GRANDVIEW R-II SCHOOL DISTRICT



Student Handbook 2026 - 2027

Board Approved July 20, 2026

Contents

Contact Information **9**
2026-2027 Grandview R-II School District Calendar **10**
School District Administration and Board of Education **11**
SECTION I - DISTRICT INFORMATION **12**
Grandview R-II School District Mission Statement 12
Grandview R-II School District Vision Statement 12
Custodial and Non-Custodial Parent Information 12
Emergency Closing/Early Dismissal 12
Breakfast/Lunch Program 12
Grandview R-II School District Meal Prices 12
Meal Charges - Policy 5550 13
Purpose 13
Administration 13
Discrimination Clause 14
Drills (Earthquake, Fire, Tornado Safety) 14
Computer/Internet Use Policy 14
Missouri Course Access Program (MOCAP) 15
Health Policy – Parent Information 15
Asthma 16
Food Allergies 16
Head Lice 16
Non-Discrimination Policy 16
SECTION II - STUDENT CODE-OF-CONDUCT 18
Foreword & Penalty Listing 18
Code of Conduct Matrix 18
Detention Policy 25
Cell Phone Policy 25
Student Discipline 25
Student Discipline Hearings - Regulation 2671 25
Discipline of Students with Disabilities - Regulation 2672 25
Reporting of Violent Behavior - Regulation 2673 26
Right to Appeal Disciplinary Action 26
SECTION III – SPECIFIC EXPECTATIONS and GUIDELINES **27**
Attendance - Regulation 2310 27
Bullying - Policy 2655 28
Bus Information 29
Deliveries 29
Displays of Affection 30
Dress Code 30
Drug And Alcohol Abuse 31
Field Trips 31

Food, Energy Drinks, & Supplements 31
Gifted Education (S.O.A.R.) 32
Fund Raising 32
Gun Free School Policy - Policy 2620 32
Hazing - Policy 2920 33
Homebound Instruction 33
Leaving Class or School & Skipping School 33
Pranks 33
Searches 34
Smoking And Tobacco 34
Student Arrival and Pick Up 34
Student Disciplinary Transfer Policy 35
Tardiness 35
Telephone 35
Textbook Information 35
Threats Toward School Personnel 36
Transportation 36
Visitors 36
Weapons 37
Explanation Of Penalties 37
SECTION IV - GENERAL ADMINISTRATION 39
IDs/Security Identification Cards 39
Communications 39
Parent Access to SIS 39
TeacherEase App for Parents/Students 39
Bulletins & Newsletters 39
Conferences 39
Testing 39
Promotion and Retention 39
Early Dismissal 40
Supplies 40
Volunteers 40
Board Policies 40
Speech 40
Extra-Curricular 40
Student Publications - Regulation 2910 41
Interscholastic Activities and Athletics - Regulation 2920 41
Student Services 41
Identification 42
Prevention 42
Education and Training 42
Confidentiality 42

Response 43
Student Physical Examination 43
Vision Examination 43
SECTION V - SCHOOL AND COMMUNITY RELATIONS 44
Public Complaints 44
Code of Conduct - Adults - Regulation 1431 44
Parental Information and Resource Center (PIRC) 44
School-Parent Involvement Plan 45
School Involvement 45
Every Student Succeeds Act (ESSA) 46
Federal Programs 47
Parent/Guardian Notification 47
Family Educational Rights and Privacy Act (FERPA) 47
Annual Notification 47
Notice of Designation of Directory Information 48
Missouri Department of Elementary & Secondary Education 49
Complaint Procedures 49
Definition of a Complaint: 49
Alternatives for Filing Complaints 49
Informal and Formal Complaints Received by the Local Education Agency 49
Informal Complaints Received by the SEA Office 50
Formal Complaints Initially Received by the SEA Office 50
Appeals 50
Decision 51
Formal LEA Complaints against SEA 51
Complaints Against LEAs Received from the United States Department of Education 51
FERPA Educational Rights Annual Notification 52
Parent Notification 53
Complaint Procedures for ESSA Programs 54
SECTION VII - BUILDING-SPECIFIC INFORMATION 55
APPENDIX I - GRANDVIEW ELEMENTARY SCHOOL 55
BUILDING INFORMATION 55
Grandview Elementary School Mission Statement 55
Grandview Elementary School Vision Statement 55
Elementary Student Grading System 56
Homework/Classroom Assignment Information 56
Make-up Work 56
Supplies 56
Drills (Earthquake, Fire, Tornado Safety) 57
Communications 57
Grandview School-Wide Positive Behavior Support 57
Cafeteria Behavior 59

Recess 59
Items From Home 59
Birthdays, Flowers and Gifts 59
Classroom Parties 59
Lost and Found 59
Parent Involvement and Volunteer Expectations 60
Admissions Policy 60
Resident Students - Policy 2230 60
Students Entitled to Enroll Without Proof of Residency 60
Requests for Waiver of Proof of Residency Requirements 61
Entrance Age for Kindergarten - Policy 2210 61
Entrance Age for First Grade 61
Board Policies 61
APPENDIX II - GRANDVIEW MIDDLE SCHOOL 62
BUILDING INFORMATION 62
Middle School Faculty 62
Bell Schedule 63
ACADEMIC INFORMATION 64
Grading Information 64
Grade Point Average (GPA) & Honor Roll 64
Homework/Classroom Assignment Information 65
Make-Up Work 65
Response to Intervention (RTI) 65
EXTRACURRICULAR INFORMATION 66
Extracurricular Activities 67
Code of Ethics for Spectators 67
Jefferson County Activity Association (JCAA) 67
Missouri State High School Activities Association (MSHSAA) 68
Transportation 68
Activity Eligibility 68
MIDDLE SCHOOL DANCES 69
Student Dance Policy 69
APPENDIX III - GRANDVIEW HIGH SCHOOL 70
HIGH SCHOOL FACULTY & STAFF 70
SECTION I - GENERAL INFORMATION 71
Admissions Policy 71
Policy 2230 71
Resident Students 72
Students Entitled to Enroll Without Proof of Residency 72
Requests for Waiver of Proof of Residency Requirements 70
Students of Nonresident Teachers and Regular Employees 71
Regulation 2230 72

Waiver 72
Students Entitled to Enroll Without Proof of Residency or Payment of Tuition 72
Records Review 74
Public Complaints 74
Birthdays, Flowers and Gifts 73
Computer/Internet Use Policy 74
Custodial and Non-Custodial Parent Information 75
Drills (Earthquake, Fire, Tornado Safety) 75
Emergency Closing/Early Dismissal 75
Meal Procedures 75
Meal Charges - Policy 5550 75
Purpose 75
Discrimination Clause 76
Immunization and Contagious Disease Policies 76
Initial Evaluation Process Agency Referral 77
Complaint Procedures for ESSA Programs 78
Parent Notification 80
High School Medication Policy 80
Staph Infections 81
School-Parent Involvement Plan 81
SECTION II - ACADEMIC INFORMATION 82
Class Standing Credit Guidelines 82
Course Scheduling and Changes 82
Credit Information 82
Early Graduation 82
Grading Information 83
Grade Point Average (GPA)/Honor Roll/Class Rank 84
Progress Reports 84
First Semester: Second Semester: 84
Graduation Requirements 85
Latin Honors 86
Latin Honors Appeals 86
How to Appeal 86
Appeal Committee 86
Types of Appeals 86
Appellate Requirements for EOC or ASVAB Equivalencies 86
A+ Program 87
Qualifications: 87
Upon completion 87
Area Technical College (ATS) 87
Dual Credit Courses 88
Dual Credit Reimbursement 88
Dual Credit Classes 88

College Textbooks 88
EAGLE FLEX Program 88
Program Components 90
Program Focus 90
Targeted Students/Identification Eligibility 90
End of Course Examinations 90
Home Schooling Information 91
Leaving Grandview: 91
Returning to Grandview: 91
Partial Attendance: 91
Homebound Instruction: 92
Homework/Classroom Assignment Information: 92
Missouri Course Access Program (MOCAP) 93
National and/or Local College & University Test Information 95
Repeating Courses: 95
Bell Schedule 96
SECTION III - STUDENT CODE-OF-CONDUCT 97
Foreword & Penalty Listing 97
Due Process 97
Student Discipline 98
EAGLE ACADEMY 98
Detention Policy 98
SECTION IV – SPECIFIC EXPECTATIONS and GUIDELINES 99
ATTENDANCE 99
BULLYING (Policy 2655) 100
BUS INFORMATION 101
HIGH SCHOOL DANCES 102
DISPLAYS OF AFFECTION 102
DRESS CODE 102
Cars & Parking Lot: 103
DRUG AND ALCOHOL ABUSE 104
FIELD TRIPS 104
FOOD, ENERGY DRINKS, & SUPPLEMENTS 104
FUND RAISING 105
GUN FREE SCHOOL POLICY (Policy 2620) 105
HAZING (Policy 2920) 105
LEAVING CLASS OR SCHOOL & SKIPPING SCHOOL (Policy 2330) 106
LIBRARY INFORMATION 106
LOCKERS 106
MAKE-UP WORK 107
TRIFLING 107
PRANKS 108

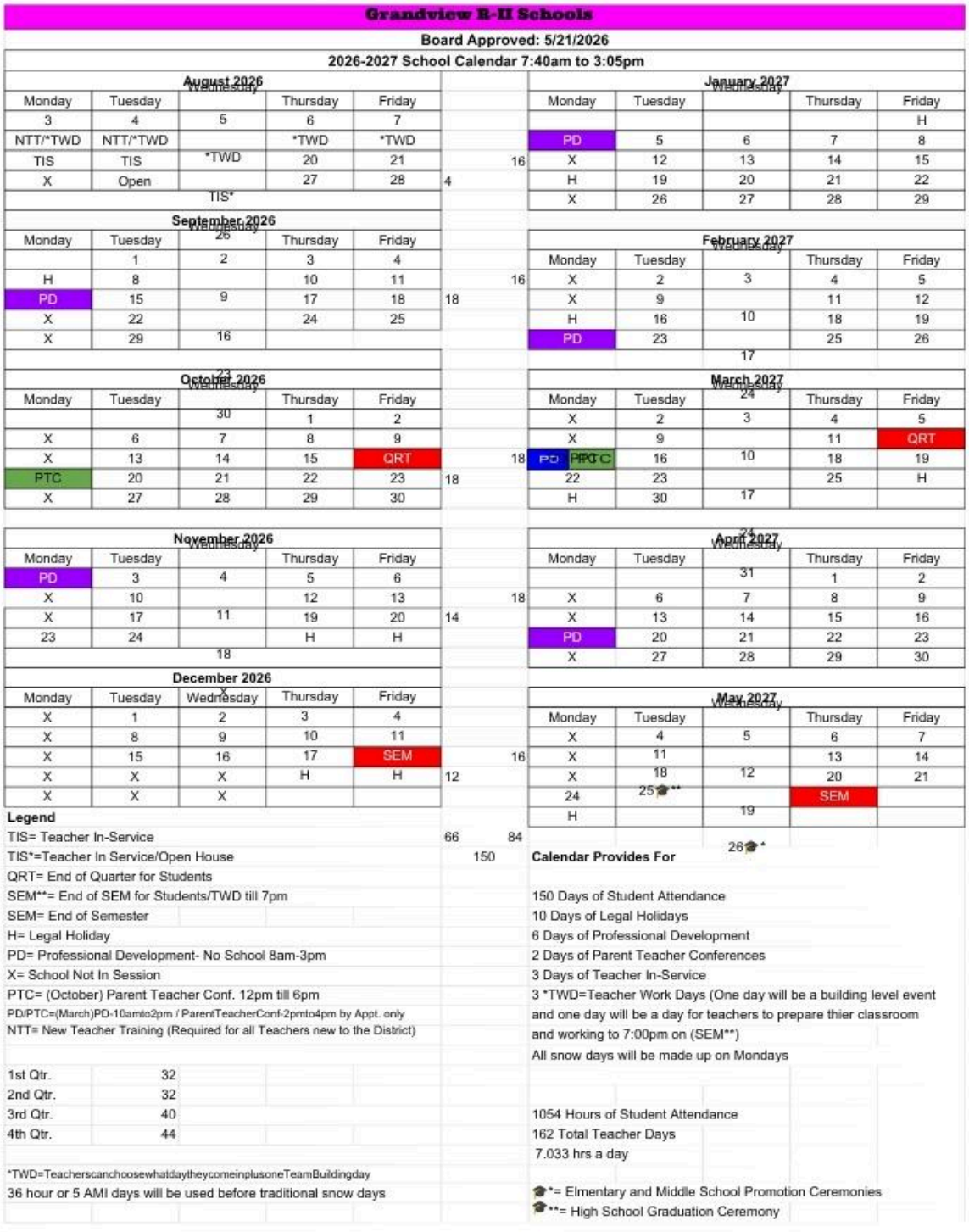
SEARCHES 108
SMOKING AND TOBACCO 108
STUDENT DISCIPLINARY TRANSFER POLICY 109
TARDINESS 109
TELEPHONE 109
TEXTBOOK INFORMATION 109
THREATS TOWARD SCHOOL PERSONNEL 110
VISITORS 110
WEAPONS 110
EXPLANATION OF PENALTIES 110
SECTION V - EXTRACURRICULAR INFORMATION 112
Foreword 112
Extracurricular Activities 112
Activity Information 113
CODE OF ETHICS FOR SPECTATORS: 113
JEFFERSON COUNTY ACTIVITY ASSOCIATION (JCAA): 113
MISSOURI STATE HIGH SCHOOL ACTIVITIES ASSOCIATION (MSHSAA): 111
TRANSPORTATION: 113
Activity Eligibility 114
ACADEMIC STANDARDS: 114

Contact Information

Elementary School (PK-4)		**636-944-3291**
Principal	**Mrs. Lori Howerton**	
Secretary	**Mrs. Kyerstyn Verhaeg**	
Guidance Counselors	**Mrs. Kaitlyn Koch**	
Nurse	**Ms. Colleen Breslin**	**636-944-3291**
Elementary Fax Number		**636-944-3870**
Middle School (5-8)		**636-944-3931**
Principal	**Dr. Kimberly Copeland**	
Secretary	**Mrs. Vicky Ketcherside**	
Middle School Counselor	**Mrs. Kelly Clark**	
MS Nurse	**Mrs. Lauren Miller**	
Middle School Fax Number		**636-944-5239**
High School (9-12)		**636-944-3390**
Principal	**Mr. Sean Breeze**	
Assistant Principal & Athletic Director	**Dr. Tom Anderson**	
Secretary	**Mrs. Angela Perren**	
Guidance Counselor		
Guidance Secretary	**Ms. Channa Hires**	
HS Nurse		
High School Fax Number		**636-944-3515**
Special Services (K-12)		**636-944-3291**
Director	**Mrs. Crystal Eoff**	
Psychological Examiner	**Mrs. Kristie Lewis**	
Secretary	**Mrs. Cherie Mayberry**	
Superintendent's Office		**636-944-3941**
Superintendent	**Dr. Leslie Lause**	
Business Manager	**Mrs. Lori Wolk**	
Human Resources / Superintendent Secretary	**Mrs. Rebecca Barker**	
District Fax Number		**636-944-5239**

Grandview R-II Website Location – http://www.grandviewr2.com

2026 - 2027 Grandview R-II School District Calendar



Grandview R-II Schools

Board Approved: 5/21/2026

2026-2027 School Calendar 7:40am to 3:05pm

August 2026

Monday	Tuesday	Wednesday	Thursday	Friday	
3	4	5	6	7	
NTT/*TWD	NTT/*TWD		*TWD	*TWD	
TIS	TIS	*TWD	20	21	16
X	Open		27	28	4
		TIS*			

September 2026

Monday	Tuesday	Wednesday	Thursday	Friday	
	1	2	3	4	
H	8		10	11	16
PD	15	9	17	18	18
X	22		24	25	
X	29	16			

October 2026

Monday	Tuesday	Wednesday	Thursday	Friday	
		30	1	2	
X	6	7	8	9	
X	13	14	15	QRT	18
PTC	20	21	22	23	18
X	27	28	29	30	

November 2026

Monday	Tuesday	Wednesday	Thursday	Friday	
PD	3	4	5	6	
X	10		12	13	18
X	17	11	19	20	14
23	24		H	H	
		18			

December 2026

Monday	Tuesday	Wednesday	Thursday	Friday	
X	1	2	3	4	
X	8	9	10	11	
X	15	16	17	SEM	16
X	X	X	H	H	12
X	X	X			

January 2027

Monday	Tuesday	Wednesday	Thursday	Friday	
				H	
PD	5	6	7	8	
X	12	13	14	15	
H	19	20	21	22	
X	26	27	28	29	

February 2027

Monday	Tuesday	Wednesday	Thursday	Friday	
X	2	3	4	5	
X	9		11	12	
H	16	10	18	19	
PD	23		25	26	
		17			

March 2027

Monday	Tuesday	Wednesday	Thursday	Friday	
X	2	3	4	5	
X	9		11	QRT	
PD PTC	16	10	18	19	
22	23		25	H	
H	30	17			

April 2027

Monday	Tuesday	Wednesday	Thursday	Friday	
		31	1	2	
X	6	7	8	9	
X	13	14	15	16	
PD	20	21	22	23	
X	27	28	29	30	

May 2027

Monday	Tuesday	Wednesday	Thursday	Friday	
X	4	5	6	7	
X	11		13	14	
X	18	12	20	21	
24	25🎓**		SEM		
H		19			
		26🎓*			

		66	84
		150	

Legend

TIS= Teacher In-Service
TIS*=Teacher In Service/Open House
QRT= End of Quarter for Students
SEM**= End of SEM for Students/TWD till 7pm
SEM= End of Semester
H= Legal Holiday
PD= Professional Development- No School 8am-3pm
X= School Not In Session
PTC= (October) Parent Teacher Conf. 12pm till 6pm
PD/PTC=(March)PD-10amto2pm / ParentTeacherConf-2pmto4pm by Appt. only
NTT= New Teacher Training (Required for all Teachers new to the District)

1st Qtr.	32
2nd Qtr.	32
3rd Qtr.	40
4th Qtr.	44

*TWD=TeacherscanchoosewhatdaytheycomeinplusoneTeamBuildingday
36 hour or 5 AMI days will be used before traditional snow days

Calendar Provides For

150 Days of Student Attendance
10 Days of Legal Holidays
6 Days of Professional Development
2 Days of Parent Teacher Conferences
3 Days of Teacher In-Service
3 *TWD=Teacher Work Days (One day will be a building level event and one day will be a day for teachers to prepare thier classroom and working to 7:00pm on (SEM**)
All snow days will be made up on Mondays

1054 Hours of Student Attendance
162 Total Teacher Days
7.033 hrs a day

🎓*= Elmentary and Middle School Promotion Ceremonies
🎓**= High School Graduation Ceremony

August 19, 2026 **Open House**

August 25, 2026 **First Day of School K-12**

August 27, 2026 **First day for Preschool students**

Grandview School District Administration and Board of Education

BOARD OF EDUCATION	
Brian Dugan	**President**
Steve Kuczka	**Vice President**
Gary Bohler	**Member**
Mike Mayberry	**Member**
Terry Perren	**Member**
Corey Powell	**Member**
Tommy Hahn	**Member**

ADMINISTRATION	
Leslie Lause	**Superintendent**
Lori Howerton	**Elementary Principal**
Kimberly Copeland	**Middle School Principal**
Sean Breeze	**High School Principal**
Tom Anderson	**High School Assistant Principal / Athletic Director**
Crystal Eoff	**Director of Special Services**
Don Jeffries	**Curriculum Director**
Jessica Smogorzewski	**Curriculum and Instructional Coach**

SECTION I - DISTRICT INFORMATION

Grandview R-II School District Mission Statement

The Grandview R-II School District is dedicated to relevant, challenging learning, which ensures individualized student growth.

Grandview R-II School District Vision Statement

Grandview R-II will be a learning community that pursues excellence where students are productive citizens prepared for lifelong challenges.

Custodial and Non-Custodial Parent Information

The Grandview R-II School District presumes both parents have equal rights of access to student records, to visit and/or see students, to check students out of school, etc. unless a court order or other legally authorized document is on file in the school office stating otherwise. If such a document is on file in the school office, the school district will make every effort to follow partial and/or non-custodial directives as stated therein.

Emergency Closing/Early Dismissal

It occasionally becomes necessary to close school because of weather conditions, which make transportation hazardous. Parents are to inform students as to what action they are to take in case they are delivered home early and parents are not home. It is very important that parents have a plan in place for this possibility. Be sure your children know where a key is or a neighbor to whom they should go if you are not home. If you have a child who requires special consideration in these circumstances, please contact the school office with those directions. **Any special directions must be updated each year.** School closings and/or early dismissals due to weather conditions will be broadcast via district communications: Grandviewr2.org, District Facebook, Callreach.

Breakfast/Lunch Program

Our cafeteria provides two well-balanced meals each day. A computerized accounting system is used. Each student will enter their lunch number as they go through the lunch line, the system will automatically keep the lunch account information current. Parents/Guardians may check their child(ren's) lunch balance at any time through the SIS parent portal.If charges cannot be paid at this time, parents should contact the school for other considerations.

Grandview R-II School District Meal Prices

Student Lunch……..….$3.50
Reduced Lunch ……..……...$0.40
Adult Breakfast…….$2.45
Milk…….$0.50
(Prices may change)

Adult Lunch……$4.45
Student Breakfast…….2.30
Reduced Breakfast……$0.30

Lunch money should be sent to school in a sealed envelope clearly labeled with your child's name and teacher or deposited into your child's meal account through the Student Information System. All payments will be credited to your child's lunch account, and meal charges will be deducted as lunches are

purchased. Families may add funds to the account weekly, monthly, or as needed.

Middle and High School students may also purchase approved à la carte items, such as milk or juice, using funds from their lunch account. If you do not want your child to purchase extra beverages or other approved extras, please notify the school office in writing. A restriction will be placed on your child's account.

Students are welcome to bring lunch from home. For the safety of all students, soda and beverages in glass containers are not permitted.

Meal Charges - Policy 5550

Purpose
The purpose of this policy is to maintain consistent meal account procedures throughout the District. Unpaid charges place a financial strain on District finances. The Food Service Department is responsible for maintaining food charge records and for notifying the District's accounting department of outstanding balances.

Administration
Students will be allowed to charge a maximum of ten ($10.00) dollars.
These meals will include only the menu items of the reimbursable meal. After this maximum has been met, no additional charges will be accepted.

- After the balance exceeds ten ($10.00) dollars, the student may be given a designated menu alternate.
- No charges will be allowed for ala carte foods and beverages.

Parents/guardians of students with negative balances will be contacted electronically, by correspondence, by phone call by the District Accounting Office, or by the Food Service Department.

All charging will be cut off annually on **May 15**. Parents/guardians will be sent a written request for "payment in full." All charges not paid before the end of the school year will be carried forward into the next school year. Graduating seniors must pay all charges in full. Failure to do so may result in the delinquent student being denied participation in graduation ceremonies. If a financial hardship is suspected, families will be encouraged to apply for free/reduced meals at any time during the school year. This policy will also be published on the District's website.

Nutrition Standards for Foods and Beverages Provided to Students during the School Day

All foods and beverages the district provides or makes available to students during the school day will meet or exceed the Smart Snacks nutrition standards. This includes, but is not limited to, foods and beverages provided or made available to students for celebrations, classroom parties and birthdays, regardless of the source of the food. The district will provide parents/guardians and district employees a list of foods and beverages that meet the Smart Snacks nutrition standards and a list of healthy party ideas, including nonfood celebration ideas.

Discrimination Clause

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating on the basis of race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language, etc.), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at How to File a Program Discrimination Complaint and at any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

Mail:
U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410;

Fax:
(833) 256-1665 or (202) 690-7442; or

Email: program.intake@usda.gov
USDA is an equal opportunity provider, employer, and lender.

Drills (Earthquake, Fire, Tornado Safety)

The Grandview R-II School District has in place emergency procedures to be taken by all students and school personnel in case of earthquake, fire, tornado and/or other safety related occurrences.

Computer/Internet Use Policy

Use of the Grandview R-II School District internet connection is an educational privilege. Inappropriate use of computers, software, or the internet connection may result in cancellation of these privileges, suspension of privileges, suspension from school or even student expulsion. In addition, Grandview R-II reserves the right to inspect any materials stored in files, whether obtained from the school's system or

brought in from other sources and will delete any material the district staff members, in their sole discretion, believe may be inappropriate. Internet access is available through MoreNet, a state funded educational internet service to promote educational excellence by facilitating resource sharing, research, innovation, and communication. The use of chat rooms and social media is strictly forbidden. Each student should review the District's detailed policy and regulation regarding acceptable use of technology services, which can be found in Board of Education Policy 6320 and Regulation 6320.

Missouri Course Access Program (MOCAP)

Virtual instruction can be an effective education option for some students; the district may offer virtual courses to students through district staff or by contracting for those services as part of the district-sponsored curriculum. In addition, eligible students may enroll in virtual courses offered through the Missouri Course Access Program (MOCAP). The district will accept all grades and credits earned through district-sponsored virtual instruction and MOCAP.

The district will pay the costs of a virtual course only if the district has first approved the student's enrollment in the course as described in this policy. Even if a student or his or her parents/guardians pay the costs for a virtual course, the student or parents/guardians should meet with the principal or designee prior to enrollment to ensure that the course is consistent with the student's academic and personal goals. The district is not required to provide students access to or pay for courses beyond the equivalent of full-time enrollment. The district will provide supervision for students who take virtual courses in district facilities but will not provide supervision for students taking virtual courses offsite.

Students taking courses virtually are subject to district policies, procedures and rules applicable to students enrolled in traditional courses including, but not limited to, the district's discipline code and prohibitions on academic dishonesty, discrimination, harassment, bullying and cyberbullying.

The Grandview R-II School District's preferred provided for full-time virtual enrollment is Missouri Virtual Academy, MOVA which is overseen by the District. The program offers full time programming available for students grades K-12.

Important Links: District Board Policy 6190: Virtual Education
District Administrative Procedure: Virtual Education – Approval/Denial of Online Enrollment
District Administrative Form: Virtual Education – Appeals Procedure

Health Policy – Parent Information

A school nurse works closely with the staff and students to maintain a healthy environment. The Nursing Staff keeps records of immunizations and special medical needs. Students who become ill or injured should report (or be reported) to the nurse's office. Parents will be called if their child must go home. If your child requires medication, you are asked to provide it.

- Medication must be brought to school by the parent, or guardian.
- A written request from one of the child's parents or guardians asking that the medicine be administered must be presented. Medication that is sent without parental permission or appropriate labeling will not be given.
- Medication forms for children on daily/PRN medication are available from the nurse or the office.
- Students are not allowed to carry medicine of any kind on them at school. Students with Asthma

may carry their inhaler if they have a doctor's order on file with the nurse's office.

Any student with a temperature of 100 degrees F or above will be required to leave school.

- It is required the student be picked up within one hour of parent/guardian notification due to the potential of spreading a possible infectious or contagious disease to others.
- If their temperature is 100 degrees or more and/or they have vomiting or diarrhea, they should remain at home until they are fever free (below 100 degrees without medication) for 24 hours and you are confident that they are symptom free of vomiting or diarrhea before returning to school.

Injuries that occur outside of school time are not treated at school unless directed by a physician.

- Often students come to the health room requesting treatment for such injuries. This creates a liability and puts us in a very difficult position.
- If treatment is required during school hours for an injury that occurred somewhere other than at school, a physician must write a prescription regarding the type of care needed.

All piercings and tattoos must be taken care of at home. They will not be treated or cleaned at school.

Asthma

All students with a diagnosis of **Asthma** should have an "asthma action plan" on file at school. Please have your physician complete this form to assist the school nurse in managing your child's asthma at school.

Students with a known **severe allergic reaction** should also have an "allergy action plan" completed by their physician and on file at school. The parent must provide any medications required as part of the action plan. It is the parent's responsibility to discuss any accommodations that need to be made at school with the school staff.

Food Allergies

All students with a **food allergy** must fill out a form from the State and have it signed by a physician explaining dietary needs for individuals. This must be on file at school.

Head Lice

Head lice are a common childhood condition and are not a reflection of cleanliness. However, maintaining good hygiene and awareness can help reduce the likelihood of spread and support successful treatment. Grandview R-2 School District recognizes that managing head lice requires a shared responsibility between the home and school.

Non-Discrimination Policy

The Grandview R-II School District Board of Education is committed to maintaining a workplace and educational environment that is free from discrimination and harassment in admission or access to, or treatment or employment in, its programs, services, activities and facilities. In accordance with law, the District does not discriminate on the basis of race, color, national origin, ancestry, religion, sex, disability, age, genetic information, or any other characteristic protected by law in its programs and activities.

