

**RENICK R-V
School District**

**Student/Parent
Handbook
2023-2024**

**101 MIDDLE STREET
RENICK, MO 65278
660-263-4886**

Adopted by the Board of Education: June 20, 2023

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Mission C-110-S

The purpose of Renick R-V School is to educate, empower, and enable all students to become caring, contributing citizens who can succeed in an ever-changing world. Renick R-V School is committed to focusing on high expectations and individual academic success and to creating a community of respect and responsibility.

Renick R-V School will be a nurturing, safe and professional environment that supports the educational success and social, emotional, and physical development of all students. Courses will be academic, engaging, and standards-based, with a focus on the learner. All school staff will be highly qualified and caring instructors who are attentive to the educational, cultural and physical needs of students and the Renick community. Parents and community members will be positive, supporting members of the school community. Students will be respectful, self-disciplined, productive citizens who think critically, make informed decisions and act ethically.

A **philosophy of education** is the foundation on which a school District is built and provides a guideline for determining the policies, rules, and regulations of the school District. Recognizing each student as a unique individual, we believe that education should provide an opportunity for the maximum development of each individual within the limitations of his or her capacity. Through education, it is possible for the individual to discover and endeavor to achieve to the limits of his or her capacity.

We believe the center of the District's educational program is based on the development of competencies in the fundamentals of reading, oral and written communication, and mathematics.

It is the responsibility of the Renick R-V School District to provide an educational environment for children of the District, which will foster and accelerate their intellectual, physical, social, and career development.

School Board Members G-100-S

Josh Taylor	President
Tyler Cleeton	Vice-President
Brenda Hubert	Treasurer
Jay Hill	Member
Richelle Gobel	Member
Kurt McKeown	Member
Josh DeWeese	Member
Andrea McKeown	Secretary

The role of the District's Board is to govern the community's public schools by making the major decisions for the District as a whole. The Board collectively makes these decisions and individual Board members do not have the power to speak or act for the Board. The Board as a whole, by working with the Superintendent to make decisions that will best

serve the District's students, will govern the community's schools. Accordingly, complaints or concerns made to Board members will be referred to the appropriate District point of contact for resolution.

Superintendent Information

Lisa Borden, Superintendent
lborden@renick.k12.mo.us

RENICK R-5 SCHOOL DISTRICT

P.O. Box 37, 101 Middle Street, Renick, MO 65278-0037

Phone: 660-263-4886 Fax: 660-263-4249

renick.k12.mo.us

August, 2023

Dear Parents and Students,

Welcome back past Renick Rams and new Renick Rams. Like every summer, we have been busy little beavers doing repairs and preparing for this school year. If you have not already, please come by and look at our new playground! It is wonderful!

We have several new members in our Renick family this year. Mr. Jackson Schumann will be joining us as the new middle school math teacher. Miss Harleigh Potucek is coming to us as our new art teacher. Mr. Lou Harris will be our new fourth grade teacher. Our new music teacher is Mr. Jared Carlton. Mrs. Taylor Cranmer will join us as the new Tiny Rams daycare director. Mrs. Ashley Willingham is coming to be our new preschool teacher this year. Jill Hill will be the new Title I Reading teacher. Not new to our district, but new to their position, Mrs. Brynn Simmons will be the middle school English Language Arts teacher. Mrs. Kate Huntsmann will be moving from preschool to second grade. We are excited about our new and previous education team members! Our district is blessed with a terrific faculty and staff!

Communication with parents and community members is a very important aspect for success of our students. This handbook will share with you our expectations as well as some of your parental rights. If you are not signed up for Textcaster, please sign up at our school website to get up to date events and emergency messages. We also have a Facebook and Instagram page where we post pictures of some of the exciting activities we do at our school. You will want to sign up for the quarterly newsletter to be emailed to you. You may sign up all family, friends and community members to receive our newsletter. This is a great way to keep family members living away from our community connected. Be sure to visit the school website frequently. We work hard to keep it current for you. The school activities calendar is updated daily! Our school website is located at renick.k12.mo.us

I look forward to another terrific school year!

Lisa Borden, Ed.S.

Superintendent

lborden@renick.k12.mo.us

Open Door Policy

The Superintendent and principal's offices are open to all members of this school District. Please feel free to come to the school or phone at any time. It is sincerely believed that

through sharing ideas, concerns, and suggestions, Renick School will operate more efficiently.

Academic Calendar I-100-S

Renick R-V School

2023-2024

Academic Year Calendar



August 23						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

September 23						
Su	M	Tu	W	Th	F	Sa
					1	2
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24	25	26	27	28	29	30

October 23						
Su	M	Tu	W	Th	F	Sa
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29	30	31				

November 23						
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December 23						
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30	31					

January 24						
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February 24						
Su	M	Tu	W	Th	F	Sa
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March 24						
Su	M	Tu	W	Th	F	Sa
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April 24						
Su	M	Tu	W	Th	F	Sa
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May 24						
Su	M	Tu	W	Th	F	Sa
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23	24	25	26	27	28	29
30	31					

Student Days

First Semester 67
Second Semester 79
Total Days 146

Teacher Days

First Semester 77
Second Semester 88
Total Days 165

Weather Makeup Days

March 25th
April 2nd
April 29th
May 13th
May 20th
May 24th

- First Day of School
- Teacher PD
- No School
- Parent Teacher Conference
- Back to School Open House
- Student Early Dismissal 12:40 pm
- End of Quarter

Doors Open 7:20 am
School Starts 7:40 am
School Dismissal 3:40 pm

Events

Aug 11	New Teacher Workday
Aug 17	Open House
Aug 22	First Day of School
Sep 15	Mid-Term
Sep 22	Family Lunch
	Student Early Out @ 12:40 p.m.
	Afternoon PD for Teachers
Oct 13	End of 1st Quarter
Oct 23	Parent-Teacher Conferences
Nov 10	Mid-Term
Nov 21-24	No School - Thanksgiving Break
Dec 18	School IN SESSION
Dec 20	End of 2nd Quarter/1st Semester
	Early Out @ 12:40 p.m.
Dec 21-Jan 3	No School - Christmas Break
Jan 4	School Resumes
Feb 2	Mid-Term
Mar 8	End of 3rd Quarter
Mar 18	Parent-Teacher Conferences
Mar 29 - Apr 2	No School - Good Friday / Spring Break
Apr 6	Spelling Bee
Apr 17	Mid-Term
May 21	Preschool Graduation
May 22	8th Grade Graduation
May 23	Last Day of School
	End of 4th Quarter/2nd Semester
	Early Out @ 12:40 p.m.

K-8 Admission

Enrollment and withdrawal of students is handled through the administration office. The enrollment period for the District is 5 – 10 days at the beginning of each semester.

Kindergarten / 1st Grade

- Children are required to be five years old before August 1st for the school year for which they are enrolling.
- Parents must bring birth certificate, social security card/number, proof of residency and immunization records.
- Students enrolling in the first grade and have not been enrolled in kindergarten the preceding year, must present the birth certificates and immunization records at that time. These students are required to be six years old before August 1st for the school year for which they are enrolling.

- Students are encouraged to pre-register in the spring prior to the fall semester in which they begin attendance.

2nd Grade – 8th Grade

Children will be placed at the grade level indicated on official records of the previous accredited school. In the absence of appropriate records, a student may be temporarily placed according to grade cards, District placement tests or parent provided information.

If sufficient records are not available, the principal will evaluate all records of classes taken towards meeting the requirement of

Renick R-V School. Principal may use the following data to determine placement:

- Achievement test, MAP Test, or another appropriate benchmark test
- previous grades
- curriculum guides
- logs of student learning
- activities in each subject
- records of time spent on instruction
- student portfolios

Students may not be placed a grade ahead of where he/she would have been placed had he/she attended Renick R-V School initially. The decision of the Principal regarding student placement may be appealed to the Superintendent. Qualifying students may enroll in virtual courses offered in the Missouri Course Access Program (MOCAP) at District expense with District approval and only after all proper channels have been addressed.

