A's" and one (1) for students receiving all "A's & B's". The honor roll for 7th and 8th grade students will be listed at the end of each nine Semester grading period. No students receiving a "C", "D" or "F" will be eligible for the honor roll. Any student who receives 3 or more office detentions, ISS, OSS or expulsion during the current Semester will not be eligible for an honor roll regardless of grades.

Awards and Honors

JN Uniontown High School students have the opportunity to win various awards, both as individuals and as a team or club members. Awards assemblies will be scheduled each spring for the presentation of these awards. Awards will be given in seven (7) specific areas: Academics, Athletics and Cheerleading, Attendance, Citizenship, Fine Arts, Physical Education, and Trades/Vocational areas. Instructors/Sponsors/Coaches will display specific awards, which are available, and the requirements for the award in a prominent location in their classroom/facility. An overview of all awards may be obtained by contacting the High School Office.

Awards for participation in interscholastic activities shall be limited to those approved by the KSHSAA.

Class Ranks

For the purpose of determining the rank and grade point average of students within their classes at Uniontown High School and the Honor Roll, the following four (4) point grading system will be used:

A	4.0
B	3.0
C	2.0
D	1.0

Only completers of the Kansas Scholars Curriculum will be eligible to be named Valedictorian or Salutatorian. In the event of a tie for these honors the following grade system will be applied:

A	4.0
A-	3.7
B+	3.5
B	3.0
B-	2.7
C+	2.5
C	2.0
C-	1.7
D+	1.5
D	1.0
D-	0.7

Graduation

JFC, JFCA

Graduation Requirements

Twenty-five: (25) units are required for graduation.

4 units of English

3 units of Social Science

3 units of Science

3 units of Mathematics

1 unit of Physical Dimensions w. Health & Human Sexuality

3 units (minimum) in a concentration Career Pathway

1 unit of Fine Arts

Graduation Exercises

Students who have completed the requirements for graduation may be allowed to participate in graduation exercises unless participation is denied for appropriate reasons. Graduation exercises shall be under the control and direction of the building principal.

Promotion

Eighth (8th) Grade students who have successfully completed the educational requirements for promotion will receive a Certificate of Promotion to high school during the Junior High Awards Program at the end of the academic year.

Early Graduation

Students who complete all state and local graduation requirements, and wish to graduate early, may request permission to do so. The student and parents shall consult with high school administrative and or guidance personnel in order to develop a graduation plan. Each request shall require board action and shall be based on the circumstances of the individual student. The student's request shall be in writing, shall be addressed to the superintendent, shall state the reasons supporting the request, and shall include a copy of the graduation plan and a letter of support from the student's parents.

The letters of request shall be sent to the superintendent, who shall forward them to the board.

See Class Ranks.

Junior High/High School Homework Policy

IHB Students are expected to complete homework assignments on time. Work not turned in on time may result in disciplinary action (considered Academic Apathy).

Make-Up Work

It is the student's responsibility to obtain make-up assignments from teachers following an excused absence. All make-up assignments must be turned in within 2 days after the student returns to school unless special arrangements have been made. This doesn't apply to school and pre-arranged absences. Schoolwork for a pre-arranged absence must be turned in prior to the absence unless arrangements have been made with the teacher.

Academic Dishonesty

Academic dishonesty, as in cheating or plagiarism, is not acceptable. Cheating includes copying another student's work such as homework, class work, or test answers, as one's own. Plagiarism is the use of another person's original ideas or writing without giving credit to the true author. A student who engages in any form of academic dishonesty will be subject to the loss of credit for the work in question, as well as other disciplinary measures. *See Discipline Measures.*

AIDS and Sexuality

Curriculum Inspection

IKCA The human sexuality and AIDS curriculum is available for inspection from the building principal of Uniontown High School (601 5th, Uniontown, KS 66779).

Opt-Out/Opt-In

IKCA A parent or guardian (or student eighteen years of age or older) may use the district opt-out/opt-in provision to remove or enroll the student from some portion or all of human sexuality and AIDS classes included in the district's required curriculum. To receive information on the opt-out/opt-in provision, contact the principal's office.

Attendance

Compulsory Attendance Requirements

Kansas Law requires students to attend school until the age of 18. Sixteen and seventeen-year-olds may be exempt from the compulsory attendance requirement if: they have attained a diploma or GED; they are enrolled in an approved alternative education program, recognized by the local board of education; a court orders exemption; or the parent or person acting as parent consents in writing to their child being exempt from the requirement and the child and parent attend a final counseling session conducted by the school to sign a disclaimer.

The law requires the disclaimer to include the following information: the academic skills the child has not yet achieved; the difference in future earning power between a high school graduate and a high school dropout; and a list of educational alternatives available to the child. Students aged 16 or 17 who are not exempt shall be reported as truant.

Student Attendance

JBD, JBE A student's attendance record is a very important part of his/her permanent record. Students with regular attendance generally will be more successful in their classes. Students are expected to be present and punctual throughout the year. The responsibility of school attendance is with the student and his/her parents or guardian. When a student is absent, it is the responsibility of the student's parent/guardian to call the UJH/HS office at 620-224-2350, or appear in person, to state the reason for the absence before 10:00 AM the day the student is absent. An automated message will notify the listed guardian's phone number that the student is absent. This call will be sent between 10:00-10:15 am.

Students who are not at school or who do not arrive at school prior to noon (12:00 p.m.) or who leave during the day because of illness, will not be allowed to attend or participate in school activities that day unless prior approval has been granted by the building principal.

Skipping class will result in disciplinary action up to and including suspension.

Pre-Approval of Absences

If a student needs to be absent for reasons other than the above, parents must request permission from the building principal prior to the absence for the absence to be excused. Pre-Approval Absence form must be turned in 2 days prior to the planned absence. Arrangements for make-up work are to be made with teachers before the scheduled absence. Unless prior arrangements have been made with the teachers, assignments are due prior to the absence.

Truancy

The building principal shall report students who are inexcusably absent from school to the appropriate authority. Truancy is defined as any three consecutive unexcused absences, any five unexcused absences in a semester or seven unexcused absences in a school year, whichever comes first. Students who are absent for a significant part of any school day shall be considered truant. If a law enforcement official returns a truant child to school, the principal shall notify the parent or guardian.

Tardy

1. The first tardy in any class each quarter is excused. Each unexcused tardy thereafter will result in a 30-minute detention with the instructor who issued it.
2. The instructor will inform the student and the office of the detention.
3. A tardy may be excused because of bad weather, being held in a classroom by a teacher, and reason(s) deemed appropriate by the principal.

See Student Conduct: Absences. Suspension/Expulsion. Attendance/Truancy.

