

Republic R-III School District



Elementary Student Handbook

2009-2010

Republic R-III School District

Dear Students and Parents,

Welcome to the 2009-2010 school year! By working together, we can ensure your child has a quality educational experience in a safe environment that enables him to acquire the knowledge, skills, and attitudes necessary to become responsible, successful individual.

It is our desire to help make your child's elementary school experience as successful as possible. This handbook is a tool that can be used to assist both students and parents. It provides basic information about our school policies, general guidelines, and other information. Be sure to read the attached policies and procedures sections to become familiar with student discipline procedures, attendance requirements, dress code, bus policy, etc.

Please remember open communication is a vital part of your child's school experience. You have the ability to contact your child's teacher via e-mail or through our automated phone system. You are also encouraged to maintain a high level of involvement in your child's school experiences by visiting the school and talking with your child about what is happening. When young children know their parents are interested in and concerned about their education, their interest also increases.

We look forward to getting to know your child and to working with you during this upcoming school year. The school administration and staff are here to help, and we will do our best to accommodate your needs. Thank you for choosing the Republic R-III School District!

Educationally,

Dr. Carol Lohkamp, Early Childhood Center Principal
Allan Brown, Elementary I Principal
Tracey Hankins, Elementary II Principal
Darin Carter, Elementary III Principal

CLohkamp@mail.republic.k12.mo.us
<http://www.republic.k12.mo.us>
THankins@mail.republic.k12.mo.us
CarterD@mail.republic.k12.mo.us



Parents, please sign and date the bottom portion of this page and return it to the school office to indicate you have reviewed this student handbook. Thank you.

Student's name: _____ Date: _____

Parent/guardian signature: _____

WELCOME TO ELEMENTARY SCHOOL!

This elementary student handbook provides information concerning important policies and general guidelines that you may find helpful. Our goal is to help children become successful and enjoy their time in school. We provide a wide variety of learning experiences to enhance elementary students' development – intellectually, socially, emotionally, and physically. We encourage you as a parent to become involved in your child's school experiences. Teachers and administration need your support in order to promote a better learning atmosphere.

Republic Early Childhood Center

(417) 732-3670
720 North Main Street
Republic, MO 65738

Dr. Carol Lohkamp, Principal
Esther Brown, Counselor
Shannon Dunn, Secretary

Republic Elementary I

(417) 732-3610
235 East Anderson
Republic, MO 65738

Allan Brown, Principal
Brad Byers, Asst. Principal
Lynn Scott, Counselor
Kristi Webb, Counselor
Shawna Laffoon, Secretary
Kilina Goldenberg, Secretary

Republic Elementary II

(417) 732-3620
234 East Anderson
Republic, MO 65738

Tracey Hankins, Principal
Jason Perkins, Asst. Principal
Desiree Burgess, Counselor
Lola McClernon, Counselor
Shelli Roeckle, Secretary
Dawn Sjomeling, Secretary

Republic Elementary III

(417) 732-3630
201 East Highway 174
Republic, MO 65738

Darin Carter, Principal
Christy Coursey, Asst. Principal
John Berry, Counselor
Jennifer Bowers, Counselor
Rita Billows, Secretary
Libby West, Secretary

REPUBLIC R-III SCHOOL DISTRICT MISSION

"Educating Youth for a Better Tomorrow"

Educating youth for a better tomorrow is the mission of the Republic R-III School District. Together we will ensure quality educational experiences in a safe environment that enables all students to acquire the knowledge, skills, and attitudes necessary to become responsible, successful individuals.

SCHOOL BOARD MEMBERS

Kelly Baumberger
Stan Coggin
Stephanie Fletcher
Ken Knierim

Lance Bekemeier
Melissa DuVall, President
Vickie Hayward

DISTRICT ADMINISTRATION

Dr. Vern Minor, Superintendent
Vicki Neal, Assistant Superintendent
Sean Carleton, Safety Director
John Howard, Technology Director
Ruth Melvin, Food Services Director
Dr. Amy Scott, Curriculum Director
J. Matthew White, Special Services Director

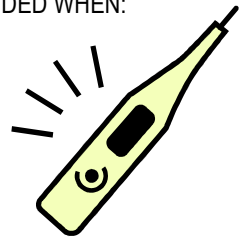
ABSENCES - ATTENDANCE POLICY

Regular attendance is essential in establishing a good teaching and learning environment. Parents are expected to call the school when a student is absent. Students may be dropped from the roll after five successive absences unless the school is notified. Therefore, the following guidelines and procedures will be used in governing attendance:

- A. Examples of excused absences are (1) personal illness, (2) death in the family, and (3) professional appointments.
- B. Examples of unexcused absences are (1) truancy, (2) early pick-up, and (3) suspension.
- C. In the event of excessive student absences (8 per semester), parents will be notified through one of the following means: (1) phone call from the school, (2) letter from building principal, (3) home contact from school security officer and/or principal, (4) referral to Division of Family Services, or (5) referral to Greene County Prosecuting Attorney.
- D. When students are absent from school, parents should call the school before 8:30am. Parents will be responsible for ensuring that their children obtain their make-up work. It must be understood that a classroom experience, once missed, most often cannot be made up. Experiments, classroom interactions and classroom presentations cannot be recreated. Make-up work will depend on the subject matter as well as each instructor.

SCHOOL ATTENDANCE IS NOT RECOMMENDED WHEN:

- Student has a fever
NOTE: Student should be fever-free without medication for 24 hours before returning to school
- Vomiting and diarrhea
- Persistent cough
- Generalized rash all over body
- Sore throat with fever and enlarged nodules in the neck



ATTENDANCE HIERARCHY

The following board approved policy is in place for students with consecutive unexcused absences:

- Step 1: Principal or principal designee contacts parents after 3 consecutive unexcused absences and/or chronic pattern of absences / parent information regarding available services.
- Step 2: After 5 unexcused absences in a semester or continued chronic pattern, letter from counselor.
- Step 3: After 7 unexcused absences in a semester or continued chronic pattern, letter from counselor.
- Step 4: Prosecutor letter after 8 unexcused absences or continued chronic pattern in a semester / School Resource Officer with other school personnel make home visits / school personnel (principal, attendance officer, counselor, nurse) hotline / contact family services.
- Step 5: School Resource Officer contacts Juvenile Officer for involvement / Police Department involvement.
- Step 6: Screening of cases for prosecution.
- Step 7: Prosecute after 12 absences in semester.

ASSEMBLIES

School assemblies will be held the regularly. Specific dates and times are unique to the individual buildings. The assemblies are designed to build a community of learners and set goals for the week. During the assemblies, students participate in celebrations of achievement, birthday and class celebrations, as well as character education class performances. Parents are often invited to attend the assemblies.

BEFORE - AFTER SCHOOL CARE

Tiger STRIPES (Students and Teachers Reaching Incredible Potential Every Session) will offer before- and after-school child care services for students in grades K-6. Students may enroll for full-week participation or a minimum of three days per week. Tiger STRIPES morning program will operate from 6:30-7:30am. The Tiger STRIPES afternoon program will operate from 3:00-6:30pm. Daily activities include a nutritious snack, tutoring, and group games requiring physical movement. Additional activities on a rotating or periodic basis include science exploration, fine arts exploration, and a variety of guest speakers.