The following person has been designated as the District's Compliance Coordinator to handle inquiries or complaints regarding the District's non-discrimination policies:

Name: Dr. Leslie Lause

Title: Superintendent Title IX Coordinator
Address: 11470 Hwy C
City, State, Zip: Hillsboro, MO 63050
Email Address: lausel@grandviewr2.org
Telephone: (636) 944-3931

For further information on notice of non-discrimination, visit
http://wdcrobcolp01.ed.gov/CFAPPS/OCR/contactus.cfm for the address and phone number of the office that serves your area, or call 1-800-421-3481.

SECTION II - STUDENT CODE-OF-CONDUCT

(Policy 2600)

Foreword & Penalty Listing

The Grandview R-II Board of Education has established a uniform disciplinary code for all students attending Grandview R-II School District. The purpose of the student code-of-conduct is to emphasize student expectations and provide guidelines from which penalties are to be administered.

Infractions are grouped into categories according to the seriousness of the offense. Each disciplinary action category gives a range of penalties, which may be issued and are not all-inclusive. The disciplinary action to be taken does, however, provide students with a basic understanding of the seriousness of the offense. **Furthermore, it should be understood that student penalties may be increased or decreased at the discretion of the administration according to each particular set of circumstances and according to past discipline problems.**

It should be understood that not all disciplinary situations are covered in this manual. The administration will use his/her judgment as to what the penalties shall be in those situations not explained in this student handbook. In addition, Grandview R-II School Board policy takes precedent in all cases of disciplinary proceedings.

Furthermore, when a student violates school rules and regulations which also violate state laws, a complaint may be signed by the administration with the Jefferson County Sheriff's Department. Some examples of these violations include, but are not necessarily limited to, the following:

1. Battery
2. Possession, distribution, or use of drugs
3. Theft
4. Vandalism
5. Fighting (R.S.Mo 565.075, as of 01/01/17)

In addition to the disciplinary actions listed, students who participate in extracurricular activities are subject to the penalties established by each extracurricular organizational sponsor and/or individual head coach.

Code of Conduct Matrix

BEHAVIOR/OFFENSE	First Offense	Second Offense	Third Offense
Alcohol, Drugs, Narcotics Medication or Medicine (* cumulative behavior i.e. infractions are cumulative over the student's tenure in the Grandview R-II School District)			
A. Non-prescription medicine, i.e. Tylenol, etc. must be brought by the parent in a properly labeled bottle to the school nurse with proper documentation to be administered. Medication must not be brought in an envelope, aluminum foil, etc.	**A. Non-prescription drugs** A. Up to 3 days in school suspension	A. Up to 5 days in school suspension	A. Up to 5 days out of school suspension
B. Possession, use, or being under the influence of unauthorized alcohol, drugs (including prescription drugs), narcotics, medication or	**B. Alcohol, Drugs, Narcotics** Up to 10 days of out of school suspension with recommendation to the superintendent for 45	**B.** 10 days of out of school suspension with recommendation to the superintendent for an	**B.** 10 days of out of school suspension with recommendation to the superintendent for an

BEHAVIOR/OFFENSE	First Offense	Second Offense	Third Offense
medicine, substances purporting to be the same (imitation controlled substances), unauthorized inhalants, and /or related paraphernalia by any student while such student is on school property, in attendance at a school function, whether off or on school property, or while on school furnished transportation is prohibited. Medication shall be delivered to the school nurse's office together with written dosage instructions from a doctor and shall be administered by nursing personnel as stated in board policy. Regulation 2870 – (A parent or guardian or other responsible party designated by the parent/guardian will deliver all medication to be administered at school to the school nurse or designee. All medication, prescription or over the counter, must be in a pharmacy or manufacturer labeled container.) A. Refusal to take a school administered drug test will result in an "admission of guilt." The test will be administered by a school nurse or administration. D. The sale, transfer, or distribution of unauthorized alcohol, drugs (including prescription drugs), narcotics, medication or medicine, substances purporting to be the same (imitation controlled substances), unauthorized inhalants and or related paraphernalia is the act of transferring such substance from one person to another by any student while such student is on school property, in attendance at a school function, whether off or on school property, or while on school furnished transportation is prohibited.	additional days of suspension. Notification to law enforcement. Suspension may be reduced to 10 days if: 1. The student voluntarily participates in a drug/alcohol assessment and follows recommendations. 2. Assessment must take place within 5 days after the suspension. **3. Students who voluntarily participate in the drug/alcohol assessment are on probation for the 45 days after the 10 day out of school suspension and may be subject to periodic school administered drug tests during the probation period.** In the event that the student tests positive for drugs and/or the recommendations are not followed, the full suspension will be assessed. Notification to law enforcement. A Safe Schools Report will be filed. **D**. **Sale and Distribution** 10 days out of school suspension with recommendation to the superintendent for 170 additional days or expulsion. Notification to law enforcement. A Safe Schools Report will be filed.	additional 170 days or expulsion. Notification to law enforcement. Safe Schools Report will be filed. B. Subsections 1,2,3 from the first offense will still apply to the second offense.	additional 170 days or expulsion. Notification to law enforcement. Safe Schools Report will be filed.
Academic Dishonesty ● **Cheating**- To violate rules dishonestly on school work. ● **Plagiarism**- Imitating the work of another with the intent to deceive ● **AI** - use of AI in violation of district and building expectations	Students will be given a "0" on the assignment until the student has completed an alternative assignment for credit. 1 day detention with parent contact	Students will receive a "0" on the assignment until the student has completed an alternative assignment for credit. 1 day In School Suspension with parent contact	Student will receive a "0" on the assignment until the student has completed an alternative assignment for credit. 3 days of In School Suspension with possible referral to superintendent
Arson (*cumulative behavior) – Intentionally causing or attempting to cause a fire or explosion. Policy #2654	Up to 10 days out of school suspension with recommendation to the superintendent for 170 days or expulsion. Notification to law enforcement.		
Assault of Fellow Student (*cumulative behavior) - This category would include any act which creates or causes a reasonable apprehension in the student of an immediate harmful or offensive contact to their body or any act which actually brings about harmful or offensive contact to the student's body.	Up to 10 days out of school suspension with recommendation to the superintendent for 20 additional days of suspension. Notification to law enforcement. Extenuating circumstances could result in further consequences.	Up to 10 days out of school suspension with recommendation to the superintendent for 170 additional days of suspension. Notification to law enforcement.	10 days out of school suspension with recommendation to the superintendent for expulsion. Notification to law enforcement.

BEHAVIOR/OFFENSE	First Offense	Second Offense	Third Offense
Assault of School Personnel (*cumulative behavior) - This category would include any act which creates or causes a reasonable apprehension in the faculty or staff member of an immediate harmful or offensive contact to their body or any act which actually brings about harmful or offensive contact to the faculty or staff member's body.	Up to 10 days out of school suspension with recommendation to the superintendent for 20 additional days of suspension. Notification to law enforcement. Extenuating circumstances could result in further consequences.	Up to 10 days out of school suspension with recommendation to the superintendent for 170 additional days of suspension. Notification to law enforcement.	10 days out of school suspension with recommendation to the superintendent for expulsion. Notification to law enforcement.
Bullying (*cumulative behavior) – Bullying is the intentional action by an individual or group of individuals to inflict intimidation, unwanted aggressive behavior, or harassment that is repetitive or is substantially likely to be repeated and causes a reasonable student to fear for his or her physical safety or property; substantially interferes with the educational performance, opportunities, or benefits of any student without exception; or substantially disrupts the orderly operation of the school. Cyber-bullying is also prohibited.	Up to 10 days out of school suspension with possibility of recommendation to superintendent for additional 20 days. Extenuating circumstances could result in further consequences and referral to the Superintendent	Up to 10 days out of school suspension with recommendation to the superintendent for an additional 170 days or expulsion.	10 days out of school suspension with recommendation to the superintendent for an additional 170 days or expulsion.
Bus Offenses - Any misbehavior on a school bus not covered by any of the other definitions listed.	Up to 10 days of bus suspension	Up to 10 days of bus suspension and conference with parents with a bus contract required.	Possible loss of bus privileges for the remainder of the school year.
Cell Phones/Electronic Device Use - All cell phones and other electronic devices (including wireless or bluetooth headphones) should be POWERED OFF AND KEPT OUT OF SIGHT during school hours. Students may not text message, take pictures, IM, use the internet, etc. during school hours. If a parent needs to contact a student, please call the office at (636) 944-3931 to leave a message for their child.	Verbal Warning Devices will be confiscated and students may pick up their phones at the end of the day.	Device will be confiscated for the remainder of the day. Up to 2 Detentions will be issued	Devices will be confiscated for the remainder of the day and a parent/guardian must pick up the phone. Up to 2 Days In School Suspension* *Repeated infractions could result in increased penalties.
Computer Misuse – This category includes but is not limited to: sharing confidential passwords; deleting, examining, copying or modifying files of other users; deliberate damage/disruption of the computer system; using the computer for vulgar or profane purposes; copying system files or copyrighted material; use of system to connect to other systems except authorized internet connections; customization of stations; using outside disks or installing programs not provided by the district; playing online games that use a large amount of bandwidth or during class work time. **Social Networking Sites** such as Facebook, Google+, etc. are not to be accessed at school during school hours.	Written warning that further action will result in loss of computer use privileges and documentation placed into personal file. Extreme cases could warrant In School Suspension or Out of School Suspension	Parent contact and loss of computer use. Extreme cases could warrant In School Suspension or Out of School Suspension	Loss of computer privileges. Continued infraction will warrant further loss of privileges. Extreme cases could warrant In School Suspension or Out of School Suspension
Closed Campus: Students are not permitted to leave campus without prior parental approval. This includes but is not limited to leaving campus for (breakfast, lunch etc.), during school hours.	Up to 1 day of In School Suspension	Up to 3 days of In School Suspension	Up to 1 day of Out of School Suspension
Defamation-Defamation of a person's race, sex, religion, or ethnic origin.	Up to 2 days In School Suspension	Up to 3 days In School Suspension	Up to 1 day Out of School suspension
Defiance and Insubordination – This category is defined as the stated or implied intention not to	Up to 3 days of Detention	Up to 3 days of In School Suspension	Up to 5 days of Out of school suspension.

BEHAVIOR/OFFENSE	First Offense	Second Offense	Third Offense
comply with school rules or reasonable requests of school officials/instructors. This includes requests to do assigned work in class.			
Demonstration and/or Walkout - The act of student(s) protesting, demonstrating, walking out that materially disrupts classwork or involves substantial disorder or invasion of the rights of others.	Depending on the severity of the infraction: from a warning up to 3 days In School Suspension.	Up to 5 days out of school suspension	Up to 10 days out of school suspension with recommendation to the superintendent for 170 additional days of suspension.
Disruptive Behavior / Breaking Classroom Rules - This category would include conduct or speech, be it verbal, written, or symbolic, which materially and substantially disrupts classroom work. This includes classroom, halls, lunchroom, restrooms, common areas, and on buses.	Up to 2 Days of Detention	Up to 1 Day of In School Suspension	Up to 3 days of In School Suspension
Dress Causing Distraction, Disruption or Safety Hazard – See Dress Code Policy 2651.	Students will receive a verbal warning; Parents will be contacted; Students will be required to change to appropriate clothing.	A detention will be assigned. Student will be required to change to appropriate clothing.	Up to 1 Day of In School Suspension -will be assigned. Student will be required to change to appropriate clothing.
Extortion - This category is defined as threatening or intimidating any student for the purpose of, or with the intent of, obtaining money or anything of value from the student.	Up to 3 days out of school suspension.	Up to 5 days out of school suspension.	Up to 10 days of out of school suspension with possible recommendation to superintendent of additional 45 days.
Fighting or Instigating a Fight (*cumulative behavior) – **mutual** combat in which both parties have contributed either verbally or by physical action. Instigating or promoting the start or continuation of a fight by spreading rumors, carrying messages, crowding around, cheering, or by other means.	Up to 5 days out of school suspension. Extenuating circumstances could result in further consequences & referral to the Superintendent. Reported to law enforcement (per R.S.Mo. 565.075).	Up to 10 days out of school suspension. Extenuating circumstances could result in further consequences. Reported to law enforcement (per R.S.Mo. 565.075) and referral to the Juvenile Office.	Up to 10 days out of school suspension with recommendation to the superintendent for an additional 170 days. Extenuating circumstances could result in further consequences. Reported to law enforcement (per R.S.Mo. 565.075)and referral to the Juvenile Office.
Fire Extinguishers, Pulling Fire Alarms, Threats to School(*cumulative behavior) - Tampering with, removing and/or setting off fire extinguishers or fire alarms and threats to school property.	Up to 10 days out of school suspension. Notification to law enforcement.	Up to 10 days of out of school suspension with recommendation to the superintendent for 170 additional days of suspension. Notification to law enforcement.	Up to 10 days of out of school suspension with recommendation to the superintendent for 170 additional days of suspension. Notification to law enforcement.
Fireworks, Chemical Disruption and (possession and/or use of) - Possession of fireworks, smoke bombs, stink bombs, etc. Possession includes on one's person, in gym bags, purse, locker, in automobile, etc.	Up to 3 days out of school suspension.	Up to 5 days out of school suspension.	Up to 10 days out of school suspension with possible recommendation of 45 additional days.
Forgery– Imitating the signature or work of others with intent to deceive.	Up to 1 day In School Suspension	Up to 3 days of In School Suspension	Up to 5 days In School Suspension

BEHAVIOR/OFFENSE	First Offense	Second Offense	Third Offense
Gang / Secret organization participation **See policy 2653**	Up to 3 days In School Suspension	Up to 5 days In School Suspension	Up to 10 days Out of School Suspension
Harassment- unwelcome conduct that creates an intimidating, hostile, or offensive environment, often based on protected characteristics, and which materially and substantially interferes with a student's educational experience or the orderly operation of the school.	Up to 3 days In School Suspension	Up to 5 days In School Suspension	Up to 10 days out of school suspension
Hazing - (policy 2920) Hazing is the willful act that endangers the mental and/or physical health or safety of another student. Hazing is generally, but not necessarily limited to, acts involving admissions or initiations, which are required before membership into school groups, clubs, organizations, and/or teams.	Up to 10 days of out of school suspension depending on the level of offense. Law enforcement can be notified based on the severity of the act, offense could result in possible referral to the superintendent.	Up to 10 days of out of school suspension depending on the level of offense. Law enforcement can be notified based on the severity of the act, offense could result in possible referral to the superintendent.	Up to 10 days of out of school suspension depending on the level of offense. Law enforcement can be notified based on the severity of the act, offense could result in possible referral to the superintendent.
Horseplay- Rough or rowdy play that can often result in unintentional physical or emotional harm.	Up to 1 day In School Suspension	Up to 3 days of In School I Suspension	Up to 3 Days Out of School Suspension
Indecent Exposure / Sexual Interactions - Any act which intentionally reveals the private parts of the body including but not limited to touching, caressing etc.	Up to 10 days out of school suspension. Notification to law enforcement. Referral to Superintendent	Up to 10 days out of school suspension with recommendation of additional 45 days. Notification to law enforcement. Referral to Superintendent	Up to 10 days out of school suspension with recommendation for another 170 days. Notification to law enforcement. Referral to Superintendent
Miscellaneous Offenses – In addition to offenses previously stated, disciplinary action may be taken for any other offenses deemed to constitute conduct which is prejudicial to good order and discipline in the schools or which tend to impair the moral good conduct of the students.	Discretion of principal or assistant principal.		
Negative Language Usage - Student-to-student use of negative language will not be tolerated. This includes but is not limited to putdowns, insults, and name calling that does not include profanity.	Warning	Up to 1 Detention	Up to 1 Day of In School Suspension Student will also meet with the counselor on a regular basis to work on this pattern of negative language with his or her fellow students.
Profanity, Obscenity or Vulgarity –This category is defined as words, gestures, or pictures which are obscene, profane, or vulgar in nature. **When directed toward faculty** -	Up to 1 day of Out of School Suspension Up to 5 days Out of School Suspension	Up to 3 days of Out of School suspension Up to 10 days Out of School Suspension	Up to 5 days of Out of School suspension Up to 10 days Out of School Suspension with recommendation to superintendent for further action.
Public Display of Affection – Students are discouraged from overt public display of affection on school grounds. Close body contact and kissing are inappropriate public behavior.	A Verbal warning with parent contact	Up to 2 days of detention and a call to parents.	1 Day of In School Suspension and call to parents. Repeated infractions could result in increased penalties.

BEHAVIOR/OFFENSE	First Offense	Second Offense	Third Offense
Sexual Harassment (*cumulative behavior) - Includes but is not limited to: unwelcome sexual advances, sexually provocative or explicit speech, writing sexually explicit memos, any unwarranted touching (i.e. grabbing, pinching, cornering, or blocking student's movement), pulling clothes, sexually offensive pranks, sexually offensive gestures, and displaying lewd or indecent pictures on school premises, including lockers.	Up to 10 days of out of school suspension and notification of law enforcement Referral to Superintendent for additional days of suspension, including expulsion.	Up to 10 days of out of school suspension and notification of law enforcement Referral to Superintendent for additional days of suspension, including expulsion.	Up to 10 days of out of school suspension and notification of law enforcement Referral to Superintendent for additional days of suspension, including expulsion.
Skipping Class – The intentional action of not going to your assigned class while staying on campus	1 day Detention	1 day In School Suspension	3 days In School Suspension Repeated infractions could result in increased penalties.
Snowballs, Rocks and Other Thrown Objects - The act of throwing snowballs, rocks, or any other item on the school property.	1 day of Detention	2 days of Detention	Up to 3 days of In School Suspension
Tardiness - Arriving late or delayed beyond the expected or proper time for school or class (per quarter).	#1 - #2: will be documented by the teacher and attendance clerk.	#3 - #5: Up to 1 day detention and parent contact per offense	#6-#9 more: 1 day of In School Suspension. #10 or more is Loss of Privileges, potentially including, but not limited to sports, attending sporting events, dances, etc. and/or Administration/Parent meeting
Theft/Possession of Stolen Property - Stealing or attempting to steal private or school property. Possession of stolen property shall be treated the same as the act of theft. Depending on the dollar amount may be reported to law enforcement.	Up to 5 days Out of School Suspension; make restitution, and notification of law enforcement	Up to 10 days Out of School Suspension; make restitution, and notification of law enforcement.	Up to 10 days Out of School Suspension with referral to superintendent, and notification of law enforcement Repeated or more serious offenses will lead to further action.
Threat - Any verbal or written and/or online statement to harm another student's person or property. This includes posturing or threatening gestures. Any verbal or written and/or online statement to harm a staff member.	Up to 3 days of Out of School Suspension Extenuating circumstances could result in further consequences and referral to the Superintendent	Up to 5 days of Out of School Suspension Extenuating circumstances could result in further consequences and referral to the Superintendent	Up to 10 days Out of School Suspension Repeated or more serious offenses will lead to further action.
Tobacco Products (Possession of/Use of) - Possession or use of tobacco products including but not limited to cigarettes, cigars, chewing tobacco, snuff, electronic cigarettes, vapes, lighters, matches, etc.	Up to 3 Days Out of School Suspension	Up to 5 days of Out of School Suspension	Up to 10 days of Out of School Suspension
Trifling-refusing to participate in classroom activities such as reading, taking notes, or doing assignments written in class work; refuses to listen; wastes time; unprepared for class; not dressing out for P.E.	Up to 1 Day of Detention	Up to 1 day In School Suspension	Up to 2 days In School Suspension or further action may be taken

BEHAVIOR/OFFENSE	First Offense	Second Offense	Third Offense
Truancy/Leaving School Without Permission - Truancy is a pupil's absence from school without parent's knowledge or permission of school authorities.	Up to 3 days of In School Suspension	Up to 5 days of In School Suspension	Up to 10 days of Out of School Suspension
Unauthorized Areas -	Up to 1 Day of Detention	Up to 1 Day of In School Suspension	Up to 3 Days of In School Suspension Repeated or more serious offenses will lead to further action.
Unserved DETENTION – Failure to attend and complete DETENTION	Additional Detention assigned.	Up to 1 day of In School suspension. Students will still have to serve assigned detention after suspension is served.	Up to 2 days of In School suspension. Students will still have to serve assigned detention after suspension is served.
Vandalism to School, Staff or Student Property - This category is defined as willfully causing damage or attempting to cause damage to property, including technology, real or personal, belonging to the school, staff or students.	Up to 1 day of Out of School Suspension plus restitution	Up to 5 days of Out of School Suspension plus restitution.	Repeated or more serious offenses will lead to further action.
Weapons (*cumulative behavior) IN COMPLIANCE WITH THE SAFE SCHOOLS ACT: A student shall not bring, possess, or use a weapon on school property, a school bus, or at any school activity. The term "weapon" is defined to mean one or more of the following: 1. A firearm as defined in 18 U.S.C. Section 921 2. Any device defined in Section 571.010 R.S.Mo. Including a blackjack, a concealable firearm, an explosive weapon, a firearm, a firearm silencer, a gas gun, a knife, knuckles, a machine gun, a projectile weapon, a rifle, a shotgun, a spring gun or a switchblade knife. 3. An instrument or device customarily used for an attack or defense against an opponent, adversary or victim, or any instrument or device used to inflict physical injury or harm to another person. 4. An imitation or replica of a weapon shall mean an object that is not one of the items listed in Paragraph 2 above, but which be appearance (including shape, size, and marking) or by representations made would lead a reasonable person to believe that it is (i.e. that the object is "real") and could cause fear or harm to another individual. Please see policy 2620	IN COMPLIANCE WITH THE SAFE SCHOOLS ACT: In accordance with federal and state law, any student who violates this standard will be suspended from school for at least one calendar year or expelled and will be referred to the appropriate legal authorities. The suspension or expulsion may be modified on a case-by-case basis upon the recommendation by the Superintendent to the Board		

** It should be noted that when necessary and appropriate, suspension might be the first penalty when circumstances warrant such action.

** A+ program eligibility could be impacted by Code of Conduct Violations

Detention Policy

Detentions will be served either during lunch or after school and time shall be assigned by the administrator. Students who fail to meet for detention will be subject to further disciplinary action as defined in the table of discipline and conduct. The Administration has suggested to the teachers a tiered system approach to manage behavior of the students that may be referred to the administration for detention. The teacher can informally assign a morning or lunch detention that is to be completed per teacher discretion. If the student fails to report for morning detention then the teacher has the responsibility of referring the student to the administration.

Cell Phone Policy

The school office will cooperate with parents and guardians to deliver messages to students during school hours (mainly in between classes, lunch, and RTI Time). Calls for students during school hours are creating a disruption to the school routine and need to be limited. Any messages will be written down and given to the pupil in a reasonable amount of time. If there is an emergency call from a parent or relative, the student will be called to the office.

Students' cell phone use is ***prohibited*** once students have entered the building (including breakfast) until 3:05 pm. This includes pagers, personal music players, smart watches (if used inappropriately), or any other device that can be used for communication that is not school issued.

Students will have different options for their devices, which include the following: Leaving devices in their bookbags, at home or in their cars. Students will not be allowed to have their phones on themselves or in their pockets.

Students may be allowed to use their phones or other devices with earbuds while riding in school transportation (bus and van) unless they are prohibited by the driver. Speakers ***will not*** be allowed, and only earbuds will be allowed.

Students will be personally and solely responsible for the security of their personal electronic devices. The school will not be responsible for theft, loss, or damage of electronic devices. The school resources will not be used to investigate lost or stolen devices.

Student Discipline

Student Discipline Hearings - Regulation 2671

Parents/guardians of students suspended for more than ten (10) school days may make a written request for a hearing before the Board of Education. This request will be addressed to the Superintendent who will review all matters concerning the suspension and refer the request for a Board hearing.
In conducting a discipline hearing the Board will carefully consider the information presented by the administration and by the parent/guardian. In making its decision concerning guilt and innocence as well as punishment, the Board will be mindful of Board discipline policies in place, the effect of its decision upon the individual student, and the safety and welfare of District students and staff.

Discipline of Students with Disabilities - Regulation 2672

The obligation and the responsibility to attend school regularly and to comply with the District's discipline policies applies to all students. The District may discipline a student with a disability who has not

complied with the District's discipline policies in a manner that is consistent with the District's policies and applicable law. Special education services will be provided to a disabled student if the student has been removed from school for more than ten (10) school days. If a student with a disability is removed for less than ten (10) cumulative days, educational services will be provided only if such services are provided to students without disabilities who have been similarly removed in accordance with applicable federal and state law and Board policy.

Reporting of Violent Behavior - Regulation 2673

The District requires school administrators to report acts of school violence to all teachers at the attendance area and other District employees who are directly responsible for the student's education or who interact with the student in the performance of the employee's duties. And who has the need to know. School administrators will also disclose to appropriate staff members portions of any student's individualized education program that is related to past or potentially future violent behavior. Violent behavior and the phrase acts of school violence are defined as the use of physical force by a student with the intent to do serious physical injury to another person while on school property, including a school bus, or while involved in school activities.

In addition the Superintendent/designee will report to law enforcement officials, as soon as is reasonably practicable, the commission of any of the acts or related juvenile offenses listed in Regulation 2673, which are committed on school property, including school buses, or while involved in school activities.

Right to Appeal Disciplinary Action

It is within the right of a student or parent/guardian to appeal any disciplinary action taken by Grandview School personnel. The hierarchical order for making such an appeal is as follows:

1. Building Principal
2. District Superintendent
3. Board of Education

SECTION III – SPECIFIC EXPECTATIONS and GUIDELINES

Attendance - Regulation 2310

The Board of Education believes that regular attendance is essential to achieving success in school. Education is a total process based upon continual communication and shared responsibilities among parents, students, teachers and school. As students mature and progress through the educational system, they should increasingly assume responsibility for regular attendance. However, parents have a legal and moral responsibility to require regular attendance at school.

Grandview R-II School District has adopted the following attendance policy.

1) A student shall not be allowed more than seven (7) absences per semester. Any student accumulating an eighth (8) absence runs the risk of not passing his/her courses. A letter will be sent home after the 3rd absence in a semester to notify the parents that their student is approaching the maximum allowed by the Grandview R-II School District attendance policy. A second letter will be sent home when the student reaches his/her 5th absence, to notify the parent(s) and student that he/she will be placed on **possible retention** status if three or more additional days are missed. Any student that reaches 5 days of absences will be placed on the ***"loss of privileges"*** list. If the student is failing the course, he/she will receive a failing grade of "F." The student will be allowed to remain in the class to establish continuity for the next semester providing he/she does not become disruptive. Students who are uncooperative or cause disruption to the learning environment may be removed and will receive a grade of "F."

2) All students that have an Individual Education Plan (IEP) will follow all the attendance policies according to their IEP.

3) Students who participate in school-sponsored or school-sanctioned activities will not be considered absent from that class or from school that day.

4) Students that are absent from school for part of a day (one hour or more) will still have the absence count against their total absenteeism, but will be allowed to practice their sport or activity with consequences for the absence being determined by the coach and Athletic Director.

5) An Attendance Review Committee will be provided to review any extenuating circumstances surrounding absences. The decision of the Attendance Review Committee shall be final for Grandview School District.

6) A review of the specific conditions relating to individual cases will be granted upon written parent/guardian or student appeal. The Attendance Review Committee will have the power to waive the possible retention. In reviewing an appeal for a waiver, the Attendance Review Committee considers the reasons for all absences, not only those above the eight days allowed. The attendance committee will consist of a counselor, a building administrator and the attendance secretary. At this meeting, the student and the student's parents or guardian will present information to justify why a grade and no retention should be given. Evidence worthy of sharing at the meeting will include doctors notes confirming the seriousness of the illness or injury, proof of significantly improved attendance since being placed on audit status in the class(es), proof of completed assignments, proof

of improved performance in class, etc. The committee will then rule on whether the possible retention should be removed and letter grade awarded. If the appeal is denied, the student will possibly be retained.

7) In instances where a student's high absenteeism is due to reasonable causes, i.e., serious/prolonged illness, serious/prolonged injury, family emergency, etc., the student will not be placed on possible retention status; however, absences will still be monitored.

8) A request for the Attendance Review Committee for a waiver is not automatic. It is the responsibility of the parent/guardian or student to submit the appeal for waiver within ten (10) days of the date of the letter notifying the student/parent or guardian that the student has been put on possible retention.

9) Students and parents/guardians submitting a request for a waiver of the loss-of-credit to the Attendance Review Committee should not expect a waiver when some or all of the reasons for the absences are due to one or more of the following:

   A. Truancy (all day absence)
   B. Skipping classes
   C. Personal vacation

10) Student absences are recorded as unexcused until a parent phone call is received. Students may make up missed work if their absences are unexcused. Parents should call school on the day of the absence to indicate the reason for the absence. **Please contact the school secretary at (636) 944-3931 to report absences.**

Loss of Privileges List includes:
Athletics (according to the athletic policy per sport)
Activities (ex. Band, Choir, Clubs according to the policies.)
Assemblies/Rewards
Field Trips
Dances

Bullying - Policy 2655

The District is committed to maintaining a learning and working environment free of any form of bullying or intimidation. Bullying is strictly prohibited on school grounds, or school time, at a school sponsored activity or in a school related context. Bullying is the intentional action by an individual or group of individuals to inflict intimidation, unwanted aggressive behavior, or harassment that is repetitive or is substantially likely to be repeated and causes a reasonable student to fear for his or her physical safety or property; substantially interferes with the educational performance, opportunities, or benefits of any student without exception; or substantially disrupts the orderly operation of the school. Bullying may consist of physical actions, including gestures, or oral, cyberbullying, electronic, or written communication, and any threat of retaliation for reporting acts of bullying.