Sign-In/Sign-Out

- 1) Students must sign in when arriving at school after 8:00 AM. Junior High students report to the Junior High office. High School students report to the High School office.
- 2) Students must sign out in the office before leaving school premises during the school day. Parental consent provided to the secretary is required, unless that student is 18.
- 3) Students needing to go out to their car in the school parking lot must sign out in the office first and must be accompanied by administration or a staff member.

Release of Student During School

JBH Students shall not be released during the school day except upon a written or verbal request from the student's parent or person acting as a parent. Before releasing a student during the school day, the building principal shall verify the identity of the person seeking the release of the student. If the principal is not satisfied with the identification provided by the person seeking the release of a student, the student's release may be refused. Students shall not be allowed to run personal errands for school employees off school premises during the school day.

Student Conduct

Students are responsible for understanding and complying with school rules and expectations. Any behaviors on the student's part that interferes with the safety of others, keeps the teacher from teaching, or other students from learning are considered a distraction and may result in disciplinary action.

Behavior Expectations

The following expectations have been established to ensure that teaching and learning are provided for all students.

1. ***Be Respectful!*** – Being respectful means:
 - Being polite and kind to others.
 - Listening to and following instructions.
 - Moving quietly through the halls without disturbing others.
 - Interacting with adults in a positive manner.
 - Using appropriate school language.

2. **Be Responsible!** – Being responsible means:
 - Accepting consequences for your decisions.
 - Being in control of yourself.
 - Taking care of the school environment (room, building, playground, materials).
 - Being at the right place at the right time.
 - Dressing appropriately for school.
3. **Be Safe!** – Being safe means:
 - Following school safety rules for the building lunchroom, playground, and buses.
 - Using equipment and supplies appropriately.
 - Being a positive role model for others.
4. **Be Proactive!** – Being Proactive means:
 - Striving to do your best.
 - Working hard.
 - Producing quality work.
 - Being in charge of yourself.

Basic Rules

- Students will follow the behavior expectations listed above.
- Students will use the student planner, signed by the classroom teacher, for a hall pass.
- If absent, the student is responsible for getting make-up work.
- Students who miss class for sports or other school functions are responsible for getting homework ahead of the absence and turning it in according to the teacher’s expectations.
- Students will attend school on time every day unless ill or excused.
- Public displays of affection are not allowed.
- Students are not permitted around the lake without adult supervision.

Discipline

Violation of any provision of the behavior code may result in disciplinary action up to and including suspension and/or expulsion. The district shall cooperate with law enforcement in security matters and shall, as required by law, report criminal acts committed at school, on school property or at school-sponsored activities.

Discipline measures may be applied on a case by case basis depending on the severity of the behavior code violation. Administration reserves the right to apply consequences as appropriate.

Dress Code

JCDB General Uniontown School Dress Expectations

It is expected that students will dress in a neat, clean and presentable manner at all times. Clothing should be clean, safe, and in good repair (free of holes, tears or any alteration that violates the dress code). Shoes must be worn at all times and be safe for the student and the school environment. All clothing must fit properly and be worn in the manner intended. Underwear worn on the outside of clothing, and or visible, is not permitted.

*The Principal shall make the final determination regarding the appropriateness of a student’s appearance.

-Personal hygiene/grooming

Students will come to school with a presentable appearance each day. This includes brushed teeth, washed face and combed hair. Daily bathing is encouraged.

-Hats and Sunglasses

It is common courtesy that hats, caps, head-coverings (including bandanas) and sunglasses are not worn indoors; therefore, when all students enter the building they are to remove them. These items may be worn inside the building as part of a designated dress up day as dictated by the school.

-Jewelry

Uniontown (USD 235) will not be responsible for the loss or theft of jewelry items. It is highly recommended that students not wear or bring any items of value on campus or on field/athletic trips.

-Examples of Inappropriate Dress

There are certain styles of dress that are inappropriate and not conducive to fostering an appropriate learning environment.

Wording, logos, pictures, advertising – real or suggestive – on clothing which is offensive, degrading to any particular gender, ethnicity, religion or persons, or that advocates violence, illegal activity, or the use of illegal or inappropriate substances is not acceptable. The lengths and appropriateness of shorts, dresses, and/or other leg-wear are subject to administration discretion. (This includes tears and holes.) All students whose personal dress is in question will be sent to the office.

-Clothing:

Females: Blouses/tops that expose cleavage are not permitted. Males: Tops that expose any portion of the chest are not permitted. Bare midriffs, midsection skin visible at the waist while standing or sitting straight, visible undergarments, see-through, tight-fitting or revealing clothing are unacceptable. Any clothing, fashion, design or trends of clothing that disrupts the school environment or impedes the learning of students in the classroom/school are not permitted.

-Body Piercing:

Students will exercise moderation in body piercing and body jewelry. Excessive piercing is a safety issue. All jewelry will be removed during gym periods, shop and laboratory sessions and while participating in extracurricular athletic programs. The Principal reserves the right to bar students from wearing pierced body jewelry due to safety considerations.

Weapons

JCDBB Any weapon which will or is designed to or may readily be converted to expel a projectile by the action of an explosive; (B) the frame or receiver of any weapon described in the preceding example; (C) any firearm muffler or firearm silencer; (D) any explosive, incendiary, or poison gas: (i) Bomb; (ii) grenade; (iii) rocket having a propellant charge of more than four ounces; (iv) missile having an explosive or incendiary charge of more than 1/4 ounce; (v) mine; or (vi) similar device; (E) any weapon which will, or which may be readily converted to, expel a projectile by the action of an explosive or other propellant, and which has any barrel with a bore of more than 1/2 inch in diameter; (F) any combination of parts either designed or intended for use in converting any device into any destructive device described in the two immediately preceding examples, and from which a destructive device may be readily assembled; (G) any bludgeon, sandclub, metal knuckles or throwing star; (H) any knife, commonly referred to as a switch-blade, which has a blade that opens automatically by hand pressure applied to a button, spring or other device in the handle of the knife, or any knife having a blade that opens or falls or is ejected into position by the force of gravity or by an outward, downward or centrifugal thrust or movement; or (I) any electronic device designed to discharge immobilizing levels of electricity, commonly known as a stun gun. Any student who violates this policy will receive an out of school suspension. *(For complete policy, see JCDBB.)*

Vandalism

EBCA The board shall seek restitution according to law for loss and damage sustained by the district. When a juvenile is involved in vandalism to district property, the superintendent shall contact the parents and explain their legal responsibility. The parents shall be notified in writing of the dollar amount of loss or damage. Juveniles or their parents shall make restitution payments to the business office, and accounts shall be kept. Persons of legal age shall be held responsible for their own payments. If necessary, provisions may be made for installment payments. Accounts not paid in full within the specified time may be processed for legal action.