Tuition will be charged for any part of the day between 6:30-7:30am or 3:00-6:30pm. The monthly fees are: full-time morning program \$35, 1-3 days enrollment \$30, full-time afternoon program \$130, 1-3 days enrollment is \$100. A non-refundable \$25 registration fee is required. A \$10 reduction in fees for having more than one child enrolled full-time in the after-school program is available. An automatic \$10 drop-in fee will be charged if your child requires childcare after school. Childcare subsidy is available through the Missouri Department of Child Services if your family qualifies.

Full-day child care is available for \$15 per day on those days when school is not in session or is cancelled due to bad weather. Arrangements may be made by calling the Tiger STRIPES phone extension (735-3778).

BIRTHDAY CELEBRATIONS

Your child's birthday will be a special occasion during elementary school. Birthdays may be celebrated by sending treats to share; such as cookies, pencils, stickers, or popsicles. (Due to district policy, all food items brought to school must be store-bought and sealed.) No invitations to private birthday parties may be distributed at school -- a listing of classmates' mailing addresses will be provided if requested.

BREAKFAST - LUNCH

The school district provides nutritious breakfasts and hot lunches for students at minimal cost. Meals may be secured by paying weekly or monthly through the school office or on-line via PayPal. All lunch balances must be brought current by the end of each month. Money (preferably by check) should be sent at the beginning of each week. Free and reduced lunch applications are available in any school office, but it is important to note meal benefits do not cover the cost of afternoon juice served to preschool and kindergarten students.

NOTE: Afternoon juice is optional, not a requirement. No student charges will be allowed for afternoon juice.

Students will have their transactions calculated through a computerized lunch program. Money brought will be deposited through the school food service office, and the balance will reflect each time a student eats. The purpose of this system is to provide a more accurate accounting of the student's financial records pertaining to money balances and charges. To assist with this process, please do the following:

1. All money should be placed in an envelope with the student's name, grade, teacher's name, and the amount enclosed. This envelope, in effect, becomes your receipt.
2. Payment may be made weekly, monthly, or quarterly. We strongly recommend that you pay as far in advance as possible, since a negative lunch balance could adversely affect your child's ability to participate in some school activities.
3. Periodic notices will be sent home with students reflecting their lunch account balance. Parents are encouraged to contact the school office at any time a discrepancy is noticed.

4. If a student accumulates charges totaling \$20, the students will be served a "Tiger Meal" – peanut butter and jelly sandwich and milk – until the debt is reduced.

Breakfast prices	Lunch prices
Full price \$1.10	Full price \$1.80
Reduced \$ free	Reduced \$ 0.40

Due to the uncertainty of continued federal support of the school meal program, school lunch prices cannot be guaranteed.

BULLY-PROOFING

The Bullyproofing program is being implemented at some schools in the district. The ultimate goal of this program is to send a strong message about intolerance for bullying, to empower victims, and to shift the balance of power in the school away from the bullies. The overall outcome for the school would be to create a safe, respectful and inclusive school environment so teachers can teach and students can learn. All students will be taught Bullyproofing classroom rules, six strategies to try if someone is bullying them, and four strategies to use when they witness bullying. Small group counseling will be offered by the school counselor to support both the bullies and the victims throughout this process.

BUS INFORMATION

The Republic R-III School District offers transportation services to pupils in the district. It is not only the transportation department's responsibility to make each trip a safe and trouble-free trip, but it is also the student's responsibility, with help from his parents, to learn the riding rules and obey them in order to continue to use this service.

Students should observe the following regulations:

1. Follow the district discipline policy.
2. Be courteous.
3. Do not eat or drink on the bus.
4. Keep the bus clean.
5. Cooperate with the driver.
6. Stay in your seat. The bus driver reserves the right to assign specific seating arrangements as needed.
7. Keep head, hands, and feet inside the bus.
8. Large back packs or over-sized items will not be allowed on the bus.



Only one pick-up stop and one drop-off stop may be selected for your child. This allows for the stop to be different, in case students attend a babysitter or childcare center after school, but allows for buses to be consistent with the same riders. The bus pick-up and delivery form is available at any school office or can be accessed on-line at <http://www.republic.k12.mo.us/Busflyer1.pdf>. The completed form should be returned to the school office prior to the beginning of school.

During the first day of school, kindergarten and primary students will be given a tag with their names and bus numbers. Parents should pin this tag onto the children's shirts each morning for the first two weeks of school to help the bus driver and teachers learn children's names and to make sure they get onto the correct busses after school. It is also important for young children to use the bathroom at home before boarding the bus. This can help avoid any accidents and embarrassment for the child. For safety purposes food, drink, glass, large items, helium balloons, and floral arrangements are not allowed on the bus.

COMPREHENSIVE EYE EXAMS

State law (effective July 1, 2008) requires all incoming kindergarten and first grade students to have a comprehensive eye exam by a licensed optometrist or ophthalmologist (eye doctor). Exam results documentation should be given to the school nurse. Public school districts are mandated by the state to turn in a compliance report. Please see the school nurse if you are unable to comply or you are having financial difficulty. If you feel your child should be excluded, see the school nurse or go on-line for an opt-out form. The school nurses will continue to perform vision and hearing screenings on all incoming students.

COUNSELING OFFICES

Each elementary school is staff with at least one certified school counselor. Counseling services are available to all students. The counselor can provide help with personal problems, difficulties with classroom performance, and interpretation of test scores. Additionally, the counselors provide classroom instruction to students bi-weekly to instruct and inform them about decision making, career choices, and social relationships.

CURRICULUM

The R-III District uses a board-approved curriculum to assure that all students receive rigorous and appropriate instruction. This full curriculum can be viewed on the district's web page, including the human sexuality curriculum.

DAILY SCHEDULE

School begins promptly at 8:00am. Students should arrive at school no earlier than 7:40am and no later than 8:00am. Students should be dropped off using the driveway in front of the individual school building. Due to safety concerns, please do not drop your child off in the street. School dismisses between 3:00-3:25pm depending upon the specific school.

Classroom instructional time will be protected by calling students from class only for emergencies. When it is necessary for a child to deviate from his normal routine, a note from the parent should be sent to the office to explain specific instructions as to what the student is to do.

The last part of the day is a very busy time, and we want to limit confusion and miscommunication. For the safety of the children, students will not be called from the classroom after 2:45 pm. If you must pick your child up early from school for an appointment, please do so before this time. To pick your child up early, you must sign your child out at the front office, and your child will be called by intercom to come meet you. Please help us to preserve instructional time by **waiting until**

3:00 to pick up your child. Any student remaining at school after dismissal will be sent to Tiger STRIPES and an automatic \$10 drop-in fee will be charged.

DIRECTORY INFORMATION

Information regarding student information in regard to being public information is included in the Family Education and Privacy Act Notice included in this handbook. In addition to the directory information, student's photographs may be taken for publication. If you choose for your child not to be photographed and published in newsletters, newspapers, on the district webpage, or other publications, notify the Republic School District in writing within 10 business days of the beginning of school.