ADDRESS AND TELEPHONE

It is very important that every student maintain an up-to-date address and telephone number/emergency contact number at the school office. Please notify the school immediately if you have a change of address or telephone number during the school year.

Attendance and Absence Procedures S-115-S

Expectations for Attendance

Attendance is essential for learning. By law, all children must attend school from the age of 7 until the age of 17. Parents/guardians are accountable for the attendance of their child. The District will inform parents/guardians of their student's absence and support families when attendance becomes a concern. It is the responsibility of the student to make up work due to an absence. Students who wish to participate in school-sponsored activities must attend school the entire day on which the activity occurs, unless the principal has pre-approved the absence based upon special circumstances. The administration makes the final determination regarding whether an absence is excused or unexcused.

Parents must report a student's absence by 12:00 p.m. on the day of the absence. The school will contact parents who do not report a student's absence by the designated time. When a student is released early from school to a parent or guardian, it constitutes an absence. In general, prior notification is required when a student is dismissed early and the student must be checked out through the office.

Absences are considered either "verified" or "unverified". If the parent/guardian has not contacted the school on the day of a student's absence to confirm the absence and the reason for the absence, the absence will not be considered verified, and may result in the student being considered truant.

Consequences for Violations

Attendance in early grades is crucial to later academic development. In addition, attendance habits are formed in early grades, and many later attendance problems can be averted with intensive family and student interventions in early grades. For this reason, principals, with the assistance of building staff, will closely monitor student attendance and implement intervention strategies and other actions as follows:

1. Any time a student is absent and the parents have not contacted the school, the principal or designee will notify the teacher.
Administrator or designee will contact the parent by phone, or in person.
2. All absences both verified and unverified will count towards attendance. The Missouri State Department has set a goal of 90% or higher attendance for all students in the state.

Renick R-V strives to have each student meet this goal as students in the classroom understand curriculum at a higher rate and perform better on assessments. If a student falls below the percentage rate, their parents will be contacted via email, phone, and/or postal mail. In some cases, there will be a conference held to discuss attendance habits and to make a plan of correction. When necessary, outside support will be contacted to offer support in finding a solution.

Students are expected to make up assignments from missed classes within the time period established by their teachers. Students who do not complete missed assignments in the required time may be required to attend academic support sessions outside of the regular school day. Students may be required to make up assignments during elective class times.

Any conference may be waived by the principal if the absences were caused by a specific event or long-term illness. In cases where the District is aware that a student must be absent for an extended period of time, the District will arrange for the student to receive instruction by other appropriate means.

Students that miss 20 or more days of school will be considered for retention.

The District will contact the CD, Juvenile Office, or the local prosecutor in cases where the District has a reasonable suspicion that a student's lack of attendance constitutes educational neglect on the part of the parents or that parents are in violation of the compulsory attendance law. No such action will be taken unless other strategies and interventions have been implemented and proven ineffective.

Student Tardies

Students will be counted tardy if arrival time is after 7:40 a.m. daily. Students who are tardy to school or have been absent should report to the office before attending any classes.

Students are to be in their designated classrooms when the tardy bell rings. Students who are not in their classrooms on time will be counted tardy. Tardies will be turned in to the office each day. If a student accumulates five tardies throughout the school year, that student will serve one-day after-school detention or other appropriate consequences.

Intervention and Engagement Strategies

Principal and Staff will:

1. Post monthly attendance in a prominent place by number, percentage and fraction so students and staff can monitor attendance levels. Individual student attendance information will not be publicly posted.
2. Assign truant students to academic support, detention or in-school suspension rather than out-of-school suspension.
3. Assign students who are frequently absent to a staff mentor or participation in a group advisory program.
4. Assign students to tutoring outside of the regular academic day.
5. Provide access to behavioral counseling, including information about community resources.

Evaluation

Counselor, with assistance from the Principal will monitor student attendance and tardies. Interventions will be used as necessary. Strategies found to be ineffective will be modified or replaced. The principal will provide evaluation information to the Superintendent.

Truancy

Truancy is when the student is absent from school without permission of the parents/guardians or school official. Truancy includes, but is not limited to, skipped classes, falsely informing the school about the reason(s) for the absence, or absences that have not been pre-arranged and pre-approved as excused. The District may assign disciplinary measures for truancy. Students who are truant are required to make-up the work to aid learning. The timelines for turning in make-up work and any impact on grading will be according to the guidelines of the building and at the direction of the teacher.

School Cancellations and/or Early Dismissal

School will be closed when weather conditions are such that buses are unable to run safely. A broadcast will be made utilizing the Textcaster to notify students and parents/guardians. Announcements will also be made on the District website and

Facebook, and local media outlets. Please do not call the administration or radio/TV stations for this information.

At times, school may dismiss early during the day. In the event such a closing should occur, a broadcast will be made and media notified. Information should be given to your child as to what s/he should do if this situation arises. Please keep a watch on the weather, especially in the winter months. If the school needs to send your student to another destination or phone someone to pick her/him, please have this information on file in the office. Time is short in emergency situations and every effort will be made to keep students safe.

Arrival and Dismissal Procedures S-165-S

All students will enter the school through the main front doors. All students will report to their homeroom or to the cafeteria for breakfast. THE DOORS WILL BE LOCKED UNTIL 7:20 A.M., WHEN TEACHERS ARE AVAILABLE TO SUPERVISE CHILDREN. THIS IS A SAFETY MEASURE.

Students are expected to leave promptly for home upon dismissal ***unless*** staying for tutoring, clubs, or student activities. If parents/guardians need extra time before securing the child, notice needs to be given to the office. Please establish a certain method of getting home each afternoon that each child will normally follow. The classroom teacher will expect each child to use the normal method of getting home each day, unless notified otherwise. **Changes to the student's normal routine of bus riding or walking must have a note or phone call from the parents.** Students riding the bus to other students' homes must have permission by note or phone call from parents from both parties.

Bus riders will be loaded first and dismissed before walkers/car riders are dismissed.

Student Dismissal Precautions

It is the goal of the Renick R-V District to provide a safe environment for faculty, staff and students. The District recognizes that rules regarding the dismissal of students are necessary part of the District's safety program. District staff may refuse to release a student if they have concerns regarding a student's safety or whether a person is authorized to transport the student. Otherwise the District will assume that the student knows with whom he or she may leave. Students will only be released to the parent, guardian or designee of the parent or guardian or to other individuals or agencies as permitted or required by law. The District will release a student to either parent unless the District has a valid court order directing otherwise or unless the parent requesting release is only entitled to supervised visitation. If District staff have concerns about releasing the student to a parent, the student may be held while additional precautions are taken, including, but not limited to, verifying custody orders, contacting the other parent or contacting appropriate authorities. Telephone requests for early dismissal of a student shall be honored only if the caller can be positively identified as the student's parent or guardian. Any person requesting release of a student must present proper identification, photo identification, prior to release of the student.

Late Start School

If school will have late start due to weather, we will use a 2 hour late start. Bus routes will run 2 hours later than normal. Students will be allowed to enter the building at 9:45 a.m. School will start with 3rd hour at 9:55 a.m. Breakfast will not be served on late start days.

Removing Children from School Early

It is very necessary that you check with the school secretary when removing your child from class. The secretary will call for your child to come to the office. The teacher will **NOT** dismiss your child without a call from the office. We generally have no objection if there is a good reason, but we need to know for our records and for the safety of the child. If at all possible, Jr. High students should be removed at the end of a class period.