Emergency Safety Interventions (ESI)

The board of education is committed to limiting the use of Emergency Safety Intervention (ESI), such as seclusion and restraint, with all students. Seclusion and restraint shall be used only when a student's conduct necessitates the use of an emergency safety intervention. The board of education encourages all employees to utilize other behavioral management tools, including prevention techniques, de-escalation techniques and positive behavioral intervention strategies. *(For complete policy, see GAAF or the district website.)*

Office Referrals

As members of the USD 235 community, all students are expected to uphold the highest standards of respect, integrity, and civility. These core values are key components of the Academics First experience and reflect the community's expectations of its students. Students are expected to conduct themselves in an honest, civil, and respectful manner in all aspects of their lives.

If necessary, a teacher may remove or refer to the principal or designee a student from class if the student has exhibited behavior that repeatedly or substantially interferes with the teacher's ability to teach students in his or her class or the ability of other students to learn in the class. The teacher will make contact with the office for the principal or designee to escort the student to the office.

Where a teacher has previously filed a detailed report of a student's repeated or substantial interference with the classroom or where the behavior of a student poses an immediate threat to the safety of student's classmates or the teacher, the teacher shall have the authority to recommend removing the student from the classroom. Students must be escorted to the office.

Sexual Harassment

JGEC Sexual harassment shall not be tolerated in the school district. Sexual harassment of employees or students of the district by board members, administrators, certificated and support personnel, students, vendors, and any others having business or other contact with the school district is strictly prohibited. It shall be a violation of district policy for any employee to sexually harass a student, for a student to sexually harass another student, or for any employee to discourage a student from filing a complaint, or to fail to investigate or refer for investigation, any complaint lodged under the provisions of district policy.

When acts of sexual harassment or other violations of district policy are substantiated, appropriate action shall be taken against the individual. Any student who believes he or she has been subjected to sexual harassment should discuss the alleged harassment with the principal, guidance counselor, or another certified staff member. If the matter is not resolved to the satisfaction of the student in this meeting, the student may initiate a complaint under the districts discrimination complaint procedure. The filing of a complaint or otherwise reporting sexual harassment shall not reflect upon the individuals' status or grades. Confidentiality shall be maintained throughout the complaint procedure. *(For complete policy, see JGEC.)*

Gangs

JHCAA Gang activities which threaten the safety or well-being of persons or property on school grounds or at school activities, or which disrupt the school environment, are prohibited. The principal shall take appropriate corrective and disciplinary actions as necessary.

Field-Athletic Trip Dress Policy

While participating on field or athletic trips, students are expected to wear clothing that is both appropriate to the nature of the trip and which reflects positively on the school district. Sponsors and Coaches have the responsibility to outline these standards and consequences in pre-trip information to the students involved. *See Student Conduct: Dress Code.*

Drug-Free Schools and Communities Act

JDDA The unlawful possession, use, sale or distribution of illicit drugs and alcohol by students on school premises or as a part of any school activity is prohibited. This policy is required by the 1989 amendments to the Drug-Free Schools and Communities Act, P.L. 102-226, 103 St. 1928.

As a condition of continued enrollment in the district, students shall abide by the terms of this policy. Students shall not unlawfully manufacture, sell, distribute, dispense, possess or use illicit drugs, controlled substances or alcoholic beverages on school district property, or at any school activity. Any student violating the terms of this policy will be reported to the appropriate law enforcement officials and will be subject to disciplinary action.

Tobacco and Nicotine Delivery Devices

Use and/or possession of any tobacco product or nicotine delivery device by students and staff is prohibited in any district facility; in school vehicles; at school-sponsored activities, programs or events and on school-owned or operated property. (*For complete policy, see JCDA and GAOC.*)

Bus Regulations

Bus transportation shall be provided to and from school for those students who qualify. Transportation will be provided by the district for school activities. Transportation may be denied to students who are detained after school for disciplinary reasons. Students who use school-provided transportation shall be under the jurisdiction of the vehicle driver while in the vehicle. Students will be subject to the district's student behavior code and other regulations. See Transportation to and from Activities.

- USD 235 asks that parents pick **ONE (1)** primary pick-up and drop-off location.
- Understanding emergency situations may come up, please notify the office by 2:30 for a note to be given to the driver.
- If a change of bus route is necessary, seventy-two hours (3 days) notice is requested. Parents must contact the transportation director at (620) 224-2350.

USD 235 Student Conduct for School-Provided Transportation:

1. The driver shall be in charge of all passengers while they are riding, boarding, or leaving the bus.
2. The driver shall have the authority to assign a seat to each passenger.
3. Foul language is not accepted.
4. Students need to stay seated and keep their feet and legs out of the aisle.
5. Students are encouraged to face the front of the bus. Students should not be turned around in their seat facing the back.
6. Eating or drinking on bus is not allowed.
7. Violence and bullying is prohibited.
8. Keep hands inside of the bus.
9. Keep hands to yourself.
10. Keep book bags closed and out of the aisle.
11. Do not destroy property.
12. No perfume, nail polish or sprays of any kind.
13. No student will be allowed to go home with another student without a note from parents. (To be given to the driver.)
14. Bus drivers, students, and parents are to work collaboratively to ensure full understanding of the bus rules. *Drivers are encouraged to contact parents as appropriate and necessary.

Violations may result in the following actions:

1. (Bus Driver) will write out a ticket and make sure details of incident are included.
2. (Bus Driver) will give student(s) involved a white/yellow copy, explain yellow copy needs to be signed and returned to the driver the next day.
3. (Bus Driver) If the ticket is not returned the following day, remind the child the ticket needs to be signed by the parent/guardian to continue riding the bus.
4. If (Bus Driver) does not receive the ticket signed by parent/guardian on the second day, then the driver will notify the transportation director.

5. (Transportation Director) will contact parent/guardian, inform the parent/guardian that an incident report was issued and needs to be signed and returned before transportation will resume.

After the 3rd ticket is earned for inappropriate bus conduct, the student may be suspended for up to one (1) week from riding the bus.

Additional offenses for the year could result in extra weeks added to each bus suspension for the remainder of the year. For example, the 4th ticket means that the student could be suspended for two weeks.

*Students may also be subject to other disciplinary action(s) depending on the severity of the incident at the discretion of administration.

**Buses may be equipped with video surveillance devices.

Bullying - Hazing

USD 235 is committed to maintaining a learning environment free from discrimination, insult, intimidation or harassment due to race, color, religion, sex, age, national origin, disability or any dissimilarity (the quality of being different from or unlike something or somebody else or any feature that distinguishes one person or thing from another).