DISCIPLINE POLICY

The District Discipline Policy is designed to create a safe atmosphere, foster student responsibilities, instill respect for the rights of others, and to ensure the orderly operation of the district's schools. The general discipline policy is included in the policy portion of this handbook but does not presuppose rules and regulations to all school activities in our district and/or held at other sites. Administration reserves the right to search student lockers and school property used by students. Drug dogs may be used to search lockers, backpacks, purses and cars parked on the school lot.

DISTRICT DRESS CODE

The administration is authorized by the Board of Education to establish appropriate dress standards. Violators will be asked to seek appropriate attire immediately. Repeated violations may result in additional disciplinary action. The following guidelines should be observed:

1. Clothing with obscene, vulgar, racially inflammatory, or profane slogans/pictures shall not appear on clothing worn to school.
2. Halter tops, tube tops, tops that allow bare midriffs, backless tops, fish-net mesh style tops, strapless tops, spaghetti-strap tops or single-strap tops shall not be worn. Underwear shall not be worn as outerwear.
3. Shoes shall be worn.
4. Hats, other headgear, and sunglasses shall not be worn in the building.
5. Clothing which contains advertisements for and/or promotes alcohol, tobacco, and/or drug-related products shall not be worn to school.
6. Any type of extremism of dress, or dress that is disruptive or distracting to the educational process (such as short skirts, low-cut tops, clothing that is too revealing, sagging) will be dealt with on an individual basis.

ELECTRONIC DEVICES

Students are not allowed to use any electronic sending or receiving device while school is in session. These devices include pagers, beepers, cellular telephones and any other devices, which might disrupt school or promote an unsafe environment for learning.

EMERGENCY INFORMATION

The school office should be notified of any change of address or phone numbers during the school year. It is also important to have up-to-date emergency phone numbers on file in case of an emergency with a student or in the event of early school dismissal. Please keep this information accurate!

EMERGENCY PROCEDURES

It is mandated that disaster drills be conducted periodically during the school year. In compliance with these regulations, the Republic R-III School District has established procedures to be carried out in evacuating and protecting the students. Instructions for such emergencies are explained by teachers and posted in all classrooms.

FIELD TRIPS

Students may have opportunity to go on educational field trips requiring bus transportation. Permission slips must be signed and returned to school prior to the trip. Students must ride the bus to any school event, unless signed out and picked up by a parent and/or guardian. Students are reminded they are representatives of Republic R-III School District while on field trips and will be expected to act in a respectful manner at all times. Students must abide by the bus discipline policy while attending field trips.



GRADE CARDS

Student achievement information will be presented at parent/teacher conferences at the end of first quarter. Grade cards will be sent home at the end of second, third, and fourth quarter. In the event of an overdue lunch balance or an overdue library book, your child's grade card will be held until payment has been made.

HEALTH SERVICES

Communicable disease: To prevent the spread of illness, students are not to share food or drinks at school. Students are expected to maintain good hygiene habits, regular bathing and frequent hand washing to help prevent disease. Persons with communicable diseases will be excluded from school according to state guidelines.

Going home "sick": Students who become sick or are injured during the school day should report to the school nurse. The nurse will assess the student's problem and contact a parent/guardian if the student requires further medical assistance or needs to go home. Providing transportation and adult supervision is the responsibility of the parent/guardian.

Immunizations: The school district maintains an immunization record on each student in our school. All students must be in compliance with state immunization guidelines to attend classes. Students whose immunizations are not up-to-date will not be allowed to come to school.

School Nurse: A nurse is on duty to assist you during illness or injury at school. A Health Inventory form is sent home at the beginning of each school year to enable us to contact parents in case of illness or injury. Parents should update this information as changes occur.

Students and Medication: Our school does not furnish medicine of any kind. If a student needs medicine at school, a parent/guardian must bring it to the school nurse in the original container. The parent/guardian must sign a permission form for the nurse to give the medicine. Students are not allowed to carry or self-administer medicine of any kind unless specific permission forms are filled out by the principal, nurse, physician and parent. This includes metered dose inhalers. Students are not to carry medicine outside of these guidelines. School staff will not administer the first dose of any medication.

HOMEWORK

The Republic R-III School District believes that certain amounts of homework are beneficial to the education of young students. Homework assignments need to be distinguished from work not finished on school time. Homework is a purposefully planned activity which is designed to apply the objective of a concept that has already been taught in class.

Work brought home from school is often identified as homework when, in fact, it is work that was assigned for completion at school. Assignments for children to complete and turn in during class time are carefully planned and tailored to the time available to complete them. If your child seems to be bringing home large amounts of homework or more than one homework assignment a day, check with your child's teacher. It could be that your child is not using his time wisely at school.

As stated previously, it is the responsibility of the student/parent to make sure any missed assignments are picked up and returned. As a general rule, only two school days are allowed for each excused absence for the student to make up his missed work.

INSURANCE

The school does not carry hospitalization or accident insurance which will cover a student that is injured at school or any school activities. If a family has no coverage of this type, a student accident plan should be considered. Information regarding optional insurance is available at the school office.

LIBRARY USAGE

The school libraries offer a wide range of materials for study, research, pleasure, and parental use. Students may use the library independently during the day if arrangements are made in advance with the teacher and librarian. All books must be returned before checking out additional materials. Students or parents are financially responsible for lost or damaged library books and students' grade cards may be held until restitution is made.

LOST OR STOLEN PROPERTY

Republic Elementary Schools staff members are not responsible for students' lost or stolen property. Students are encouraged to leave toys and small personal items at home to protect against loss or destruction. Lost and found collection centers are located in each school building and at the Transportation Department. The use of name labels or some form of identification on items of clothing and other belongings assists in their recognition and return to the owner. Please check when your child loses something. Many articles are not claimed. Items unclaimed after 30 days are donated to People Helping People.

NON-DISCRIMINATION

Any student who believes he/she has been discriminated against, denied a benefit or excluded from participation in any district education program or activity on the basis of sex, race, color, national origin, age or handicap in violation of Title VI, Title IX or Section 504, may file a written complaint with the Superintendent of Schools.

PARENT - TEACHER CONFERENCES

Parent/teacher conferences are encouraged at anytime. Elementary schools have regularly scheduled conference dates the last week of October. A detailed plan for conferences will be announced approximately two weeks before they occur. Parent/teacher conferences during the school day should occur only during the teacher's conference/planning time.

PARENT TEACHER ORGANIZATION

The Republic PTO fosters and promotes the educational programs of our school. Parents are encouraged to join and participate in PTO as they continue their outstanding tradition of providing additional opportunities for our students.



PARTIES

Classroom parties will be organized by PTO room parents. We encourage you to get involved in organizing and attending the parties for your child. Please provide only store purchased food items. Please do not send homemade items for parties or birthday treats.

P.E. CLASSES

Due to safety factors, all children should wear tennis shoes or soft-soled shoes during P.E. classes. Our physical education staff has determined that hard-soled dress shoes, sandals, and boots are not appropriate for the type of activities to be performed in class. Additionally, girls should wear shorts under dresses on the day they participate in P.E.