Dress Code S-180-S

The purpose of a dress code is to contribute to a safe, healthy environment that protects students and maintains a focus on learning. The dress code included in this handbook provides guidance to students and parents as to what constitutes appropriate attire for school and school activities. District administrators have the discretion to determine whether a garment or manner of dress not specifically described below is appropriate attire for school and school activities and/or causes a disruption to the educational environment. Administrators have the authority to take action to address dress code matters as they arise. The following District guidelines should be observed:

Dress Code Expectations and Prohibitions

Shirts and shoes must be worn. Clothing should be properly fitted (not overly restrictive or loose). Coverage of the body is expected. Therefore, the following garments are not permitted:

1. House shoes or slippers;
2. See-through garments;
3. Tops that are backless, strapless, low-cut, bare-midriff, have overly-large arm openings, or spaghetti straps (Straps on shirts must be at least the width of three of the student's fingers.);
4. Clothing that does not cover undergarments when a student is sitting or standing;
5. Undergarments worn as outer wear;
6. Clothing that does not cover upper legs to the length of student's fingertip length when arms are fully extended to sides;
7. Holes in pants above mid-thigh unless patched;
8. Clothing with profane, obscene, or otherwise inappropriate language;
9. Clothing with words, symbols or images that promote illegal, sexual, or violent behavior;
10. Clothing with advertisements or promotion of alcohol, tobacco, or drugs;
11. Language or symbols that promote gangs.
12. Hats and hoods (hooded sweatshirts worn up);
13. Do-rags;
14. Handkerchiefs;

15. Sunglasses;
16. Face paint;
17. Overly-dramatic make-up;
18. Other wear that restricts the line of sight of a student's face and/or facial recognition may not be worn, although exceptions will be made by the principal for head coverings that have religious significance, are worn for medical reasons, or are for a specific, school-sponsored event;
19. Blankets carried or worn as coats or wraps while in the building;
20. Heavy or loose chains, or straps that create a safety risk.

Additional Dress Code Information

Courses and/or class activities that require observance of specific safety requirements may require adjustments of a student's clothing, accessories, or hair style for the duration of the class (e.g., hair pulled back and/or hair nets for culinary classes or other safety wear, etc.). Other dress code requirements may be articulated for students participating in certain extracurricular activities.

Violations of the District dress code will be addressed with remedial actions and/or consequences. The student's parents will be called or emailed. The student will then be sent home, or the parent can bring in other clothes for the child.

Food Service Program F-285-S

Breakfast and Lunch Costs

Breakfast \$1.60 Reduced rate \$0.30
Lunch \$2.30 Reduced rate \$0.40
A La Carte Milk \$0.40

One milk is included in the price for a school breakfast or a school lunch.

Free and Reduced Lunch Application

Applications are available in the school office for free and reduced lunches and breakfasts. Approximately 50% of the Renick students receive these benefits which provide considerable extra funding to the District. All information is kept confidential

Student Accounts

Each student has two accounts that track their balances and fees. A **lunch** account keeps track of each breakfast or lunch meal and a la carte milk that is 'purchased' by your child. A **general** account is where your child will be charged for any other fees that apply. For example, preschool tuition, preschool supply fee, optional yearbook orders, optional booster club dues, lost or damaged uniforms, library books, textbooks, classroom materials, lost or damaged Chromebooks, etc.

PLEASE keep in mind that these accounts are **NOT** charge accounts and any balance owed should be paid immediately! You are more than welcome to apply additional funds to your child's lunch account at any time to ensure a positive balance.

Billing notices will be sent out on a regular basis throughout the school year by email, sent home with the student, and/or postal mailings. Charges may include: lunch, breakfast, extra milk, uniforms (damaged or lost), library books (damaged or lost), technology items (damaged or lost), classroom books (damaged or lost), music/band charges, preschool tuition, preschool supply fee, and other charges as they occur. Fees may also be viewed at any time through Parent Portal.

Available payment options:

1. CREDIT/DEBIT CARD - Visa, MasterCard, American Express and Discover credit cards will be accepted. Credit/debit card payments will be processed on Renick School's behalf through the WePay Payment Portal which has been certified compliant with credit card security regulations ensuring continued security for all users' financial data. For all credit/debit card transactions, WePay will assess a non-refundable convenience fee of 2.987% + \$0.31 per transaction.

*Please note: Payment by credit/debit card is not available when paying in person, by mail or fax. Credit/debit card payments will only be accepted online.

2. IN-PERSON. Payments in-person by cash, check or money order can be presented at the Main Office during regular business hours. While credit/debit cards are not accepted for in-person payments, we would be happy to help you login to your Parent Portal where credit/debit card payments can be made. The non-refundable convenience fee will apply.

3. BY MAIL. Check and money order payments can be mailed to the following address: Renick R-V School, Attn: Molly Wyatt, P.O. Box 37, Renick, MO 65278

Overdue Accounts

A student may accumulate no more than \$25 in unpaid meal charges. Any student that reaches a negative lunch balance of \$25 or more may be served an alternate meal and will not be able to charge any a la carte milk. Free/Reduced Lunch applications are always available in the front office or can be completed online at any time in Parent Portal.

Any unpaid account charges (lunch or general) will be considered delinquent debt 90 days after notice that charges are due when no payment or payment plan agreement has been made. Unpaid charges will be considered delinquent as long as the District determines the debt is collectible and efforts to collect the debt are ongoing. The District will make reasonable efforts to collect delinquent debt, including turning over unpaid meal charges to a collection agency when the Superintendent or designee determines such action is in the best interest of the District.

Student accounts must be in good standing (no monies or materials owed to the school) to participate in graduation ceremonies.

Personal Checks

Renick School will charge a \$24.00 handling fee for the processing of any check returned to us due to insufficient funds. The Renick R-V Board of Education has ruled that the Renick R-V School, upon receiving three (3) returned checks per school year from a family, will no longer accept checks from that family for the remaining school year.

Allergy Prevention and Response S-145-S

The District is required to ensure students with allergies are safe at school through planned prevention and response to a student's allergic reaction. For purposes of District policy and related procedures, an allergic reaction occurs when the immune system overreacts to a typically harmless substance and may be mild to life-threatening. Allergy prevention and response protocols apply to all school locations, including nonacademic, school-sponsored activities and transportation provided by the District. The Board authorizes the Superintendent or designee to develop and implement procedures to protect the health and well-being of students with significant allergies.

Building-Wide and Classroom Approaches

The District only permits prepackaged food in the school environment for distribution to student of the District. If you would like to request a list of the SmartSnack list, please contact the school nurse.

Parents/guardians should provide, at the time of enrollment, information on any allergies the student may have. The school nurse may request written permission from the parents/guardians to communicate with a student's health care provider as needed. Staff members are trained annually on risk reduction strategies, symptom recognition, and response procedures. The school nurse has an emergency kit available and accessible in all school buildings containing prefilled auto syringes of epinephrine and asthma-related medications as allowed by District rules.

The District will provide age-appropriate education for students, consistent with state learning standards, including potential causes of allergic reactions, information on avoiding allergens, symptoms of allergic reactions, and simple steps a student can take to keep classmates safe.

All processed foods are labeled with a complete list of ingredients on each individual package. Ingredient lists will be created for all food provided through the District's nutrition program, including before- and after-school programs, which are available upon request. This also applies to items sold as part of concessions, fundraisers, and classroom activities.

Individual Approaches

The District will evaluate and determine whether a student's allergies rises to the level of a disability that require accommodations through the provisions of an Individual Education Plan (IEP) or Section 504 Plan (504). For those students who have allergies that do not rise to the level of disability, a designated team may develop an Individual Health Plan (IHP) and/or Emergency Action Plan (EAP). Staff who have a need to know about a student's allergies and plan will be informed and trained, and all staff members will follow any IEP, 504 Plan, IHP, and/or EAP.

A student's health information and individualized plan will be kept confidential and not shared with those who do not have a need to know unless authorized by the parent/guardian or as allowed by the Family Educational Rights and Privacy Act (FERPA). The District will communicate and collaborate at least annually with parents/guardians regarding the student's allergies, medications, restrictions/precautions, emergency contacts and any other relevant information to keep the student safe.

Health Services S-215-S

Health services are provided under the direction of a school nurse. The school nurse for your student's building may provide services in other buildings as well. Although the nurse may be not physically present at all times in a specific building, the nurse is always on call and there are trained employees in the building to provide first aid, dispense medication, and support the needs presented in the health office.