“Bullying” means any intentional gesture or any intentional written, verbal, electronic or physical act or threat by any student, staff member or parent towards a student or by any student, staff member or parent towards a staff member that is sufficiently severe, persistent or pervasive that it creates an intimidating, threatening or abusive educational environment that a reasonable person, under the circumstances, knows or should know will have the effect of:

- Harming a student or staff members, whether physically or mentally; or
- Damaging the property of a student, staff member or third party; or
- Subjecting or placing a student, staff member or third party in reasonable fear of harm; or
- Subjecting or placing a student, staff member or third party in reasonable fear of damage to their property.

“Cyber-bullying” means bullying by use of any electronic communication device through means including, but not limited to: e-mail, instant messaging, text messages, blogs, mobile phones, pagers, online games and websites.

Bullying also includes conduct which constitutes hazing, harassment, intimidation and menacing behavior.

To ensure a positive and productive learning environment is maintained discriminatory conduct, bullying, or hazing will not be tolerated. Any incident of discrimination, bullying, or hazing shall promptly be reported to the building principal, or a classroom teacher. Any student who engages in discriminatory conduct, bullying or hazing shall be subject to disciplinary action up to and including expulsion. Individuals may also be referred to law enforcement officials. State law requires school districts to report felonies and misdemeanors committed at school, on school property or at school-sponsored activities. *(For complete policy, see JDCC.)*

Discipline Measures

Suspension/Expulsion

Suspension and Expulsion Procedures

A student may be suspended or expelled, for reasons set forth in Kansas law, by the following certified personnel: superintendent or principal.

A suspension may be for a short term not exceeding ten school days, or for an extended-term not exceeding 90 school days. An expulsion may be for a term not exceeding 165 school days.

Any student who is suspended for an extended-term or expelled shall receive a copy of the current suspension and expulsion law and this policy. Expulsion hearings for weapons possession shall be conducted by the superintendent/designee. The superintendent or other certificated employee or committee of certificated employees of the school in which the pupil is enrolled or a hearing officer

appointed by the board, or another person appointed by the board shall conduct expulsion hearings.
(For complete policy, see JDD and JDDR.)

Searches of Students

JCABB Principals or designees are authorized to search students' clothing and belongings if there is reasonable suspicion that district policies, rules, or directives are being violated. See Lockers.

Interrogations and Investigations

JCAC Building administrators and others designated by the superintendent may conduct investigations and question students about infractions of school rules or the student conduct code. If there is reason to believe a violation of criminal law has been committed, the principal shall notify the appropriate law enforcement agency and may request further investigation of the alleged violation. When law enforcement officers conduct an investigation and/or question a student(s) during school hours, the building principal shall make reasonable attempts to contact parents, guardians or a representative of the student(s) prior to questioning, to the extent possible reasonable requests of the parents, guardian or representative shall be observed. The administrator involved shall document notification or attempted notification of parents, guardians, or a representative. If a student's parents, guardians, or a representative is not present during the questioning of a student; the principal or a certified school staff member shall be present.

Activities

Athletics

Eligibility Requirements - KSHSAA

1. You are a bona fide undergraduate student in good standing. *See Good Standing.*
2. Your conduct and standard of sportsmanship/citizenship are satisfactory and do not bring discredit to yourself or school.
3. You are not nineteen years of age on or before September 1 of the school year in which you compete.
4. A student shall not have more than eight semesters of possible eligibility in grades nine through twelve.
5. You have passed five (5) subjects of unit weight your last semester of attendance. If you have not passed five (5) units of subject weight in your last semester, you will be ineligible to participate in all school sponsored activities and athletics for the next semester.
6. You are enrolled and attending five (5) new subjects of unit weight.
7. You have not been in more than four seasons in one sport in a four-year high school.
8. You do not engage in outside athletic competition in the same sport while you are a member of a school squad. Consult your coach or principal before you participate individually or on a team in any game, training session, or tryout conducted by an outside organization.
9. You have passed an adequate physical examination by a practicing physician and have the written consent of your parents or legal guardian.
10. You are regularly enrolled and in attendance not later than Monday the fourth week of the semester in which you participate.
11. You are a transfer student and have met the requirements of the Transfer Rule. Contact the principal concerning this regulation.
12. You are not a member of any fraternity or other organization prohibited by law or by the rules of the KSHSAA.
13. You have not competed under a false name.
14. You have not competed for money or merchandise of intrinsic value and have observed all other provisions of the Amateur and Awards rules.
15. You have complied with the Undue Influence Rule.
16. You have not violated the Anti-Tryout and Private Instruction Rule.

Good Standing Extracurricular Participation

Participation in extracurricular activities is voluntary and a privilege. Students who participate in extracurricular activities will be held to a high standard of personal conduct and must abide by USD 235 policies as well as the rules set by the KSHSAA. These rules will apply during the regular school year or from the first day of practice through the last day of competition.

1. Academic eligibility will be according to Athletic/Extracurricular expectations listed above.
2. Students must attend all scheduled classes in order to be eligible for practice or events or have administrative approval.
3. Students must not be in violation of any school policies to be eligible for practice or participation in activities.
4. A practice session is no excuse for missing a detention period.
5. A student who drops out of an activity prior to the end of the season must turn in any items checked out to him/her. Failure to comply with this policy may result in disciplinary actions up to and including suspension from school until the items are returned.
6. Any student who brings an out-of-school guest to any school-sponsored activity will be responsible for any disciplinary action that the guest would be subject to if they were a student at USD 235.
7. Any student involved in major misconduct, as specified in each activity's participation contract and/or this handbook will be subject to disciplinary action.
8. Suspension from a team/activity for a first or second offense means that a student cannot participate, but will be eligible to attend all practices, meetings, and competitions/performances upon receiving written verification from a licensed agency of adherence by the student to the recommended care program.
9. The student will follow all rules and regulations established by the coach or sponsor and will respect the authority of the coach or sponsor. Refer to the guidelines provided by sponsors and coaches.

Eligibility

For a student to remain in good standing, and eligible to participate in athletic and extracurricular activities, cheerleading, choir, band and any other KSHSAA activity, a student must have passed five of seven classes from the previous semester, excluding seminar. Students must be enrolled in at least five new subjects and be passing at least five or more subjects. Any student that does not meet those requirements will not be eligible to participate in competitions until they are back to passing five or more subjects. We will still offer time for students before school to get help if needed as well as during seminar for high school and junior high students. More specific eligibility guidelines can be found in the KSHSAA handbook at www.KSHSAA.org. Individual coaches may apply more rigorous standards.

Coaches and sponsors will have access to monitor the academic progress of students they have rostered for their team/group.