Cyberbullying means bullying as defined above through the transmission of a communication including, but not limited to, a message, text, sound, or image by means of an electronic device including, but not limited to, a telephone, wireless telephone, or other wireless communication device, computer, or pager. The District may prohibit and discipline for cyberbullying that originates on any District campus or at a

District activity if the electronic communication was made using the school's technological resources, if there is a sufficient nexus to the educational environment, or if the electronic communication was made on the District's campus or at a District activity using the student's own personal technological resources. Further, students who engage in significant acts of misconduct off campus which materially and adversely impact the education of District students will be subject to discipline.

Bullying, as defined in this policy, is strictly prohibited. Students are encouraged to report any incident of bullying which they have witnessed or incurred, by contacting their building principal. District employees are required to report any instance of bullying of which the employee has witnessed within two (2) school days of the occurrence. Employees shall report the occurrence to the building principal, who is the person the District designates to receive reports of incidents of bullying. A principal who receives a report of an incident of bullying shall initiate an investigation into the allegations within two (2) school days of receipt of the report. The principal may assign other employees to assist in the investigation, or request that the superintendent assign an outside investigator. The investigation shall be completed within ten school days from the date of the written report of bullying unless good cause exists to extend the investigation. No employee or student who reports an act of bullying shall be subject to reprisal or retaliation for making such a report. Any person who engages in reprisal or retaliation against an employee or student who reports an act of bullying shall be subject to disciplinary action.

Students who are found to have violated this policy will be subject to consequences depending on factors such as: age of student(s), degree of harm, severity of behavior, number of incidents, etc. Possible consequences to a student for a violation of this policy include: loss of privileges, classroom detention, conference with teacher, parents contacted, conference with principal, in-school suspension, out-of-school suspension, expulsion and law enforcement contact.

The District shall give annual notice of the policy to students, parents or guardians, and staff. This policy shall be included in all student handbooks. This policy shall also be posted on the District's web page (as a Board policy) and a copy shall be placed in the District Administrative Office.

The District shall provide information and appropriate training to District staff who have significant contact with students regarding the policy. All staff with significant student contact shall be trained on the requirements of this policy on an annual basis.

The District shall provide education and information to students regarding bullying, including information regarding this policy prohibiting bullying, the harmful effects of bullying, and other applicable initiatives to address bullying, including student peer-to-peer initiatives to provide accountability and policy enforcement for those found to have engaged in bullying, reprisal, or retaliation against any person who reports an act of bullying. The District shall instruct its school counselors, school social workers, licensed social workers, mental health professionals, and school psychologists to educate students who are victims of bullying on techniques for students to overcome bullying's negative effects. Such techniques include but are not limited to cultivating the student's self-worth and self-esteem; teaching the student to defend himself or herself assertively and effectively; helping the student develop social skills or encouraging the student to develop an internal locus of control. District administrators will implement programs and other initiatives to address bullying, to respond to such conduct in a manner that does not stigmatize the victim, and to make resources or referrals available to victims of bullying.

Bus Information

School bus riders are under the jurisdiction of the school bus driver. School bus drivers have the same

authority as a classroom teacher when giving directions or instructions to students. The penalties for not following bus driver directions will be a seating assignment, loss of riding privileges, detentions, and/or suspension. Bus Passes will be issued for a student's secondary bus drop off only with prior written permission from the parent/guardian and principal approval. No phone call requests will be allowed.

Deliveries

Students will be called down to the office at the end of the school day to pick up any flowers or gifts delivered to them at school.

Displays of Affection

There is a time and place to express feelings of affection. During school is not the time or place to overtly demonstrate affection. Therefore, kissing or cuddling (wrapping around one another) is considered inappropriate while at school.

Dress Code

Student appearance and neatness are a direct reflection not only upon each student but also upon our school district. Students who take pride in their appearance also take pride in themselves. The primary purpose of dress requirements is to ensure improperly dressed students do not detract from the learning environment and appropriate clothing is worn. Improperly dressed students will be asked to change clothing at school (put on school sweatshirt and/or pants), confined to a designated area for the school day, and/or issued detention or suspension. See subsequent list for dress code explanation.

The Grandview R-II Board of Education has established the following dress requirements:

A. All students should keep their body covered from the shoulders to the mid-thigh.
B. Hats and head coverings including hoodies are not to be worn inside the school building.
C. Any clothing/dress articles or appearance that disrupt the normal educational process will not be allowed.
D. Clothing which has alcohol or tobacco advertisement, inappropriate statements or offensive wording, unacceptable pictures or suggestions, are not to be worn.
E. No student on school property or at school functions shall wear, possess, use, distribute, display or sell clothing, jewelry, large chains, emblems, bandages, symbols, signs or other things, which are evidence of membership of affiliation in any gang or cult.
F. Any jewelry that makes distracting noises, espouses violence, suggests obscenity, or poses as a possible hazard to the wearer or other students shall be prohibited.
G. No see through clothing unless over other suitable clothing.
H. No bath robes or blankets are allowed at school
I. Footwear should be appropriate for daily wear and not pose a safety concern. House shoes are not appropriate.
J. No costumes, including accessories, may be worn at school except on designated days

It is the responsibility of the staff and administration to set the tone for the educational progress of the students at Grandview School District. Extreme styles, fads, or circumstances not covered, or those that constitute a threat to health or safety, will be treated as inappropriate by the administration or staff. Student dress should lend itself to positive health and safety while meeting basic social expectations. Failure to

comply with the guidelines set forth could subject the student to disciplinary action. The principal or his or her designated staff will make the final decision at the school level as to whether specific attire is disruptive and/or inappropriate. If a student or parent is in doubt about the appropriateness of an item, the best decision is to leave the item at home.

Drug And Alcohol Abuse

The Grandview School Board recognizes its share of the responsibility for the health, welfare and safety of the students who attend the Grandview R-II School District. Therefore, the use, sale, transfer, possession or being under the influence of alcoholic or controlled substances on any school property, or off school property at any school-sponsored or school-approved activity, event or function, such as a field trip or athletic event, where students are under the jurisdiction of the school district, is prohibited.

Field Trips

Field trips are taken throughout the school year. Therefore, field trip eligibility and behavior guidelines have been established in order for students to better understand school/sponsor expectations that are as follows:

A. Students who have three discipline referrals in a quarter, been suspended, are in violation of the district attendance policy, and/or who owe a fine may be denied field trip participation.

B. A field trip approval form must be completed, signed, paid for (if there is a cost associated with the field trip)and returned to the sponsor before participation will be approved (parent telephone calls will not be accepted).

C. Money collected from students to pay for field trip expenses cannot be refunded if the student fails to attend.

D. Adult chaperons and bus drivers have the same authority as sponsoring teachers in making decisions concerning student expectations and enforcing rules.

E. Any disciplinary problems will be handled in the same manner as if the problem occurred at school with the addition that parents may be called to come and pick up their son and/or daughter if they misbehave while on a field trip.

F. Any parent, guardian or other adult planning on attending a school sponsored field trip must have a background check on file with the Grandview R-II School District. Contact the District Central Office for additional information.

G. For safety and liability reasons, siblings are not permitted to attend field trips. This ensures the focus remains on the participating students and their educational experience.

Food, Energy Drinks, & Supplements

Drinks brought to school must remain unopened until lunch or after school. NO OPEN CONTAINERS are to be brought into school. Food and drinks are not allowed outside of the cafeteria except during approved activities. No glass containers of any kind are permitted on the school grounds. Clear, sealable (non-squirting), plastic water bottles containers of any kind are permitted on the school grounds. Clear, sealable (non-squirting), plastic water bottles containing WATER ONLY may be permitted in some of the classrooms with prior teacher approval.

- Students are prohibited from consuming energy drinks during school, at practices, and at competitions.
    - Caffeine/Energy drinks, such as Bang, Red Bull, Monster, or RockStar should not be consumed by students.
    - Side effects of energy drinks include: elevated blood pressure and heart rate, shakiness, diarrhea, cramping, and dehydration.
- The main concern of nutritional supplementation use is safety. Just because anyone can purchase them over-the-counter at places like GNC, and the labels read "All natural" does not mean they are safe.
- Nutritional supplements are not considered drugs and therefore are not regulated by the Federal Drug Administration (FDA). There has been very little research on the potential side effects and interactions with other medications or supplements.
- Although research suggests that some supplements may enhance physical performance such supplementation should only compliment a well-balanced healthy diet, not substitute for one.

Gifted Education (S.O.A.R.)

The Gifted Education Program at Grandview is called S.O.A.R. (Search, Observe, Analyze, and Respond). Presently SOAR is offered in grades K-12 for those students who have been identified as needing intellectual challenge beyond the regular classroom. Students who are candidates must be tested and evaluated specifically for the program.

Fund Raising

Only school-sponsored fund raising projects/activities are allowed at school unless otherwise approved by building administration.

Gun Free School Policy - Policy 2620

The District recognizes firearm and weapon possession as a potential threat to the health, safety and security of students, employees, and other persons. The District will not tolerate the presence of firearms or weapons on the premises of our schools. This prohibition includes possession of firearms and weapons on school playgrounds, school parking lots, school buses, and at school activities, whether on or off school property. The District complies with the provisions of the Improving America's Schools Act of 1994 and other applicable federal and state law.

Nothing in this policy shall prohibit the District from permitting a Civil War re-enactor to bring a Civil War era weapon to school for educational purposes so long as the weapon is not loaded.

Students who violate this policy will be suspended for no less than one (1) year and are subject to permanent expulsion. However, the Superintendent may recommend to the Board a modification of the suspension on a case-by-case basis. Students with disabilities under the Individuals with Disabilities Act and/or Section 504 of the Rehabilitation Act are entitled to the protections of those laws.

This policy will be annually submitted to the Department of Elementary and Secondary Education together with a report of disciplinary action taken for possession of a "firearm" or "weapon" as defined in Regulation 2620.

Hazing - Policy 2920

Student hazing is inconsistent with the educational goals of the District and poses a significant risk to the physical and mental welfare of District students. Hazing of students, on or off District property, is prohibited and may result in suspension or expulsion from school and from activity/athletic participation.

Homebound Instruction

Homebound instructional programs will be administratively considered for non-disabled students who for health reasons are likely to be absent for more than ten school days. Decisions with respect to homebound instruction for disabled students under Section 504 or the IDEA are made by the students' 504 or IEP team. Please refer to Regulation 6275 for specific homebound procedures. In addition, the following guidelines have been established concerning homebound instruction:

A. Student responsibility: To contact each teacher by telephone or in person during their planning period or immediately before or after school to receive course work assignments, testing information, and/or time line as to when assignments and tests are to be completed.

B. Homebound instructor responsibility: To carry correspondence to and from student and teacher concerning information about assignments and testing. The homebound instructor will assist students with lessons (up to five hours per week) whenever available.

Leaving Class or School & Skipping School

Students must have teacher permission to leave the classroom and permission from a school office employee to leave the school building for reasons other than parent pick up.

Students who need to leave school before the end of the school day are to bring a note signed or an email sent by the parent/guardian to the school office requesting permission for their student to be excused from school. Students will be denied permission to leave school if a parental note/email is not provided in advance. Per School Board Policy (Regulation 2330): Requests shall be in writing. Telephone requests for early dismissal of a student shall be honored only if the caller can be positively identified as the student's parent/guardian.

Students being picked up early must be signed out in person by an adult. Students may not be sent out of the building to meet the person picking up. **Identification will be required and the person picking up must be a parent/guardian or on the emergency contact list on SIS.**

Students who wish to ride the bus home with another student for any reason, must provide a signed note from parent/guardian, or an email can be sent by parent/guardian, by 8:00am to ensure space is available on the bus for the day. Requests made after 8:00 am are subject to denial.

If a situation arises in which a student's mode of transportation needs to be changed for the day after the school day has begun, a phone call or email from the parent/guardian must be made **by 2:30pm** on that school day. Anyone picking up a student will be required to show identification and must be listed as an emergency contact in SIS. Any requests made after 2:30pm are subject to denial.

Students are not excused to leave school early to go to a place of employment and may be denied approval to leave school even with parent permission (example: to leave to get pizza or other unnecessary situations, will be denied).

Pranks

Many times, student pranks are done as just something to do with no actual disruptive and/or destructive intent. Pranks are sometimes just considered as a mischievous trick or practical joke without forethought of possible consequences. Students should understand that so-called pranks may result in severe penalties, such as, becoming ineligible for membership and/or participation in school organizations, clubs, and/or teams, as well as, suspension or expulsion.

Searches

School lockers and desks are the property of the Board of Education and are provided for the convenience of students, and as such, are subject to periodic inspection without notice, without student consent, and without a search warrant. The lockers and desks may be searched by school administrators or staff who have a reasonable suspicion that the lockers or desks contain drugs, alcohol, material of a disruptive nature, stolen properties, weapons, items posing a danger to the health or safety of students and school employees, or evidence of a violation of school policy. In addition, the Board of Education authorizes the use of trained dogs to sniff lockers or other school property to assist in the detection of the presence of drugs, explosives, and other contraband. Students or student property, including cars, may be searched based on reasonable suspicion of a violation of District rules, policy, or state law according to school board policy.

Reasonable suspicion must be based on facts known to the administration, credible information provided or reasonable inference drawn from such facts or information. The privacy and dignity of students shall be respected. Students may be asked to empty backpacks, pockets, remove jackets, coats, shoes and other articles of exterior clothing for examination if reasonable under the circumstances.

Law enforcement officials shall be contacted if the search produces a controlled substance, drug paraphernalia, weapons, stolen goods or evidence of a crime, in any case involving a violation of law when a student refuses to allow a search, or where the search cannot safely be conducted. Parents may also be contacted. A student who refuses to submit to a search may be appropriately disciplined by school officials.

Smoking And Tobacco

The use of tobacco in any form, including electronic cigarettes, is not permitted on school grounds at any time (24 hours a day). This refers to any time a student arrives on school property (walking or riding) until the student is off school property as well as attending school sponsored activities away from Grandview. Also, tobacco in any form is not to be carried on your person or stored in lockers, etc.

Student Arrival and Pick Up

PARENTS PLEASE BE AWARE, WHEN YOU DROP YOUR STUDENT OFF AT SCHOOL, THAT GRANDVIEW TEACHER DUTY HOURS DO NOT BEGIN UNTIL 7:30 A.M.

Our school day begins at 7:40 AM and dismisses at 3:05 p.m. **Students are not to arrive before 7:30 a.m. or stay beyond the 3:15 p.m. time unless they are participating in a sponsored group.** All students will report directly to their classroom. At dismissal time, students should be picked up at the gym entrance doors. Please do not have your child/children meet you somewhere else on the campus, having children walk through the bus area or on the teacher's parking lot is a safety concern.

Student Disciplinary Transfer Policy

The Grandview R-II School District upholds the disciplinary decisions made by other school districts in relation to transferring students. A prior "Disciplinary Record" form concerning past disciplinary problems, including suspensions and/or an expulsion is to be completed prior to enrollment into the Grandview School District. Students under suspension, expulsion or other disciplinary actions must serve out the penalty before being allowed to enroll at Grandview. Transferring students (parents) who knowingly withhold such knowledge will be immediately suspended/expelled, etc. from Grandview for the duration of the original penalty from the time of discovery.

Tardiness

Tardiness to class and/or homeroom can be disrupting and distracting from the planned class or activity. Students must be in their assigned rooms by the time the bell rings to start the period to be considered on time. Days tardy are accumulative over a quarter and the penalties are as listed in Code of Conduct Chart.
Any student who is going to be tardy for some particular reason (example – locker door problem) is to report to the classroom on time and check out with teacher approval.

Telephone

The office telephone must be left open for incoming calls, as well as for faculty usage. Students are not to leave the classroom to make calls. If you need to contact your student during the school day, you may do so by calling the main office. Students will not be permitted to use cell phones during the school day.

Textbook Information

Textbooks are a major expense to the school district. Any textbook, which is lost, stolen, or defaced, is the responsibility of the student to whom the textbook was issued. Because of the cost of replacing textbooks, the Grandview R-II Board of Education has established the following textbook student fine policies:

1. New Textbooks - New textbooks are considered any book purchased with-in the last year. Students will be charged replacement costs for the books, which are lost, stolen, or not usable (not usable includes but not necessarily limited to, water damage, pages torn out, vulgar or inappropriate language written in textbook, covers torn or damaged, excessive writing, etc.)
2. Used Textbook - Used textbooks are those which have been in use over a year. Students will be charged appropriate replacement costs to replace used books, which are lost, stolen, or not usable.
3. Damaged Textbooks - Students will be charged from appropriate replacement costs for textbooks which are damaged but usable. Basically, usable books which are damaged refer to those which are defaced but do not have any missing pages, pages are readable, no vulgar or inappropriate language is written in the textbook, and with covers fully in place.

Students who owe fines will not be permitted to participate in any school extracurricular activities (including field trips) until the fines have been paid.

Threats Toward School Personnel

Verbal threats toward school personnel and/or their property can be considered as serious as physical threats.

Student penalties will be determined according to the seriousness of the threat, intent, and past disciplinary problems.

Transportation

Bus transportation is provided for students living in our district. The bus driver has the responsibility for the safety and conduct of students riding the bus. The bus driver will assign pupils to a particular seat and enforce proper conduct. The school bus is an extension of school and all rules and expectations apply on the bus. Students are to remain in their assigned seat at all times. Any student that does not obey the driver promptly and in an orderly manner will be reported to the principal. Pupils who continue to break the rules of proper bus conduct will lose the privilege of riding the bus. For information regarding bus schedules and routes, contact the school office or bus garage, at 944-3291, extension 2.

1. Be on time and at the proper location for boarding the bus. Students should never stand in the roadway while waiting for the bus.
2. Follow directions given by the bus driver. Avoid unnecessary conversation with the driver.
3. Students must not extend arms, head, or objects from bus windows at any time; nor is anything to be thrown out of the bus.
4. Keep hands, feet, and objects to yourself.
5. Always remain seated until the bus is stopped. Do not move around the bus while it is moving.
6. Students who must cross the road to board or leave the bus must do so only by signal from the driver and then cross in front of the bus.
7. Always be courteous to fellow students and the driver. Excessive, loud talking or profane language will not be permitted.
8. Treat bus equipment with care. Damage to seats, etc. must be paid for by the offender and/or riding privileges will be revoked. Any damage to the bus should be reported to the driver at once.
9. Keep books, coats, feet, and all other objects out of the aisles.
10. Assist in keeping the bus clean at all times.
11. Keep all harmful objects (drugs, tobacco, alcohol, weapons) off the bus.
12. No animals, insects, or glass containers are permitted on the bus.
13. If it becomes necessary for a student to ride another bus or to be left off at a place other than his/her designated stop, permission must be obtained through the office and a note sent to accompany the student.

Visitors

All visitors are to report directly to the school office. Visitors must bring a valid driver's license or ID card to be scanned by the Raptor System before entering any part of the building. Visitors will not be allowed to visit or attend classes with students during the school day. Visitors will be allowed to see students but must do so in the office. Also, visitors who want to see staff members must schedule an appointment and will be required to remain in the office until notification is given to go to another area of the school building to see a staff member. All persons who do not obtain permission from the principal's office to visit the school, or visitors that create serious distractions to the learning environment in the building or on the premises shall be considered trespassers and subject to arrest and prosecution.

Weapons

Weapons such as, but not limited to, knives, projectiles, knuckles, blackjacks, chains, and look-alike weapons are not to be brought to school at any time.

Explanation Of Penalties

Conferences: Conferences may be held between students, parents, teachers, and/or administrators. A conference is scheduled in order to explain and/or discuss past, present, or possible future concerns. In this way, all persons concerned will have a better understanding of what is expected, and be able to clear up any misunderstandings. Parents are encouraged to telephone or come to school at any time there are questions or concerns.

Loss of Privileges: Privileges will be denied according to the misbehavior whenever this is possible and appropriate. For example, if a student checks out of class to go to the restroom but goes to some other location, the student will lose his/her right (when granted by a teacher) to leave the classroom.

Restitution: This is the act on the part of the student of restoring and/or replacing something damaged or taken. For example, a student who writes on a locker may be required to remove the writing on several lockers or pay for a new locker if the writing cannot be removed.

Detention: This is the act of detaining students for a period of time, usually at lunch period or after school. If a student fails to serve his/her detention(s) on the days assigned, suspension will be issued in place of the detention(s). The number of detentions depends upon the offense and previous misconduct occurrences. Parents and/or the student shall be responsible for providing transportation from school when a student is serving After School Detention. Students may be given writing assignments to complete during their detention and/or suspension. Also, detentions not served by the end of the school year will be served during the summer or assigned at the beginning of the next school year.

Corporal Punishment (spanking with a paddle): Corporal punishment may be used in accordance with Board Policy 2670 on rare occasions. Corporal punishment will not be used unless parental approval is given in advance.

Suspension: This is an administrative imposed absence from attending classes and/or school. There are two types of suspension that are as follows:

1. In-School Suspension (ISS) – Students are required to be at school but will not attend class. Students are required to make up all school work during ISS. It is the suspended student's responsibility to inform his/her teachers of the suspension so that all class work assignments can be obtained in advance of the start of the suspension.
2. Out-School Suspension (OSS) – Parent or guardian is responsible for the student's supervision. OSS students are also expected to make up all days' work/tests. However, the student can receive full credit for any classwork, quizzes, test, or major projects due during his/her first OSS. It is the student's responsibility to find out what work/test has been missed during their OSS. All homework or tests and major projects due during the OSS are to be turned in or taken the day the student returns to class.

The length of in or out-school suspension will be determined by administration and will reflect the seriousness of the offense committed as well as the number of previous disciplinary problems. Parents or guardians will be notified of the action taken. Students who are placed on out-of-school suspension may not attend or participate in any school activities at home or away from school on the day or days in which suspension is issued and being served. If a student is suspended on a Friday and the following Monday, that student cannot attend or participate in any school activities at home or away from school which occurs on the Saturday or Sunday between the suspension days.

Expulsion: The Grandview R-II Board of Education may expel a student. During this time, the student is not allowed to attend school, be on school property, or attend or participate in any school activities or functions at home or away from school. Prior to any expulsion decision by the Board of Education, parents will have the right to appear at a hearing before the Board of Education.

SECTION IV - GENERAL ADMINISTRATION

IDs/Security Identification Cards

Students will be issued a photo ID card at the beginning of the year. This ID card is to be used to purchase food from the cafeteria and to check out library books. The cards will be passed out before lunch and collected after the students scan for their lunch. The I.D. card will be collected from students transferring to another school or dropping out of school. Students are not to color, put stickers on, or deface the ID in any way. The cost to replace an ID card will be $3.00.

Communications

All posters and informational notes must be approved through the office before being posted or distributed. To help keep families informed of activities and school information, a bulletin is emailed and posted on the Elementary Facebook page on Fridays. Monthly menus will also be posted in these areas. The school will notify parents of early dismissal days.

Parent Access to SIS

Grades, attendance, and lunch account information can be viewed at any time on the SIS Parent Portal or by downloading the SIS App (Teacher Ease).

TeacherEase App for Parents/Students

Common Goal Systems is pleased to announce the availability of the TeacherEase App for Parents/Students. We found that 2/3 of parents access TeacherEase from mobile devices, and we wanted to provide better access to your information. Feel free to download it from the App Store. Information is sent out at the beginning of the school year. Please call if you have any questions. (636.944.3291)

Bulletins & Newsletters

These will be available on ROOMS, Facebook page, and emailed through our student information system. Paper copies of weekly bulletins will no longer be sent home to save on paper costs. Families that have no access to the web may request a paper copy by writing a note to the building secretary.

Conferences

A scheduled parent-teacher conference is held at the end of the 1st quarter, and at the end of 3rd quarter. Teachers or parents throughout the year may request other conferences.

Testing

Students will be given standardized tests during the year. Parents are notified of the results and are welcome to arrange a brief conference with the teacher regarding these results.

Promotion and Retention

Every decision to retain or promote a student is considered individually. Factors to be considered are scholastic achievement, attendance, maturity, and standardized test scores.

Early Dismissal

Students are in class until the end of the day; thus parents are encouraged not to pick up children before dismissal time. To prevent releasing children to unauthorized persons, children will be released from school only to their parents or to persons authorized by their parents. Parents may be contacted at home or work to confirm this information. In every case, the child must be signed out in the school office. Early dismissal should be pre-arranged by parents if possible. Any special situations must be updated.

Supplies

Basic school supplies for all students will need to be purchased for the school year. Supply lists are provided on the school website. Students will need personal items like a backpack, and lunchboxes.

Volunteers

Grandview's parents are actively involved in the life of our school. Parents contribute their time and talents in many ways and share their ideas and talents. Contact the school office for information. Volunteers must have an annual background check on file with the district office. A volunteer is any adult attending a school sponsored event, such as field trips or field day.

Board Policies

Policies can be found on the Grandview R-II website at https://www.grandviewr2.com/page/school-board.

Speech

The district offers hearing, speech, and language screening for students new to the district and referrals. If an evaluation in these areas is requested, a letter will be sent home to parents. Our Speech therapist is available to answer any questions and can be reached by calling the elementary office.

Extra-Curricular

A student must attend school the day of an event in order to attend or participate in extracurricular activities. A suspended student may not attend any extra-curricular events.

Student Publications - Regulation 2910

The Board of Education encourages student production and distribution of publications which can provide opportunities for practical journalistic experience and for the written expression of differing opinions. The Board of Education recognizes that freedom of speech and press bring corresponding responsibilities, therefore, in its inherent authority based on Missouri Public School Law, it designates the school principal as the Board's representative. The principal, through appointment of a faculty advisor, shall provide guidance to students in appropriate methods for preparing and producing publications.

The building principal/designee may delay or stop distribution of any materials proposed for printing or that have been printed which may be reasonably forecast to cause substantial and material disruption or obstruction of any lawful mission, process, or function of the school.

Interscholastic Activities and Athletics - Regulation 2920

The District provides opportunities for students to participate in interscholastic activities and athletics. The interscholastic programs should encourage participation by as many students as possible and should be carried on with the best interests of the students as the primary consideration. The programs are expected to be well organized and well conducted and to have a positive influence on the students and the community.

Participation in interscholastic and extracurricular activities is a privilege and not a right. Interscholastic competition may be withheld from any student as a condition of discipline. Furthermore, all policies that apply to the regular school day apply also to interscholastic competition. Coaches and sponsors may establish policies for their groups in addition to those set out by the Missouri State High School Activities Association.

Student Services

The District is committed fully to implement a guidance and counseling program that supports the academic, career, and personal/social development of all students, leading District students to successful transitions into post-secondary education and into the workforce. The District's guidance and counseling program is implemented with the services of fully certified school counselors supported by teachers, administrators, parents and students. The District guidance and counseling program is designed and implemented in a manner to be consistent with the standards of the Missouri Comprehensive Guidance and Counseling Program.
The content of the District's program, consistent with the Missouri Comprehensive Guidance and Counseling Program, is divided into three broad areas as follows:
Academic Development (ACAD)

1. Students will apply skills needed for achievement in school, both cognitive and affective.
2. Students will utilize skills necessary to successfully transition between educational levels.
3. Individual student learning plans will be developed and monitored throughout the students' District learning experience.

Career Development

1. Students will achieve life career goals through the consistent application of career exploration and planning skills

2. Students will identify and locate information relevant to the “World of Work” and post-secondary training/education
3. Students will achieve on-the-job success through the application of employment readiness skills.

Personal/Social Development

1. Students will achieve an understanding of themselves as individuals and as members of diverse local and global communities.
2. Students will interact with others in ways that manifest respect for individual and group differences.
3. Students will learn to apply personal safety skills and coping strategies.

Identification

An allergic reaction is an immune system response to a substance that itself is not harmful but that the body interprets as being harmful. Allergic reactions range from mild to life- threatening. Each school in the district will attempt to identify students with life-threatening allergies, including food allergies. At enrollment, the person enrolling the student will be asked to provide information on any allergies the student may have.

Prevention

Students with allergies that rise to the level of a disability as defined by law will be accommodated in accordance with district policies and procedures pertaining to the identification and accommodation of students with disabilities. An Individualized Health Plan (IHP), including an Emergency Action Plan (EAP), may be developed for students with allergies that do not rise to the level of a disability.
All staff members are required to follow any 504 Plan or IHP/EAP developed for a student by the district. Staff members who do not follow an existing 504 Plan or IHP/EAP will be disciplined, up to and including termination.