Participation in the program by every student will be required unless excused by a doctor for health reasons. If your child is temporarily disabled, please send a note with the date and reason for the excuse. Please remember that sometimes the student can be allowed to participate in a limited way or may be feeling better by the time the P.E. class meets.

PROFESSIONAL LEARNING COMMUNITY

The Republic R-III School District has adopted the Professional Learning Community model to increase teacher collaboration and improve student achievement. As a result, every Monday will be a late start day for students. **Busses will run 30 minutes late, and classes will begin at 8:30am.**

RECESS

All children are expected to go outside for recess, weather permitting, unless they have a doctor's excuse. It is the student's responsibility to dress appropriately to the weather conditions.

Our elementary schools have well-equipped playgrounds. The following general rules are designed to make the playground safer and more enjoyable for all:

1. Wood or metal bats are not to be used
2. Jump ropes are to be used only for that purpose
3. Students are not to stand on slides, swings, or use any equipment for any other purpose besides that for which they have been intended.
4. Items of a questionable nature will not be permitted
5. No throwing or kicking objects (rocks, sticks, etc.)
6. Fighting will not be tolerated
7. Students should immediately report all problems or accidents to one of the teachers on duty.

SCHOOL CLOSING

The Republic R-III School District information line is 732-3600. School closing due to weather will be announced on all major radio and television stations. Unscheduled early closing due to equipment failure or unforeseen incidents may also be necessary. Parents should have an emergency dismissal plan in place for their children.

SCHOOL DISTRICT INFORMATION

Want to stay informed? Check out these resources for school related information:

<http://www.republic.k12.mo.us> (Link to school webpages from here.)

Sign up for Tiger Text and get important information about the Republic School District sent as text messages to your cell phone, wireless PDA or pager. TigerText is a free service provided to the Republic School District by Countryside Bank in Republic. Please check your cell phone plan for any text message fees your provider may charge. This is a SPAM-free application. Your personal contact information will remain private. Go to <http://www.republic.k12.mo.us> to sign up.

Subscribe to Republic Parents' Listserv at <http://lists.more.net/mailman/listinfo/republicparentnews>

SCHOOL SUPPLIES

Your student will need to bring a backpack or a book bag to school each day. Check young children's backpacks daily for important items such as notes from teachers, school events, etc. When purchasing a rest mat for kindergarten students, do not get the plastic fold-out kind. They do not fit into the cubbies. **We recommend a beach, or other large towel.** Rest mats will be sent home weekly for laundering.

TECHNOLOGY USAGE (Student User Agreement)

I have read the Republic R-III School District Technology Usage policy, regulation, and etiquette guidelines and agree to abide by their provisions.

I understand that violation of these provisions may result in disciplinary action taken against me, including but not limited to suspension or revocation of my access to district technology, and suspension or expulsion from school.

I understand that my use of the district's technology is not private and that the school district may monitor my use of district technology, including but not limited to, accessing browser logs, e-mail logs, and any other history of use. I consent to district interception of or access to all communications I send, receive or store using the district's technology resources, pursuant to state and federal law, even if the district's technology resources are accessed remotely.

TECHNOLOGY USAGE (Parent/Guardian Technology Agreement)

I have read the school district's Technology Usage policy, regulation and netiquette guidelines. I understand that violation of these provisions may result in disciplinary action taken against my child, ward or child within my care, including but not limited to suspension or revocation of my child's or ward's access to district technology, and suspension or expulsion from school.

I understand that my child's or ward's use of district technology is not private and that the school district may monitor my child or ward's use of district technology including but not limited to accessing browser logs, e-mail logs, and any other history of use. I consent to district interception of or access to all communications sent, received or stored by my child or ward using the district's technology resources, pursuant to state and federal law, even if the district's technology resources are accessed remotely.

I agree to be responsible for any unauthorized costs arising from use of the district's technology resources my child/ward/child within my care. I agree to be responsible for any damages incurred by my child/ward/child within my care.

The Republic R-III School District Technology Usage Policy, regulation and netiquette guidelines are available in each classroom, administrative office, media center, and computer lab. They can also be accessed on the web at: www.republic.k12.mo.us/board/policy.html

Forms are available at registration in the counseling office, media center, and are distributed in various classrooms for student and parent signature.

TELEPHONES

Office phones are for official school business. Students may use the phone only with teacher permission and should be limited to emergencies. Teachers do have classroom phones but these will be set to voice mail during school hours. Teachers will check their messages during their preparation times or between classes. If a message needs to be given to a student, call the office before 2:00pm. We cannot guarantee messages left after 2:30pm will be delivered.

TESTING AND ASSESSMENTS

Elementary students will be given a variety of standardized achievement tests during the school year, such as SAT-10 testing, Scholastic Reading Inventory (SRI), and state-wide MAP testing in the spring for communication arts, math, and science. Elementary students may also take the three times per year to get a base-line score, mid-term score, and exit score. Parents will be notified of exact testing dates. The results of those tests will be made available to parents.

TEXTBOOKS

Textbooks are provided to our students for their use during the school year. Texts should be handled with care and kept clean. The district policy is to review and replace texts on a rotating five-year cycle. Payment will be required for lost or damaged books.

VISITATION POLICY

The Republic Elementary School staff invites parents, grandparents, and those interested in education to visit our schools. We are proud of our educational system and are available to answer questions concerning any aspect of it. For the protection of the students, as well as security in the school, however, it is required that any person entering the building during the school day stop at the school office, sign in before going to another part of the building, and receive a visitor's pass. Any person found in the building without a prior visitor's pass obtained at the school office and appropriately displayed will be considered in violation of city and/or state laws referring to loitering and trespassing.

VOLUNTEERS

The Republic R-III School District has an excellent volunteer program. Our volunteers help in many ways: by working directly with children, reading with students, assisting with the computers, performing clerical tasks for the teachers, assisting in the library, as well as other tasks. We encourage everyone - especially parents - to spend some time in their child's school. It is a big occasion when Mom, Dad, Grandma, or Grandpa comes to school to help. Your child's teacher will visit further with you about our volunteer program during "Back to School Night". Past experience has shown that parental involvement is one key to student success.

WITHDRAWING FROM SCHOOL

If it becomes necessary for a student to withdraw from school, the parent/guardian should contact the school office. Textbooks and library books must be returned and any monetary obligations must be taken care of before leaving. The school where your child will be attending will request the necessary school records once your child is enrolled there.



PUBLIC NOTICE INFORMATION REQUIRED BY STATE & FEDERAL LAWS, 2009-2010 SCHOOL YEAR

- Acts of School Violence
- Asbestos
- Assessment Program
- Corporal Punishment
- Directory Information
- Disclosure to Military Recruiters and Education Institutions
- Earthquake Safety
- Family Educational Rights and Privacy Act
- Human Sexuality Curriculum
- Individuals with Disabilities Education Act (IDEA)
- Intradistrict Transfers
- Nondiscrimination and Anti-Harrassment
- Physical Examinations and Screenings
- Searches
- Student Code of Conduct
- Student Survey
- Teacher Qualifications
- Voluntary Transfers to Schools Outside Attendance Areas
- Weapons Definition

Acts of School Violence

The phrase "act of school violence" or "violent behavior" means the exertion 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 in service on behalf of the district, or while involved in school activities.