This policy is established to "support" all students in their academic learning. Participating in extra and co-curricular activities has been proven to enhance a student's positive school experience. Participating is a privilege.

Clubs and Organizations

JHC Art Club, Band, Baseball, Basketball, Cheerleaders, Chess Club, Cross Country, Football, Forensics, FCA, FFA, Golf, Math Club, National Honor Society, Scholars Bowl, Softball, Spanish Club, Student Council, Track, Vocal Music, Volleyball, Wrestling, Yearbook Staff. Others may be added with principal approval. (Good Standing Clause in effect)

School-Sponsored Clubs

School-sponsored clubs shall be under the direct control of school personnel. Every school-sponsored club shall have a constitution, which has been approved by the building principal and filed, in the school office. To the extent non-curriculum-related school-sponsored clubs are allowed to meet in school facilities during non-instructional time, non-school-sponsored student clubs may also meet in school facilities.

Non-School-Sponsored Student Clubs

Non-school-sponsored clubs shall submit a request for use of school facilities to the administrator prior to using the facilities. A faculty member (or other adult approved in advance) shall attend the meetings as a supervisor but shall not participate in the group's activities.

Student Officers

Students elected or appointed to any of the following offices or positions may not hold more than two (2) of them during one school year. The offices are president, vice-president, secretary and treasurer. No student may be president of more than one (1) organization per school year.

Fund-Raising

JK Solicitations by students of students or school personnel during school hours and on school property shall be done only when they are related to school-sponsored activities.

All student sales projects shall require the principal's prior approval.

Solicitations

See Fund-Raising, above.

Parties/Social Events

Parties and other social events must be scheduled through the office and approved by the Principal in advance.

Dances

Unless prior permission is granted, students will not be permitted to leave and then return to the building during dances or other similar school functions. Student's guests must be signed up in the respective office by noon the day prior to the dance and approved by the principal.

Extra-Curricular Activities & Participation Requirements

JH Students who participate in any school activity shall meet the following requirements:

- * All applicable KSHSAA regulations;
- * Academic eligibility requirements; and
- * Other requirements established by the administration.

See Athletics, Clubs and Organization, Eligibility, Eligibility Policy, Physicals and Good Standing.

Activity Passes

Senior citizen passes may be obtained by contacting the Uniontown High School office (620) 224-2350.

Transportation to and from Activities

When the district provides transportation to an activity, participating students are prohibited from driving personal automobiles to and from district-sponsored activities held during or after the school day. After 'away' contests, student/athletes may be released to ride home with parents/guardians only after signing the consent form provided by the coach or sponsor. Coaches and sponsors will release a student/athlete to return from an away contest/event with another adult only if prior consent has been given. All student/athletes are expected to ride to events on the 'team' bus.

College Visits

Each senior will be allowed a maximum of two (2) college visitation days if needed. Juniors will be allowed a maximum of one (1) college visitation day. Interested juniors or seniors are to check first with the counseling office to see if arrangements can be made and then obtain permission from the principal. These days can be counted as School Activity days and will not count against the attendance policy, ONLY if proper documentation is returned in advance or upon return from the college visit. Documentation must be verified from the post-secondary institution.

Field Trips – Activity Trips – Athletic Trips

IFCB Students may participate in a field trip/activity only if the parental consent form for the trip has been turned in (*Consent To Participate In Field Trips And Other Activities form*). Students may be required to meet minimum requirements/expectations before participating in the field trip/activity. These minimum requirements will be set by the teacher and communicated to the students/parents.

Senior Trip

The senior class will be allowed to take a sponsored class trip. The trip may include one school day, and the group may stay overnight of the first day. The group will arrive back at Uniontown by 9:00 PM on the second day. Trips will be conducted and approved within a radius of 250 miles from the school. Students will be accompanied by, and pay the expense of three sets of sponsors appointed by the building principal. Student input will be considered in making decisions. All seniors who wish to make the trip will have all work completed up to the time of departure and all bills are to be paid in advance. Seniors who have a record of poor conduct may lose the privilege of going on the trip. Seniors must be brought to the trip departure point by their parent/guardian.

Student Publications

JHCA School-sponsored student publications shall be under the supervision of the building principal or designated faculty representative. Non-school sponsored publications may not be distributed without prior permission.

No student shall distribute any publication which:

- Is obscene according to current legal definitions;
- Is libelous according to current legal definitions; or
- Creates a material or substantial interference with normal school activity or appropriate discipline in the operation of the school.

Health

Assessments and Physicals

JGC All students up to the age of nine shall submit evidence they have undergone a health assessment prior to entering kindergarten or before enrolling in the district for the first time. All students engaged in activities covered by appropriate KSHSAA rules shall provide the building principal with proof of a physical examination. The principal and school nurse shall work cooperatively with local, county and state health agencies to disseminate materials related to the availability of health assessments and inoculations.

Prior to enrollment, students who are new to the district must provide the district with a record of vaccinations. Students will have up to 90 days from school entry date to provide the district with documentation of physical assessments.

Students participating in athletics and cheerleading **must** have a physical on file before participating.

Accidents, Reporting of

JGFG Students should report any injury incurred at school or a school-sponsored activity to the principal or appropriate sponsor. When appropriate, the student's parent(s) shall be notified of the injury as soon as possible to determine appropriate action. If the student needs medical attention and the parents cannot be reached, the principal shall seek emergency medical treatment. (See Consent for Emergency Treatment form). Appropriate records shall be kept in case a student accident occurs.

First Aid

JGFG If a student has an accident, which requires medical treatment, no action shall be taken by an employee except to send for medical help and to make the student as comfortable as possible while waiting for medical assistance to arrive. If an employee is qualified to administer first aid, that aid may be given. Qualified employees, for the purpose of this policy, are those employees who have successfully completed an approved Red Cross first aid program or the school nurse.

Medications, Administering

The supervision of oral and inject medications shall be in strict compliance with the rules and regulations of the board. School employees may not dispense or administer any medications, including prescription and non-prescription drugs, to students except as outlined in board policy. In certain explained circumstances, when medication is necessary for the student to remain in school, the school may cooperate with parents in the supervision of medication the student will use; but the medical person authorized to prescribe medication must send a written order to the building administrator who may supervise the administration of the medication or treatment, and the parents must submit a written request to the building administrator requesting the schools cooperation in such supervision and releasing the school district and personnel from liability. See Medical Release Form. *(For complete policy, see JGFGB.)*

Inoculations

JGCB All students enrolling in any district school shall provide the building principal with proof of immunization of certain diseases or furnish documents to satisfy statutory requirements. Booster shots required by the Secretary of the Department of Health and Environment are also required. The superintendent may exclude students who fail to provide the documentation required by law from school until statutory requirements are satisfied. Notice of exclusion shall be given to the parents/guardians as prescribed by law. Students who are not immunized against a particular disease(s) may be excluded from school during any outbreak.