Health Screenings

Throughout the school year, your child will be screened in several different areas, by the school nurse and others designated, and professionals from the community for certain screenings. You will be given the opportunity on whether you will allow your child to participate or not. These screenings are not a diagnostic process, just a screening to detect possible problems early. The following screenings are done for students in grades K through 8:

Vision

Hearing

Height

Weight

Blood Pressure

Dental

Fluoride Program

Speech

Spinal Screening (6th and 8th grade only)

Health Office

If you have any questions, please contact school nurse, Megan Ferguson.

Administration of Medication S-135-S

All medication is kept in the health office and no medication will be dispensed without written parental permission, including over-the-counter medication. Many medications can be given at home before or after school. When this is not possible, medication should be brought directly to the health office and must be accompanied by the following information:

Non-Prescription Medication – A written note from the parent/guardian with the student's name, reason for the medication, the time the medication is to be given, the dosage prescribed, and the number of days the medication is to be administered at school. These medications include, but are not limited to, allergy medication, decongestants, cough syrup, ibuprofen (Advil), acetaminophen (Tylenol), cough drops, or other.

Prescription Medication – Prescription medication must be sent to school in the original prescription container. The prescription label will serve as the written permission from the physician. If the doctor has given samples of medication, then a written note from the physician is necessary and should include the name of the student, the medication, and the dosage prescribed. The nurse may need to clarify prescription orders with the provider.

When a student has a health condition which needs accommodation or may necessitate emergency care, it is important that the school nurse be informed. Examples of a health condition that would need to be shared with the school nurse include severe allergies, asthma, diabetes, hearing loss, seizure disorder, etc. This would include situations when a physician recommends a student assume responsibility for self-medication. The nurse may request a release of information from the student's health care provider and the information may be shared with necessary District staff members on a need to know basis. Please contact the school nurse.

Medical Marijuana and Cannabidiol (CBD) Oil

The District does not permit the possession or administration of marijuana or marijuana-infused products for medicinal purposes on District property or at District events since these products are prohibited under federal law.

In accordance with state law, parents/guardians with a valid hemp extract registration card may possess CBD oil on District property for the purpose of administering it to their students who are less than 18 years old for the treatment of epilepsy. Students 18 and older with a valid hemp extract registration card and prescription may possess CBD oil on District property for the limited purpose of bringing it to the health office where it will be stored with other medications and administered to the student by the nursing staff for the treatment of epilepsy.

Illness

Children should not be brought to the school if any of the following symptoms have been exhibited during the previous **twenty- four (24) hours**. **Children exhibiting any of these symptoms will be sent home.**

1. Temperature above 100.6 degrees
2. Any vomiting or diarrhea
3. Bloodshot / red swollen eyes or eyelids, or discharge from the eyes
4. Any other symptoms the school nurse feels requires medical attention.

Children sent home from school due to illness may not return the following day. Children may return to school 24 hours after the disappearance of all symptoms, including fever, and are Tylenol/Motrin free. Children returning with any of the previous symptoms of illness will be sent home immediately.

Communicable Diseases F-245-S

Parents/guardians must notify the District if their student has a communicable disease. Parents/guardians will be required to provide written approval from the student's treating physician in order for their student to attend school. The District reserves the right to prevent student attendance until clarification or implementation of precautionary measures are in place. Parents/guardians are required to notify the District if they are enrolling or have a student attending school who is HIV positive.

Medical information of students is highly confidential, and the District will take necessary steps to protect the medical information of students and ensure that such information is released only to those with a need-to-know and/or individuals and entities who are required by law to be notified of certain health and medical information.

Students with a communicable disease who exhibit behaviors that increase the chances of their condition being spread to other individuals, may be subject to remedial action in accordance with the discipline code, and state and federal law.

Immunizations and Vaccinations

It is unlawful for any student to attend school unless the student has been immunized according to Missouri School Immunization Law or unless a signed statement of medical or religious exemption is on file at the school, which is described in all enrollment information. Parents/guardians should bring immunization records at the time of enrollment and obtain additional immunizations as required by state law.

Asbestos F-215-S

The U.S. EPA Asbestos Hazard Emergency Response Act (AHERA) under the Federal Code of Regulations 40 CFR 763.93g(4) requires that building occupants be notified annually of the presence of asbestos in the building and the availability of the Asbestos Management Plan.

Inspections are completed every three years.

A copy of the Management Plan and inspection reports are available for review at the Central Office located at 101 Middle Street, Renick, Missouri 65278 as well as each school office. Questions regarding asbestos or the management plan may be directed to the Superintendent at 660-263-4886.

Student Insurance S-140-S

The District recommends student accident insurance for the protection of a student and parents/guardians. It is the responsibility of the parents/guardians to arrange insurance coverage as the District does not assume financial responsibility for student injuries. The District does, however, make an optional student accident group plan available for students, for which a carrier is named and rates established annually.

Students participating in interscholastic athletics are required to have insurance coverage. This may be in the form of either family coverage or the coverage offered through the District. Missouri State High School Activities Association (MSHSAA), requires that a student be covered through insurance before being allowed to practice or compete for a school team. The student will not be allowed to participate in interscholastic practices or competitions until proof of insurance is provided.

The District also provides information about MO HealthNet for Kids (MHK), Missouri's Medicaid program, to qualifying families who enroll students in the District. Parents who complete an application for free and reduced-priced meals (FRL), and who indicate on the application form a child does not have insurance, will be notified by the District that the MHK program is available. Forms for MHK may be accessed at:

<https://dssmanuals.mo.gov/wp-content/uploads/2020/09/IM-1SSL-Fillable-Secured-6-24-21.pdf>.

Student Records S-125-S

Access to and Release of Student Information

All parents/guardians may inspect and review their student's education records, seek amendments, consent to disclosures except to the extent the law authorizes disclosure without consent, and file complaints regarding the records as allowed by law. Requests to inspect or review education records may be directed to the District's Custodian of Records/Administrative Assistant. Requests to amend education records may be directed to the District's Custodian of Records/Administrative Assistant to obtain the proper form. If the District decides not to amend the record as requested by the parent or eligible student, the District will notify the parent or eligible student of the decision and 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.

The parents'/guardians' rights relating to the education records transfer to the student once the student becomes an eligible student; however, parents/guardians maintain

some rights to inspect student records even after a student turns 18. The District allows access to records to either parent, regardless of divorce, custody or visitation rights, unless the District is provided with legal documents that the parent's rights to inspect records have been modified.

Directory Information

Directory information is information about a student that generally is not considered harmful or an invasion of privacy if disclosed without the consent of a parent or eligible student. The District will designate the types of information included in directory information and may release this information without obtaining consent from a parent or eligible student unless a parent or eligible student notifies the District in writing. Parents and eligible students will be notified annually of the information the District has designated as directory information and the process for notifying the District if they do not want the information released. Even if parents or eligible students notify the District in writing that they do not want directory information disclosed, the District may still disclose the information if required or allowed by law. For example, the District may require students to disclose their names, District email addresses in classes in which they are enrolled, or students may be required to wear or display a student identification card that exhibits information designated as directory information. If you do not want the District to disclose any or all of the types of information designated below as directory information from your child's education records without your prior written consent (with exception of disclosures required by law), you must notify the District in writing by September 1st of each school year.

The District designates the following items as directory information:

General Directory Information: The following personally identifiable information about a student may be disclosed by the District without first obtaining written consent from a parent or eligible student: Student's name; date and place of birth; parents' names; grade level; enrollment status (e.g., full-time or part-time); participation in District-sponsored or District-recognized activities and sports; weight and height of members of athletic teams; athletic performance data; dates of attendance; degrees, honors and awards received; artwork or course work displayed by the District; schools or school Districts previously attended; and photographs, videotapes, digital images and recorded sound unless such records would be considered harmful or an invasion of privacy.