Asbestos

In compliance with the U.S. Environmental Agency (EPA) Asbestos Hazard Emergency Response Act (AHERA), the Republic R-III School District has performed inspections of each of our school buildings for asbestos containing building material. The inspection findings and asbestos management plans are on file in the district's central administrative office. The EPA requires us to perform inspection of the asbestos materials every three years. An accredited asbestos inspector has performed these reinspections. The results of the reinspections are on file in the management plan in the school's central administrative office. Everyone is welcome to view these anytime during normal school hours (Monday – Friday 8:00 a.m. to 4:00 p.m.). The Asbestos Program Manager, Mr. Wayne Dipper, is available to answer any questions you may have about asbestos in our buildings. All areas that contain asbestos, either friable or non friable, are monitored regularly and are checked by an accredited AHERA Inspector to assure no deterioration of their condition to assure proper health and safety conditions for all employees and constituents of the school system.

Assessment Program

The district will use assessments as one indication of the success and quality of the district's education program. Further, the Board recognizes its obligation to provide for and administer assessments as required by law. In cooperation with the administrative and instructional staff, the Board will annually review student performance data

and use this information to evaluate the effectiveness of the district's instructional programs, making adjustments as necessary. The district will comply with all assessment requirements for students with disabilities mandated by federal and state law, including the Individuals with Disabilities Education Act (IDEA). The superintendent or designee shall ensure that the district has a written assessment plan that shall test competency in the subject areas of English, reading, language arts, science, mathematics, social studies and civics, as required by law.

The district will implement the components of the Missouri Assessment Program (MAP) in order to monitor the progress of all students in meeting the Show-Me Standards, as set forth by the Missouri State Board of Education. The School Board authorizes the superintendent to establish a process designed to encourage the students of this district to give their best efforts on each portion of any statewide assessment, which may include, but is not limited to, incentives or supplementary work as a consequence of performance.

Corporal Punishment

Corporal punishment, as a measure of correction or of maintaining discipline and order in schools, is permitted. However, it shall be used only when all other alternative means of discipline have failed, and then only in reasonable form and upon the recommendation of the principal. If found necessary, it should be administered preferably by the principal in the presence of the teacher. It should never be inflicted in the presence of other pupils, nor without a witness. The student's parent/guardian will be contacted prior to the administration of corporal punishment. Corporal punishment shall be administered only by swatting the buttocks with a paddle. When it becomes necessary to use corporal punishment, it shall be administered so that there can be no chance of bodily injury or harm. Striking a student on the head or face is not permitted. The teacher or principal shall submit a report to the superintendent, explaining the reason for the use of corporal punishment as well as the details of the administration of the same. A staff member may, however, use reasonable physical force against a student without advance notice to the principal, if it is essential for self-defense, the preservation of order, or for the protection of other persons or the property of the school district.

Directory Information

Directory information is information contained in an education record of a student that generally would not be considered harmful or an invasion of privacy if disclosed. The school district designates the following items as directory information:

Students in kindergarten through eighth grade -- Student's name; parent's name; date and place of birth; grade level; bus assignment; enrollment status (e.g., full-time or parttime); participation in school-based activities and sports; weight and height of members of athletic teams; dates of attendance; honors and awards received; artwork or coursework displayed by the district; most recent

previous school attended; and photographs, videotapes, digital images and recorded sound unless such photographs, videotapes, digital images and recorded sound would be considered harmful or an invasion of privacy.

High school and vocational school students -- Student's name; parent's name; address; telephone number; date and place of birth; grade level; bus assignment; enrollment status (e.g., full-time or part-time); participation in school-based activities and sports; weight and height of members of athletic teams; dates of attendance; degrees, honors and awards received; artwork or coursework displayed by the district; most recent previous school attended; and photographs, videotapes, digital images and recorded sound unless such photographs, videotapes, digital images and recorded sound would be considered harmful or an invasion of privacy.

Parents or eligible students will have ten (10) school days after the annual public notice to provide notice that they choose to not have this information released. Written notice must be provided to the Office of the Principal in the building which the student currently attends. Unless notified to the contrary in writing within the ten (10) school-day period, the school district may disclose any of those items designated as directory information without the parent or eligible student's prior written consent including in print and electronic publications of the school district.

Disclosure to Military Recruiters and Education Institutions

In addition to the requirements of the FERPA, two federal laws require our district to provide military recruiters and/or institutions of higher education, upon request, with the names, addresses, and telephone numbers of secondary students unless the parents specifically request that this information not be released.

Parents or eligible students will have ten (10) school days after the annual public notice to provide notice that they choose to not have this information released. Written notice must be provided to the Office of the Principal in the building which the student currently attends. Unless notified to the contrary in writing within the ten (10) school-day period, the school district may disclose any of those items designated as directory information without the parent or eligible student's prior written consent.

Earthquake Safety

At the beginning of each school year, our district must provide information regarding earthquake preparedness to patrons and students. This information, prepared by the Federal Emergency Management Agency, can be viewed on the World Wide Web at www.fema.gov/hazard/earthquake/index.shtm and www.fema.gov/plan/prevent/earthquake/publications.shtm

Family Educational Rights and Privacy Act

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

- (1) The right to inspect and review the student's education records within 45 days of the day the school receives a request for access. Parents or eligible students should submit to the school principal a written request that identifies the record(s) they wish to inspect. The school official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.
- (2) The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate. Parents or eligible students may ask the school to amend a record that they believe is inaccurate. They should write the school principal clearly identify the part of the record they want changed, and specify why it is inaccurate. If the school decides not to amend the record as requested by the parent or eligible student, the school will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.
- (3) The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the school as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the School has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. Upon request, the school discloses education records without consent to officials of another school district in which a student seeks or intends to enroll.
- (4) The right to file a complaint with the U.S. Department of Education concerning alleged failures by the Republic School District to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are: Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue, SW, Washington, DC 20202-5901.

Human Sexuality Curriculum

The Republic R-III School District chooses to use course materials and instruction relating to human sexuality and sexually transmitted diseases that are medically and factually accurate. The materials and instruction shall:

- (1) Present abstinence from sexual activity as the preferred choice of behavior in relation to all sexual activity for unmarried students;
- (2) Stress that sexually transmitted diseases are serious, possible health hazards of sexual activity;
- (3) Present students with the latest medically factual information regarding both the possible side effects and health benefits of all forms of contraception;
- (4) Include a discussion of the possible emotional and psychological consequences of preadolescent and adolescent sexual activity and the consequences of adolescent pregnancy, as well as the advantages of adoption, including the adoption of special needs children, and the processes involved in making an adoption plan;
- (5) Teach skills of conflict management, personal responsibility and positive self-esteem. Emphasis is placed on teaching the student they have the power to control personal behavior. Students shall be taught not to make unwanted physical and verbal sexual advances or otherwise exploit another person. Students shall be taught to resist unwanted sexual advances and other negative peer pressure;
- (6) Advise students of the laws pertaining to their financial responsibility to children born in and out of wedlock and advise students of the laws pertaining to statutory rape.