Health Services

USD 235 provides a school nurse located at the UHS & WBE buildings. Students injured or ill will be referred to the nurse. Students who need to go home during the day due to illness/injury must be checked out through the office.

Communicable Diseases

JGCC Any student noted by a physician or the school nurse as having a communicable disease may be required to withdraw from school for the duration of the illness. The student will be readmitted to regular classes upon termination of the illness, as authorized by the student's physician or as authorized by a health assessment team.

The board reserves the right to require a written statement from the student's physician indicating the student is free from all symptoms of the disease.

Emergency/Crisis Drills

EBBE Students shall be informed of emergency/crisis drill procedures at the beginning of each school year. Evacuation maps are located in each room that has, or will potentially have occupancy. Students/personnel will move quickly and in an orderly manner along the evacuation routes. If Fire, use the designated evacuation routes out and, to at least 100 feet from the building. If Tornado, the designated shelters are the old FACS room, the BOE room, and the Teachers Workroom. A minimum of 4 Fire Drills, 2 Tornado Drills and 3 Crisis Drills will be conducted to comply with state regulations.

Weather Emergencies

EBBD When the superintendent believes the safety of students is threatened by severe weather or other circumstances, parents and students shall be notified of school closings or cancellations by announcements made with the School Messenger automated telephone program and over the following radio/TV station(s): KOAM TV, KKOW Radio, KMDO Radio & KIKS Radio. If an emergency occurs with less than one hour of warning time, the district will keep all students under school jurisdiction and supervision. Staff will remain on duty with the students during the emergency period. Parents may come to school and pick up their children. Students shall be released according to board policy for release of students during the school day.

Asbestos

An asbestos management plan has been developed for the school district. A copy of the management plan is available from the Superintendent of Schools (620) 7224-2350, Board of Education office (601 5th, Uniontown, KS 66779).

Pest Control

The district periodically applies pesticides inside buildings. Information regarding the application of pesticides is available from the Superintendent of Schools, Board of Education Office (601 5th, Uniontown, KS 66779).

Student Health and Wellness

Healthy eating patterns are essential for students to achieve their full academic potential. Uniontown Junior and Senior High School have adopted the KSDE Advanced category concerning Health and Wellness, which is as follows:

The sale of food of minimal nutritional value is not allowed on school property in areas accessible to students until one (1) hour after the end of the last lunch period (6th hour). Vended foods offered, must be at least 50% offered that meet the following guidelines: 35% or less in Fat, 35% or less in sugar and 200 or less in calories. Vended Beverages will be limited to non-caloric water, milk with 350 or less calories or electrolyte replacement beverages containing 48g. or less of sweetener per 20 oz.

Fundraising, Parties, Celebrations (Student Health and Wellness)

Students and Teachers will follow the policy adopted.

Foods and beverages for classroom rewards, parties and celebrations will meet the same guidelines as the Advanced level in the Student Health and Wellness policy. All items will not be provided until at least one hour after the end of the last lunch period. At least 50% of fundraising activities will not involve the sale of food and/or beverages. Fundraising activities involving the sale of food or beverages will not take place until after the end of the last lunch period. Refreshments provided for students participating in school events adhere to the Advanced Guidelines for Vended Foods and Beverages.

General Information

Calendar

See Appendix.

Complaints about Policy

JCE, KN Any student may file a complaint with the principal concerning a school rule or regulation if it applies to the student. The complaint shall be in writing, filed within 20 days following the application of the rule or regulation, and must specify the basis for the complaint. The principal shall investigate the complaint and inform the student of the resolution within 10 days after the complaint is filed.

Distribution of Materials

K1 Materials unrelated to the school's curriculum may not be distributed without prior consent of the principal.

Gifts

JL Student Gifts to Staff Members

The giving of gifts between students and staff members is discouraged. Students shall be allowed to collect money or purchase gifts for faculty members with the principal's approval.

Student Organization Gifts to the School

Student organizations, with prior approval of the organization sponsor and building principal, may donate a portion of the organizations funds to the district. These donations shall require prior board approval.

A gift is defined as any donation, present or endowment in the form of cash, merchandise or personal favor.

Any student organization gift to the district shall become district property when accepted by the board.

Insurance

JGA Supplemental policies are available for parents to review and purchase as a family and/or individual during enrollment time in August. The district's insurance is only a secondary insurance to parent's/guardian's primary insurance. Medical expenses not covered by the policies are the responsibility of the parents.

Personal Property

The district is not responsible for student's personal property and does not provide insurance on student's personal property. If a student's personal property is broken, damaged or stolen, repair or replacement is the student's responsibility.

Cell Phones and Electronic Devices

Junior High **and High School** students are not permitted access to their personal cell phone during the school day. The device will remain in their locker/backpack with sound off a/o in "Airplane Mode". Devices may be carried with the student during off campus trips/events, with the sponsor/coaches permission for use.

Cell Phones are NEVER permitted in restrooms a/o locker rooms. This policy is in effect at home and locations where U235 students are representing our school.

School-wide ban on "ear buds" a/o "headphones" during the instructional day a/o arrival "into" the school buildings. These devices may be used in off-campus trips/activities according to coach/sponsor guidelines. (*These devices MAY be used for identified students during the instructional day according to educational guidelines established through a documented IEP a/o SIT plan.)

When any violation of this policy occurs, the device(s) will be confiscated and immediately given to the Building Administrator. The device(s) will only be returned when a physical conference is held with the violator's parent/guardian and an acceptable use understanding is signed by the parent/guardian.

Habitual violations may result in disciplinary action as determined by administration.

Staff-Student Relations

GAF Staff members shall maintain professional relationships with students, which are conducive to an effective educational environment.

Telephone Calls

District telephones are for school business. Use of phones for personal business should be avoided except in case of an emergency. Use of phones for social calls is not permitted. Students shall not make calls on district telephones without the prior permission.

Use of Personal Vehicle

JGFF Students who drive to school shall park in the designated parking areas. Students may not go to their vehicles during the school day without permission from the principal.

Junior-High Students are not permitted to drive a vehicle to school or activities.

A student who is observed driving recklessly on or near school property shall be reported to the building principal. The principal shall review the violation with the student at the first opportunity and sanctions including but not limited to the following may be applied:

- * Local law enforcement will be called
- * The student may be prohibited from parking or driving on school property
- * A letter may be sent to the student's parents
- * The student may be disciplined according to the disciplinary code.

See Personal Property.