Limited Directory Information: In addition to general directory information, a student's address, telephone number and email address; and the parents' addresses, telephone numbers and email addresses may be disclosed to: school officials with a legitimate educational interest; parent groups or booster clubs that are recognized by the Board and are created solely to work with the District, its staff, students and parents and to raise funds for District activities; governmental

entities including, but not limited to, law enforcement, the juvenile office and the Children's Division (CD) of the Department of Social Services.

School Officials with a Legitimate Educational Interest

One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests.

A school official includes a person employed by the District as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel) or a Board Member. A school official also may include a volunteer, contractor, or consultant who, while not employed by the school, performs an institutional service or function for which the school would otherwise use its own employees and who is under the direct control of the school with respect to the use and maintenance of PII from education records, such as an attorney, auditor, medical consultant, or therapist; a parent or student volunteering to serve on an official committee, such as a disciplinary or grievance committee; or a parent, student, or other volunteer assisting another school official in performing his or her tasks.

A school official typically has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

Release of Records to Other Agencies or Institutions

The District forwards education records to officials of another school, school system, or institution of postsecondary education where the student seeks or intends to enroll, or where the student is already enrolled if the disclosure is for purposes related to the student's enrollment or transfer, subject to the requirements under the law.

Military and Higher Education Access

The District will disclose the names, addresses and telephone numbers of secondary school students to military recruiters or institutions of higher education as required by law. However, if a parent or a secondary school student who is at least 18 submits a written request, the District will not release the information without first obtaining written consent from the parent of the student/eligible student.

Release

Parents or guardians may designate additional adult(s) to have access to their student's records by requesting a Family Educational Rights and Privacy Act (FERPA) release form from the school office.

Notice

Parents/Guardians and/or eligible students have the right to file a complaint with the U.S. Department of Education concerning alleged failures by the 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

Personnel Records E-190-S

The District is required to inform you that, according to the Every Student Succeeds Act of 2015 (Public Law 114-95), upon your request, the District is required to provide you in a timely manner, the following information:

- Whether your student's teacher has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction.
- Whether your student's teacher is teaching under emergency or other provisional statute through which State qualification or licensing criteria have been waived.
- Whether your student's teacher is teaching in the field of discipline of the certification of the teacher.
- Whether your student is provided services by paraprofessionals and if so, their qualifications.

In addition to the information that parents may request, a building receiving Title I.A funds must provide to each individual parent:

- Information on the level of achievement and academic growth of your student, if applicable and available, on each of the State academic assessments required under Title I.A.
- Timely notice that your student has been assigned, or have taught for 4 or more consecutive weeks by, a teacher who has not met applicable State certification or licensure requirements at the grade level and subject area in which the teacher has been assigned.

This information may be requested by contacting: the Superintendent at 660-263-4886.

Parent and Family Involvement and Engagement (Title I, Part A) I-135-S

The District encourages effective involvement by parents, guardians, and families to support the education of their children. In consultation with the State Board, educators, local associations, parent organizations and individual parents/guardians whose children are enrolled in the District, the District will:

1. Promote regular, two-way communication between home and school.
2. Promote and support responsible parenting.
3. Recognize that parents and families play an integral role in assisting their children to learn.
4. Promote a safe and open atmosphere for parents and families to visit the school that their student(s) attend and actively solicit parental/family support and assistance for school programs.
5. Include parents as full partners in decisions affecting their children and families.
6. Avail community resources to strengthen school programs, family practices, and the achievement of students.

The Schoolwide Program Plan is available here: <https://www.renick.k12.mo.us/title-ix>

The School Parent and Family Engagement Plan may be found
here. <https://www.renick.k12.mo.us/title-ix>

Renick R-V
School District

Title I

Parent Involvement Plan



Parents - Students - Teachers – School

Updated 2023

The administration, faculty and staff of the Renick R-V School District recognize that a child's education is a responsibility shared by the school and family. To support the goal to educate all students effectively, the school and parents must work in close collaboration with one another. Educational research shows that parents who are actively involved in their child's learning at home help their children become more successful learners in and out of school.

Parent Involvement and Communication

The Board of Education recognizes the positive effects of parent/family involvement in the education of their children. In order to implement their commitment, the Board has established the policy 'I-135-S' Parent/Family Involvement in Instructional and Other Programs.

Parents are encouraged to participate in such activities as:

- PTO
- Beginning of the year Open House
- Family Activity Nights
- Advisory Committees
- Parent Teacher Conferences
- Classroom parties
- Parent Lunch
- Family Breakfast
- Evening with the Arts (Art Show and Band Concert)
- Field Day
- Monthly Awards Assemblies
- Extra curricular sports and club activities

Parents are also given the opportunity to monitor their child's progress through the school district's online "Parent Portal" program to monitor their child's grades, attendance, discipline record, and library usage.

As part of the district's continuing goal to involve parents in their student's education, the elementary school offers several opportunities for parents to participate in our reading program. The Title I teacher will be available to meet with parents at least three times per school year including Open House, parent teacher conferences and Family Activity Nights. In addition, there is a fall meeting to share Title I information, goals, requirements, programs, and their right to be involved in our reading program. The

school also offers a family reading nights that provides opportunity for families to work on reading activities together.

The school will use the following methods to inform parents of meetings, programs and activities being offered by the Title I program- monthly newsletters, parent flyers, website, TextCaster Alerts and email. As part of our reading program, parents will be asked to complete surveys in order to gain parent input in the planning, review and improvement of our Title I programs. The school will use the results of the survey to determine if more parent meetings are needed during the school year and the information that needs to be addressed at each meeting. Parent suggestions and comments will also be addressed.

TITLE I Reading Program

Curriculum Standards

The Renick R-V School District embraces the philosophy that reading are the foundation of every child's education. Our programs follow the Missouri Learning Standards for grades K-8. Curriculum units have been developed by teachers and are aligned with the Missouri Learning Standards. Curriculum unit development is an ongoing process with changes and updates occurring over time.

Elementary Program

The Title I teacher collaborate with classroom teachers to develop an approach to best meet the needs of Title I program students. The approach is a combination of pull-out and push-in instruction. The pull-out approach is used when students need specialized instruction in an environment with less distraction. The push-in approach is used when the teachers can co-teach together to meet the student's needs in the classroom.

Professional Development

Teachers meet as a Professional Learning Community (PLC) one Monday a month. PLC work includes Data Teams in which faculty reviews student data and makes shifts in the educational approach to increase student learning. PLC time also includes work on Vertical Teams to ensure there is continuity among the standards being taught.

Shared Responsibility for High Student Performance

The Renick R-V School District with the assistance of staff, administration and parents, has developed a Parent-School Compact that meets the expectations of parents, students and the school. The compact will be provided to each parent and child in the enrollment packet throughout the school year. Each parent will be asked to attest to his/her commitment to help his/her child succeed by signing and returning a copy of the compact to the school. A record will be kept of the signed compact by the school. A copy of the school compact is included in this packet.

Comprehensive Assessment of Educational Needs:

The Renick R-V School District uses several assessments to determine student achievement levels. In order to maintain adequate yearly progress and to monitor student progress, the Renick R-V School District offers the following state and district assessments:

1. IReady math and reading (Grades K-8), Dynamic Indicators of Basic Early Literacy Skills (Grades K-4) and MAP (3-8) achievement test results are currently used as an overall assessment of student performance in Kindergarten through eighth grade. MAP results are mailed when they are released by the state department (prior to school beginning).
2. Achievement test results are used to determine programming needs.
3. Informal student assessments are ongoing at all grade levels to monitor progress. Informal assessments include iReady math and reading progress monitoring, DIBLES progress monitoring and other formative assessments developed by teachers.
4. Parent, student and staff surveys are utilized to determine educational needs in the school.

Students are required to be reading within one year of grade level by the end of the fourth grade year. Students will be monitored yearly to ensure that they are making adequate progress to reach the goal. Parents are appraised of their students' academic progress each year during parent teacher conferences and with each quarterly report card.