Staff members shall not use air fresheners, oils, candles, incense or other such items intended to add fragrance in any district facilities. This provision will not be construed to prohibit the use of personal care items that contain added fragrance, but the principal may require staff members to refrain from the use of personal care items with added fragrance under particular circumstances.
Staff members are prohibited from using cleaning materials, disinfectants, pesticides or other chemicals except those provided by the district.

The district will not serve any processed foods, including foods sold in vending machines, which are not labeled with a complete list of ingredients. Vended items must include a list of ingredients on the individual package. The food service director will create an ingredient list for all foods provided by the district as part of the district's nutrition program, including food provided during the school day and in before- and after-school programs. This list will be available upon request.
Prepackaged items used in concessions, fundraisers and classroom activities must include a list of ingredients on the package. If the package does not contain a list of ingredients, the list of ingredients must be available at the location where the package is sold or provided.

Education and Training

All staff members will be annually trained on the causes and symptoms of and responses to allergic reactions. Training will include instruction on the use of epinephrine premeasured auto-injection devices.

Age-appropriate education on allergies and allergic reactions will be provided to students as such education aligns with state Grade-Level Expectations (GLEs) for health education. Education will include potential causes, information on avoiding allergens, signs and symptoms of allergic reactions and simple steps students can take to keep classmates safe.

Confidentiality
Information about individual students with allergies will be provided to all staff members and others who need to know the information to provide a safe learning environment for the student. Information about individual students with allergies will be shared with students and others who do not have a legitimate educational interest in the information only to the extent authorized by the parent/guardian or as otherwise permitted by law, including the Family Educational Rights and Privacy Act (FERPA).

Response
Response to an allergic reaction shall be in accordance with established procedures, including application of the student's 504 Plan or IHP/EAP, where applicable.
Each building will maintain an adequate supply of epinephrine premeasured auto-injection devices to be administered in accordance with Board policy.

Student Physical Examination
The Board of Education may require any student to be examined by a physician for the purpose of determining whether the student is afflicted with a contagious or infectious disease or has the liability of transmitting the disease.

The Board may also require certification from a physician indicating a student's fitness to participate in specific educational programs or extra-class activities.

Refusal on the part of parent/guardian to obtain the required examination and to submit the certification indicating freedom from contagious or infectious disease may result in student exclusion from school. Students may be excused from engaging in required educational activities upon proper certification from a physician advising of student disability.

All costs of physical or other examinations shall be at the expense of students unless state or federal law specifically mandates the examination to be the responsibility of the school.

Vision Examination
Beginning on July 1, 2008, students enrolling in kindergarten or first grade will be required to receive a vision examination from a State Licensed Optometrist or Physician.
Beginning on July 1, 2008, a trained District Nurse or other qualified District Employee will conduct eye screening exams for every student prior to the completion of first grade and will again screen before the completion of third grade. If a student fails an eye screening, the District will notify the parent/guardian of the results of the eye screening and will require the student to receive a complete eye exam from an Optometrist or Physician. Students will be excused from the eye screening examination if a student’s parent/guardian submits a written objection to the exam addressed to the student’s principal.

SECTION V - SCHOOL AND COMMUNITY RELATIONS

Public Complaints

Although no member of the community shall be denied the right to petition the Board of Education for redress of a grievance, the complaints will be referred through the proper administrative channels for solution before investigation or action by the Board. Exceptions are complaints that concern Board actions or Board operations only.
The Board advises the public that the proper channeling of complaints involving instruction, discipline, or learning materials is as follows:

1. Teacher
2. Principal
3. Appropriate Central Office Administrator
4. Superintendent
5. Board of Education

Any complaint about school personnel will be investigated by the Administration before consideration and action by the Board.

Code of Conduct - Adults - Regulation 1431

In order to ensure a safe and orderly environment in which our students can maximize their educational and social development, the following regulations are enacted with respect to the conduct of adult visitors:

1. Verbally aggressive behavior, which would include, but not be limited to, threats, intimidation, and profanity, will result in limited access to school premises and school activities for up to one (1) year. The length of the restriction will be determined by the Superintendent of Schools.
2. Physical or violent behavior will result in a ban by the Board of Education from school premises and activities and will be referred to law enforcement.
3. Failure to comply with the restricted access provided in these regulations will result in the filing of civil and/or criminal charges.

Parental Information and Resource Center (PIRC)

The Parental Information and Resource Center (PIRC) program is funded by the US Department of Education, Office of Innovation and Improvement, established to provide training, information, and support to parents and individuals who work with local parents, districts, and schools that receive Title IA funds. PIRCs provide both regional and statewide services and disseminate information to parents on a statewide basis.

PIRCs help implement successful and effective parental involvement policies, programs, and activities that lead to improvements in student academic achievement, and that strengthen partnerships among parents, teachers, principals, administrators, and the other school personnel in meeting the educational needs of children; and to assist parents to communicate effectively with teachers, principals, counselors, administrators, and other school personnel.

The recipients of PIRC grants are required to: serve both rural and urban areas, use at least half their funds to serve areas with high concentrations of low-income children, and use at least 30 percent of the funds they receive for early childhood parent programs.

Centers must include activities that establish, expand, or operate early childhood parent education programs and typically engage in a variety of technical assistance activities designed to improve student academic achievement, including understanding the accountability systems in the state and school districts being served by a project. Specific activities often include helping parents to understand the data that accountability systems make available to parents and the significance of the data for such things as opportunities for supplemental services and public school choice afforded to their children attending buildings in school improvement.

PIRCs generally develop resource materials and provide information about high quality family involvement programs to families, schools, school districts, and others through conferences, workshops and dissemination of materials. Projects generally include a focus on serving parents of low-income, minority, and limited English proficient (LEP) children enrolled in elementary and secondary school.

Missouri has two PIRCs – one in St. Louis, and one in Springfield. For service and contact information, go to their website at https://www.parentcenterhub.org/

School-Parent Involvement Plan

Grandview R-II, and the parents and/or guardians of students participating in Title I services, agree that this involvement plan outlines how the school's faculty and parents will stay involved in the students' academic achievement.

School Involvement

School will provide updated curriculum and high-quality instruction in a safe and effective learning environment by…

1. Providing students with highly qualified principals, teachers, and support staff.
2. Giving teachers opportunities to attend PDC conferences to learn new strategies to bring into the classroom.
3. Providing individualized instruction to meet the needs of all students.
4. Providing teachers with updated reading materials to better their instruction.

Hold annual parent-teacher conferences to

1. Discuss the child's progress the teacher has noticed throughout the year.
2. Discuss any concerns that a teacher and/or parent may have about the student.
3. Discuss the student's yearly goals and strategies to help obtain these goals.
4. Examine the student's options, to continue making achievements, offered for the next school year at the end of the third quarter.

Teachers and principals will be accessible to parents and/or guardians in the following methods:

1. Phone calls
2. Scheduled meetings before, during, or after school hours
3. Via – email

4. Rooms by Apptegy
5. Handwritten notes

Teachers will provide guardians with reports on their child's progress by the following methods:
1. Quarterly reports explaining student's progress towards their yearly goals
2. Quarterly report cards
3. Strategies explaining what to work on at home to reach yearly goals.

Allow opportunities for parents to participate in their child's class by…
1. Reading to students
2. Working with students in small groups

Parents and/or guardians can become involved in their child's education by…
1. Helping their child with their homework each night.
2. Checking their child's agenda each night.
3. Volunteering in their child's classroom and/or school.
4. Reading, any and all forms of communication sent home from the school.
5. Keeping an open form of communication (notes, phone calls, emails) with any and all of their child's teachers.
6. Attending parent-teacher conferences at the end of the first and third quarter.
7. Working on strategies (sent home by teachers) nightly to reach a child's yearly goal.

Every Student Succeeds Act (ESSA)

The "Parents' Right To Know," Title I, Part A, Section 1111(h)(6) of the Every Student Succeeds Act of 2016 (ESSA), requires each local education agency (LEA) to notify parents of each student attending school that they may request information regarding the professional qualifications of their child's teacher(s).

The information regarding the professional qualifications of the student's classroom teacher(s) will include, at a minimum, the following:
1. Whether the teacher has met state qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction.
2. Whether the teacher is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived.
3. The baccalaureate degree major of the teacher and any other graduate certification or degree held by the teacher, and the field of discipline of the certification or degree.
4. Whether the child is provided services by paraprofessionals and, if so, their qualifications.

In addition to the information that parents may request, districts must provide to each individual parent information on the achievement level of the parent's child in each of the state academic assessments as required under this part: and timely notice that the parent's child has been assigned, or has been taught for four or more consecutive weeks by, a teacher who is not highly qualified.

The Grandview R-II Board of Education will comply with the requirements related to Parents' Right-to-Know and Parental Notification. Each school will be provided a copy of this plan, and the LEA will revise the plan each year as necessary.

Federal Programs

Parent/Guardian Notification

Every Student Succeeds Act (ESSA) requires notification to parents/guardians when any of the following situations exist in a district/LEA (local educational agency) receiving Federal funds.

1. Districts/LEAs must annually disseminate Federal Programs Complaint Resolution Procedures to parents/guardians of students and appropriate private school officials or representatives.

2. At the beginning of each school year, a participating school district/LEA must notify the parents/guardians of each student attending a building that receives Title I funds that they may request, and the district/LEA will provide in a timely manner, information regarding the professional qualifications of their child's classroom teachers and any paraprofessionals providing services to their child.

3. A building that receives Title I funds must provide all parents/guardians notice that their child has been assigned, or has been taught for four or more consecutive weeks, by a teacher or a person who is not appropriately certified.

4. When a school is identified for School Improvement, the district/LEA must notify the parents/guardians of all children in the identified Title I building of its School Improvement status. Yearly updates are provided to parents with available options until the building is no longer identified for improvement.

5. Within thirty days after the beginning of the school year, a district/LEA must inform parents/guardians that their limited English proficient (LEP) child has been identified for participation in a language instruction educational program.

6. Parents/guardians of students enrolled in a persistently dangerous school, or students who are victims of violent criminal offense while on school property, must be notified of their option to transfer their student to a school that is not designated persistently dangerous. (From the Missouri Consolidated Federal Programs Administrative Manual, January 2005)

Family Educational Rights and Privacy Act (FERPA)

Annual Notification

Each year the District is required to give notice of the various rights accorded to parents or students pursuant to the Family Educational Rights and Privacy Act (FERPA). Parents and students have a right to be notified and informed. In accordance with FERPA, you are notified of the following:

RIGHT TO INSPECT: You have the right to review and inspect substantially all of your education records maintained by or at this institution.

RIGHT TO PREVENT DISCLOSURES: You have the right to prevent disclosure of education records to third parties with certain limited exceptions. It is the intent of this institution to limit the disclosure of information contained in your education records to those instances when prior written consent has been

given to the disclosure, as an item of directory information of which you have not refused to permit disclosure, or under the provisions of FERPA which allow disclosure without prior written 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 district 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 district has contracted to perform a special task (such as an attorney, auditor, consultant, or therapist); or a parent, student or volunteer serving on an official committee, such as a disciplinary or grievance committee. 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.

RIGHT TO REQUEST AMENDMENT: You have the right to seek to have corrected any parts of an education record which you believe to be inaccurate, misleading or otherwise in violation of your rights. This right includes the right to a hearing to present evidence that the record should be changed if this institution decides not to alter the education records according to your request.

RIGHT TO COMPLAIN TO FERPA OFFICE: You have the right to file a complaint with the Family Policy Compliance Office, U.S. Department of Education, Washington, D.C., 20202-4605, concerning the District's failure to comply with FERPA.

RIGHT TO OBTAIN POLICY: You have the right to obtain a copy of the written policy adopted by the Board of Education of the District in compliance with FERPA. A copy may be found on the District's web page. A copy may be also obtained in person or by mail from:

Notice of Designation of Directory Information

The Family Educational Rights and Privacy Act (FERPA), a Federal law, requires that the District, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, the District may disclose appropriately designated "directory information" without written consent, unless you have advised the District to the contrary in accordance with District procedures. The primary purpose of directory information is to allow the District to include this type of information from your child's educational records in certain school publications. Examples include:

- A playbill, showing your student's role in a drama production;
- The annual yearbook;
- School and local newsletters and newspaper articles
- Honor roll or other recognition lists;
- Graduation programs; and
- Sports activity sheets, such as for wrestling, showing weight and height of team members.

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent's prior written consent.

Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks. In addition, two federal laws require local educational agencies (LEAs) receiving assistance under the Elementary and Secondary Education Act of 1965 to provide military recruiters, upon request, with three directory information categories - names, addresses and telephone listings - unless parents have advised the LEA that they do not want their student's information disclosed without their prior written consent.

If you do not want the District to disclose directory information from your child's educational records without your prior written consent, you must notify the building Principal in writing by September 15. The District has designated the following information as directory information:

The student's name, address, telephone listing, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, the most recent previous school attended, and photographs.

Missouri Department of Elementary & Secondary Education

Complaint Procedures

Title IX Part C. Sec. 9304(a)(3)(C) requires the Missouri Department of Elementary & Secondary Education (DESE) to adopt procedures for resolving complaints regarding operations of programs authorized under the Act, including Title I, Title II, Title III, Title IV (Part A), Title V, Title VI, and Title VII and Title IX, part C.

Who May File a Complaint?

Any local education agency (LEA), consortium of LEAs, organization, parent, teacher, or member of the public may file a complaint.

Definition of a Complaint:

There are both formal and informal complaint procedures. A formal complaint must be a written, signed statement that includes:

1. an allegation that a federal statute or regulation applicable to the state educational agency (SEA) or a local education agency (LEA) program has been violated,
2. facts, including documentary evidence that supports the allegation, and
3. the specific requirement, statute, or regulation being violated.

Alternatives for Filing Complaints

It is federal and state intent that complaints are resolved at a level nearest the LEA as possible. As described below, formal complaints filed with the SEA will be forwarded to the appropriate LEA for investigation and resolution. Informal complaints made to the SEA will be subject of an initial investigation by the SEA, but will be forwarded to the LEA if a formal complaint evolves. Precise processes in both instances are described below.

Informal and Formal Complaints Received by the Local Education Agency

Informal and formal complaints filed with the LEA concerning program operations in that LEA are to be investigated and resolved by the LEA according to locally developed procedures, when at all possible. Such procedures will provide for:

1. disseminating procedures to the LEA school board,
2. central filing of procedures within the district,
3. addressing informal complaints in a prompt and courteous manner,
4. notifying the SEA within 15 days of receipt of written complaints,
5. timely investigating and processing of complaints within 30 days, with an additional 30 days if exceptional conditions exist,
6. disseminating complaint findings and resolutions to all parties to the complaint and the LEA school board. Such findings and resolutions also shall be available to parents, teachers and other members of the general public, provided by the LEA, free of charge, if requested, and
7. appealing to the Missouri Department of Elementary & Secondary Education within 15 appeals to the Missouri Department of Elementary & Secondary Education will be processed according to the procedures outlined in sections below.

Informal Complaints Received by the SEA Office

Informal complaints (i.e., verbal and/or anonymous) to the SEA by individuals (who may ask not to be identified to the LEA) concerning program operations in an LEA will be investigated by the SEA, according to procedures deemed most appropriate by the SEA, within 10 days of receipt of the complaint. Findings of this investigation shall be reported to the complainant within 10 additional days. In the event that the complainant requests further investigation or a hearing, the complainant must file a signed written complaint. This formal complaint will be processed according to procedures outlined in sections below.

Formal Complaints Initially Received by the SEA Office

1. Record. Upon receipt of a written complaint, a record of the source and nature of the complaint, including the applicable program involved in the complaint, statute violated and facts on which the complaint is based, will be initiated.
2. Notification of LEA. Within 15 days of receipt of the complaint, a written communication will notify the district superintendent and the district coordinator of the complaint filed with the SEA. Upon receipt of the communication, the LEA will initiate its complaint procedures as set forth above. If the complaint is that an LEA is not providing equitable services to private school children, it also will be filed with the U.S. Secretary of Education.
3. Report by LEA. Within 20 days of receipt of the complaint, the LEA will advise the SEA of the status of the complaint resolution proceedings and, at the end of 30 days, will submit a written summary of the LEA investigation and complaint resolution. This report is considered public record and may be made available to parents, teachers, and other members of the general public. A copy of this procedure also will be filed with the U.S. Secretary of Education, if it involves equity of services to private school children.
4. Verification. Within ten days of receipt of the written summary of a complaint resolution, the DESE office will verify the resolution of the complaint through an on-site visit, letter or telephone call(s). Verification will include direct contact with the complainant. If the complaint is about

equity of services to private school children, the U.S. Secretary of Education shall also be given copies of all related communications.

Appeals to the SEA

1. Record. Upon receipt of a written appeal to a complaint unresolved at the LEA level, a record of the source and nature of the complaint, including the applicable program involved in the complaint, statute violated and
2. Investigation. The SEA will facts on which the complaint is based, will be initiated. initiate an investigation within 10 days, which will be concluded within 30 days from receipt of the appeal. Such investigation may include a site visit if the SEA determines that an on-site investigation is necessary. By stipulation of all concerned, this investigation may be continued beyond the 30-day limit.
3. Hearing. If required by the SEA, or formally requested by parties to the complaint, this investigation will include an evidentiary hearing(s) before an SEA Division Director acting as chairperson and designated staff personnel. Conduct of such hearings will follow the procedures outlined in state rules. The hearing proceedings shall be tape recorded and the recording preserved for preparation of any transcript required on appeal.

Decision

Within 10 days of conclusion of the investigation and/or evidentiary hearing(s), the SEA will render a decision detailing the reasons for its decision and transmitting this decision to the LEA, the complainant, and the district school board. Recommendations and details of the decision are to be implemented within 15 days of the decision being given to the LEA. This 15-day implementation period may be extended at the discretion of the SEA Division Director. The complainant or the LEA may appeal the decision of the SEA.

Formal LEA Complaints against SEA

1. Record. The SEA will record the source, and nature of the complaint, including the applicable program involved in the complaint, statute violated and facts on which the complaint is based.
2. Decision. The SEA decision will be rendered within 15 days of the complaint receipt. The LEA will be promptly notified of the SEA's decision.
3. Appeal. The LEA may appeal the decision of the SEA to the SEA review board within 30 days of receipt of the decision. Procedures under the "Appeal to the State Agency Review Board" section will be followed.
4. Second Appeal. An applicant has the right to appeal the decision of the SEA Review Board to the U.S. Secretary of Education. The applicant shall file written notice of the appeal with the Secretary within 20 days after the applicant has been notified by the SEA of its decision.

Complaints Against LEAs Received from the United States Department of Education

1. Complaints against LEAs received from the U.S. Department of Education will be processed as though they had been received initially at the SEA.
2. A report of final disposition of the complaint will be filed with the U.S. Department of Education.
3. These procedures shall not prevent the SEA from partially or wholly interrupting funding of any LEA IASA program or taking any other action it deems appropriate.

Procedure Dissemination

1. This procedure will be disseminated to all interested parties through the agency webpage at http://dese.mo.gov and to subscribers to the Federal Programs listserv.
2. This guidance will be distributed through regional and statewide meetings with Federal Programs Coordinators. LEAs are asked to incorporate the elements of the complaint procedure into their own policies and procedures.
3. DESE will also keep records of any complaints filed through this policy.

FERPA Educational Rights Annual Notification

Each year the District is required to give notice of the various rights accorded to parents or students pursuant to the Family Educational Rights and Privacy Act (FERPA). Parents and students have a right to be notified and informed. In accordance with FERPA, you are notified of the following:

RIGHT TO INSPECT: You have the right to review and inspect substantially all of your education records maintained by or at this institution.

RIGHT TO PREVENT DISCLOSURES: You have the right to prevent disclosure of education records to third parties with certain limited exceptions. It is the intent of this institution to limit the disclosure of information contained in your education records to those instances when prior written consent has been given to the disclosure, as an item of directory information of which you have not refused to permit disclosure, or under the provisions of FERPA which allow disclosure without prior written 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 district 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 district has contracted to perform a special task (such as an attorney, auditor, consultant, or therapist); or a parent, student or volunteer serving on an official committee, such as a disciplinary or grievance committee. 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.

RIGHT TO REQUEST AMENDMENT: You have the right to seek to have corrected any parts of an education record which you believe to be inaccurate, misleading or otherwise in violation of your rights. This right includes the right to a hearing to present evidence that the record should be changed if this institution decides not to alter the education records according to your request.

RIGHT TO COMPLAIN TO FERPA OFFICE: You have the right to file a complaint with the Family Policy Compliance Office, U.S. Department of Education, Washington, D.C., 20202-4605, concerning the District's failure to comply with FERPA.

RIGHT TO OBTAIN POLICY: You have the right to obtain a copy of the written policy adopted by the Board of Education of the District in compliance with FERPA. A copy may be found on the District's web page. A copy may be also obtained in person or by mail from:
Name: Mrs. Crystal Eoff
Title: Director of Special Education
Address: 11470 Hwy C

City, State, Zip: Hillsboro, MO 63050
Telephone: (636) 944-3931 ext. 2123

Parent Notification

The Elementary and Secondary Education Act (ESEA) requires notification to parents when any of the following situations exist in a Local Education Agency (LEA) receiving federal funds. Additional information regarding these requirements can be found in this manual.

1. LEAs must annually disseminate DESE's ESSA Complaint Procedures to parents of students and appropriate nonpublic school officials or representatives.
2. At the beginning of each school year, a participating LEA must notify the parents of each student attending a school that receives Title I.A funds that they may request, and the LEA will provide in a timely manner, information regarding the professional qualifications of their child's classroom teachers and any paraprofessionals providing services to their child.
3. A school that receives Title I.A funds must provide all parents notice their child has been assigned, or has been taught for four or more consecutive weeks, by a teacher or a person who is not appropriately certified.
4. Within 30 days after the beginning of the school year, an LEA must inform parents their child has been identified for participation in a language instruction educational program.
5. Parents/guardians of students enrolled in a persistently dangerous school or students who are victims of violent criminal offense while on school property must be notified of their option to transfer their student to a school that is not designated persistently dangerous.
6. Testing Transparency–

LEAs must make available to the public for each grade and each assessment required by the state, the following:

a. the subject matter assessed;
b. the purpose for which the assessment is designed and used;
c. the source of the requirement for the assessment (statutory cite);
d. the amount of time spent on the assessment;
e. the schedule for administering the assessment; and,
f. the time and format for disseminating results.

Name: Kaitlyn Koch
Title: Elementary Guidance Counselor
Address: 11470 Hwy C
City, State, Zip: Hillsboro, MO 63050
Telephone: (636) 944-3291 opt. 1
Email: kochk@grandviewr2.org

Complaint Procedures for ESSA Programs

Missouri Department of Elementary and Secondary Education

Every Student Succeeds Act of 2015 (ESSA)

COMPLAINT PROCEDURES

This guide explains how to file a complaint about any of the programs[1] that are administered by the Missouri Department of Elementary and Secondary Education (the Department) under the Every Student Succeeds Act of 2015 (ESSA)[2] .

Missouri Department of Elementary and Secondary Education
Complaint Procedures for ESSA Programs
Table of Contents

General Information
1. What is a complaint under ESSA?
2. Who may file a complaint?
3. How can a complaint be filed?

Complaints filed with LEA
4. How will a complaint filed with the LEA be investigated?
5. What happens if a complaint is not resolved at the local level (LEA)?

Complaints filed with the Department
6. How can a complaint be filed with the Department?
7. How will a complaint filed with the Department be investigated?
8. How are complaints related to equitable services to nonpublic school children handled differently?

Appeals
9. How will appeals to the Department be investigated?
10. What happens if the complaint is not resolved at the state level (the Department)?

1. What is a complaint?

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

2. Who may file a complaint?

Any individual or organization may file a complaint.

3. How can a complaint be filed?

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

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

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

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

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

[1] *Programs include Title I. A, B, C, D, Title II, Title III, Title IV.A, Title V* Revised 4/17
[2] *In compliance with ESSA Title VIII- Part C. Sec. 8304(a)(3)(C)*

Local education agencies are required to disseminate, free of charge, this information regarding ESSA complaint procedures to parents of students and appropriate private school officials or representatives.

SECTION VII - BUILDING-SPECIFIC INFORMATION

APPENDIX I - GRANDVIEW ELEMENTARY SCHOOL

BUILDING INFORMATION

Grandview Elementary School Mission Statement

At Grandview Elementary, we put students first by fostering a safe, positive, and supportive environment where every child is empowered to grow through meaningful learning and strong relationships. We are committed to nurturing individual strengths, celebrating progress, and inspiring a lifelong love of learning.

Grandview Elementary School Vision Statement

Grandview Elementary will be a vibrant, student-centered community that cultivates confidence, character, and curiosity. Through high expectations, a culture of kindness, and a growth mindset, our students will thrive as learners and leaders, ready to meet tomorrow's challenges with purpose and positivity.

PRESCHOOL Stacey Block **KINDERGARTEN** Courtney Simpson Claudia Everett Ema Zhula **1st GRADE** Amber Bennett Isabelle Bulmahn Jamie Ramsey **2nd GRADE** Samantha Garrison Brittany Gray Sarah Treadway **3rd GRADE** Dianna Perren Brandy Shade Emily Hawkins **4th GRADE** Olivia Bradford Danielle Hawn Melissa Lawrence **SPECIAL EDUCATION TEACHER** Nancy Hangartner Krystin Nunnally Kaylyn Sparks	**INTERVENTIONISTS** Courtney Albert Kristin Holland **STUDENT SUPPORT** Jane Allen **COUNSELORS** Kaitlyn Koch **ADMINISTRATIVE ASSISTANT** Kyerstyn Verhaeg **Director of Curriculum** Don Jeffries **GIFTED / STEM** Jessica Smith **ART** Brittany Zehner **MUSIC** Katelyn Bilin **PHYSICAL EDUCATION** Scott Meyer **LIBRARIAN** Ashlynn Dean	**NURSE** Colleen Breslin **PARAPROFESSIONALS** Tiffany Fairless Kennedi Fischer Jewel Nuspl Stephanie Rivera **PSYCHOLOGICAL EXAMINER** Kristie Lewis **SPEECH/LANGUAGE PATHOLOGIST** (provided by Show Me Therapy) **MAINTENANCE DIRECTOR** Greg Scheidler **MAINTENANCE** Jordan Edwards **LEAD CUSTODIAN** Sheila Zielinski **CUSTODIAN** Diana McDowell **TRANSPORTATION DIRECTOR** Rhonda Engler **CHARTWELLS** Tricia Mills

Elementary Student Grading System

Grandview Elementary uses a standards-based grading (SBG) system. Standards-based grading (SBG) is a system of scoring which focuses on student learning and grades based on demonstrated understanding of specific concepts. Instead of a letter grade, students receive grades in multiple different learning targets and can see which concepts they understood well and which they need to improve on.

Standards-based grading provides explanations of the concepts and material that students should know at each point in their education. These are called learning standards, which provide a baseline that is consistent across all students at this education level. Teachers' instruction is guided by these standards, and they work to make sure their students learn all of the expected standards they need to before leaving their class. When students receive report cards, they receive a list of learning standards and a grade on a 3-point scale on each standard of how well they mastered the material.
Report cards are issued to students and parents regarding the student's academic progress once per quarter. Parents are asked to sign written reports and return to the teacher. Parents are also encouraged to contact the teacher if they have any questions or concerns.

<u>Preschool through 4th Grade Scale:</u>
Progress of elementary children will be marked as:
M=Mastered (above grade level)
P=Proficient (at grade level)
E=Emerging (just below grade level)
N=Not Yet Demonstrated (far below grade level)

Homework/Classroom Assignment Information

The Grandview R-II Board of Education believes that learning is a lifelong process that takes place not only in the classroom, but also in the home. The primary purpose for homework is to help students to master specific skills taught in the classroom and/or the completion of reading or work assignments in order to better prepare students for subsequent lessons or tests. Homework may be defined as an assignment that students complete outside of regular classroom time. However, in most cases students are given time during class to start or complete work assignments with teacher assistance. Homework is the key link between home and school and is the best means a parent has in maintaining a day-to-day connection with your student's education.

Assignments will be listed on the online planner check on the school website to help parents stay connected with their child's classroom experience. Students will have time built into the day to help with the completion of daily assignments including RTI time. Missing Assignment Reports are given to the students each week during RTI to give them a focus for utilizing this time built into the school day to catch up on work. Missing assignments are emailed to parents/guardians regularly to make sure they are aware of items a student may be missing. Lastly, assignments not turned in on time will be subject to a reduced percentage.

Make-up Work

Students who have an absence shall have the opportunity to make-up class work. It shall be the responsibility of the student, on his/her own initiative, to contact each teacher involved to determine

make-up assignments. Students shall receive two days for each day missed to receive full credit. In many cases, students should expect to turn in assignments and/or take tests the day they return to school if the assignment completion date and/or test date was scheduled before the student's absence or the teacher feels that test material has been appropriately covered by the student who has been absent.

Supplies

To ensure students are prepared for a successful school year, **families are responsible for purchasing basic school supplies** for their elementary student(s). Grade-level supply lists are posted on the school website and are updated annually to reflect classroom needs.