HS athletes that practice at WBE and drive a vehicle will use the north road behind the Ag shop, and then the easternmost road to drive south to the WBE parking lot. Traffic shall be eliminated/controlled between both WBE & UHS immediately at the end of the school day for the safety of all District students.

Visitors

Patrons and parents are encouraged to visit the district facilities. Visitors are encouraged to contact the office ahead of time.

To ensure safety and security, **all visitors must check-in at the office** before proceeding to contact any other person in the building or on the grounds.

Students are not allowed to bring visitors to school without the prior permission of the principal.

School Property

Appropriate Use of Equipment and Supplies

The use of equipment and supplies is for the performance of official and approved assignments only. Use of district equipment or supplies for personal projects is prohibited without prior permission of the teacher. Students shall handle all school equipment and supplies carefully. Students shall be responsible for any damage they cause to school equipment or supplies.

Computer Use

IIBG Use of or access to district computers and computer software is limited to district employees and students. Use of computers is for the performance of official and approved assignments only. Use of district computer equipment or software for personal student projects is prohibited without prior permission of the teacher. Only software purchased by the district may be loaded onto district computers. Software licensed to the district shall not be used on computers not owned by the district. District software shall not be copied for personal use.

Students shall not use electronic communications, including e-mail and the Internet, to harass staff, students, or other individuals.

School owned devices are not allowed in the commons area during meal times (breakfast and lunch).

Students in grades 7-8 will have access to a Chromebook assigned to them. They may pick up their computers no earlier than 7:50 am in their Eagle Time classrooms and they must be returned and plugged in to charge overnight during their Eagle Time. Chromebooks are not to leave school property.

Students in grades 9-12 will be assigned a laptop computer. They will have 24/7 access during the school year if they adhere to the guidelines set forth in the technology use agreement

No Right to Privacy

Students shall have no expectation of privacy or restricted access to any information generated during the course of their work or entered in any district computers. Students waive any right to privacy in e-mail messages and consent to the access and disclosure of e-mail messages by authorized persons.

Students shall only use passwords or other encoding or security mechanisms as assigned by the district computer system(s) administrator or other officials designated by the board. The use of a password does not affect the administration's right to monitor. All forms of electronic communications are monitored by the administration to ensure the systems are only being used for official purposes.

Ownership

Computer materials or devices created, as part of any assignment undertaken during school time shall be the property of the district.

Internet

Inappropriate use and/or transmission of any material in violation of any United States or state regulation, is prohibited. This includes, but is not limited to Copyrighted material, threatening or obscene material, or material protected by a trade secret.

Computer Network Use Guidelines

The use of the Uniontown School District's technology resources is a privilege, not a right. Efficient, ethical, and lawful use of technology resources including the network of USD 235 is expected. If a person violates any of the conditions named in the Technology Use Agreement, privileges may be terminated, access to the school district technology resources may be denied, and appropriate disciplinary action shall be applied. The Uniontown School District's Student Code of Conduct shall be applied to student infractions. Violations may result in disciplinary action up to and including suspension and/or expulsion for students. When applicable, law enforcement agencies may be involved.

A signed copy of the network use agreement must be on file before access and usage may begin.

Consequences of Violation of Technology Policies

If a student violates any part of the technology policy, or school handbook policy, he/she may be subject to the following disciplinary steps based on the offense at the discretion of administration:

Damage

First Offense: \$50 deductible with a warning

Second Offense: \$50 deductible and one week without computer

Third Offense: \$50 deductible and no computer for the rest of the semester.

Unattended Computers (Found unattended in rooms, etc.)

First Offense: Detention

Second Offense: Three days without computer

Third Offense: One week with no computer

Fourth Offense: No computer for the rest of the semester

Lost Computer (Can't be found)

The student is responsible for replacement costs incurred by the district.

Lost Charger

First Offense: Warning

Second Offense: Detention

Third Offense: One week with no computer

Fourth Offense: No computer for the rest of the semester

Computer Not Charged/No Computer

First Offense: Warning

Second Offense: Detention

Third Offense: One week with no computer

Fourth Offense: No computer for the rest of the semester

Inappropriate Computer Usage

First Offense: Detention

Second Offense: No computer for 3 days

Third Offense: No computer for one week and student access may be restricted

Fourth Offense: No computer for the rest of the semester

The severity of the offense may call for more serious punishment than above and that is at the discretion of administration.

Inappropriate Handling of the Device

First Offense: Detention

Second Offense: No computer for 3 days

Third Offense: No computer for one week

Fourth Offense: No computer for the rest of the semester

If a student has four offenses in the first semester, the device will be taken until the second semester starts. At that point another offense will result in the device being taken for the rest of the year.

All unattended computers found are to be brought to the tech room. Student will still be required to visit with the Principal but must pick machines from the tech room.

Student offenses are to be recorded in the PowerSchool Log.

Lockers

JCAB Lockers in the district schools shall be under the supervision of the building principal and assigned to the student to store necessary school materials and clothing.

The combinations and/or keys to all locker locks shall be in the sole possession of the principal and stored in a place designed to guard against unauthorized access or use. The principal or designee may search any locker at any time without notice to the student to whom the locker is assigned if there is reason to believe the locker contains matter prohibited by law or school regulations.

Students shall not place locks, other than those issued by the school, on any locker.

Textbooks

Students in USD 235 are responsible for the care and safe return of all books checked out to them including textbooks, workbooks, library books or special skills books. The building principal will set the cost of the replacement. If a book is lost or damaged beyond repair, the student or their parent/guardian is responsible for the replacement cost of the book according to the following schedule. Classroom and reference books checked out for four (4) weeks and not returned will be considered lost and this policy will be implemented.

Criteria for Replacement

All unique reference materials, especially one of a kind used in the library, must be replaced at the replacement cost, no matter what the age of the material lost or damaged. All texts, workbooks or skill materials must be replaced according to this schedule:

- | | |
|--|-------------------------|
| 1. New book-or up to 2 years old: | Full replacement cost |
| 2. Material in first 1/3-2/3 of expected life: | 1/2 of replacement cost |
| 3. Material in last 1/3 of expected use: | 1/4 of replacement cost |

Student Services

Counselor

Academic Counseling

Students are encouraged to talk with a school counselor, teachers, and principals in order to learn about the curriculum, course offerings, graduation requirements, qualified admissions for Regents Universities, and other academic issues. The counselor can provide information about vocational training schools, colleges and universities, careers, and financial aid.

Personal Counseling

The counselor is available to assist students with personal concerns. The counselor may make available information about community resources to address personal concerns. Students who wish to meet with the counselor should contact the counseling office or the school office and make appropriate arrangements.