The Renick R-V School District will share and interpret district information from the Annual Progress Report (APR) with parents upon request. All parents will be notified of the district's accreditation status annually by newspaper, newsletters and parent meetings.

Highly Qualified Staff

According to the No Child Left Behind Act of 2001 (Public Law 107-110), our district is required to inform you of certain information that you have the right to know.

Upon your request, our district is required to provide to you in a timely manner, the following information:

- Whether the teacher has met state qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction.
- Whether the teacher is teaching under emergency or other provisional status through which state qualification or licensing criteria have

been waived.

- Whether your child is provided services by paraprofessionals and, if so, their qualifications.

- What baccalaureate degree major the teacher has and any other graduate certification or degree held by the teacher, and the field of discipline of the certification.

**STANDARD COMPLAINT RESOLUTION PROCEDURE
FOR IMPROVING AMERICA'S SCHOOL ACT PROGRAMS
FOR RENICK R-V SCHOOL DISTRICT**

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

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

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

The written, signed complaint must be filed and the resolution pursued in accordance with local district policy 'C-125-P'. This policy states that complaints must be submitted to the compliance officer. If the issue cannot be resolved at the local level, the complainant may file a complaint with the Missouri Department of Education. If there is no evidence that the parties have attempted in good faith to resolve the complaint at the local level, the Department may require parties to do so and may provide technical assistance to facilitate such resolution.

Any persons directly affected by the actions of the Department may file a similarly written complaint if they believe state or federal laws or regulations have been violated, misapplied or misinterpreted by the Department itself.

Anyone wishing more information about this procedure or how complaints are resolved may contact the Superintendent, Mrs. Lisa Borden at 101 Middle Street, PO Box 37, Renick, MO 65278 (660) 263-4886 or department personnel.

Renick RV School
PARENT READING INFORMATION

Becoming a reader involves the development of important skills including learning to:

Use language in conversation

Listen and respond to stories read aloud.

Recognize and name the letters of the alphabet.

Listen to sounds of spoken language.

Connect sounds to letter to figure out the “code” of reading.

Read often so that recognizing words becomes easy and automatic.

Learn and use new words.

Understand what is read.

Parents can also help their children become readers. Learning to read takes practice, more practice than children get during the school day. Please practice reading at home.

PRESCHOOL/KINDERGARTEN

If your child is just beginning to learn to read, and learn about numbers...

At school you should see teachers...

Teaching the sounds of language.

Teaching the letters of the alphabet.

Helping children learn and use new words.

Reading to children every day.

Talk about numbers in your every day life...money, time, recipes

Teaching the numbers and recognizing the word associated with each.

Teaching students the meaning of numbers.

At home you can help by..

Practicing the sounds of language...read books with rhymes. Teach your child rhymes, short poems, and songs. Play simple word games. (How many words can you make up that sound like the word “bat”?)

Helping your child take spoken words apart and put them together...Helping your child separate the sounds in words, listen for beginning and ending sounds, and putting separate sounds together.

Practice the alphabet by pointing out letters and numbers wherever you see them and by reading alphabet and counting books.

Talking about numbers in your every day life such as clocks, money, counting objects you see, simple counting games.

KINDERGARTEN/FIRST GRADE

If your child is just beginning to read books and understand numbers

At school you should see teachers...

Systematically teaching phonics – how sounds and letters are related.

Giving children the opportunity to practice the letter-sound relationships they are learning.

Helping children write the letter-sound relationships they know by using them in words, sentences, messages and their own stories.

Showing children ways to think about and understand what they are reading.

Encouraging children to count objects in their every day world.

Pointing out numbers and amounts of things around them.

At home you can help by...

Pointing out the letter-sound relationships your child is learning on labels, boxes, newspapers, magazines and signs.

Listening to your child read words and books from school....Be patient and listen as your child practices. Let your child know you are proud of their reading.

Playing number games while in the store, driving in a car or eating dinner. Play “I Spy” with a certain number of objects being seen for the other to find.

FIRST/SECOND GRADE

If your child is reading stories and using numbers,

At school you should see teachers...

Continuing to teach letter-sound relationships for children who need more practice.

Teaching the meaning of words, especially words that are important to understand a book.

Teaching ways to learn the meaning of new words.

Helping children understand what they are reading.

Extending their number practice to larger numbers with multi step solving situations.

At home you can help by...

Rereading familiar books. Children need practice in reading comfortably and with expression using books they know.

Building reading accuracy. As your child is reading aloud, point out words they missed and help them read the words correctly. If you stop to focus on a word, have your child reread the whole sentence to be sure they understand the meaning.

Building reading comprehension. Talk with your child about what she is reading. Ask about new words. Talk about what happened in the story. Ask about the characters, places, and events that took place. Ask what new information they have learned from the book. Encourage them to read on their own.

HELPFUL WEBSITES TO USE AT HOME

RENICK RV SCHOOL LIBRARY

<http://renick.k12.mo.us/Library>

PHONEMIC AWARENESS

<http://pbskids.org/lions/>

PHONICS

<http://www.starfall.com>

<http://literacyaccessonline.com/Literacy/Postreading/Phonics.asp>

<http://www.bbc.co.uk/schools/wordsandpictures/index.shtml>

FLUENCY

<http://readingrockets.org/articles/3416>

<http://www.busyteacherscafe.com/units/fluency.htm>

VOCABULARY

<http://www.greene.k12.oh.us/documents/Vocabularywebsites.pdf>

COMPREHENSION

<http://www.edhelper.com/ReadingComprehension.htm>

Math:

<http://www.everydaymathonline.com>

READ, READ, READ and REREAD! Then RETELL, RETELL, and RETELL again.

PARENTS RIGHT TO KNOW

The Every Student Succeeds Act (ESSA) was signed into law December 10, 2015 and reauthorizes the Elementary and Secondary Education Act of 1965 (ESEA). ESSA builds upon the work states, districts, and schools implemented over the last few years. The reauthorized law prioritizes excellence and equity for our students and supports great educators. As part of ESSA, districts and schools must provide parents with the following information:

1. The professional qualifications of teachers and instructional paraprofessionals.
 2. Individual report cards that lets you know how your child is progressing.
- The Title I, Part A Program allows schools and districts to offer services and interventions that support struggling learners. Title I, Part A is one of many programs governed by ESSA.

MANDATORY NOTIFICATIONS

Your Right to Know—Professional Qualifications of Teachers Parents of children attending Title I, Part A schools have the right to request and receive information about the qualifications of the educators who teach students core subjects—reading, English language arts and mathematics. The same applies to paraprofessionals who provide instructional support to students. At a minimum, the information given to you must explain these three essential components of an educator's qualifications. Whether the student's teacher—

1. Has met state qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction.
2. Is teaching under emergency or other provisional status through which state qualification or licensing criteria have been waived.
3. Is teaching in the field of discipline of the certification of the teacher.

YOUR RIGHT TO KNOW

Qualifications of Paraprofessionals - Paraprofessionals must work under the supervision of a certified teacher. In schools that operate a schoolwide program, all paraprofessionals must have special qualifications. Schools that operate a Title I, Part A program must have a high school diploma or GED and completed the following:

1. Completed at least two years of study at an institution of higher education; or
2. Obtained an associate's or higher degree; or
3. Meet a high standard of quality either through the ETS Para-Pro Assessment

REPORT CARD FOR EVERY STUDENT

You have the right to know how well your child is progressing. Schools that operate Title I, Part A programs must generate a report card for every student that explains how well that student scored on the state assessment in, at least, reading, English language arts, and mathematics.

STATE REPORT CARD

SC publishes a State Report Card online. Use this website to find important information about your school and district, such as the results of state testing, enrollment numbers, facts and figures about the teachers in your school and much more <http://www.ed.sc.gov/data/report-cards/>.

Parents/Guardians requesting information noted above can expect a response within 3 business days.

Renick R-V Parent/Student/Teacher Compact

Commitment for Partnership Education

Through shared responsibility schools, parents and students will achieve high student achievement. To accomplish this level of performance, we must all work together.