In addition, each student should bring personal items daily, including:

- A **backpack** large enough to hold folders and library books
- A **lunchbox** (if bringing lunch from home)
- A **nap-time towel** (required for preschool and kindergarten students)

To avoid confusion and help return misplaced items, **all personal belongings—especially hats, coats, gloves, and lunchboxes—should be clearly labeled with the student's first and last name.**

Being prepared with the right supplies helps students start strong and stay organized all year long. If your family needs assistance with school supplies, please contact the school office—we are here to help.

Drills (Earthquake, Fire, Tornado Safety)

The Grandview R-II School District has in place emergency procedures to be taken by all students and school personnel in case of earthquake, fire, tornado and/or other safety related occurrences.

Communications

All posters and informational notes must be approved through the office before being posted or distributed. To help keep families informed of activities and school information, a newsletter is emailed and posted on the Elementary Facebook page weekly. Monthly menus will also be posted in these areas. The school will notify parents of early dismissal days.

Grandview School-Wide Positive Behavior Support

Our school participates in an important district initiative called Positive Behavior Interventions and Support (PBIS). PBIS is a process for creating safer and more effective schools. It is a systems approach to enhancing the capacity of schools to educate all children by developing research-based, school-wide, and classroom behavior support systems. The process focuses on improving a school's ability to teach and support positive behavior for all students. Rather than a prescribed program, PBIS provides systems for schools to design, implement, and evaluate effective school-wide, classroom, non-classroom, and student specific plans. PBIS

includes school-wide procedures and processes intended for all students and all staff in all settings. PBIS is not a program or a curriculum. It is a team-based process for systemic problem solving, planning, and evaluation. It is an approach to creating a safe and productive learning environment where teachers can teach and all students can learn.

What is PBIS at our school?

We have adopted a unified set of classroom expectations. Similar to the Grandview Code of Student Conduct, these rules define our expectations for behavior in our school. You will see these rules posted throughout the school and your child will be learning them during his or her first days at school. Our unified classroom rules, found in every classroom and non-classroom setting in the school, are as follows:

Rule #1: Be Safe

Rule #2: Be Respectful

Rule #3: Be Responsible

As part of our PBIS process, teachers and other staff members use evidence-based practices to increase student learning and decrease classroom disruptions. To keep students on the rules in a positive manner, we do the following when teaching academics and behavior:

- Constantly teach and refer to our school-wide expectations.
- Provide students with more praise than correction.
- Talk to students with respect using a positive voice tone.
- Actively engage everyone in the class during instruction.
- Use pre-correcting, prompting, and redirecting as we teach.
- Look for the positive first and provide positive, immediate, frequent, and explicit feedback.

We also have a school-wide system of consequences for minor incidents:

Disruptive Rule Break #1=Documented Warning, reteach expected behavior

Disruptive Rule Break #2=Documented Warning, reteach expected behavior

Disruptive Rule Break #3= Phone call to parents by staff to warn that the next offense will result in a formal discipline referral to the office.

*More serious student misbehavior will result in a write up to be handled by the building administrator using the discipline matrix listed later in the handbook.

If you have questions about Positive Behavior Support, please feel free to contact your child's teacher. We look forward to a wonderful year of teaching your child!

Cafeteria Behavior

We expect all students to observe good dining room manners. Normal conversation with the person next to you is allowed, but no loud talking or shouting across the table. For safety reasons, running is not permitted in the cafeteria.
Students should eat and handle food properly.

Recess

For student safety and supervision, all students are expected to participate in outdoor recess unless otherwise directed. Students are not permitted to remain in the classroom during recess unless they have explicit permission from their teacher and are under adult supervision.

If a student needs to remain indoors due to illness or injury, a written note from a parent or guardian is required. For extended medical needs, a doctor's note may be necessary.

Items From Home

Students are not allowed to bring items from home to school without their classroom teacher's permission. This includes footballs, basketballs, toys, electronic games, etc. Students are responsible for any items brought to school. The school will not be responsible for lost or misplaced items. Items brought to school without permission may be confiscated until parents come to school to pick them up. All items will be disposed of at the end of each school year.

Birthdays, Flowers and Gifts

Students will be called down to the office at the end of the school day to pick up any flowers or gifts delivered to them at school.

Classroom Parties

The three parties planned for the year are Fall, Winter, and Valentine's Day.

A room parent coordinator, with a background check on file with the district, will assist with parties. Parties are held the Friday afternoon before or following the holiday to keep from interrupting the school week.

Lost and Found

Each year many valuable items are not claimed from our lost and found. Due to the similarity of items, it is important that all belongings brought to school be clearly labeled with the child's first and last name. Items left in the lost and found areas will be disposed of at the end of the year.

Parent Involvement and Volunteer Expectations

Grandview values and encourages active parent and community involvement. Our school thrives because of the time, talents, and support shared by families and volunteers. Whether helping in the classroom, attending field trips, or assisting during special events like Field Day, your involvement makes a meaningful impact.

To ensure the safety of all students and staff:

- **All guests and volunteers must present a valid photo ID and check in through the Raptor Visitor Management System before being allowed entry into the building.**

- **All volunteers are required to have a current background check on file with the district office.** This must be renewed annually.

- A **volunteer** is defined as any adult participating in a school-sponsored event in a supervisory or supportive role, such as field trips, classroom activities, or school-wide events.

To learn more about how to get involved, or to begin the volunteer process, please contact the school office. We appreciate your partnership in creating a safe and welcoming environment for all.

Admissions Policy

Resident Students - Policy 2230

Resident students of the District, five to twenty-one (5-21) years of age, who have not graduated from high school or received any document evidencing completion of the equivalent of a secondary curriculum (G.E.D.), and are not barred from enrollment by provisions of the Safe Schools Act (See Policy and Regulation 2664) may attend District schools tuition free. Resident students must provide proof of residency in the District at the time of enrollment. To be a resident of the District, a student must both physically reside and be domiciled within District boundaries. The domicile of a minor child is the domicile of a parent, military guardian pursuant to a military issued guardianship, or court-appointed legal guardian. Where due to military stationing or deployment out-of-state of one or both of a child's parent(s), the child, a resident of Missouri, relocates to live with other family members that live in the District or lives in a military support community located in the District, the child may attend District schools. If the parents' active duty orders expire during the school year, the student will be permitted to finish the current school year at the District.

In addition, the District will provide tuition-free special education services to resident students who qualify for special education services between the ages of 3 and 21 as required by law.

Students Entitled to Enroll Without Proof of Residency

The residency provisions of this policy are not applicable to homeless students, inter-District court-ordered desegregation students, wards of the state placed in residential care facilities, students placed in a residential care facility due to a mental illness or developmental disability, students placed in a residential facility by a juvenile court, students 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, students attending regional or cooperative alternative education programs, students attending an alternative education program on a contractual basis, or students attending a school pursuant to R.S.Mo.§ 167.151(2) or (4). The exemptions to the residency requirement are expressly established by state law and entitle such students to tuition-free school attendance. Additionally, a student may be partially exempt from the payment of tuition as set forth in Policy and Regulation 2240 and state law. For purposes of IDEA special education evaluation and provision of special education services a student attending a private school located within the District will be evaluated as a resident student.

Requests for Waiver of Proof of Residency Requirements

Those students who are unable to satisfy the proof of residency requirements and who are not entitled to enroll as provided in the previous section of this Policy and state law may request a waiver of the proof of residency requirements. Upon filing a Request for Waiver of Proof of Residency (Form 2230.1) and satisfaction of all other enrollment requirements, the student will be conditionally enrolled and allowed to attend school pending a Board of Education hearing on the student's request unless there is reason to suspect that the admission of the pupil will create an immediate danger to the safety of other students or employees of the District. If there is reason to suspect that the student poses an immediate danger, the Superintendent/Designee may convene a hearing within five working days of the request to register and determine whether or not the pupil may register. (See Policy and Regulation 2200, Regulation 2230 and Policy and Regulation 2664).

Entrance Age for Kindergarten - Policy 2210

To be admitted to kindergarten or to summer school prior to the student's regular term, a student must be five (5) years old before August 1st preceding entrance.

Entrance Age for First Grade

To be admitted to first grade a student must be six (6) years old before August 1st preceding entrance. However, students who have completed an accredited kindergarten program will be considered for enrollment in the first grade regardless of the August 1st cut-off date.
Documentation establishing proof of age, such as a birth certificate, is required for enrollment.

Board Policies

Policies can be found on the Grandview R-II website at https://www.grandviewr2.com/page/school-board.

APPENDIX II - GRANDVIEW MIDDLE SCHOOL

BUILDING INFORMATION

Middle School Faculty

5th Grade	6th Grade	MATH
Nikki Slamp	Madeline Rotter	Bailey Austin- 7th & 8th Grade
Mandi Snyder	Whitney Gonzales	
Christian Dugan		
SOCIAL STUDIES	SCIENCE	ENGLISH / LANGUAGE ARTS
Ann Dugan- 7th & 8th Grade	Allison Denny- 7th & 8th Grade	Lisa Fortner- 7th & 8th Grade
SPECIAL SERVICES	FINE ARTS	OFFICE / SUPPORT STAFF
Kimberly Zoph	Matt Bilin- Band	Dr. Kimberly Copeland- Principal
Kirstin Sparks	Kate Bilin- Choir	Vicky Ketcherside- Secretary
Sofia Fischer- Paraprofessional	Brittany Zehner- Art	Kelly Clark- Counselor
Alyssa Janvrin- Paraprofessional		Nurse- Lauren Miller
PHYSICAL EDUCATION	SOAR & STEM	
Scott Meyer- 5th Grade	Jessica Smith	
Gabe Martin- 6th-8th Grade		

26-27 Bell Schedule

School doors open at 7:30 AM. Students who are eating breakfast will report to the cafeteria. All other students will report to the bleachers in the gym until the bell rings at 7:36 AM. Students will sit in the bleachers according to their grade level. Staff will supervise students until they are dismissed to RTI by the Warning Bell.

7:30	Drop Off Bell
7:36	Warning Bell
7:40 - 8:12	Homeroom / RTI
8;16 - 9:08	1st Period
9:12 - 10:04	2nd Period
10:09 - 11:01	3rd Period
11:05 - 12:16	4th Period*

<table>
<tr><th>*A Lunch
5th Grade</th><th>*B Lunch
6th Grade</th><th>*C Lunch
7th/8th Grade</th></tr>
<tr><td>11:05 - 11:26
Lunch</td><td>11:05 - 11:26
BLOCK 2</td><td rowspan="2">11:05 - 11:51
4th Hour</td></tr>
<tr><td rowspan="2">RR Break /
BLOCK 2</td><td>11:30 - 11:51
Lunch</td></tr>
<tr><td>11:55 - 12:16
Resume BLOCK 2</td><td>11:55 - 12:16
Lunch</td></tr>
</table>

12:20 - 1:12	5th Period
1:16 - 2:08	6th Period
2:12 - 3:05	7th Period

ACADEMIC INFORMATION

Grading Information

Students will be issued a letter grade for each course taken at Grandview. Letter grades are as follows:

A, A-	= Superior
B+, B, B-	= Above Average
C+, C, C-	= Average
D+, D, D-	= Below Average
F	= Fail (no credit earned)
IC	= Incomplete (Final letter grade issued when the student finishes all non-completed assignments and/or test requirements)

The Grandview R-II School District uses the following percentages in determining student grades:

A = 96% - 100%	C = 73% - 76%
A- = 90% - 95%	C- = 70% - 72%
B+ = 87% - 89%	D+ = 67% - 69%
B = 83% - 86%	D = 63% - 66%
B- = 80% - 82%	D- = 60% - 62%
C+ = 77% - 79%	F = 0% - 59%

Grade Point Average (GPA) & Honor Roll

In order to be eligible for the honor roll, a student must maintain a 3.5 grade point average (GPA) with no "D" or "F" grades.

- Honor Roll - students earning a 3.50 or higher GPA (no ISS or OSS)

A student's grade point average is determined by adding the grade points earned in each course and dividing by the number of courses taken. The numbers of grade points which can be earned are as follows: A = 4.00; B = 3.00; C = 2.00; D = 1.00; F = 0.00.

All courses, which issue a semester letter grade, are used in determining a student's grade point average. Each student's cumulative grade point average and class ranking is determined by using only semester grades. Grades earned at the end of each nine-week grading period are used to determine a student's semester grade.

Students will be required to take MAP/End Of Course exams as prescribed by the Department of Elementary and Secondary Education. It should also be stated that in some cases a student's grade is not only determined by written examinations and homework assignments but may also be determined, in part or entirely, upon participation (examples: chorus, shop, band, physical education, etc.).

Homework/Classroom Assignment Information

The Grandview R-II Board of Education believes that learning is a lifelong process that takes place not only in the classroom, but also in the home. The primary purpose for homework is to help students to master specific skills taught in the classroom and/or the completion of reading or work assignments in order to better prepare students for subsequent lessons or tests. Homework may be defined as an assignment that students complete outside of regular classroom time. However, in most cases students are given time during class to start or complete work assignments with teacher assistance. Homework is the key link between home and school and is the best means a parent has in maintaining a day-to-day connection with your student's education.

Assignments will be listed on the online weekly planner check on the school website to help parents stay connected with their child's classroom experience. Students will have time built into the day to help with the completion of daily assignments including class time and RTI time. Missing Assignment Reports are given to the students each week during RTI to give them a focus for utilizing this time built into the school day to catch up on work. Assignments not turned in on time will be subject to a reduced percentage.

*We recommend that parents/guardians download the **TeacherEase App** on their phones and/or electronic devices. The app will give parents/guardians access to all grades and allow them to communicate with teachers about assignments.

Make-Up Work

Students who have an absence shall have the opportunity to make-up class work. It shall be the responsibility of the student, on his/her own initiative, to contact each teacher involved to determine make-up assignments. Students shall receive two days for each day missed to receive full credit. In many cases, students should expect to turn in assignments and/or take tests the day they return to school if the assignment completion date and/or test date was scheduled before the student's absence or the teacher feels that test material has been appropriately covered by the student who has been absent.

NEST Family Groups - New in 26-27

At Grandview Middle School, every student will be assigned a **NEST Family Group**. NEST groups are designed to build positive relationships, strengthen our school community, and help every student feel connected and supported.

Each NEST will include students across grade levels, led by a staff member. NESTs will meet regularly throughout the school year to participate in team-building activities, character education, service projects, school challenges, and community-building events. Monthly activities will focus on developing leadership, responsibility, kindness, respect, and other positive character traits. The goals of the NEST Family Group program are to:

- Build meaningful relationships between students and staff.
- Foster connections among students across grade levels.
- Promote positive character and school pride.
- Create a welcoming, supportive environment where every student belongs.
- Encourage leadership, teamwork, and personal growth.

Response to Intervention (RTI)

Purpose:
RTI time is a structured academic block designed to help students succeed. It is not a "study hall" and should be used intentionally for academic progress.

Student Expectations:

- Be Prepared: Bring all needed materials (Chromebook, paper, pencil, books).
- Stay on Task: Work quietly on assigned academic activities.
- Respect Others: Maintain a quiet, respectful work environment.
- No Cell Phones/Electronic Devices: These must be stored away during RTI, same as the rest of the day.

Student Recognition

A-Team

The **A-Team** recognizes students who demonstrate excellence in academics, attendance, and behavior. Students who meet the eligibility requirements each semester are rewarded for their hard work and commitment to being positive role models at Grandview Middle School. To qualify for A-Team, students must:

- Earn a **3.5 GPA or higher**
- Maintain **95% or better attendance**
- Have **no In-School Suspension (ISS) or Out-of-School Suspension (OSS)** during the semester

Students who qualify for A-Team may receive special recognition, incentives, school privileges, and invitations to exclusive events throughout the year. Eligibility is determined at the end of each quarter based on the established criteria. The A-Team program encourages students to strive for academic success, consistent attendance, and responsible behavior while contributing positively to our school community.

An appeal process is in place for students who miss one of the eligibility criteria and believe they should be a part of the A-Team. Appeals are due within one week of the quarterly A-Team announcement. Appeal forms may be picked up from the office, and are located on the website.

EXTRACURRICULAR INFORMATION

Eligibility for Incentive and Special Events

Throughout the school year, Grandview Middle School offers incentive and special events to recognize students who demonstrate positive behavior, responsibility, and good citizenship. To be eligible to participate in these events, students must meet the following behavior expectations:

- No In-School Suspension (ISS) during the same **quarter** as the event.
- No Out-of-School Suspension (OSS) during the same **semester** as the event.

Students who receive an OSS are not eligible to attend any incentive or special events for the remainder of that semester. Eligibility for dances or other special events in the following semester may be reviewed and determined by the principal. These expectations help encourage a positive, respectful, and safe learning environment while recognizing students who consistently make responsible choices.

Code of Ethics for Spectators

Winning is often so important that some people have lost sight of the educational values inherent in activities. If the full benefit of activities as an educational tool is to be utilized, schools must concern themselves with spectator's sportsmanship. The playing of the game should be regarded by the spectators as an art, and should be appreciated and enjoyed as such. Respect for all participants, sponsors, coaches, and officials, regardless of their own loyalties, is essential for raising the standards of good sportsmanship. Therefore, the following code of ethics for spectator guidelines is expected to be followed:

- Recognize the official as a person of integrity and qualification and respect his/her decisions accordingly.
- Refrain from creating disturbances, which would be detrimental to the flow of the activity and/or to the safety of the participants involved.
- Refrain from harassment, profane language, or ostentatious behavior in respect to the participants, sponsors, and coaches.
- Become familiar with the rules of the activity in order to enjoy it more and to understand the decisions made by the officials.
- Exhibit loyalties and support without negative action toward opponents or officials of the activity.
- Exhibit respect for local policies and regulations regarding the usage of athletic facilities.

Jefferson County Activity Association (JCAA)

Grandview is a member of the Jefferson County Activity Association (JCAA). The purpose of this organization shall be the promotion, regulation, and supervision of all interscholastic activities and contests as may be delegated to the member schools. JCAA member schools include Crystal City, De Soto, Festus, Dunklin (Herculaneum), Hillsboro, Jefferson R-VII, Perryville, Windsor, and Grandview. The JCAA athletic conference is divided into two divisions (large and small). Although all member schools may play each other (with the exception of football), only games played between divisional teams count toward a large or small divisional conference champion.

Missouri State High School Activities Association (MSHSAA)

Grandview R-II School District athletic programs are governed by the rules and regulations of the Missouri State High School Activities Association. MSHSAA is a voluntary, non-profit, educational association of schools established for the purpose of working cooperatively in adopting standards for supervising and regulating interscholastic activities and contests that may be delegated by the member schools to the jurisdiction of the Association. Eligibility standards as established by MSHSAA are minimum standards. Each member school district has the right and authority to establish their own standards of eligibility so long as those standards are not less restrictive as already mandated by the MSHSAA (Regulation 2920).

Transportation

All students will be transported to extra-curricular activities using district transportation, unless prior arrangements have been made. It is expected that all participants ride to away games unless an athlete's parent requests that an athlete ride home with them. Students can only be signed out on location from a contest by a parent. If there are circumstances that require other ride arrangements from a contest, they must be made through the athletic office in writing. To assist with the number of students riding school transportation, students will be allowed to ride to and from a contest with a family member. Anyone that is not a parent/guardian doing the driving must be approved by the parent/guardian through the athletic office in writing prior to the trip.

Activity Eligibility (MSHSAA)

ACADEMIC STANDARDS: Following Regulation 2920, Grandview Middle School academic standards, rules, and guidelines are as follows:

A. In order to participate in any Missouri State High School Activities Association (MSHSAA) sponsored athletic program a student must meet MSHSAA academic standards. This academic standard only applies to quarter grades. Any student who does not meet MSHSAA academic standards for the semester will be ineligible to participate in all MSHSAA sponsored athletics for a period of one semester commencing the first day of the next semester. To meet academic standards a student must pass 3 credits (six classes) the previous semester.
B. It should be understood that some organizations and/or clubs might be required to abide by local, state, and/or national academic standards. For example, the academic requirements for National Honor Society membership are more restrictive than the aforementioned academic policy. Also, participation may be required (depending upon each set of circumstances) in specific activities when it is a course requirement (example, participation in Christmas and Spring music concerts).
C. A student must be making satisfactory progress towards graduation. Therefore, any student who falls below grade level according to the class standing requirements as stated in Section II of this handbook may be ineligible for one semester. At the end of an ineligible semester, student progress toward meeting graduation requirements will be re-evaluated by the guidance counselor and principal to determine eligibility.
D. Students must be enrolled as a full time student (eight class periods).
E. One credit in a required course (not an elective course) may be earned during summer school to replace one credit of failing grade.
F. Resource students do not necessarily fall under the academic standards as stated above.

ATTENDANCE: In order for a student to participate in extracurricular events or practices, they must attend school for a full day on the day of the activity or practice. In some cases, students may be allowed to participate EVEN if not in attendance a full day (example: attending the funeral of a relative). However, approval must be obtained from the athletic director or principal preferably in advance, before participation will be allowed when not in school attendance a full day.

COACHES REQUIREMENTS: The head coach of each sport shall set policies concerning practices, dress, meetings, dismissals, etc. Participating students will be expected to conform to the guidelines and rules established by each head coach or decide not to participate.

INSURANCE REQUIREMENTS: MSHSAA By-Law 309.0 states a student shall not be permitted to practice or compete for a school until it has verification that he/she has basic insurance coverage.

PARENTAL PERMISSION STANDARDS: MSHSAA By-Law 308.0 states that prior to yearly interscholastic athletic participation, a student shall furnish a statement, signed by the student's parents or guardians, which grants permission for the student to participate in interscholastic athletics.

PHYSICAL EXAMINATIONS: MSHSAA By-Law 276, 283, and 309 states the school shall require each student participating in athletics a physicians' certificate stating that he/she is physically able to participate in athletic contests of his/her school. The medical certificate is valid for a period of two years from the date of the physical examination.

CONSTITUTION AND BY-LAWS: Students who are participating in non-athletic extracurricular activities must abide by the Constitution and By-Laws of each particular club or organization. The Constitution and By-Laws may be on the local, state, and/or national level.

SPONSOR REQUIREMENTS: The sponsor of each activity may set policies concerning participation, dress, meetings, dismissals, etc. Participating students will be expected to conform to the guidelines and rules established by each individual sponsor or decide not to participate.

MIDDLE SCHOOL DANCES

It is the opinion of the Grandview Board of Education that there are certain activities, which are to be attended exclusively by middle school students. Dances are considered one such activity. Therefore, only Grandview Middle School students can attend middle school dances. High school students are forbidden to attend middle school dances. Students from other schools are not to attend.

Student Dance Policy

- Doors close one half hour after the dance begins.
- No in/out privileges.
- Students who have had Out of School Suspension during that semester or are expelled are not permitted
- Students shall dance in the appropriate manner. Unsafe, lewd, or vulgar dancing is not permitted. This includes “freak” dancing, “crowd surfing,” slam dancing, grinding and moshing.
- All students must follow the Grandview Code of Conduct.
- Students who are over eight (8) days absent will not be permitted to attend.
- Students who have multiple “F’s” may not attend a dance.

APPENDIX III - GRANDVIEW HIGH SCHOOL
BUILDING INFORMATION

HIGH SCHOOL FACULTY & STAFF

ENGLISH/LANGUAGE ARTS	SCIENCE	MATH
Justin Fritsche	James Betz	Ryan Cantrell
Samantha Linderer	Elora Doherty	Gayla Brinkley
SOCIAL STUDIES	PHYSICAL EDUCATION	SPECIAL SERVICES
Corey Hanger	Jeremy Moss	Paula Davis
Micah Schultz		Jeannie Davis
		Susan Ehlen
PRACTICAL ARTS	FINE ARTS	SUPPORT STAFF
Kristi Smith	Matt Bilin	Channa Hires - secretary
Shaley Santander	Kate Bilin	Post Secondary Advisor
Jeff Ketcherside	Andrea Linskey	Michelle Eisenhauer
Jolene Dudley		
CUSTODIAL STAFF	LIBRARY	SOAR
Sheila Zielinski	Tandi Steffens	Jessica Smith

SECTION I - GENERAL INFORMATION

Admissions Policy

Policy 2230

Resident Students

Resident students of the District, five to twenty-one (5-21) years of age, who have not graduated from high school or received any document evidencing completion of the equivalent of a secondary curriculum (G.E.D.), and are not barred from enrollment by provisions of the Safe Schools Act (See Policy and Regulation 2664) may attend District schools' tuition free. Resident students must provide proof of residency in the District at the time of enrollment. To be a resident of the District, a student must both physically reside and be domiciled within District boundaries. The domicile of a minor child is the domicile of a parent, military guardian pursuant to a military issued guardianship, or court-appointed legal guardian. Where due to military stationing or deployment out-of-state of one or both of a child's parent(s), the child, a resident of Missouri, relocates to live with other family members that live in the District or lives in a military support community located in the District, the child may attend District schools. If the parents' active duty orders expire during the school year, the student will be permitted to finish the current school year at the District.

In addition, the District will provide tuition-free special education services to resident students who qualify for special education services between the ages of 3 and 21 as required by law.

Students Entitled to Enroll Without Proof of Residency

The residency provisions of this policy are not applicable to homeless students, inter-District court-ordered desegregation students, wards of the state placed in residential care facilities, students placed in a residential care facility due to a mental illness or developmental disability, students placed in a residential facility by a juvenile court, students 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, students attending regional or cooperative alternative education programs, students attending an alternative education program on a contractual basis, or students attending a school pursuant to R.S.Mo.§ 167.151(2) or (4). The exemptions to the residency requirement are expressly established by state law and entitle such students to tuition-free school attendance. Additionally, a student may be partially exempt from the payment of tuition as set forth in Policy and Regulation 2240 and state law. For purposes of IDEA special education evaluation and provision of special education services a student attending a private school located within the District will be evaluated as a resident student.

Requests for Waiver of Proof of Residency Requirements

Those students who are unable to satisfy the proof of residency requirements and who are not entitled to enroll as provided in the previous section of this Policy and state law may request a waiver of the proof of residency requirements. Upon filing a Request for Waiver of Proof of Residency (Form 2230.1) and satisfaction of all other enrollment requirements, the student will be conditionally enrolled and allowed to attend school pending a Board of Education hearing on the student's request unless there is reason to suspect that the admission of the pupil will create an immediate danger to the safety of other students or employees of the District. If there is reason to suspect that the student poses an immediate danger, the Superintendent/Designee may convene a hearing within five working days of the request to register and determine whether or not the pupil may register. (See Policy and Regulation 2200, Regulation 2230 and Policy and Regulation 2664).

Students of Nonresident Teachers and Regular Employees

Nonresident students of District teachers or regular District employees may be permitted to attend school without payment of tuition. Such students will be considered a "resident" student for purposes of state aid.

Regulation 2230

A student may only register in the District if the student provides proof of residency or if the student or parent/guardian requests a waiver from the Board of Education on the basis of hardship or good cause. A Residency Enrollment Checklist (Form 2230) and Affidavit Regarding Prior Discipline (Form 2230.2) will be completed at the time of enrollment. If the Superintendent/Designee has reason to suspect that the admission of a student will create an immediate danger to the safety of others, a hearing will be convened within five (5) working days of the request to register. At the hearing, the District will determine whether the student may enroll. (See Regulation 2664 – Enrollment or Return Following Suspension and/or Expulsion.)

Waiver

Students or parents/guardians seeking a waiver of the District's residency requirement must complete and submit to the Superintendent a Request for Waiver of Proof of Residency (Form 2230.1) stating the reasons for which the waiver is requested. If a waiver is requested, the Board of Education, or a committee of the Board appointed by the Board President, must convene a hearing no later than forty-five (45) days after the request for waiver is filed with the Superintendent. Once a waiver of proof of residency has been requested, the student may be permitted to conditionally enroll and attend school pending a hearing before the Board on the request unless there is reason to suspect that the student's admission will create an immediate danger to the safety of other students or employees of the District. If there is reason to suspect that a student poses an immediate danger, the Superintendent/Designee may hold a hearing within five working days of the request to register and determine whether or not the pupil may register.

If the District fails to convene a timely hearing, the request for waiver is automatically granted. Following the hearing, the Board will provide written notice of its decision and the reasons for its approval or denial of the waiver request. If the Board grants the waiver request, the student will be allowed to continue attending school in the District and will be deemed fully enrolled. If the Board denies the waiver request, the student's conditional enrollment will automatically be revoked and the student shall not be allowed to continue attending school in the District.

In considering whether a waiver to residency should be granted, the presumption that a student's domicile is in the home of the student's parent/guardian is not conclusive. Students residing within the District, but not within the domicile of their parent/guardian, will be considered residents of the District if they reside within the District for reasons other than solely to attend District schools or athletic reasons.

Students Entitled to Enroll Without Proof of Residency or Payment of Tuition

The following students may enroll without payment of tuition or request for a waiver of the proof of residency requirements:

1. Orphaned children or children with only one living parent.

2. Children between the ages of six (6) and twenty (20) who are unable to pay tuition and whose parents/guardians do not contribute to their support.