Students may be separated by gender for human sexuality instruction. Parents/guardians have the right to remove their student from any part of the district's human sexuality instruction. The district will make all curriculum materials used in the district's human sexuality instruction available for public inspection as a public record prior to the use of such materials in actual instruction.

Individuals with Disabilities Education Act (IDEA)

All responsible public agencies are required to locate, evaluate, and identify children with disabilities who are under the jurisdiction of the agency, regardless of the severity of the disability, including children attending private schools, highly mobile children, such as migrant and homeless children, and children who are suspected of having a disability and in need of special education even though they are advancing from grade to grade. The Republic R-III School District assures that it will provide a free, appropriate public education (FAPE) to all eligible children with disabilities between the ages of 3 and 21 under its jurisdiction. Disabilities include autism, deaf/blindness, emotional disorders, hearing impairment and deafness, mental retardation, multiple disabilities, orthopedic impairment, other health impairments, specific learning disabilities, speech or language impairment, traumatic brain injury, visual impairment/blindness and young child with a developmental delay. The Republic R-III School District assures that it will provide information and referral services necessary to assist the State in the implementation of early intervention services for infants and

toddlers eligible for the Missouri First Steps program. The Republic R-III School District assures that personally identifiable information collected, used, or maintained by the agency for the purposes of identification, evaluation, placement or provision of FAPE of children with disabilities may be inspected and/or reviewed by their parents/guardians. Parents/guardians may request amendment to the educational record if the parent/guardian believes the record is inaccurate, misleading, or violates the privacy or other rights of their child. Parents have the right to file complaints with the U.S. Department of Education or the Missouri Department of Elementary and Secondary Education concerning alleged failures by the district to meet the requirements of the Family Educational Rights and Privacy Act (FERPA). The Republic R-III School District has developed a Local Compliance Plan for the implementation of State Regulations for the Individuals with Disabilities Education Act (IDEA). This plan contains the agency's policies and procedures regarding storage, disclosure to third parties, retention and destruction of personally identifiable information and the agency's assurances that services are provided in compliance with the General Education Provision Act (GEPA). This plan may be reviewed in the district's special services office at 518 North Hampton, Republic, MO 65738. This notice will be provided in native languages as appropriate.

Intradistrict Transfers

All students must transfer between district schools when their residence changes to a different attendance area, unless exempted by the superintendent or designee. Further, the district maintains the ability to transfer students between schools as needed. Students with disabilities may be assigned to attend a school outside the student's attendance area by the 504 team or pursuant to the student's Individualized Education Program (IEP). Administrators participating in these decisions will notify the admissions office as soon as the decision is made to place a student outside his or her attendance area. The superintendent or designee may direct the intradistrict transfer of students for the health, safety or welfare of the student, to maintain discipline and safety in the schools, to better meet the educational needs of the student or to address overcrowding in schools.

Nondiscrimination and Anti-Harassment

The Republic R-III School District and Board of Education is prohibited from, and hereby declares a policy against, engaging in unlawful discrimination, including harassment creating a hostile environment, on the basis of race, color, religion, sex, national origin, ancestry, disability, age or use of leave protected by the Family and Medical Leave Act, in its programs, activities and with regard to employment. The Board is an equal opportunity employer. Marital, maternal or paternal status shall not affect the rights and privileges of district students to receive an education. Those students are eligible to participate in all activities and receive all honors the same as any other students enrolled in the school district. To ensure that these obligations are met, the Board designates the following individual to act as the district's nondiscrimination laws compliance coordinator, who shall also be the appointee for all laws

specifically mandating such an appointment, and who shall have the duty of keeping the superintendent informed of the state of compliance with this policy district-wide:

Vicki Neal, Assistant Superintendent
Republic R-III School District
518 N. Hampton
Republic, MO 65738

Complaints and reports regarding discharge of the duties summarized in this policy should be addressed to the compliance coordinator. In the event the compliance coordinator is the subject of a report that would otherwise be made to the compliance coordinator, reports should instead be directed to the superintendent, who will assume the coordinator's duties for the purpose of that complaint.

A grievance procedure exists to provide formal resolution of complaints regarding discrimination and harassment. Any complaints should be filed with the district's compliance coordinator, who will implement the district's grievance procedures pursuant to Board policy. A copy of the district's grievance procedure can be obtained from the district's compliance coordinator.

Physical Examinations and Screenings

Screening tests for various health conditions (such as vision, hearing, scoliosis and dental concerns) may be conducted in accordance with administrative procedures. Students may also be weighed and measured. Parents/Guardians will receive a written notice of any screening result that indicates a condition that might interfere with a student's progress or health. In general, the school district will not conduct invasive physical examinations of a student without parental consent to do so unless the health or safety of the student or others is in question or unless by court order. Further, parents will be notified of the specific or approximate dates during the school year when any non-emergency, invasive physical examination or screening administered by the district is conducted that is:

1. Required as a condition of attendance.
2. Administered by the school and scheduled by the school in advance.
3. Not necessary to protect the immediate health and safety of the student or other students.

Parents or eligible students will be given the opportunity to opt out of the above-described non-emergency, invasive physical examination or screening.

Searches

School lockers, desks and other district property are provided for the convenience of students and, as such, are subject to periodic inspection without notice. Student property may be searched based on reasonable suspicion of a violation of district rules, policy or law. The school retains the authority to conduct routine patrols of any vehicle parked on school grounds. The interior of a student's automobile on school premises may be searched if the school authority has reasonable suspicion to believe

that such a search will produce evidence that the student has violated or is violating either the law or district policy. Drug dogs may be used to search lockers, backpacks, purses and cars parked on the school lot.

Student Code of Conduct

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

The following are descriptions of prohibited conduct as well as potential consequences for violation.

Arson--Starting or attempting to start a fire or causing or attempting to cause an explosion. First Offense: 10-180 days out-of-school suspension, or expulsion and notification to law enforcement officials. Restitution if appropriate. Subsequent Offense: Expulsion and notification to law enforcement officials. Restitution if appropriate.

Assault

- a. Hitting, striking and/or attempting to cause injury to another person; placing a person in reasonable apprehension of imminent physical injury; or physically injuring another person. First Offense: Principal/Student conference, detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion and possible notification to law enforcement. Subsequent Offense: In-school suspension, 1-180 days out-of-school suspension or expulsion and possible notification to law enforcement officials.
- b. Attempting to kill or cause serious physical injury to another; killing or causing serious physical injury to another. First Offense: Expulsion and notification to law enforcement officials.

Bullying--Repeated and systematic intimidation, harassment and attacks on a student or multiple students, perpetuated by individuals or groups. Bullying includes, but is not limited to: physical violence, verbal taunts, name-calling and putdowns, threats, extortion or theft, damaging

property, and exclusion from a peer group. First Offense: Principal/Student conference, detention, in-school suspension, or 1-180 days out-of-school suspension. Subsequent Offense: In-school suspension, 1-180 days out-of-school suspension, or expulsion and possible notification to law enforcement.