To be successful, we ask that you commit to helping your student, us and yourselves by agreeing to take the time, assist and encourage your student. The teachers at Renick R-V School will make the commitment to motivate, challenge and provide opportunities for success for our students.

By signing AND RETURNING the agreement you obligate yourself, and your family to do your personal best to:

- ☐ **Schedule and supervise the completion of daily homework**
- ☐ **Attend at least two parent-teacher conferences for each child**
- ☐ **Monitor TV time wisely as well as viewing**
- ☐ **Read together**
- ☐ **Spend at least 15 minutes in a day talking/listening to your child**
- ☐ **Communicate positive values, such as respect, hard work, responsibility, trust**
- ☐ **and compassion.**
- ☐ **Express high expectations and praise achievement**
- ☐ **Keep in touch with the school/teachers**

Parent(s)/Caregiver: _____

As a student, I agree to do my best to:

- ☐ **Follow school rules**
- ☐ **Follow classroom rules**
- ☐ **Complete daily homework assignments the best I can**
- ☐ **Respect others**

Student: _____

Teacher commits to doing her best to:

_____ **Provide a safe learning environment**

_____ **Encourage student's strengths and meet individual needs**

_____ **Keep an open line of communication throughout the school year**

_____ **Maintain professionalism at all times**

_____ **Teach effectively, high quality curriculum which meets Missouri's student**

performance standards

Teacher: _____

Program for Students who are Homeless, Migrant, English Learners, At-Risk or in Foster Care I-140-S

The District is committed to the provision of a free and appropriate education for all students enrolled in the District. Therefore, the District complies with all provisions, regulations, and administrative rules applicable to state and/or federal requirements in order to serve students who are homeless, migrants, English learners, at-risk, or in foster care.

The District's liaison for students who are homeless, migrant, English learners, or in foster care is:

Name:	Lisa Borden, Superintendent
Phone #:	660-263-4886/Fax: 660-263-4249
Email Address:	lborden@renick.k12.mo.us

Visitor Procedures C-155-S

For the security and safety of our students, all visitors during school hours are to report to the main office.

District Property - Parents and patrons of the District are welcome to visit District schools and attend District events; however, all visitors during business hours, including Board members, shall sign or check in at the building office prior to proceeding elsewhere in the building. The District discourages parents or others from using the school as a site for visiting students and may refuse the use of the school for that purpose.

Since classroom observations and visits can be disruptive, the District does not permit parents/guardians or other family members to visit classrooms during instructional time for the purpose of observing students unless the principal has approved the visit 7 days in advance.

The Board and administration will not tolerate any person whose presence disturbs classes or District activities or hinders the instructional process. Visitors to District property may not possess weapons, including concealed weapons, on District property, on District transportation or at any District function or activity sponsored or sanctioned by the District unless the visitor is an authorized law enforcement official or is otherwise authorized by Board policy.

Appropriate Behavior – The Renick R-V School District believes that District events are a vital part of the total educational program and should be used as a means for developing positive social interaction, good sportsmanship and appropriate behavior, in addition to knowledge and skills. Well-organized and well-conducted programs contribute to the morale of the student body and strengthen school-community relations. To this end, the Board encourages District patrons to exhibit good sportsmanship, citizenship, ethics and integrity at all District events and at all times while on District grounds. The District will work with the Missouri State High School Activities Association (MSHSAA) and other organizations to promote good behavior by the patrons

at athletic and other events. The Board will work with parents, alumni associations and local service organizations to keep appropriate behavior a top priority. The administration will establish procedures for crowd control at District events consistent with this policy.

Persons Prohibited on or Near District Property or Transportation – The District prohibits all persons who have pled guilty or *nolo contendere* to or have been convicted of or found guilty of violating the following provisions from being on or within 500 feet of any school building, District property, District activity or any vehicle used to transport students:

1. Any of the provisions in Chapter 566 of the Missouri Revised Statutes.
2. Incest, ‘ 568.020, RSMo.
3. Endangering the welfare of a child in the first degree, ‘ 568.045, RSMo.
4. Use of a child in a sexual performance, ‘ 568.080, RSMo.
5. Promoting a sexual performance by a child, ‘ 568.090, RSMo.
6. Sexual exploitation of a minor, ‘ 573.023, RSMo.
7. Promoting child pornography in the first degree, ‘ 573.025, RSMo.
8. Furnishing pornographic material to minors, ‘ 573.040, RSMo.
9. Any offense committed in another state, a foreign country, or under tribal, federal or military jurisdiction that, if committed in this state, would be a violation listed above.

Despite the prohibition in this section, the Superintendent may grant permission for a parent, guardian or custodian of a student to be on District property for the limited purpose of attending meetings with District staff or other events. Permission will be granted sparingly, if ever, and only in situations where the parent, guardian or custodian will be supervised at all times. If the Superintendent does not grant permission, the parent, guardian or custodian may seek permission from the Board. The Superintendent will inform the principal and other relevant District staff of the scope of the permission granted.

Registered Sex Offenders – Sex offenders required to be listed on the Missouri Highway Patrol’s sex offender registry, or who have pled guilty, pled *nolo contendere* or been convicted of crimes for which the law currently requires offenders to be listed, regardless of when those crimes were committed, are not allowed on District property or at District activities held on District property except to attend meetings of a public governmental body. The Superintendent may also make exceptions for parents, guardians or custodians of students enrolled in the District if the person’s presence is necessary to transport the student, may benefit the student educationally, or in situations where the parent, guardian, or custodian will be supervised at all times. This section may not apply to a student entitled by law to be on school grounds for educational services if the student’s presence is necessary to obtain those services. The exceptions cited in this section do not apply if the person is otherwise prohibited or banned from District property by other sections of this policy.

Disruptive Conduct – If a visitor’s conduct becomes disruptive, threatening or violent, the Superintendent, principal or designee may require the visitor to leave. In extreme situations, the Superintendent or designee may inform the visitor that he or she is not

welcome back on District property or at District events indefinitely or for a specific period of time. During any period of prohibition, the visitor will not be allowed on District property except to attend a meeting of a public governmental body. The Superintendent may make exceptions for parents, guardians or custodians of students enrolled in the District if the person's presence is necessary to transport the student, may benefit the student educationally, or in situations where the parent, guardian or custodian will be supervised at all times. This paragraph does not apply if the person is otherwise prohibited or banned from District property by other sections of this policy.

Enforcement – If a visitor prohibited from District property or events under this policy is on District property, District staff will contact law enforcement and/or escort the person from District grounds and inform the person of the District policy prohibiting his or her presence. The Superintendent, principal or designee may file a report or sign a complaint with law enforcement on behalf of the District.

Transportation Services F-260-S

If for any reason your child will not be riding the bus, please contact the school at (660) 263-4886. The District's Student Code of Conduct applies to behavior on District transportation.

Bus transportation to school is a privilege and it is important that the safety of others riding the bus is protected through appropriate behavior. If a behavior issue is written up by a bus driver or administrator the following will apply, in addition to any consequences deemed appropriate by District administration:

- 1st offense – conference or removal from bus 1-3 days
- 2nd offense – removal from bus 1-5 days
- 3rd offense – removal from bus 6-10 days,
- 4th offense – removal from bus for remainder of school year

Bus drivers will conference with students to express their expectations, however certain offenses will result in immediate action with no warning (verbal or physical behaviors to others, safety violations, etc.)

1. Riders are to sit according to the seating chart assigned by the bus driver, as needed.
2. To ensure rider safety, riders MUST remain seated in their assigned seat.
3. If a student rides a bus to a ball game or other activity, they must ride the bus home, unless they have parent permission and have notified and signed out with the coach.
4. Students will ride their regular routes unless written or telephone permission is received from their family stating whom they are going home with and written permission is ALSO received from the family that they are visiting. All notes must be dated.
5. **No group party transportation for birthdays, etc.**
6. No students may operate a motor vehicle on school grounds.