3. Children who participate in an American Field Service or similar foreign exchange program are subject to District approval and provided that the student resides in the home of a District resident.

4. Children whose parents/guardians own and reside upon property at least eighty (80) acres of which are used for agricultural purposes, provided at least thirty-five percent (35%) of the property is within the District.

5. Inter-district court-ordered desegregation students.

6. Students of District teachers or regular District employees.

7. Homeless students.

8. Wards of the state placed in a residential care facility by state officials.

9. Students placed in a residential care facility by a juvenile court or due to a mental illness or developmental disability.

10. Students with a disability are identified under state eligibility criteria if the student is in the District for reasons other than accessing the District's educational programs.

11. Students attending regional or cooperative alternative education programs.

12. Students attending an alternative education program on a contractual basis.

The administration may investigate the eligibility of children attending schools under the provisions of this regulation. If a determination is made by the Superintendent/Designee that the student does not meet the criteria to be entitled to a free public education by the District, the student may be administratively removed from the enrollment as set forth in Policy 2290.

Parents are required to sign a "Proof of Residency" form at the time of student enrollment. *Any person submitting false information in satisfying residency requirements within the Grandview R-II School District is guilty of a Class "A" misdemeanor.*

Homeless Students - Regulation 2260
The Board of Education is committed to providing equal access for all eligible homeless students to a free, appropriate education in the same manner as is provided to other District students. In carrying out this commitment, the District will identify and assess the needs of the District's homeless students; provide for the placement of its homeless students in the school of best interest; provide access to the District's programs; and appoint a homeless coordinator. The Superintendent will review all District policies to determine whether they act as barriers to the enrollment of homeless students. Special attention will be given to policies regarding transportation, immunization, residency, birth certificates, school records and guardianship. (See also Policy and Regulation 6273 – Instruction for Homeless Students.)

Migrant Students - Regulation 2270
The Board of Education is committed to the identification, needs assessment and enrollment of migrant students living within the District. The District's Coordinator of Programs for Homeless Students is also responsible for implementation and maintenance of the District's program for migrant students. (See also Policy 6274 – Instruction for Migrant Students.)

Records Review

Within two (2) business days of enrolling a new student, the Superintendent/designee will request copies of the new student's transfer and discipline records from all schools in which the new student attended at any time within a twelve (12) month period preceding enrollment in the District (Policy 2200).

New students enrolling at Grandview must provide proof of proper immunizations before being admitted and/or enrolled.

Public Complaints

Although no member of the community shall be denied the right to petition the Board of Education for redress of a grievance, the complaints will be referred through the proper administrative channels for solution before investigation or action by the Board. Exceptions are complaints that concern Board actions or Board operations only.

The Board advises the public that the proper channeling of complaints involving instruction, discipline, or learning materials is as follows:

1. Teacher
2. Principal
3. Appropriate Central Office Administrator
4. Superintendent
5. Board of Education

Any complaint about school personnel will be investigated by the Administration before consideration and action by the Board. The written, signed complaint must be filed and the resolution pursued in accordance with local district policy: Policy 1480 – Public complaints.

Birthdays, Flowers and Gifts

Students will be called down to the office at the end of the school day to pick up any flowers or gifts delivered to them at school.

Computer/Internet Use Policy

Use of the Grandview R-II School District internet connection is an educational privilege. Inappropriate use of computers, software, or the internet connection may result in cancellation of these privileges, suspension of privileges, suspension from school or even student expulsion. In addition, Grandview R-II reserves the right to inspect any materials stored in files, whether obtained from the school's system or brought in from other sources and will delete any material the district staff members, in their sole discretion, believe may be inappropriate. Internet access is available through MoreNet, a state funded educational internet service to promote educational excellence by facilitating resource sharing, research, innovation, and communication. The use of chat rooms and social media is strictly forbidden. Each student should review the District's detailed policy and regulation regarding acceptable use of technology services, which can be found in Board of Education Policy 6320 and Regulation 6320.

Custodial and Non-Custodial Parent Information

The Grandview R-II School District presumes both parents have equal rights of access to student records, to visit and/or see students, to check students out of school, etc. unless a court order or other legally authorized document is on file in the High school office stating otherwise. If such a document is on file in the high school office, the school district will make every effort to follow partial and/or non-custodial directives as stated therein.

Drills (Earthquake, Fire, Tornado Safety)

The Grandview R-II School District has in place emergency procedures to be taken by all students and school personnel in case of earthquake, fire, tornado and/or other safety related occurrences.

Emergency Closing/Early Dismissal

It occasionally becomes necessary to close school because of weather conditions, which make transportation hazardous. Parents are to inform students as to what action they are to take in case they are delivered home early and parents are not home. It is very important that parents have a plan in place for this possibility. Be sure your children know where a key is or a neighbor to whom they should go if you are not home. If you have a child who requires special consideration in these circumstances, please contact the High School Office with those directions. **Any special directions must be updated each year.** School closings and/or early dismissals due to weather conditions will be broadcast on the following television/radio stations:

KTJF-98.5 FM KTVI-Channel 2 KMOV-Channel 4 KSDK- Channel 5

The **SIS School Reach Phone System** will also make calls to the parent's house phone number on record and notifications will be sent via the Remind app.

Meal Procedures

Meal Charges - Policy 5550

Purpose

The purpose of this policy is to maintain consistent meal account procedures throughout the District.
Unpaid charges place a financial strain on District finances. The Food Service Department is responsible for maintaining food charge records and for notifying the District's accounting department of outstanding balances.
High School students will be allowed to charge one meal.
No charges will be allowed for ala carte foods and beverages.
Parents/guardians of students with negative balances will be contacted electronically, by correspondence, by phone call by the District Accounting Office, or by the Food Service Department.
On May 15 annually all charging will be cut off.
Parents/guardians will be sent a written request for "payment in full."
All charges not paid before the end of the school year will be carried forward into the next school year.
Graduating seniors must pay all charges in full. Failure to do so may result in the delinquent student being denied participation in graduation ceremonies.
If a financial hardship is suspected, families will be encouraged to apply for free/reduced meals at any time during the school year.

Each building principal will send a letter to all parents on or before the first day of school notifying them of the requirements of this policy. This policy will also be published on the District's website.

Discrimination Clause

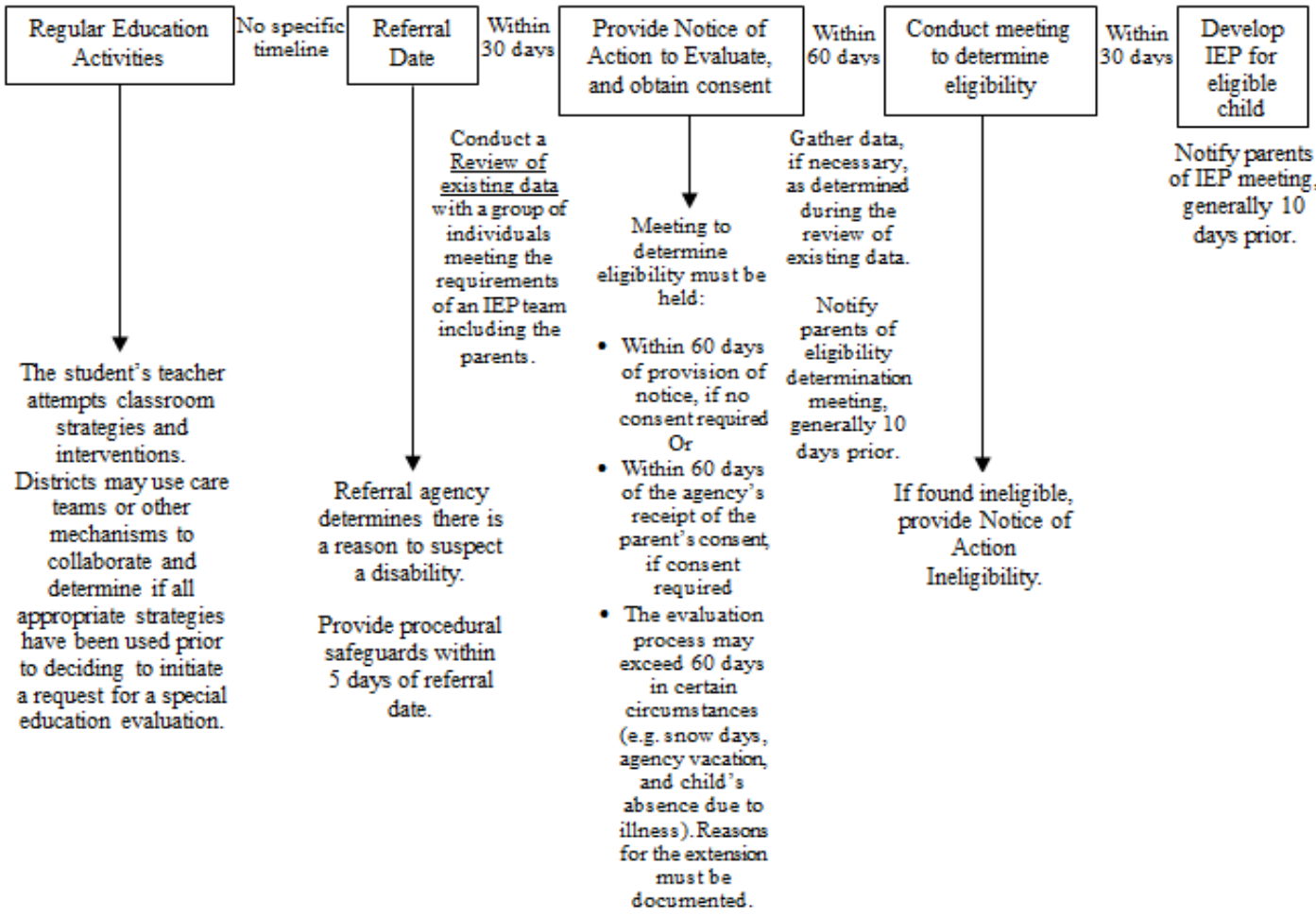
In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights, regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating on the basis of race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs,
or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.
Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language, etc.), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and
TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program
information may be made available in languages other than English.
To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at How to File a Program Discrimination Complaint and at any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to
USDA by:
mail:
U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410;
fax:
(833) 256-1665 or (202) 690-7442; or
(1) email: program.intake@usda.gov
USDA is an equal opportunity provider, employer, and lender.

Immunization and Contagious Disease Policies

The Public School Laws of Missouri's Department of Elementary and Secondary Education (Section 167.181) require immunization through rubella, mumps, diphtheria, poliomyelitis, tetanus, pertussis, chicken pox, hepatitis B and Tdap boosters. The immunizations required and the manner and frequency of their administration shall conform to recognized standards of medical practice under the direction of a duly licensed physician. Students who do not have the required immunizations WILL NOT be allowed to attend school (including the start of the school year).

Also, section 167.191 states that it is unlawful for any student to attend school while afflicted with any contagious or infectious disease, or while liable to transmit such disease after having been exposed to it. For the purpose of determining the disease condition, or the liability of transmitting the disease, the school administration may require any student to be examined by a physician and/or exclude the student from school so long as there is any possibility of such disease being transmitted by the student (Policy 2850).

Initial Evaluation Process Agency Referral



Complaint Procedures for ESSA Programs

Missouri Department of Elementary and Secondary Education

Every Student Succeeds Act of 2015 (ESSA)

COMPLAINT PROCEDURES

This guide explains how to file a complaint about any of the programs[1] that are administered by the Missouri Department of Elementary and Secondary Education (the Department) under the Every Student Succeeds Act of 2015 (ESSA)[2] .

Missouri Department of Elementary and Secondary Education
Complaint Procedures for ESSA Programs
Table of Contents

General Information
1. What is a complaint under ESSA?
2. Who may file a complaint?
3. How can a complaint be filed?

Complaints filed with LEA
4. How will a complaint filed with the LEA be investigated?
5. What happens if a complaint is not resolved at the local level (LEA)?

Complaints filed with the Department
6. How can a complaint be filed with the Department?
7. How will a complaint filed with the Department be investigated?
8. How are complaints related to equitable services to nonpublic school children handled differently?

Appeals
9. How will appeals to the Department be investigated?
10. What happens if the complaint is not resolved at the state level (the Department)?

1. What is a complaint?

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

2. Who may file a complaint?

Any individual or organization may file a complaint.

3. How can a complaint be filed?

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

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

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

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

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

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[1] *Programs include Title I. A, B, C, D, Title II, Title III, Title IV.A, Title V*
[2] *In compliance with ESSA Title VIII- Part C. Sec. 8304(a)(3)(C)*

Local education agencies are required to disseminate, free of charge, this information regarding ESSA complaint procedures to parents of students and appropriate private school officials or representatives.

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

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

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

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

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

The following activities will occur in the investigation:

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

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

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

9. How will appeals to the Department be investigated?

The Department will initiate an investigation within ten days, which will be concluded within thirty days from the day of the appeal. This investigation may be continued beyond the thirty day limit at the discretion of the Department. At the conclusion of the investigation, the Department will communicate the decision and reasons for the decision to the complainant and the LEA. Recommendations and details of the decision are to be implemented within fifteen days of the decision being delivered to the LEA.

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

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

Parent Notification

The Elementary and Secondary Education Act (ESEA) requires notification to parents when any of the following situations exist in a Local Education Agency (LEA) receiving federal funds. Additional information regarding these requirements can be found in this manual.

- 1. LEAs must annually disseminate DESE's ESSA Complaint Procedures to parents of students and appropriate nonpublic school officials or representatives.
- 2. At the beginning of each school year, a participating LEA must notify the parents of each student attending a school that receives Title I. A funds that they may request, and the LEA will provide in a timely manner, information regarding the professional qualifications of their child's classroom teachers and any paraprofessionals providing services to their child.
- 3. A school that receives Title I .A funds must provide all parents notice their child has been assigned, or has been taught for four or more consecutive weeks, by a teacher or a person who is not appropriately certified.
- 4. Within 30 days after the beginning of the school year, an LEA must inform parents their child has been identified for participation in a language instruction educational program.
- 5. Parents/guardians of students enrolled in a persistently dangerous school or students who are victims of violent criminal offense while on school property must be notified of their option to transfer their student to a school that is not designated persistently dangerous.
- 6. Testing Transparency –LEAs must make available to the public for each grade and each assessment required by the state, the following:
    - a. the subject matter assessed;
    - b. the purpose for which the assessment is designed and used;
    - c. the source of the requirement for the assessment (statutory cite);
    - d. the amount of time spent on the assessment;
    - e. the schedule for administering the assessment; and,
    - f. the time and format for disseminating results.

High School Medication Policy

If a student requires medication, it must be brought to the school by the parent (Please see Policy 2870 and Regulation 2870). Medication sent to the school is to be in the properly labeled bottle with the student's name, type of medication, physician, and dosage clearly marked. In addition, a written request from one of the student's parents or guardians requesting that the medicine be administered must be presented. Student medication forms are available from the nurse. Students are not allowed to carry medication of any kind on them while at school or disciplinary consequences will be given. However, students with asthma may carry their inhaler on them if needed, but must have a doctor order on file in the nurse's office. Students with severe allergic reactions may carry their epi-pen, but the student is responsible for the epi-pen. The school district is not liable for the cost of a lost epi-pen.

In order to take any type of pain relieving medication, a note from a doctor and parent must be on file in the nurse's office. Acetaminophen may be given for complaints of discomfort only once during the school day. If the student returns to the nurse's office complaining of discomfort, the parent/guardian will be contacted. The school will NOT supply generic acetaminophen.

In addition to ensure safety and enable the student to receive needed care without missing valuable instructional class time, the student will be administered medication in the High School office by trained office personnel.

Staph Infections

Because bandages can shift or dislodge with activity or when wet, students with draining wounds will not be allowed to participate in practices, games, or physical education classes with others until the wound has stopped draining. Students must have a doctor release to return to athletics and physical education.

School-Parent Involvement Plan

Grandview High School, and the parents and/or guardians of students participating in Title I services, agree that this involvement plan outlines how the school's faculty and parents will stay involved in the students' academic achievement.

School Involvement: School will provide updated curriculum and high quality instruction in a safe and effective learning environment by:

1. Providing students with highly qualified principals, teachers, and support staff.
2. Giving teachers opportunities to attend PDC conferences to learn new strategies to bring into the classroom.
3. Providing individualized instruction to meet the needs of all students.
4. Providing teachers with updated reading materials to better their instruction.

Grandview High School will annually schedule parent-teacher conferences in order to:

1. Discuss the child's progress the teacher has noticed throughout the year.
2. Discuss any concerns that a teacher and/or parent may have about the student.
3. Discuss the student's yearly goals and strategies to help obtain these goals.
4. Examine the student's options, to continue making achievements, offered for the next school year at the end of the third quarter.

Teachers and principals will be accessible to parents and/or guardians in the following methods:

1. Phone calls
2. Scheduled meetings before, during, or after school hours
3. Via – email
4. Student's agenda

Teachers will provide guardians with reports on their child's progress by the following methods:

1. Mid-quarter reports
2. Quarterly report cards

Parent Involvement: Parents and/or guardians can become involved in their child's education by:

1. Helping their child with their homework each night.
2. Checking their child's assigned work list each night.
3. Reading, any and all forms of communication sent home from the school.
4. Keeping an open form of communication (notes, phone calls, emails) with any/all of their child's teachers.
5. Attending parent-teacher conferences at the end of the first and third quarter.

SECTION II - ACADEMIC INFORMATION

Class Standing Credit Guidelines

The following class standing credit guidelines have been established in order to give students and parents a better understanding of the progress being made toward meeting graduation credit requirements. In order to move from one grade level to the next at Grandview R-II High School, a student must meet certain minimum credit and curriculum requirements.

A student must have a minimum of five credits to be considered a sophomore.
A student must have a minimum of ten credits to be considered a junior.
A student must have a minimum of fifteen credits to be considered a senior.

This policy applies to all students, but if a student has a valid and active IEP, the above named requirements may be waived if the student has achieved and met the goals and objectives that have been stated in the IEP.

Course Scheduling and Changes

The following rules and guidelines apply to course schedule changes:

A. All students must be enrolled in seven class periods each semester except for fifth year or partially enrolled home-schooled students.
B. The school counselor may change the course sections (class period) in which a student is enrolled at any time due to educational concerns.
C. All course schedule changes must be approved by the school counselor. Students will face disciplinary action if their course schedule is not followed as approved and directed by the school counselor.
D. All schedule changes must be completed the first two days of each semester. Forms are available in the Counseling Center Office. A parent/guardian must sign the schedule change form.

Credit Information

The following guidelines will be used in determining credit earned:

A. Course credit will be issued only after earning a passing semester grade.
B. Students may earn credits through MOCAP, approved online courses, correspondence courses, or courses taken during summer school. In all cases, the school counselor must approve these courses prior to student enrollment or credit will not be awarded.
C. Courses taken through the Jefferson College Vocational Program are considered an extension of Grandview School District. Course credit earned through this program is therefore the same as earning credit at Grandview. The number of credits (usually three) earned for the successful completion of a Jefferson College Vocational Program course will be determined by the Grandview R-II Board of Education.

Early Graduation

Per Board Policy 2540, a high school diploma will be issued to early graduating students upon the completion of the requirements as stated in the policy. In addition, the following rules and regulations will also be followed:

A. Students will receive a regular diploma.

B. The early graduating student will receive their diploma at the end of the school year (same time as other graduating eighth semester students).
C. Students considering early graduation must complete and return an early graduation request form to the school counselor by the end of October. Failure to complete and return the required early graduation form to the high school counselor by the end of October will make student attendance mandatory for the eighth semester regardless of the number of school credits earned.
D. Early graduation requests will be presented to the Grandview R-II Board of Education at or prior to the December board meeting. Any decision made by the Grandview Board of Education is final and cannot be changed once decided upon. For example, if the school board approves an early graduation request, the student can't later decide to return to school during the second semester. Early graduation request will be approved for the following reasons:

    1. **Immediate enrollment in college** - a minimum cumulative grade point average of 3.00 is required. (Immediate refers to a January or February start date for full time students only.)
    2. **Immediate military service** - a minimum cumulative grade point average of 2.00 is required. (Immediate refers to a January or February start date and refers to regular military, not National Guard).
    3. **Result of a hardship** - the hardship must be due to emergency or unusual situations. The Grandview Board of Education will determine what is or is not an emergency or unusual situation. Students desiring to attend vocational technical schools will be considered for early graduation under the hardship category.

E. Students approved for early graduation must submit proof of compliance with one of the three aforementioned reasons for early graduation prior to the graduation of the class by the end of the school year. A student who does not comply with the guidelines will not receive their diploma with their class and must petition the Grandview Board of Education for a new plan for graduation.
F. Students who are approved for early graduation will lose their membership and eligibility to participate in all extracurricular activities at the end of their seventh semester. This includes but not necessarily limited to, all athletic and award activities and programs. The only activity in which early graduating seniors will be allowed to participate is the graduation program.
G. Senior students attending Jefferson College Vocational courses **WILL NOT** be approved for early graduation because tuition is paid for two semesters of student attendance.

Grading Information

Students will be issued a letter grade for each course taken at Grandview. Letter grades are as follows:

A, A-	= Superior
B+, B, B-	= Above Average
C+, C, C-	= Average
D+, D, D-	= Below Average
F	= Fail (no credit earned)
IC	= Incomplete (final letter grade issued when the student finishes all non-completed assignments and/or test requirements)

Students will be required to take End Of Course exams as prescribed by the Department of Elementary and Secondary Education. It should also be stated that in some cases a student's grade is not only determined by

written examinations and homework assignments but may also be determined, in part or entirely, upon participation (examples: chorus, shop, band, physical education, etc.).

Grades should reflect what a student knows or does not know. The vast majority of grades should be taken from work finished in class, not from homework. Grades will be calculated total points.

Things that artificially inflate or deflate grades will not be included in the grade book. If a student does not turn in an important assignment, the student will be given an incomplete/missing. When the student completes the assignment, he/she will be assigned a grade at that time. he Grandview R-II School District uses the following percentages in determining student grades:

A= 96% - 100%	C= 73% - 76%
A-= 90% - 95%	C-= 70% - 72%
B+= 87% - 89%	D+= 67% - 69%
B= 83% - 86%	D= 63% - 66%
B-= 80% - 82%	D= 60% - 62%
C+= 77% - 79%	F= 0% - 59%

Grade Point Average (GPA)/Honor Roll/Class Rank

In order to be eligible for the honor roll, a student must maintain a 3.5 grade point average (GPA) with no "D" or "F" grades. The honor roll is divided into two categories:

1. High Honor Roll - students earning a 3.75 or higher GPA
2. Honor Roll - students earning a 3.50 to 3.74 GPA

A student's grade point average is determined by adding the grade points earned in each course and dividing by the number of courses taken. The numbers of grade points which can be earned are as follows: A = 4.00; B = 3.00; C = 2.00; D = 1.00; F = 0.00.

Dual enrollment college courses and Advance Placement (AP) courses will be graded on a 5.00 Scale. The numbers of grade points which can be earned are as follows: A = 5.00; B = 4.00; C = 3.00; D = 2.00; F = 0.00.

All courses, which issue a semester letter grade, are used in determining a student's grade point average. Each student's cumulative grade point average and class ranking is determined by using only semester grades. Grades earned at the end of each nine-week grading period are used to determine a student's semester grade.

Progress Reports

A progress report will be sent home every 4 weeks for all students. This report will be generated through the on-line grading system. Parents and guardians are encouraged to contact the teacher should they have any questions.

Progress Report/Grade dates will be as follows:

First Semester:

Progress Report #1 - September 19, 2025
Quarter 1 - October 17, 2025
Progress Report #2 - November 21, 2025
Quarter 2/Semester – December 19, 2025

Second Semester:

Progress Report #3 - February 6, 2026
Quarter 3 - March 13, 2026
Progress Report #4 - April 17, 2026
Quarter 4/Semester 2 - May 21, 2026

Graduation Requirements

Students will be granted a high school diploma upon the satisfactory completion of required courses and the acquiring of the requisite number of credits as mandated by the Missouri State Department of Education and the Grandview R-II Board of Education; the recommendation of the superintendent; the payment of all monies owed to the Grandview School District; and the completion of all disciplinary penalties. Seniors must pass two credits (four courses) in each of their last two semesters in order to graduate, unless approved by the Board of Education (except for fifth year students). Students must also take end of course exams as required by the Missouri State Department of Education to qualify for graduation.

The Grandview R-II School District has established one type of diploma that may be earned. The diploma and course requirements are as follows:

Language Arts: Any English Course + English II	3
Mathematics:	
Any Mathematics Course + Algebra I	3
Science: Any Science Course + Biology	3
Social Studies: American History, Civics, World History	3
• Pass U. S. and Missouri Constitution tests	
• Foreign Language: Not Required	
Fine Arts: Any fine arts course	1
Practical Arts	1
Personal Finance	½
Health	½
Physical Ed.: Any PE Credit	1
Electives: Minimum needed	6
TOTAL MINIMUM CREDITS	**24**

Latin Honors

Latin Honors are calculated following the fall semester of a student's senior year. Students must have completed a minimum of 7 semesters of high school in order to be considered.

Summa Cum Laude 4.0

Magna Cum Laude 3.85

Cum Laude 3.55

In addition, students must meet the ACT Requirements (with equivalent SAT scores accepted) and the inclusion of extra-curricular requirements or completion of 5-point level courses have been added, ACT Composite SuperScores will be accepted.

Honor Designation	GPA	ACT	Extra-Curricular*	5-point Courses
Summa Cum Laude	4.0	27	2	2
Magna Cum Laude	3.85	25	1	1
Cum Laude	3.55	23	0	0

Note: Extra-curricular activities required are a culmination of ALL activities throughout high school. An extra-curricular activity is defined as an activity that falls outside the required high school curriculum (including those not provided by the school). Sports are to be counted as **ONE extra-curricular activity. All outside activities must have an adult sponsor's signature and high school administration approval.*

Students must meet either the ACT/SAT requirement or both the extra-curricular and 5-point course requirements. All students must receive a minimum of 23 on the ACT to be considered for Latin Honors.

Latin Honors Appeals

In order to accommodate for special circumstances, we are recommending a process for appeals to be implemented into the Latin Honors system.

How to Appeal
A student wishing to appeal should pick up and submit an Appeal Form in the counseling office no later than the third Tuesday of April of the current school year.

Appeal Committee
All appeals would be reviewed by a committee of a Board Member, Counselor, Teacher, Administration, and the Superintendent. The high school principal would select the teacher to be on the appeal committee.

Types of Appeals

1. **Systematic Appeals:** In circumstances resulting in a student's inability to meet the stated ACT/SAT or the activities/dual credit course requirements, the student may appeal via a form provided by the counseling center. The appellate committee may then approve the use of the outlined EOC or ASVAB testing scores (shown below) in place of the aforementioned ACT/SAT requirements.
2. **Special Case Appeals:** In special circumstances not outlined, students may appeal to be heard by the appellate committee. The committee's duty would be to consider whether the student has sufficient reason to be recognized within the honor system.

(For instance, an extra-curricular activity not through school would be an appropriate case to be heard and appealed).

Appellate Requirements for EOC or ASVAB Equivalencies

Honor Designation	ASVAB	EOC
Summa Cum Laude	93-99	All Advanced
Magna Cum Laude	65-92	Mixture of Advanced and Proficient
Cum Laude	50-64	At least Proficient on all

A+ Program

Each Junior or Senior must enter into a written agreement, application may be obtained in the counselor's office, with the school prior to high school graduation.

Qualifications:

- Have attended a designated A+ School for two (2) consecutive years prior to high school graduation;
- Graduated from high school with an overall grade point average of two and five-tenths (2.5) points or higher on a four (4)-point scale, or graduated from a high school with documented mastery of institutionally identified skills that would equate to a two and five-tenths (2.5) grade point average or higher;
- Have at least a ninety-five percent (95%) attendance record overall for grades nine through twelve (9-12);
- Performed fifty (50) hours of unpaid tutoring or mentoring for younger students;
- Maintained a record of good citizenship and avoidance of the unlawful use of drugs and/or alcohol;
- Scored Proficient or Advanced on Algebra I-EOC or a higher level DESE approved EOC in the field of mathematics;
- Completed Free Application for Federal Student Aid (FAFSA) in January of senior year.
- 18-year-old males must register with Selective Services.

Upon completion
Students may enroll on a full-time basis to a Missouri public community college or vocational or technical school with all or part of tuition paid by the state of Missouri.

Area Technical College (ATS)

Any Junior or Senior (Grandview is no longer accepting sophomores into the ATS program after the 24-25 school year) that have been accepted into the ATS program must attend ATS on Mondays. A bus will be provided to take students to ATS from Grandview High School on Mondays at 8:20am.

Students cannot drop out of ATS after the cutoff date. The school district pays $3,247.00 for the school year to attend the ATS program. If a student wants to drop out after the cutoff date, they will be required to refund Grandview's cost. Note: Per Superintendent's Office, the tuition from ATS will be increasing each school year. If a student is kicked out of the ATS program due to behavior or attendance, they must refund a portion of Grandview's cost.