Bus or Transportation Misconduct--Any offense committed by a student on transportation provided by or through the district shall be punished according to the discipline code.

Dishonesty--Any act of lying, whether verbal or written, including forgery. First Offense: Nullification of forged document. Principal/Student conference, detention, in-school suspension, or 1-10 days out-of-school suspension. Subsequent Offense: Nullification of forged document. Detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.

Disrespectful or Disruptive Conduct or Speech--Verbal, written, pictorial or symbolic language or gesture that is directed at any person and that is rude, vulgar, defiant, in violation of district policy or considered inappropriate in educational settings or that materially and substantially disrupts classroom work, school activities or school functions. Students will not be disciplined for speech in situations where it is protected by law. First Offense: Principal/Student conference, detention, in-school suspension, or 1-10 days out-of-school suspension. Subsequent Offense: Detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.

Disruptive Devices--Possession or use of any device to include, but not limited to, pagers and fireworks, which causes disruption of school or classes. (Cellular telephones must be off during instructional time and out of sight.) First Offense: Principal/student conference, detention, in-school suspension, or 1-180 days out-of-school suspension. Subsequent Offense: In-school suspension or 1-180 days out-of-school suspension.

Drugs/Alcohol

- a. Possession, sale, purchase or distribution of any over-the-counter drug, herbal preparation or imitation drug or herbal preparation. First Offense: In-school suspension or 1-180 days out-of-school suspension, and possible notification to law enforcement. (At administration discretion, students may have a reduced suspension if they document participation in drug counseling.) Subsequent Offense: 1-180 days out-of-school suspension, expulsion, and notification to law enforcement.
- b. Possession of or attendance while under the influence of or soon after consuming any unauthorized prescription drug, alcohol, narcotic substance, unauthorized inhalants, counterfeit drugs, imitation controlled substances or drug-related paraphernalia, including controlled substances and illegal drugs defined as substances identified under schedules I, II, III, IV or V in section 202 of the Controlled Substances Act.

First Offense: 1-180 days out-of-school suspension and possible notification to law enforcement officials. (At administration discretion, students may have a reduced suspension if they document participation in drug counseling.) Subsequent Offense: 1-180 days out-of-school suspension or expulsion, and notification to law enforcement officials.

- c. Sale, purchase or distribution of any prescription drug, alcohol, narcotic substance, unauthorized inhalants, counterfeit drugs, imitation controlled substances or drug related paraphernalia, including controlled substances and illegal drugs defined as substances identified under schedules I, II, III, IV or V in section 202 of the Controlled Substances Act. First Offense: 1-180 days out-of-school suspension or expulsion and possible notification to law enforcement officials. (At administration discretion, students may have a reduced suspension if they document participation in drug counseling.) Subsequent Offense: 1-180 days out-of-school suspension or expulsion, and notification to law enforcement officials.

Extortion--Threatening or intimidating any person for the purpose of obtaining money or anything of value. First Offense: Principal/Student conference, detention, in-school suspension, or 1-10 days out-of-school suspension. Subsequent Offense: In-school suspension, 1-180 days out-of-school suspension, or expulsion.

Failure to Meet Conditions of Suspension--Coming within 1,000 feet of any public school in the district while on suspension for an offense that requires reporting to law enforcement or for an act of school violence or drug-related activity defined by district policy as a serious violation of the district's discipline policy. In determining whether to suspend or expel a student, consideration shall be given to whether the student poses a threat to the safety of any child or school employee and whether the student's presence within 1,000 feet of the school is disruptive to the educational process or undermines the effectiveness of the school's disciplinary policy. First Offense: Verbal warning, detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion. Subsequent Offense: Verbal warning, detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.

False Alarms (see also "Threats or Verbal Assault")--Tampering with emergency equipment, setting off false alarms, making false reports; communicating a threat or false report for the purpose of frightening, disturbing, disrupting or causing the evacuation or closure of school property. First Offense: Restitution. Principal/Student conference, detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion and possible notification to law enforcement. Subsequent Offense: Restitution. In-school suspension, 1-180 days out-of-school suspension, or expulsion and immediate report to law enforcement.

Fighting (see also, "Assault")--Mutual combat in which both parties have contributed to the conflict either verbally or by physical action. First Offense: Principal/Student conference, detention, in-school suspension, or 1-180 days out-of-school suspension. Subsequent Offense: In-school suspension, 1-180 days out-of-school suspension, or expulsion.

Hazing--Any activity that a reasonable person believes would negatively impact the mental or physical health or safety of a student or put the student in a ridiculous, humiliating, stressful or disconcerting position for the purposes of initiation, affiliation, admission, membership or maintenance of membership in any group, class, organization, club or athletic team including, but not limited to, a grade level, student organization or school-sponsored activity. First Offense: In-school suspension or 1-180 days out-of-school suspension. Subsequent Offense: 1-180 days out-of-school suspension or expulsion.

Parking/Driving--Uncourteous or unsafe driving on or around school property, unregistered parking, failure to move vehicle at the request of school officials, failure to follow directions given by school officials or failure to follow established rules for parking or driving on school property. First Offense: Principal/Student conference, lot suspension, or 1-180 days out-of-school suspension and possible notification to law enforcement officials. Subsequent Offense: Lot suspension or 1-180 days out-of-school suspension and possible notification to law enforcement officials.

Public Display of Affection--Physical contact that is inappropriate for the school setting, including, but not limited to, kissing and groping. First Offense: Principal/Student conference, detention, in-school suspension, or 1-180 days out-of-school suspension. Subsequent Offense: Detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.

Sexual Harassment

- a. Use of unwelcome verbal, written or symbolic language based on gender or of a sexual nature that has the purpose or effect of unreasonably interfering with a student's educational environment or creates an intimidating, hostile or offensive educational environment. Examples of sexual harassment include, but are not limited to, sexual jokes or comments, requests for sexual favors and other unwelcome sexual advances. First Offense: Principal/Student conference, detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion. Subsequent Offense: In-school suspension, 1-180 days out-of-school suspension, or expulsion.
- b. Unwelcome physical contact based on gender or of a sexual nature when such conduct has the purpose or effect of unreasonably interfering with a student's educational performance or creates an intimidating, hostile or offensive educational environment. Examples include, but are not limited

to, touching or fondling of the genital areas, breasts or undergarments, regardless of whether or not the touching occurred through or under clothing. First Offense: Principal/Student conference, in-school suspension, 1-180 days out-of-school suspension, or expulsion. Subsequent Offense: 1-180 days out-of-school suspension or expulsion.

Technology Misconduct

- a. Attempting, regardless of success, to gain unauthorized access to a technology system or information; to use district technology to connect to other systems in evasion of the physical limitations of the remote system; to copy district files without authorization; to interfere with the ability of others to utilize district technology; to secure a higher level of privilege without authorization; to introduce computer "viruses," "hacking" tools, or other disruptive/destructive programs onto or using district technology; or to evade or disable a filtering/blocking device. First Offense: Restitution. Principal/Student conference, loss of user privileges, detention, in-school suspension, or 1-180 days out-of-school suspension and possible notification of law enforcement. Subsequent Offense: Restitution. Loss of user privileges, 1-180 days out-of-school suspension, or expulsion and possible notification of law enforcement.
- b. Violation other than those listed in "a," or of Board policy EHB and regulation EHB-R, administrative procedures or etiquette rules governing student use of district technology. First Offense: Restitution. Principal/Student conference, detention, in-school suspension, or 1-180 days out-of-school suspension and possible notification of law enforcement. Subsequent Offense: Restitution. Loss of user privileges, in-school suspension, 1-180 days out-of-school suspension, or expulsion and possible notification of law enforcement.