Food Service

JGH Students will remain at the school through meal periods. A balanced breakfast and hot lunch are served daily for all students. The price of the meals should be paid weekly or by the month. 2025-2026 student meal prices are as follows: Student Breakfasts will be \$1.95. Student Lunches will be \$3.35. Adult Breakfasts \$3.00, and Adult Lunches \$5.00. Extra milk costs \$.50, and is the only ala Carte item allowed for students.

Students that take advantage of our lunch program or that bring their lunch are asked not to take food out of the lunchroom. Designated eating areas for High & Jr. High School students are the lunchroom/commons area or the patio located outside the building.

Eating in the hallways is not permitted. All classrooms will be closed unless prior arrangements have been made with an instructor and an adult is present.

Free or reduced-price meals shall be provided for students who qualify under state and federal rules and regulations. The eligibility forms, rules, and regulations governing this program shall be provided by the administration to students or their parents.

Student lunch accounts are updated daily.

Unpaid Meal Charges

District policy states:

A charge account for students paying full or reduced-price meals may be established with the district. Students may charge no more than \$25 worth of meals to this account. Charging of a la carte or extra items to this account will not be permitted.

Any student failing to keep his/her account solvent as required by the district shall not be allowed to charge further meals until the negative account balance has been paid in full. However, such students will be allowed to purchase a meal if the student pays for the meal when it is received. Students who have charged the maximum allowance to this account and cannot pay out of pocket for a meal will be provided an alternative meal consisting of peanut butter, peanut butter alternative, or a cheese sandwich and milk.

At least one written warning shall be provided to a student and his/her parent or guardian prior to denying meals for exceeding the district's charge limit. If payment of the negative balance is not received within 5 working days of the maximum charge limit being attained, the debt will be turned over to the superintendent or superintendent's designee for collection in accordance with board policy DP. If the debt is not paid within 10 days of mailing the final notice of the negative account balance under policy DP, it shall be considered bad debt for the purposes of federal law concerning unpaid meal charges.

Payment for school meals may be made at the school or district office. Students, parents, and guardians of students are encouraged to prepay meal costs.

Instructional Calendar 2025-2026

important dates for parents and students



2025		2026	
JULY	30-31 Enrollment	JULY 2025	SEPTEMBER 2025
AUGUST	1 BDE meeting 19 Open House 4:00 to 6:00pm 20 First Day of School	M T W T F 1 2 3 4 5 8 9 10 11 12 14 15 16 17 18 21 22 23 24 25 28 29 30 31	M T W T F 1 2 3 4 5 8 9 10 11 12 15 16 17 18 19 22 23 24 25 26 29 30
SEPTEMBER	1 No School (Labor Day) 8 BDE meeting 29 No School (Teacher Inservice)	AUGUST 2025	DECEMBER 2025
OCTOBER	10 End of 1st Quarter (1:00 Dismissal) 13 First Day of 2nd Quarter 13/15 Parent-Teacher Conferences 17 No School	M T W T F 4 5 6 7 8 11 12 13 14 15 18 19 20 21 22 25 26 27 28 29	M T W T F 1 2 3 4 5 8 9 10 11 12 15 16 17 18 19 22 23 24 25 26 29 30 31
NOVEMBER	3 No School (Teacher Inservice) 12 BDE meeting 24-28 Thanksgiving Break	NOVEMBER 2025	FEBRUARY 2026
DECEMBER	8 BDE meeting 19 End of 2nd Quarter (1:00 Dismissal) 20-31 Winter Break	M T W T F 3 4 5 6 7 10 11 12 13 14 17 18 19 20 21 24 25 26 27 28	M T W T F 2 3 4 5 6 9 10 11 12 13 16 17 18 19 20 23 24 25 26 27 30 31
JANUARY	5 No School (Teacher Inservice) 6 End of 3rd Quarter 12 BDE meeting 19 No School (Teacher Inservice)	OCTOBER 2025	MARCH 2026
FEBRUARY	9 BDE meeting 13 1:00 Dismissal (Teacher Inservice) 16 No School (President's Day)	M T W T F 6 7 8 9 10 13 14 15 16 17 20 21 22 23 24 27 28 29 30 31	M T W T F 1 2 3 4 5 6 9 10 11 12 13 16 17 18 19 20 23 24 25 26 27 30 31
MARCH	6 End of 3rd Quarter (1:00 Dismissal) 9 BDE meeting 11-12 1:00 Dismissal (Spring Quarter) 13-20 Parent-Teacher Conferences Spring Break	JANUARY 2026	JUNE 2026
APRIL	3 Enrollment 7 First Day 17 No School (Good Friday)	M T W T F 5 7 8 9 12 13 14 15 16 19 20 21 22 23 26 27 28 29 30	M T W T F 1 2 3 4 5 8 9 10 11 12 15 16 17 18 19 22 23 24 25 26 29 30
MAY	8 Last Day for the senior class 9 Graduation 11 BDE meeting 15 Last Day of School (1:00 Dismissal)	APRIL 2026	MAY 2026
		M T W T F 6 7 8 9 10 13 14 15 16 17 20 21 22 23 24 27 28 29 30	M T W T F 4 5 6 7 8 11 12 13 14 15 18 19 20 21 22 25 26 27 28 29

2025 First Semester (90 days)

2026 Second Semester (86 days)



CALENDAR LEGEND

- Enrollment
- First Day
- No School
- Early Release
- Conferences
- Start of Quarter
- BDE Meetings

High School

Bell Schedule		Early Dismissal Bell Schedule	
Breakfast	7:35-7:56	Breakfast	7:35-7:56
1st	8:00-8:54	1st	8:00-8:35
2nd	8:58-9:52	2nd	8:39-9:14
3rd	9:56-10:50	3rd	9:18-9:53
4th	10:54-11:48	4th	9:57-10:32
Lunch	11:48-12:14	5th	10:36-11:11
5th	12:18-1:12	6th	11:15-11:45
6th	1:16-2:10	Lunch	11:45-12:16
7th	2:14-3:08	7th	12:20-1:00
Seminar	3:12-3:35		

Junior High

Bell Schedule		Early Dismissal Bell Schedule	
Breakfast	7:35-7:56	Breakfast	7:35-7:56
1st	8:00-8:54	1st	8:00-8:35
2nd	8:58-9:52	2nd	8:39-9:14
3rd	9:56-10:50	3rd	9:18-9:53
Lunch	10:50-11:16	4th	9:57-10:32
4th	11:20-12:14	5th	10:36-11:11
5th	12:18-1:12	Lunch	11:11-11:41
6th	1:16-2:10	6th	11:45-12:20
7th-Seminar	2:14-2:38	8th	12:24-1:00
8th	2:42-3:35		