Dual Credit Courses
Dual Credit Reimbursement

When a student scores an ACT composite of 27 or higher, Grandview R-II will reimburse the student's paid portion of tuition for any course(s) completed in that semester and moving forward in high school. In order to be eligible for reimbursement, students must first pay for the course(s), then successfully complete the course(s) with an "A" or a "B."

Parents and students must submit a reimbursement form no later than 30 days after the last day of the semester that the reimbursement is being requested. These forms are in the Counseling Center.

Reimbursement is only for colleges that we have a contract of 1/3, 1/3, 1/3.

No reimbursement will be given for classes taken in the past that do not meet the above criteria.

Dual Credit Classes

Some courses require students to visit the college campus for proctored testing, and/or attendance at events on campus as part of the grades. **If this is required, this must be done on non-school days (Mondays) or after school hours.** You will not be excused from Grandview High School on any regular school day for these events. Students must submit college class syllabus to the counseling center. The syllabus test dates will be followed.

If a student drops a course after the drop deadline and is charged for the course, they will be required to pay Grandview's 1/3 portion of the cost as well as their own portion.

Students who fail a course must reimburse Grandview School District for the 1/3 tuition paid by Grandview.

College Textbooks

As of the 2020-2021 school year, Grandview no longer pays for college textbooks. Students are responsible for renting or buying their own textbooks each semester.

EAGLE FLEX Program

The EAGLE FLEX Program will allow eligible students to pursue a timely graduation from high school. The program is available for twelfth graders who have been identified by their principal, and parent or guardian, or advocate for the student. Students must attend school a minimum of two instructional hours per school day within their school district of residence; pursue a timely graduation; provide evidence of college or technical career education enrollment and attendance, or proof of employment and labor that is aligned with the student's career academic plan; refrain from being expelled or suspended; pursue course and credit requirements for a diploma; and maintain a 95% attendance rate.

Students participating in the program will be considered full-time students of the school district and be counted in the school's average daily attendance for state aid purposes.

Participating school districts must submit an annual report to the Department of Elementary and Secondary Education. The Department must report annually to the Joint Committee on Education on the program's effectiveness. The EAGLE FLEX Program is designed to:

- Provide a non-traditional educational path towards earning a high school diploma.
- Reduce the overall dropout rate for Grandview and increase the graduation rate at Grandview to 95% in 5 years.
- Increase the attendance rate of at-risk students enrolled in the program to 95% annually.
- Increase career awareness and job training opportunities of at-risk students.
- Provide a transitional program to help graduates make a successful transition to adult life and continue to pursue learning opportunities after graduation or be fully employed upon graduation.
- Allow students to fulfill requirements in order to meet state diploma requirements (24 credits) at the end of the student's senior year.

Students enrolled in the EAGLE FLEX Program will be required to meet the ***Missouri state minimum 24 units required for graduation*** which include the following:

Communication Arts	4 units
Mathematics	3 units
Science	3 units
Social Science	3 units
Fine Art	1 unit
Practical Art	1 unit *Work credits can count as practical art credits*
General Electives	7 units
Physical Education	1 unit
Health	.5 unit
Personal Finance	.5 unit (***Note***: PF can count as Practical Art credit)

Credits earned by students during their 9th grade and 10th grade years will be merged with credits earned during the junior and senior year of the EAGLE FLEX program. Students earning traditional credits during the 9th and 10th grade year will be added to the credits earned in the EAGLE FLEX Competency Based credit system during their 12th grade year.

Students will be able to earn up to four (4) core/career education credits per year in a competency-based system (one each of Math, Science, Comm. Arts, Social Studies, and/or Career Education). In addition, each year the students will be able to earn up to five (5) credits of work experience based on their individual *personal plan of study*. Students can earn more credits per year than traditional schooling, depending on his or her ability to work in a computer aided and competency-based system.

Students can be admitted to the program every nine weeks (at the quarter break) and transfer grades will be considered to help the student count ¼ credits, if necessary, from traditional school to help them reach their goal of 24 credits for graduation.

Students who take community college or college courses will be awarded high school credit based on the Missouri Department of Elementary and Secondary Education Graduation Handbook guidelines. Students

enrolled in high school technical education programs will earn credits as typical for a traditional high school student. Students who are working in a field deemed appropriate for their long-term goals will earn units of credit based on a minimum of 60 work hours for ½ unit of credit or 120 work hours for 1 unit of credit.

Students will not be counted for more than 8 periods per day for state aid purposes. And state requirements for social science and End of Course exams are also required. It should be noted that students who graduate with the state minimum requirements through the EAGLE FLEX program might not have earned credits necessary to enter some Missouri four-year universities directly upon graduation due to their requirements for a complete college preparatory curriculum.

Program Components

1. Application process with interviews
2. Typical GRANDVIEW School Handbook Expectations apply
    a. Community Service for credit
    b. 24 Credits (competency-based credits will be a part of the program)
    c. Dress Code and 95% attendance
3. Minimum academic hours per day (2)
4. Personal Plan of Study developed for each student

Program Focus

- Utilize the MO Omnibus bill (Summer 2009) to implement the School Flex Program. This program will be established to allow eligible students to pursue a timely graduation from high school. The term "eligible" students' includes students in 12th grade who have been identified by the student's principal and the student's parent or guardian to benefit by participating in the school flex program.
- The program will serve students with a minimum of 10 hours of academic instruction per week at flexible times during the school day.

Targeted Students/Identification Eligibility

- Students are identified and recruited by their principal and counselor for the program and must go through an interview process. Eligible students are students who have dropped out of school, are behind in credits, or have a need for an alternative education opportunity. A team of administrators, counselors, and teachers, will develop a set of criteria for admission to the program.
- Special Education students may be eligible for admission if they meet the admission criteria and their Individual Educational Plan (IEP) can be served in the program. The IEP team will determine the placement.
- Students must complete an application and interview process for admission to the program.
- Parents and/or an educational advocate will participate in the admission and interview process.

End of Course Examinations

All students are required to take End Of Course examinations as required by the Department of Education. In addition, the following rules and/or guidelines are used concerning end of course examinations.

A. Districts must ensure that all students take required end of course exams (Algebra I, English II, Biology, and American Government).
B. Students may only take an End Of Course exam if they have shown mastery of course objectives by participation in the corresponding course prior to taking the End Of Course exam. Students who are not ready to take the exam must take summer school or retake the class to qualify for the exam.

Home Schooling Information

Leaving Grandview:

Students who leave Grandview for homeschooling will not receive a high school diploma from Grandview. Often, students who choose homeschooling take the HiSET—the high school equivalency examination—and earn their high school diploma. The HiSET is a collection of five tests, including math, reading, writing, science, and social studies. All costs incurred by homeschooling students are paid by the parent and/or guardian.

Returning to Grandview:

Home schooled students who decide to return to public education (Grandview R-II School District) will be placed at a grade level according to the following guidelines:

A. Evaluation of Grandview entrance exam or other academic test exam scores taken at the time of registration
B. Student's age
C. Home schooling documentation:
    1. 1,000 hours of instruction per school year of which 600 hours are to be in the basic subject areas of reading, language arts, math, social studies, and science.
    2. Samples of student(s) academic work
    3. Record of evaluation of student(s) academic progress
D. Administrative and/or school board evaluation of each student(s) situation

In order to earn a Grandview High School diploma, a home-schooled student must attend their last two semesters at Grandview as a fulltime student. Students who earn high school credit through homeschooling and enroll at Grandview will not qualify for Latin Honors awards and will receive a regular diploma.

Partial Attendance:

In all cases, partially homeschooled students are ineligible to participate in any school competition in which ranking, trophy, and/or awards are issued. For example, a student may participate in band class but cannot participate in district band contests. Finally, partially homeschooled students are not eligible to receive a Grandview R-II High School diploma.

MSHSAA Regulations:
Non-Traditional Option 2 (Public Schools Only) – Seat-Time + Non-Transcripted Credits: A student may meet the requirements outlined in By-Law 2.3.2 through meeting ALL of the following:

1. The student is an enrolled student of the public high school of residence, as defined in By-Law 3.10, and is taking a minimum of two credit-bearing, seat-time classes for a minimum of 1.0 units of credit at the high school, and

2. The high school administration confirms after a full academic review that the student is further enrolled in courses taken outside of the school which bring the student up to the academic credit requirements outlined in By-Law 2.3.2 (80%). Each local school will determine its own oversight, standards, and criteria for approval of such outside courses/credits, as well as the procedures to determine success/credit confirmation for academic eligibility for the current and following semester. It is not necessary that such confirmed credits be placed on the high school transcript, but may be listed, at the school's discretion.

3. All classes/assignments must be completed by the high school's close of the semester, as per By-Law 2.3.11, in order for those classes/credits to be considered toward activity eligibility.

Homebound Instruction:

Homebound instructional programs will be administratively considered for non-disabled students who for health reasons are likely to be absent for more than ten school days. Decisions with respect to homebound instruction for disabled students under Section 504 or the IDEA are made by the students' 504 or IEP team. Please refer to Regulation 6275 for specific homebound procedures. In addition, the following guidelines have been established concerning homebound instruction:

A. Student responsibility: To contact each teacher by telephone or in person during their planning period or immediately before or after school to receive course work assignments, testing information, and/or time line as to when assignments and tests are to be completed.
B. Homebound instructor responsibility: To carry correspondence to and from student and teacher concerning information about assignments and testing. The homebound instructor will assist students with lessons (up to five hours per week) whenever available.

Homework/Classroom Assignment Information:

The Grandview R-II Board of Education believes that learning is a lifelong process that takes place not only in the classroom, but also in the home. Therefore, homework is important as an integral part of the educational process. The primary purpose for homework is to develop responsibility, independence, and time management skills, as well as, help students to master specific skills taught in the classroom and/or the completion of reading or work assignments in order to better prepare students for subsequent lessons or tests. Homework may be defined as an assignment that students complete outside of regular classroom time. However, in most cases, students are given time during class to start or complete work assignments with teacher assistance. In many cases, a student's completion or non-completion of homework assignments may affect whether a course is passed or failed. Homework is the key link between home and school and is the best means a parent has in maintaining a day-to-day connection with your student's education. Students should check the late work policy of the teacher. Deduction of points for late submission of work may occur. **PARENTS' MOTIVATION AND SUPPORT ARE THE MOST IMPORTANT FACTORS IN DETERMINING IF A STUDENT WILL DO WELL IN SCHOOL.**

Missouri Course Access Program (MOCAP)

MOCAP is the online school program that a student can attend in place of attending a brick and mortar school. Cutoff dates for students to enroll and apply for the MOCAP program are the same as the deadline for schedule changes: 2 days after the semester starts.

The Grandview R-II School District will provide access to virtual (online) coursework for students. Students and families that are interested in virtual coursework should contact the student's school counselor and inquire about the Missouri Course Access Program (MOCAP). MOCAP offers virtual online courses for students statewide. Students can take an entire course from any Internet-connected computer, available 24 hours a day, seven days a week. MOCAP's mission is to offer Missouri students equal access to a wide range of high-quality courses and interactive online learning that is neither time nor place dependent.

The Missouri Department of Elementary and Secondary Education (DESE) and the State Board of Education oversee administration and quality assurance activities such as related content and delivery of courses. Missouri-certified teachers facilitate MOCAP courses. MOCAP provides Missouri students with equal access to a wide range of coursework, anywhere, any time. For more information, visit the MOCAP website: https://mocap.mo.gov/about.html

Student Skills Necessary for Success in Virtual Courses:

- Students have demonstrated time-management skills that indicate the student is capable of submitting assignments and completing course requirements without reminders.
- Students have demonstrated persistence in overcoming obstacles and willingness to seek assistance when needed.
- Students have demonstrated verbal or written communication skills that would allow the student to succeed in an environment where the instructor may not provide nonverbal cues to support the student's understanding.
- Students have the necessary computer or technical skills to succeed in a virtual course.
- Students have access to technology resources to participate in a virtual course.
- Consideration of the student's previous success (or struggle) in virtual coursework.

Notice:

Because virtual instruction can be an effective education option for some students, the district may offer virtual courses to students through district staff or by contracting for those services as part of the district-sponsored curriculum. In addition, eligible students may enroll in virtual courses offered through the Missouri Course Access Program (MOCAP). The district will accept all grades and credits earned through district-sponsored virtual instruction and MOCAP.

The district will pay the costs of a virtual course only if the district has first approved the student's enrollment in the course as described in this policy. Even if a student or his or her parents/guardians pay the costs for a virtual course, the student or parents/guardians should meet with the principal or designee prior to enrollment to ensure that the course is consistent with the student's academic and personal goals.

The district is not required to provide students access to or pay for courses beyond the equivalent of full-time enrollment. The district will provide supervision for students who take virtual courses in district facilities but will not provide supervision for students taking virtual courses offsite.

Students taking courses virtually are subject to district policies, procedures and rules applicable to students enrolled in traditional courses including, but not limited to, the district's discipline code and prohibitions on academic dishonesty, discrimination, harassment, bullying and cyberbullying.

Important Links
District Board Policy 6190: Virtual Education
District Administrative Procedure: Virtual Education – Approval/Denial of Online Enrollment
District Administrative Form: Virtual Education – Appeals Procedure

National and/or Local College & University Test Information

The American College Test (ACT) and Scholastic Aptitude Test (SAT) are each given several times during the school year. Colleges and universities throughout the United States use either the ACT or SAT or both to determine student entrance eligibility and for qualification for various scholarships. Most colleges and universities in the mid-states require the ACT before admission is approved and east/west coast state colleges and universities seem to prefer the SAT. We offer the ACT test on site to all juniors during the Spring semester.

Jefferson College will accept the Accuplacer or ACT tests. The purpose of these tests is to determine student strengths and/or weaknesses for course placement. The high school counselor has additional information on all of these tests as well as the registration forms and testing dates. The Grandview R-II High School Counselor can administer the Accuplacer test.

Repeating Courses:

The following information explains the rules and guidelines concerning the repeating (retaking) of courses:

A. Courses that may be repeated with full credit, after earning passing semester grades, are instrumental and vocal music, physical education, drama, and yearbook.
B. A student who successfully completes a course (receives a passing semester grade) cannot repeat the same semester for credit.
C. If a student fails a required course (example-English I) they must repeat the semester or semesters failed until a passing semester grade or grades are earned.
D. If a student passes the first semester but fails the second semester of a required course, the student has the option of retaking the first semester even though they will not receive any credit. This would be done in order to better prepare them for the second semester.
E. Students who fail English and/or math will not be enrolled at the next course level until the failed semester(s) have been passed; unless prior approval has been granted by the counselor and principal. For example, students who fail English I and/or Algebra I will not be enrolled in English II and/or Algebra II until the failed course(s) are passed. Many times, students can enroll in summer school to make up for the failed credit in order to progress to the next course level.

*We recommend that parents/guardians download the **TeacherEase App** on their phones and electronic devices. The app will give parents/guardians access to all grades and send notifications about assignments.

Grandview R-II High School has set a minimum requirement of no more than one (1) failing grade being allowed during a grading period as reported by a mid-term check of eligibility. If a student is scoring two (2) or more failing grades, he/she is ineligible to participate until a passing grade is achieved either by regular reporting periods or by written consent of the affected teacher.

Bell Schedule

***School doors open at 7:20 am. All students will remain in the Commons until the bell rings at 7:35 am.**

Hour	Times
1st Hour	7:40 - 8:40
2nd Hour	8:44 - 9:34
3rd Hour	9:38 - 10:28
4th Hour	10:32 - 11:22
5th Hour	11:26 - 12:42
A Lunch	11:26 - 11:49
B Lunch	12:19 - 12:42
6th Hour	12:46 - 1:36
7th Hour	1:40 - 2:30
RTI	2:33 - 3:05

Students will be required to take MAP/End Of Course exams as prescribed by the Department of Elementary and Secondary Education. It should also be stated that in some cases a student's grade is not only determined by written examinations and homework assignments but may also be determined, in part or entirely, upon participation (examples: chorus, shop, band, physical education, etc.).

SECTION III - STUDENT CODE-OF-CONDUCT

(Policy 2600)

Foreword & Penalty Listing

The Grandview R-II Board of Education has established a uniform disciplinary code for all students attending Grandview High School. The purpose of the student code-of-conduct is to emphasize student expectations and provide guidelines from which penalties are to be administered.

Infractions are grouped into categories according to the seriousness of the offense. Each disciplinary action category gives a range of penalties, which may be issued and are not all-inclusive. The disciplinary action to be taken does, however, provide students with a basic understanding of the seriousness of the offense. **Furthermore, it should be understood that student penalties may be increased or decreased at the discretion of the administration according to each particular set of circumstances and according to past discipline problems.**

It should be understood that not all disciplinary situations are covered in this manual. The administration will use his/her judgment as to what the penalties shall be in those situations not explained in this student handbook. In addition, Grandview R-II School Board policy takes precedent in all cases of disciplinary proceedings.

Furthermore, when a student violates school rules and regulations which also violate state laws, a complaint may be signed by the administration with the Jefferson County Sheriff's Department. Some examples of these violations include, but are not necessarily limited to, the following:

1. Battery
2. Possession, distribution, or use of drugs
3. Theft
4. Vandalism
5. Fighting (R.S.Mo 565.075, as of 01/01/17)

In addition to the disciplinary actions listed, students who participate in extracurricular activities are subject to the penalties established by each extracurricular organizational sponsor and/or individual head coach.

Due Process

It is within the right of a student or parent/guardian to appeal any disciplinary action taken by Grandview High School personnel. The hierarchical order for making such an appeal is as follows:

- Building Principal
- District Superintendent
- Board of Education

The right to appeal disciplinary decisions applies to 10 day or longer suspensions or expulsions. There is no right to appeal a suspension of less than 10 days.
As a general practice, students will be given notice of alleged misconduct and provided an opportunity to respond prior to the implementation of disciplinary consequences.

Student Discipline

Student Discipline Hearings - Regulation 2671
Parents/guardians of students suspended for more than ten (10) school days may make a written request for a hearing before the Board of Education. This request will be addressed to the Superintendent who will review all matters concerning the suspension and refer the request for a Board hearing. In conducting a discipline hearing the Board will carefully consider the information presented by the administration and by the parent/guardian. In making its decision concerning guilt and innocence as well as punishment, the Board will be mindful of Board discipline policies in place, the effect of its decision upon the individual student, and the safety and welfare of District students and staff.

Discipline of Students with Disabilities - Regulation 2672
The obligation and the responsibility to attend school regularly and to comply with the District's discipline policies applies to all students. The District may discipline a student with a disability who has not complied with the District's discipline policies in a manner that is consistent with the District's policies and applicable law. Special education services will be provided to a disabled student if the student has been removed from school for more than ten (10) school days. If a student with a disability is removed for less than ten (10) cumulative days, educational services will be provided only if such services are provided to students without disabilities who have been similarly removed in accordance with applicable federal and state law and Board policy.

Reporting of Violent Behavior - Regulation 2673
The District requires school administrators to report acts of school violence to all teachers at the attendance area and other District employees who are directly responsible for the student's education or who interact with the student in the performance of the employee's duties. And who has the need to know. School administrators will also disclose to appropriate staff members portions of any student's individualized education program that is related to past or potentially future violent behavior. Violent behavior and the phrase acts of school violence are defined as the use of physical force by a student with the intent to do serious physical injury to another person while on school property, including a school bus, or while involved in school activities. In addition the Superintendent/designee will report to law enforcement officials, as soon as is reasonably practicable, the commission of any of the acts or related juvenile offenses listed in Regulation 2673, which are committed on school property, including school buses, or while involved in school activities.

EAGLE ACADEMY

In an effort to keep students in school and productive, while still taking responsibility for their actions, the Grandview Schools Discipline Committee has implemented a program as an alternative to suspension, either in-school suspension or out-of-school suspension. This program may also be used, as deemed by the administrative team, as a "working detention" for various minor infractions. It will be at the Principal’s discretion to offer the alternative program to a student.

Detention Policy

Detentions will be served either during lunch or after school and shall be assigned by the administrator. Students who fail to meet for detention will be subject to further disciplinary action as defined in the code of conduct. The administration has suggested to the teachers a tiered system approach to manage behavior of the students that may be referred to the administration for detention. The teacher can informally assign a morning or lunch detention that is to be completed per teacher discretion. If the student fails to report for morning detention then the teacher has the responsibility of referring the student to the administration. After school detention will be held from 3:30 - 4:30

SECTION IV – SPECIFIC EXPECTATIONS and GUIDELINES

(Regulation 2310)

ATTENDANCE

Grandview High School has adopted the following attendance policy.

1) A student shall not be allowed more than seven (7) absences per semester. Any student accumulating an eighth (8) absence runs the risk of not passing his/her courses. A letter will be sent home after the 3rd absence in a semester to notify the parents that their student is approaching the maximum allowed by the Grandview High School attendance policy. A second letter will be sent home when the student reaches his/her 5th absence, to notify the parent(s) and student that he/she will be placed on **possible retention** status if three or more additional days are missed. Any student that reaches 5 days of absences will be placed on the ***"loss of privileges"*** list. If the student is failing the course, he/she will receive a failing grade of "F." The student will be allowed to remain in the class to establish continuity for the next semester providing he/she does not become disruptive. Students who are uncooperative or cause disruption to the learning environment may be removed and will receive a grade of "F."

2) All students that have an Individual Education Plan (IEP) will follow all the attendance policies according to their IEP.

3) Students who participate in school-sponsored or school-sanctioned activities will not be considered absent from that class or from school that day.

4) Students that are absent from school for part of a day (one hour or more) will still have the absence count against their total absenteeism, but will be allowed to practice their sport or activity with consequences for the absence being determined by the coach and Athletic Director.

5) An Attendance Review Committee will be provided to review any extenuating circumstances surrounding absences. The decision of the Attendance Review Committee shall be final for Grandview High School.

6) Monday school will be used for students who are not progressing in their classes, or in danger of failing. Monday school will also be used for disciplinary actions. Monday school will be held from 8:00 am until 11:00 am at the high school. District transportation will not be provided for Monday school.

7) A review of the specific conditions relating to individual cases will be granted upon written parent/guardian or student appeal. The Attendance Review Committee will have the power to waive the possible retention. In reviewing an appeal for a waiver, the Attendance Review Committee considers the reasons for all absences, not only those above the eight days allowed. The attendance committee will consist of a counselor, a building administrator and the attendance secretary. At this meeting, the student and the student's parents or guardian will present information to justify why a grade and no retention should be given. Evidence worthy of sharing at the meeting will include doctor's notes confirming the seriousness of the illness or injury, proof of significantly improved attendance since being placed on audit status in the class(es), proof of completed assignments, proof of improved performance in class, etc. The committee will then rule on whether the possible retention should be removed and letter grade awarded. If the appeal is denied, the student will possibly be retained.

8) In instances where a student's high absenteeism is due to reasonable causes, i.e., serious/prolonged illness, serious/prolonged injury, family emergency, etc., the student will not be placed on possible retention status; however, absences will still be monitored.

9) A request for the Attendance Review Committee for a waiver is not automatic. It is the responsibility of the parent/guardian or student to submit the appeal for waiver within ten (10) days of the date of the letter notifying the student/parent or guardian that the student has been put on possible retention.

10) Students and parents/guardians submitting a request for a waiver of the loss-of-credit to the Attendance Review Committee should not expect a waiver when some or all of the reasons for the absences are due to one or more of the following:

A. Truancy (all day absence)
B. Skipping classes
C. Personal Vacations

11) Student absences are recorded as unexcused until a parent phone call is received. Students may make up missed work if their absences are unexcused. Parents should call school on the day of the absence to indicate the reason for the absence. **Please contact the High School secretary at (636) 944-3931 option 4 to report absences. All doctor notes must be turned in within 3 days of an absence to be noted as a doctor's excuse.**

Loss of Privileges List includes:
Athletics (according to the athletic policy per sport)
Activities (ex. Band, Choir, Clubs according to the policies.)
Assemblies/Rewards
Field Trips
Dances

BULLYING (Policy 2655)

The District is committed to maintaining a learning and working environment free of any form of bullying or intimidation. Bullying is strictly prohibited on school grounds, or school time, at a school sponsored activity or in a school related context. Bullying is the intentional action by an individual or group of individuals to inflict intimidation, unwanted aggressive behavior, or harassment that is repetitive or is substantially likely to be repeated and causes a reasonable student to fear for his or her physical safety or property; substantially interferes with the educational performance, opportunities, or benefits of any student without exception; or substantially disrupts the orderly operation of the school. Bullying may consist of physical actions, including gestures, or oral, cyberbullying, electronic, or written communication, and any threat of retaliation for reporting acts of bullying.

Cyberbullying means bullying as defined above through the transmission of a communication including, but not limited to, a message, text, sound, or image by means of an electronic device including, but not limited to, a telephone, wireless telephone, or other wireless communication device, computer, or pager. The District may prohibit and discipline for cyberbullying that originates on any District campus or at a District activity if the electronic communication was made using the school's technological resources, if there is a sufficient nexus to the educational environment, or if the electronic communication was made on the District's campus or at a District activity using the student's own personal technological resources. Further, students who engage in significant acts of misconduct off campus which materially and adversely impact the education of District students will be subject to discipline.

Bullying, as defined in this policy, is strictly prohibited. Students are encouraged to report any incident of bullying which they have witnessed or incurred, by contacting their building principal. District employees are required to report any instance of bullying of which the employee has witnessed within two (2) school days of the occurrence. Employees shall report the occurrence to the building principal, who is the person the District designated to receive reports of incidents of bullying. A principal who receives a report of an incident of bullying shall initiate an investigation into the allegations within two (2) school days of receipt of the report. The principal may assign other employees to assist in the investigation, or request that the superintendent assign an outside investigator. The investigation shall be completed within ten school days from the date of the written report of bullying unless good cause exists to extend the investigation. No employee or student who reports an act of bullying shall be subject to reprisal or retaliation for making such a report. Any person who engages in reprisal or retaliation against an employee or student who reports an act of bullying shall be subject to disciplinary action.

Students who are found to have violated this policy will be subject to consequences depending on factors such as: age of student(s), degree of harm, severity of behavior, number of incidents, etc. Possible consequences to a student for a violation of this policy include: loss of privileges, classroom detention, conference with teacher, parents contacted, conference with principal, in-school suspension, out-of-school suspension, expulsion and law enforcement contact.

The District shall give annual notice of the policy to students, parents or guardians, and staff. This policy shall be included in all student handbooks. This policy shall also be posted on the District's web page (as a Board policy) and a copy shall be placed in the District Administrative Office.

The District shall provide information and appropriate training to District staff who have significant contact with students regarding the policy. All staff with significant student contact shall be trained on the requirements of this policy on an annual basis.

The District shall provide education and information to students regarding bullying, including information regarding this policy prohibiting bullying, the harmful effects of bullying, and other applicable initiatives to address bullying, including student peer-to-peer initiatives to provide accountability and policy enforcement for those found to have engaged in bullying, reprisal, or retaliation against any person who reports an act of bullying. The District shall instruct its school counselors, school social workers, licensed social workers, mental health professionals, and school psychologists to educate students who are victims of bullying on techniques for students to overcome bullying's negative effects. Such techniques include but are not limited to cultivating the student's self-worth and self-esteem; teaching the student to defend himself or herself assertively and effectively; helping the student develop social skills or encouraging the student to develop an internal locus of control. District administrators will implement programs and other initiatives to address bullying, to respond to such conduct in a manner that does not stigmatize the victim, and to make resources or referrals available to victims of bullying.

BUS INFORMATION

School bus riders are under the jurisdiction of the school bus driver. School bus drivers have the same authority as a classroom teacher when giving directions or instructions to students. The penalties for not following bus driver directions will be a seating assignment, loss of riding privileges, detentions, and/or suspension. Bus Passes will be issued for a student's secondary bus drop off only with prior written permission from the parent/guardian and principal approval. No phone call requests will be allowed.

HIGH SCHOOL DANCES

It is the opinion of the Grandview Board of Education that there are certain activities, which are to be attended exclusively by high school students. Dances are considered one such activity. Therefore, only Grandview High School students can attend high school dances. Middle school students are forbidden to attend high school dances. Outside dates are permitted with the completed outside date form turned in by the designated deadline.

Student Dance Policy

- Doors close one half hour after the dance begins.
- No in/out privileges.
- Students who have had Out of School Suspension during that semester or are expelled are not permitted
- Students shall dance in the appropriate manner. Unsafe, lewd, or vulgar dancing is not permitted to attend. This includes "freak" dancing, "crowd surfing," slam dancing, grinding and moshing.
- All students must follow GHS Code of Conduct guidelines.
- Fines must be paid in full by the day of the dance.
- Students who are over eight (8) days absent will need to file an attendance appeal with the office in order to be granted permission to attend a dance.
- Students who have multiple "F's" may not attend a dance. Grades need to be updated and calculated by the day of the dance.