Theft--Theft, attempted theft or knowing possession of stolen property. First Offense: Return of or restitution for property. Detention, in-school suspension or 1-180 days out-of-school suspension and possible notification to law enforcement officials. Subsequent Offense: Return of or restitution for property. 1-180 days out-of-school suspension or expulsion and notification to law enforcement officials.

Threats or Verbal Assault--Verbal, written, pictorial or symbolic language or gestures that create a reasonable fear of physical injury or property damage. First Offense: Principal/Student conference, detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion and possible notification of law enforcement. Subsequent Offense: In-school suspension, 1-180 days out-of-school suspension, or expulsion and possible notification of law enforcement.

Tobacco

- a. Possession of any tobacco products on school grounds, school transportation or at any school activity. First Offense: Confiscation of tobacco product. Principal/Student conference, detention, or in-school suspension and possible notification of law enforcement officials. Subsequent Offense: Confiscation of tobacco product. Detention, in-school-suspension, or 1-10 days out-of-school suspension and possible notification of law enforcement officials.
- b. Use of any tobacco products on school grounds, school transportation or at any school activity. First Offense: Confiscation of tobacco product. Principal/Student conference, detention, in-school suspension, or 1-3 days out-of-school suspension and possible notification of law enforcement officials. Subsequent Offense: Confiscation of tobacco product. In-school suspension or 1-10 days out-of-school suspension and possible notification of law enforcement officials.

Truancy--Absence from school without the knowledge and consent of parents/guardians and/or the school administration; excessive non-justifiable absences, even with the consent of parents/guardians. First Offense: Principal/Student conference, detention, 1-3 days in-school suspension, and reference district attendance hierarchy. Subsequent Offense: Detention or 1-10 days in-school suspension and reference district attendance hierarchy.

Unauthorized Entry--Entering or assisting any other person to enter a district facility, office, locker, or other area that is locked or not open to the general public; entering or assisting any other person to enter a district facility through an unauthorized entrance; assisting unauthorized persons to enter a district facility through any entrance. First Offense: Principal/Student conference, detention, in-school suspension, or 1-180 days out-of-school suspension and possible notification to law enforcement. Subsequent Offense: 1-180 days out-of-school suspension or expulsion and possible notification to law enforcement.

Vandalism--Willful damage or the attempt to cause damage to real or personal property belonging to the school, staff or students. First Offense: Restitution. Detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion and possible notification to law enforcement officials. Subsequent Offense: Restitution. 1-180 days out-of-school suspension or expulsion and notification to law enforcement officials.

Weapons

- a. Possession or use of any instrument or device, other than those defined in 18 U.S.C. § 921, 18 U.S.C. § 930(g)(2) or § 571.010, RSMo, which is customarily used for attack or defense against another person; any instrument or device used to inflict physical injury to another person. First Offense: Principal/Student conference, confiscation, in-school suspension, 1-180 days out-of-school suspension, or expulsion and possible

notification to law enforcement officials.

Subsequent Offense: In-school suspension, confiscation, 1-180 days out-of-school suspension or expulsion and possible notification to law enforcement officials.

- b. Possession or use of a firearm as defined in 18 U.S.C. § 921 or any instrument or device defined in § 571.010, RSMo., or any instrument or device defined as a dangerous weapon in 18 U.S.C. § 930(g)(2). First Offense: One (1) calendar year suspension or expulsion, unless modified by the Board upon recommendation by the superintendent and notification to law enforcement officials. Subsequent Offense: Expulsion and notification to law enforcement officials. Any student who has been suspended from school on three (3) previous occasions, served in-school suspension on three (3) occasions or removed from class on three (3) occasions may be reviewed by the administrative staff for consideration of a recommendation to the superintendent for suspension for the balance of the semester or to the Board of Education for expulsion. Any student who refuses to serve an in-school suspension or refuses to complete an in-school suspension will be suspended out-of-school for ten (10) school days and will be required to complete the in-school suspension upon return to school. The school always reserves the right to remove immediately from class or school any student whose presence constitutes a danger to any student or school staff member, threatens the orderly conduct of school or is in violation of state statutes or city ordinances.

Student Survey

No student, as part of any program wholly or partially funded by the U.S. Department of Education, shall be required to submit to a survey, analysis or evaluation that reveals any of the following information without written consent of a parent: political affiliations or beliefs of the student or the student's parent, mental or psychological problems of the student or the student's family, sex behavior or attitudes, illegal, antisocial, self-incriminating or demeaning behavior, critical appraisals of other individuals with whom respondents have close family relationships, legally recognized privileged or analogous relationships, such as those of lawyers, physicians and ministers, religious practices, affiliations or beliefs of the student or the student's parent, or income other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program. In accordance with law, parents will receive prior notice and an opportunity to opt a student out of any other protected information survey, as defined above, regardless of the funding source.

Teacher Qualifications

Parents may request information regarding the professional qualifications of the teachers who provide instruction to their children. This information will include whether the teacher is fully, partially, or provisionally certified by the state, whether the person is teaching in his or her area of

certification, whether the child is provided services by a paraprofessional and that person's qualifications and what degrees, endorsements, or certifications are held. The district must timely notify the parent of any child who has been assigned to or taught by a teacher who is not highly qualified for four or more consecutive weeks.

Voluntary Transfers to Schools Outside Attendance Areas

Students enrolled in a school identified for school improvement or identified as persistently dangerous pursuant to federal and state law may transfer to another public school within the district that has not been so identified. A student who has been a victim of a violent criminal offense on school property as defined by state regulation may, upon request, transfer to another public school in the district. The transfer will be allowed in accordance with law. Otherwise, students may request to transfer to a different district school subject to available space and eligibility as determined by the district. Once a student has begun attendance at a school he or she cannot transfer to another school until the next semester begins, unless the student's residence changes to a new attendance area or unless otherwise allowed by law. The parents or guardians must submit their request to transfer to the district school prior to the beginning of the new semester. Transportation will not be provided to students transferring to schools outside the student's attendance area, unless required by law.

Weapons Definition

The term "weapon" shall mean a firearm and the following items: 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; except that this section shall not be construed to prohibit a school board from adopting a policy to allow a Civil War reenactor to carry a Civil War era weapon on school property for educational purposes so long as the firearm is unloaded. This definition shall include the weapons defined in this section but may also include other weapons.

In addition to the information presented within this handbook, you may have specific rights in relation to these and other programs. Additional information is available on the district's website (www.republic.k12.mo.us) or from the individual building offices.

REPUBLIC R-III SCHOOL DISTRICT
ELEMENTARY ADMINISTRATION