DISPLAYS OF AFFECTION

There is a time and place to express feelings of affection. During school is not the time or place to overtly demonstrate affection. Therefore, kissing or cuddling (wrapping around one another) is considered inappropriate while at school.

DRESS CODE

Student appearance and neatness are a direct reflection not only upon each student but also upon our school district. Students who take pride in their appearance also take pride in themselves. The primary purpose of dress requirements is to ensure improperly dressed students do not detract from the learning environment and appropriate clothing is worn. Improperly dressed students will be asked to change clothing at school (put on school sweatshirt and/or pants), confined to a designated area for the school day, and/or issued detention or suspension. See subsequent list for dress code explanation.

<u>The Grandview R-II Board of Education has established the following dress requirements</u>:

A. All students should keep their body covered from the shoulders to the mid-thigh.
B. Shorts and dresses may be worn if they are not short shorts or mini-dresses. As a guideline, dresses are to be no shorter than mid-thigh. Shorts should be fingertip length.
C. "Net" shirts with large openings around the arms are not to be worn unless it is over other suitable clothing.
D. No spaghetti straps, tank, tube, halter, or off the shoulder tops are to be worn. Tops must have a 2 inch wide strap to be worn.
E. Blouse-shirt length must be worn so that the bottom of the shirt or blouse comes to the top of the pants. Midriffs must be completely covered. No visible cleavage is allowed.
F. Hats and head coverings including hoodies are not to be worn inside the school building.

G. Any clothing/dress articles or appearance that disrupt the normal educational process will not be allowed.
H. Clothing which has alcohol or tobacco advertisement, inappropriate statements or offensive wording, unacceptable pictures or suggestions, are not to be worn.
I. No student on school property or at school functions shall wear, possess, use, distribute, display or sell clothing, jewelry, large chains, emblems, bandages, symbols, signs or other things, which are evidence of membership of affiliation in any gang or cult.
J. Body piercing that becomes a safety issue is prohibited.
K. Any jewelry that makes distracting noises, espouses violence, suggests obscenity, or poses as a possible hazard to the wearer or other students shall be prohibited.
L. No see through clothing unless over other suitable clothing.
M. Leggings/Jeggings must have appropriate coverage
N. No bath robes or blankets are allowed at school
O. Footwear should be appropriate for daily wear and not pose a safety concern. House shoes are not appropriate.
P. No costumes including accessories may be worn at school except on designated days

It is the responsibility of the staff and administration to set the tone for the educational progress of the students at Grandview School District. Extreme styles, fads, or circumstances not covered, or those that constitute a threat to health or safety, will be treated as inappropriate by the administration or staff. Student dress should lend itself to positive health and safety while meeting basic social expectations. Failure to comply with the guidelines set forth could subject the student to disciplinary action. The principal or his designated staff will make the final decision at the school level as to whether specific attire is disruptive and/or inappropriate. If a student or parent is in doubt about the appropriateness of an item, the best decision is to leave the item at home. Student appearance and neatness are a direct reflection not only upon each student but also upon our school district. Students who take pride in their appearance also take pride in themselves. The primary purpose of dress requirements is to ensure improperly dressed students do not detract from the learning environment and appropriate clothing is worn. Improperly dressed students will be asked to change clothing at school (put on school sweatshirt and/or pants), confined to a designated area for the school day, and/or issued detention or suspension. See subsequent list for dress code explanation.

Cars & Parking Lot:

Student parking is a privilege which can be terminated at any time, for any lawful reason. Students must adhere to all policies, regulations and directives provided, and must ensure ongoing adherence to all safety standards.

Students who drive cars or other vehicles to school must complete and have on file in the high school office a car/vehicle driving permit form and display a parking pass. A $20.00 parking fee will be assessed. A two-week grace period from the first day a student starts driving to school will be allowed before the car/vehicle driving permit form must be filed. Failure to file a car/driving permit form or display a parking pass will result in the loss of parking and driving privileges on school property during school hours. A student who is driving to school and parking on campus without permission will be subject to disciplinary procedures.
Students (driving or non-driving) are not allowed to go to the parking lot during the school day for any reason unless permission to do so has been received in advance by the high school office. The basic rules and regulations, which may result in the loss of parking or driving privileges, are explained on the permit form.

Seniors will be able to apply for the opportunity to paint their parking spots. Students and parents/guardians must sign an agreement form and have their design approved before painting may begin. Students must cover the cost of painting their parking spot as well as the cost to paint their spot black prior to ending their attendance at Grandview R-II. Failure to follow requirements outlined in their agreement will result in a $100 fine.

Also, it is to be understood that student vehicles may be searched at any time if a school administrator has reasonable suspicion that illegal, unauthorized or contraband items, or evidence of a violation of school policy is contained inside the vehicle. The District may conduct periodic checks of parking lots, including the use of trained dogs to assist with the detection of the presence of drugs, explosives and other contraband.

DRUG AND ALCOHOL ABUSE

The Grandview School Board recognizes its share of the responsibility for the health, welfare and safety of the students who attend the Grandview R-II School District. Therefore, the use, sale, transfer, possession or being under the influence of alcoholic or controlled substances on any school property, or off school property at any school-sponsored or school-approved activity, event or function, such as a field trip or athletic event, where students are under the jurisdiction of the school district, is prohibited.

FIELD TRIPS

Field trips are taken throughout the school year. Therefore, field trip eligibility and behavior guidelines have been established in order for students to better understand school/sponsor expectations that are as follows:

A. Students who have three discipline referrals in a quarter, been suspended, are in violation of the district attendance policy, and/or who owe a fine may be denied field trip participation.
B. A field trip approval form must be completed, signed, paid for (if there is a cost associated with the field trip) and returned to the sponsor before participation will be approved (parent telephone calls will not be accepted).
C. Money collected from students to pay for field trip expenses cannot be refunded if the student fails to attend.
D. Adult chaperons and bus drivers have the same authority as sponsoring teachers in making decisions concerning student expectations and enforcing rules.
E. Any disciplinary problems will be handled in the same manner as if the problem occurred at school with the addition that parents may be called to come and pick up their son and/or daughter if they misbehave while on a field trip.
F. Any parent planning on serving as a student supervisor and/or chaperon must have a background check on file with the Grandview R-II School District. Contact the District Central Office for additional information.

FOOD, ENERGY DRINKS, & SUPPLEMENTS

Drinks brought to school must remain unopened until lunch or after school. NO OPEN CONTAINERS are to be brought into school. Food and drinks are not allowed outside of the cafeteria except during approved

activities. No glass containers of any kind are permitted on the school grounds. Clear, sealable (non-squirting), plastic water bottles containers of any kind are permitted on the school grounds. Clear, sealable (non-squirting), plastic water bottles containing WATER ONLY may be permitted in some of the classrooms with prior teacher approval.

- Students are prohibited from consuming energy drinks during school, at practices, and at competitions.
- Caffeine/Energy drinks, such as Bang, Red Bull, Monster, or RockStar should not be consumed by students.
- Side effects of energy drinks include: elevated blood pressure and heart rate, shakiness, diarrhea, cramping, and dehydration.
- The main concern of nutritional supplementation use is safety. Just because anyone can purchase them over-the-counter at places like GNC, and the labels read "All natural" does not mean they are safe.
- Nutritional supplements are not considered drugs and therefore are not regulated by the Federal Drug Administration (FDA). There has been very little research on the potential side effects and interactions with other medications or supplements.
- Although research suggests that some supplements may enhance physical performance such supplementation should only compliment a well-balanced healthy diet, not substitute for one.

FUND RAISING

Only school sponsored fund raising projects/activities are allowed at school unless otherwise approved by building administration.

GUN FREE SCHOOL POLICY (Policy 2620)

The Grandview R-II School District recognizes firearm and weapon possession as a potential threat to the health, safety and security of students, employees, and other persons. The District will not tolerate the presence of firearms or weapons on the premises of our schools. This prohibition includes possession of firearms and weapons on school playgrounds, school parking lots, school buses, and at school activities, whether on or off school property. The District complies with the provisions of the Improving America's Schools Act of 1994 and other applicable federal and state law.

Students who violate this policy will be suspended for no less than one (1) year and are subject to permanent expulsion. The Superintendent may recommend to the Board a modification of the suspension on a case-by-case basis. Students with disabilities under the Individuals with Disabilities Act and/or Section 504 of the Rehabilitation Act are entitled to the protections of those laws.

HAZING (Policy 2920)

Hazing is the willful act that endangers the mental and/or physical health or safety of another student. Hazing is generally, but not necessarily limited to, acts involving admissions or initiations, which are required before membership into school groups, clubs, organizations, and/or teams. The Grandview School Board and District do not allow, sponsor, and/or sanction any type of hazing activities. Hazing of students, on or off District property, is prohibited and may result in suspension or expulsion from school and from activity/athletic

participation. The penalty for hazing will be determined according to the seriousness of the act, intent, and past disciplinary problems.

LEAVING CLASS OR SCHOOL & SKIPPING SCHOOL (Policy 2330)

Students must have teacher permission to leave the classroom and permission from a High school office employee to leave the school building for reasons other than parent pick up.

Students who need to leave school before the end of the school day are to bring a note signed or an email sent by the parent/guardian to the High school office requesting permission for their student to be excused from school. Students will be denied permission to leave school if a parental note/email is not provided in advance. Per School Board Policy (Regulation 2330): Requests shall be in writing. Telephone requests for early dismissal of a student shall be honored only if the caller can be positively identified as the student's parent/guardian.

Students being picked up early must be signed out in person by an adult. Students may not be sent out of the building to meet the person picking up. **Identification will be required and the person picking up must be a parent/guardian or on the emergency contact list on SIS.**

Students who wish to ride the bus home with another student for any reason, must provide a signed note from parent/guardian, or an email can be sent by parent/guardian, by 8:00am to ensure space is available on the bus for the day. Requests made after 8:00 am are subject to denial.

If a situation arises in which a student's mode of transportation needs to be changed for the day after the school day has begun, a phone call or email from the parent/guardian must be made by 2:30 pm on that school day. Anyone picking up a student will be required to show identification and must be listed as an emergency contact in SIS. Any requests made after 2:30 pm are subject to denial.

Students are not excused to leave school early to go to a place of employment and may be denied approval to leave school even with parent permission (example: to leave to get pizza or other unnecessary situations, will be denied).

LIBRARY INFORMATION

The librarian will determine the rules and regulations as to student expectations while using the library and library book fines. Generally, the first penalty for not abiding by library rules or instructions will result in the loss of the privilege to use the library. The Library is closed during lunch.

LOCKERS

Students are not to damage, write on, or otherwise deface school lockers. Also, lockers are not to be jammed or locks tampered with so as to make the locker door pop open when pulled on. Students who wish to place pictures, etc. on the inside of their lockers may do so by using magnets or other materials which are easily removed. Stick-on labels are not to be used because they are difficult to clean off. Drinks or liquids of any kind are not to be kept in lockers. Students who switch from their assigned lockers are solely responsible for all items contained therein. Also, the school office will not gather any student materials or change locker combinations for students who have changed lockers. The penalty for not abiding by locker rules could be cleaning any number of lockers, restitution, detention, removal from locker use privileges, and/or suspension. Lockers will

be periodically checked without student notification for appearance, condition and/or contents.

According to the "Grandview High School Student Handbook" the locker is still considered to be the property of the school district, even though a student may secure his/her personal belongings in an assigned locker. ***Grandview School District personnel reserves the right to conduct locker searches whenever reasonable suspicion exists that a law or school rule has been violated, or that the health, safety or welfare of students or staff may be in danger.***

In order to ensure locker safety and security, the following rules will apply throughout the school year. Students who fail to abide by the school locker policies may lose their locker privileges.

A. Students are not allowed to share their lockers or their combinations with ANYONE. Logical consequences will follow should the school discover locker violations. Many books and belongings are lost every year due to the sharing of lockers and/or combinations.
B. Students are responsible for keeping their locker and the floor space under the locker free of litter. Students may be charged for damage done to a locker (e.g., stickers and graffiti are not allowed). If you see graffiti on your locker, please report it immediately to office personnel and administration. Please give the office and administration the name(s) of the individual(s) who you believe did the graffiti.
C. Students are not allowed to place personal locks on lockers. If found, these locks will be cut and removed by the school without further notice.
D. Students must keep their combination in a very safe place. Students should memorize their locker combinations as soon as possible and keep a copy of it at home for reference. DO NOT write your combination in a conspicuous place, such as the cover of a binder. Make sure that others do not learn your locker combination as you open it. Ensure that your belongings are properly secured by checking your locker door before leaving the area.
E. Leave costly personal items at home.
F. Students will not "jam" or use materials that may impede the locking mechanism of the locker.
G. Each year, students lose valuables from their lockers because they did not close and lock them properly. Please understand that the school will assume no responsibility for textbooks or other items taken from lockers.

MAKE-UP WORK

Students who have an absence shall have the opportunity to make-up class work. It shall be the responsibility of the student, on his/her own initiative, to contact each teacher involved to determine make-up assignments. **Students shall receive two days for each day missed to receive full credit. In many cases, students should expect to turn in assignments and/or take tests the day they return to school if the assignment completion date and/or test date was scheduled before the student's absence or the teacher feels that test material has been appropriately covered by the student who has been absent.**

TRIFLING

Students who choose not to work during class time are a disservice not only to the teachers and school district but also to themselves. Teachers have the right and the authority to expect each student to work and perform during class time even if a failing grade will be issued for the grading period. To insure student performance the following steps have been established to correct non-performing student behavior:

1. Teacher-student conference concerning student expectation.
2. Teacher-parent conferences or contact explaining the situation.
3. Principal-parent conference or contact explaining penalties and expectations.
4. Students are penalized with detention(s) and/or suspension from school (ISS/OSS).

Students with multiple semester failing grades may be assigned Summer School in order to assure that the student is academically ready for promotion to the next grade level.

PRANKS

Many times, student pranks are done as just something to do with no actual disruptive and/or destructive intent. Pranks are sometimes just considered as a mischievous trick or practical joke without forethought of possible consequences. Students should understand that so-called pranks may result in severe penalties, such as, becoming ineligible for membership and/or participation in school organizations, clubs, and/or teams, as well as, suspension or expulsion.

SEARCHES

School lockers and desks are the property of the Board of Education and are provided for the convenience of students, and as such, are subject to periodic inspection without notice, without student consent, and without a search warrant. The lockers and desks may be searched by school administrators or staff who have a reasonable suspicion that the lockers or desks contain drugs, alcohol, material of a disruptive nature, stolen properties, weapons, items posing a danger to the health or safety of students and school employees, or evidence of a violation of school policy. In addition, the Board of Education authorizes the use of trained dogs to sniff lockers or other school property to assist in the detection of the presence of drugs, explosives, and other contraband. Students or student property, including cars, may be searched based on reasonable suspicion of a violation of District rules, policy, or state law according to school board policy.

Reasonable suspicion must be based on facts known to the administration, credible information provided or reasonable inference drawn from such facts or information. The privacy and dignity of students shall be respected. Students may be asked to empty backpacks, pockets, remove jackets, coats, shoes and other articles of exterior clothing for examination if reasonable under the circumstances.

Law enforcement officials shall be contacted if the search produces a controlled substance, drug paraphernalia, weapons, stolen goods or evidence of a crime, in any case involving a violation of law when a student refuses to allow a search, or where the search cannot safely be conducted. Parents may also be contacted. A student who refuses to submit to a search may be appropriately disciplined by school officials.

SMOKING AND TOBACCO

The use of tobacco in any form, including electronic cigarettes, is not permitted on school grounds at any time (24 hours a day). This refers to any time a student arrives on school property (walking or riding) until the student is off school property as well as attending school sponsored activities away from Grandview. Also, tobacco in any form is not to be carried on your person or stored in lockers, etc.

STUDENT DISCIPLINARY TRANSFER POLICY

The Grandview School District upholds the disciplinary decisions made by other school districts in relation to transferring students. A prior "Disciplinary Record" form concerning past disciplinary problems, including suspensions and/or an expulsion is to be completed prior to enrollment into the Grandview School District. Students under suspension, expulsion or other disciplinary actions must serve out the penalty before being allowed to enroll at Grandview. Transferring students (parents) who knowingly withhold such knowledge will be immediately suspended/expelled, etc. from Grandview for the duration of the original penalty from the time of discovery.

TARDINESS

Tardiness to class and/or homeroom can be disrupting and distracting from the planned class or activity. Students must be in their assigned rooms by the time the bell rings to start the period to be considered on time. Days tardy are accumulated over a semester and the penalties are as listed in the Code of Conduct Chart. Any student who is going to be tardy for some particular reason (example – locker door problem) is to report to the classroom on time and check out with teacher approval.

TELEPHONE

The office telephone must be left open for incoming calls, as well as for faculty usage. Students are not to leave the classroom to make calls. If you need to contact your student during the school day, you may do so by calling the main office. Students will not be permitted to use cell phones during the school day.

TEXTBOOK INFORMATION

Textbooks are a major expense to the school district. Any textbook, which is lost, stolen, or defaced, is the responsibility of the student to whom the textbook was issued.

Because of the cost of replacing textbooks, the Grandview Board of Education has established the following textbook student fine policies:

1. New Textbooks - New textbooks are considered any book purchased with-in the last year. Students will be charged replacement costs for the books, which are lost, stolen, or not usable (not usable includes but not necessarily limited to, water damage, pages torn out, vulgar or inappropriate language written in textbook, covers torn or damaged, excessive writing, etc.)
2. Used Textbook - Used textbooks are those which have been in use over a year. Students will be charged appropriate replacement costs to replace used books, which are lost, stolen, or not usable.
3. Damaged Textbooks - Students will be charged from appropriate replacement costs for textbooks which are damaged but usable. Basically, usable books which are damaged refer to those which are defaced but do not have any missing pages, pages are readable, no vulgar or inappropriate language is written in the textbook, and with covers fully in place.

Students who owe fines will not be permitted to participate in any school extracurricular activities (including field trips) until the fines have been paid.

THREATS TOWARD SCHOOL PERSONNEL

Verbal threats toward school personnel and/or their property can be considered as serious as physical threats. Student penalties will be determined according to the seriousness of the threat, intent, and past disciplinary problems.

VISITORS

All visitors are to report directly to the high school office. Visitors will not be allowed to visit or attend classes with students during the school day. Visitors will be allowed to see high school students but must do so in the high school office. Also, visitors who want to see staff members will be required to remain in the high school office until notification is given to go to another area of the school building to see a staff member. All persons who do not obtain permission from the principal's office to visit the school, or visitors that create serious distractions to the learning environment in the building or on the premises shall be considered trespassers and subject to arrest and prosecution. Visitors may be required to wear a mask when entering the building during school hours.

WEAPONS

Weapons such as, but not limited to, knives, projectiles, knuckles, blackjacks, chains, and look-alike weapons are not to be brought to school at any time.

EXPLANATION OF PENALTIES

CONFERENCES: Conferences may be held between students, parents, teachers, and/or administrators. A conference is scheduled in order to explain and/or discuss past, present, or possible future concerns. In this way, all persons concerned will have a better understanding of what is expected, and be able to clear up any misunderstandings. Parents are encouraged to telephone or come to school at any time there are questions or concerns.

LOSS OF PRIVILEGES: Privileges will be denied according to the misbehavior whenever this is possible and appropriate. For example, if a student checks out of class to go to the restroom but goes to some other location, the student will lose his/her right (when granted by a teacher) to leave the classroom.

RESTITUTION: This is the act on the part of the student of restoring and/or replacing something damaged or taken. For example, a student who writes on a locker may be required to remove the writing on several lockers or pay for a new locker if the writing cannot be removed.

DETENTION: This is the act of detaining students for a period of time, usually at lunch period or after school. If a student fails to serve his/her detention(s) on the days assigned, suspension will be issued in place of the detention(s). The number of detentions depends upon the offense and previous misconduct occurrences. Parents and/or the student shall be responsible for providing transportation from school when a student is serving After School Detention. Students may be given writing assignments to complete during their detention and/or suspension. Also, detentions not served by the end of the school year will be served during the summer or assigned at the beginning of the next school year.

CORPORAL PUNISHMENT (spanking with a paddle): Corporal punishment may be used in accordance with Board Policy 2670 on rare occasions. Corporal punishment will not be used unless parental approval is given in advance.

SUSPENSION: This is an administrative imposed absence from attending classes and/or school. There are two types of suspension that are as follows:

1. In-School Suspension (ISS) – Students are required to be at school but do not attend class. Students are required to make up all school work during ISS. It is the suspended student's responsibility to inform his/her teachers of the suspension so that all class work assignments can be obtained in advance of the start of the suspension.
2. Out-School Suspension (OSS) – Parent or guardian is responsible for the student's supervision. OSS students are also expected to make up all days' work/tests. However, the student can receive full credit for any classwork, quizzes, test, or major projects due during his/her first OSS. It is the student's responsibility to find out what work/test has been missed during their OSS. All homework or tests and major projects due during the OSS are to be turned in or taken the day the student returns to class.

The length of in or out-school suspension will be determined by administration and will reflect the seriousness of the offense committed as well as the number of previous disciplinary problems. Parents or guardians will be notified of the action taken. Students who are placed on out-of-school suspension may not attend or participate in any school activities at home or away from school on the day or days in which suspension is issued and being served. If a student is suspended on a Friday and the following Monday, that student cannot attend or participate in any school activities at home or away from school which occurs on the Saturday or Sunday between the suspension days.

EXPULSION: The Grandview R-II Board of Education may expel a student. During this time, the student is not allowed to attend school, be on school property, or attend or participate in any school activities or functions at home or away from school. Prior to any expulsion decision by the Board of Education, parents will have the right to appear at a hearing before the Board of Education.

SECTION V - EXTRACURRICULAR INFORMATION

Foreword

The participation in extracurricular programs and activities is voluntary and a privilege, not a right. All students are encouraged to participate in as many activities as interest and time allows.

It should be understood; students participating in extracurricular activities are not only representing themselves but are also representing their school district. This section of the student handbook will explain basic guidelines and policies for those students participating in extracurricular activities.

Grandview R-II High School has set a minimum requirement of no more than one (1) failing grade being allowed during a grading period as reported by a mid-term check of eligibility. If a student is scoring two (2) or more failing grades, he/she is ineligible to participate until a passing grade is achieved either by regular reporting periods or by written consent of the affected teacher.

Extracurricular Activities

Extracurricular usually refers to those school activities in which no academic credit is issued to participating students. However, the activities listed below do include some activities in which high school students may participate. Such activities were included because they involve and often require participating outside the regular classroom (example: choir, band, etc.)

1. Athletic

Girls'	**Boys'**
Volleyball (fall)	Football (fall)
Cross Country (fall)	Cross Country (fall)
Cheerleading (fall & winter)	Basketball (winter)
Basketball (winter)	Track (spring)
Track (spring)	Baseball (spring)
	Cheerleading (fall & winter)

2. Non-Athletic

Choir	National Honor Society
Concert Band	Student Government
Yearbook Staff	Academic Quiz Bowl
FFA	Color Guard
Art Club	Spanish Club
Trap	Archery

Activity Information

CODE OF ETHICS FOR SPECTATORS:

Winning is often so important that some people have lost sight of the educational values inherent in activities. If the full benefit of activities as an educational tool is to be utilized, schools must concern themselves with spectator's sportsmanship.

The playing of the game should be regarded by the spectators as an art, and should be appreciated and enjoyed as such. Respect for all participants, sponsors, coaches, and officials, regardless of their own loyalties, is essential for raising the standards of good sportsmanship. Therefore, the following code of ethics for spectator guidelines is expected to be followed:

- Recognize the official as a person of integrity and qualification and respect his/her decisions accordingly.
- Refrain from creating disturbances, which would be detrimental to the flow of the activity and/or to the safety of the participants involved.
- Refrain from harassment, profane language, or ostentatious behavior in respect to the participants, sponsors, and coaches.
- Become familiar with the rules of the activity in order to enjoy it more and to understand the decisions made by the officials.
- Exhibit loyalties and support without negative action toward opponents or officials of the activity.
- Exhibit respect for local policies and regulations regarding the usage of athletic facilities.

JEFFERSON COUNTY ACTIVITY ASSOCIATION (JCAA):

Grandview is a member of the Jefferson County Activity Association (JCAA). The purpose of this organization shall be the promotion, regulation, and supervision of all interscholastic activities and contests as may be delegated to the member schools. JCAA member schools include Crystal City, De Soto, Festus, Dunklin (Herculaneum), Hillsboro, Jefferson R-VII, Perryville, St. Vincent, Windsor, and Grandview. The JCAA athletic conference is divided into two divisions (large and small). Although all member schools may play each other (with the exception of football), only games played between divisional teams count toward a large or small divisional conference champion.

MISSOURI STATE HIGH SCHOOL ACTIVITIES ASSOCIATION (MSHSAA):

The Grandview R-II School District athletic programs are governed by the rules and regulations of the Missouri State High School Activities Association. The MSHSAA is a voluntary, non-profit, educational association of schools established for the purpose of working cooperatively in adopting standards for supervising and regulating those interscholastic activities and contests that may be delegated by the member schools (Grandview is a member school) to the jurisdiction of the Association. Eligibility standards as established by the MSHSAA are minimum standards. Each member school district has the right and authority to establish their own standards of athletic eligibility so long as those standards are not less restrictive as already mandated by the Missouri State High School Activities Association (Regulation 2920).

TRANSPORTATION:

All students will be transported to extra-curricular activities using district transportation, unless prior arrangements have been made. It is expected that all participants ride to away games unless an athlete's parent requests that an athlete ride

home with them. Students can only be signed out on location from a contest by a parent. If there are circumstances that require other ride arrangements from a contest, they must be made through the athletic office in writing.

To assist with the number of students riding school transportation, students will be allowed to ride to and from a contest with a family member. Anyone that is not a parent/guardian doing the driving must be approved by the parent/guardian through the athletic office in writing prior to the trip.

Activity Eligibility

ACADEMIC STANDARDS:

Following Regulation 2920, Grandview High School academic standards, rules, and guidelines are as follows:

A. In order to participate in any Missouri State High School Activities Association (MSHSAA) sponsored athletic program a student must meet MSHSAA academic standards. This academic standard only applies to quarter grades. Any student who does not meet MSHSAA academic standards for the semester will be ineligible to participate in all MSHSAA sponsored athletics for a period of one semester commencing the first day of the next semester. To meet academic standards a student must pass 3 credits (six classes) the previous semester.

B. It should be understood that some organizations and/or clubs might be required to abide by local, state, and/or national academic standards. For example, the academic requirements for National Honor Society membership are more restrictive than the aforementioned academic policy. Also, participation may be required (depending upon each set of circumstances) in specific activities when it is a course requirement (example, participation in Christmas and Spring music concerts).

C. A student must be making satisfactory progress towards graduation. Therefore, any student who falls below grade level according to the class standing requirements as stated in Section II of this handbook may be ineligible for one semester. At the end of an ineligible semester, student progress toward meeting graduation requirements will be re-evaluated by the guidance counselor and principal to determine eligibility.

D. Students must be enrolled as a full time student (eight class periods).

E. One credit in a required course (not an elective course) may be earned during summer school to replace one credit of failing grade.

F. Resource students do not necessarily fall under the academic standards as stated above.

ATTENDANCE: In order for a student to participate in extracurricular events or practices, they must attend school for a full day on the day of the activity or practice. In some cases, students may be allowed to participate EVEN if not in attendance a full day (example: attending the funeral of a relative). However, approval must be obtained from the athletic director or principal preferably in advance, before participation will be allowed when not in school attendance a full day.

COACHES REQUIREMENTS: The head coach of each sport shall set policies concerning practices, dress, meetings, dismissals, etc. Participating students will be expected to conform to the guidelines and rules established by each head coach or decide not to participate.

INSURANCE REQUIREMENTS: MSHSAA By-Law 309.0 states a student shall not be permitted to practice or compete for a school until it has verification that he/she has basic insurance coverage.

PARENTAL PERMISSION STANDARDS: MSHSAA By-Law 308.0 states that prior to yearly interscholastic athletic participation, a student shall furnish a statement, signed by the student's parents or guardians, which grants permission for the student to participate in interscholastic athletics.

PHYSICAL EXAMINATIONS: MSHSAA By-Law 276, 283, and 309 states the school shall require each student participating in athletics a physicians' certificate stating that he/she is physically able to participate in athletic contests of his/her school. The medical certificate is valid for a period of two years from the date of the physical examination, unless otherwise noted by a doctor.

CONSTITUTION AND BY-LAWS: Students who are participating in non-athletic extracurricular activities must abide by the Constitution and By-Laws of each particular club or organization. The Constitution and By-Laws may be on the local, state, and/or national level.

SPONSOR REQUIREMENTS: The sponsor of each activity may set policies concerning participation, dress, meetings, dismissals, etc. Participating students will be expected to conform to the guidelines and rules established by each individual sponsor or decide not to participate.

Incidents that arise and are not covered by the contents of this handbook will be dealt with and handled by the administration as needed.