RENICK HIGH SCHOOL BUS RIDERS

- If Renick School is not having classes because of the weather, it is because the roads are too dangerous to pick-up **all** Renick students, K – 8 and 9 – 12. Our buses will not be running if a weather cancellation is reported. If the high school does not call off classes, this will affect student attendance at the high school so personal transportation will be necessary to avoid this.
- If we are closing early because of weather, we will get the Renick High School bus students early from the high school so the dangerous routes don't have to be run twice. Again, if the high school does not call off early, this will affect student attendance at the high school so personal transportation will be necessary to avoid this.
- **IF** we are not having school because of a teacher workday or in-service, we will still be transporting our high school students, if their school is in session.
- High school students may not ride partial routes. They will be picked up at home or at the high schools and may not get off to ride with others without parent and office permission.
- High school students transferring buses should immediately load to the next bus on their route.
- A Renick School bus can only transport Renick students.
- High School riders will be required to remain seated in their assigned bus seat.

-- Anyone violating these rules will be subject to suspension from riding the bus. --

Student Discipline S-170-S

Student Code of Conduct

The District believes students deserve the right to participate and learn in a safe environment which allows teachers to focus on instruction that accelerates achievement. To ensure that school is a quality atmosphere for all students at all times, the code of conduct and discipline policies outline consequences for misconduct that occurs at school, during a school activity whether on- or off-campus, on District transportation, or misconduct that involves the use of District technology. All District personnel are responsible to supervise and hold students accountable for violations of discipline rules.

Failure to obey standards of conduct may result in, yet is not limited to, verbal warning, community service, confiscation of property, principal/student conference, parent contact, loss of credit, grade reduction, course failure, removal from extracurricular activities, revocation of privileges including transportation, parking and technology privileges, detention, in- or out-of-school suspension, expulsion, and report to law enforcement. For offenses involving academic integrity, the student may also be subject to a loss of credit for work, a grade reduction, and/or course failure. The Board authorizes the immediate removal of a student who poses a threat to self or others as determined by the principal, Superintendent, or the Board.

Any student who is suspended for any serious violation of the District's Student Discipline policy shall not be allowed while suspended to be within 1,000 feet of any school property or any activity of the District, regardless of where the activity takes place, unless:

- (1)** Such student is under the direct supervision of the student's parent, legal guardian, or custodian and the Superintendent or the Superintendent's designee has authorized the student to be on school property;
- (2)** Such student is under the direct supervision of another adult designated by the student's parent, legal guardian, or custodian, in advance, in writing, to the principal of the school which suspended the student and the Superintendent or the Superintendent's designee has authorized the student to be on school property;
- (3)** Such student is enrolled in and attending an alternative school that is located within one thousand feet of a public school in the District where such student attended school; or
- (4)** Such student resides within one thousand feet of any public school in the District where such student attended school in which case such student may be on the property of his or her residence without direct adult supervision.

If a student engages in an act of violence, a school administrator will report the information to teachers and other District employees who are responsible for the student's education or otherwise interact with the student on a professional basis while acting within the scope of their assigned duties. Additionally, school administrators will report to the appropriate law enforcement agencies any crimes as required by law.

Corporal punishment is strictly prohibited as a method of discipline. Reasonable force may be used, when necessary, for the protection of a student or others and property. The District limits the use of seclusion or restraint to situations or conditions in which there is imminent danger of physical harm to self or others.

Students with disabilities will be disciplined in compliance with state and federal laws per the Individuals with Disabilities Act (IDEA), Section 504 of the Rehabilitation Plan, and any regulations and state and local compliance plans, which includes due process rights as afforded to all students. Additionally, a student's Individual Education Plan (IEP), including any portion that is related to past or potentially future violent behavior, will be provided to appropriate staff members with a need to know.

Information regarding a student's misconduct and discipline is confidential and only shared with those who have a need to know. Teachers and other authorized District personnel shall not be civilly liable when acting in conformity with District policies, including the discipline policy, or when reporting acts of school violence to a supervisor or other person as mandated by law.

The District discipline policy and procedures will be provided to every student at the beginning of each year, be published on the District website, and made available in the office of the Superintendent during normal business hours.

This code applies to all misbehavior committed by a student on District property, at any school-sponsored activity or event whether on- or off-campus, and District transportation. Additionally, the District may use its authority to address behavior that occurs off-campus if it interferes with the operation of the school or endangers the safety of students or staff.

Standards of Conduct and Consequences

No document can identify every possible offense that could potentially result in disciplinary action. This code identifies most offenses constituting a failure to obey the standards of conduct set by the Board. However, when circumstances warrant, the principal, Superintendent, and/or Board may impose consequences for misconduct not specifically outlined in this document.

Participation in Activities

Students who are suspended or expelled for any reason are prohibited from attending or taking part in any District-sponsored activity, regardless of location, or any activity that occurs on District property. Students who violate this provision will be required to leave the activity and may face further discipline, including an additional period of suspension or expulsion.

District Policy for Discipline

Definitions

Acts of violence or violent behavior - The exertion of physical force with the intent to do serious physical injury while on school property, including District-transportation and school activities.

Corporal Punishment – The intentional infliction of physical punishment, usually in the form of spanking, as a method of student discipline.

Detention – A form of student discipline that requires students to attend a before and/or after school setting which monitors and restricts student activity.

- Scheduled detention will begin at 3:45 p.m. and end 1 hour later at 4:45 p.m. Tuesday, Wednesday and Thursday only.
- Detention will be scheduled by the principal with plenty of notice to parents.
- The program will be available for students in Grades K-8.
- Students are to bring class work to be completed during the detention.
- Students will serve detention as assigned. A substitute day may be made by parental request.
- Students who do not serve their detention will serve 2 after school detentions per detention assignment. Failure to report for 2 detentions will result in 1 out of school suspension.

- Students serving after school detention will be prepared to study during the period. Students that bring no studies will be provided an appropriate educational assignment.
- Students serving detention are responsible for their own transportation. Failure of a parent (or other responsible adult relative) to pick up a child by 4:45 p.m. will lead to the possibility of contacting the Sheriff's Department for transportation.
- When appropriate based on the offense, Principal may use a lunch detention in place of an after school detention.
- Students may not be tardy for after school detention. If the student is tardy, another after school detention will be issued.
- Students whose behavior is not acceptable during detention will be referred to the principal / Superintendent with a request for a repeat detention or a one day out of school detention.

Expulsion – A form of student discipline which removes and excludes a student from school for an indefinite period of time. Students who are expelled are entitled to due process rights.

In-school suspension (Transition Room)– A form of student discipline which consists of removing the student from normal classes during the day and assigning the student to an in-school suspension program or class for a specified period of time. This program is designed for those students who are “At Risk” behaviorally or academically. Trained staff will be assigned to work with these students in a controlled environment. This is only available for those students who are not succeeding in regular classroom. If a student is sent to the Transition Room for not following expectations for a 2nd time, they will be assigned to an after-school detention. This discipline will be repeated at the 4th time. Upon being sent to the Transition Room for the 5th time, the student will receive an In-School Suspension. This process will repeat with each grouping of five Transition Room visits. Our faculty and staff firmly believe a student in the classroom will gain the most knowledge.

Need to know – A requirement to report acts of school violence to school personnel who are directly responsible for a student's education and who otherwise interact with the student on a professional basis while acting within the scope of their assigned duties.

Out-of-school suspension – A form of student discipline which removes and excludes a student from school for a defined period of time. Students who are suspended are entitled to due process rights. Students on OSS are not permitted to be within 1000 feet of the school property. Students on OSS are required to make up school work missed during OSS.

Physical Restraint – The use of person-to-person physical contact that immobilizes or reduces the ability of a student to move the student’s torso, arms, legs, or head freely. It does not include briefly comforting or calming a student, holding a student’s hand to transport the student for safety purposes, physical escort, intervening in a fight, or using an assistive or protective device prescribed by an appropriately trained professional or professional team.

Restitution – The requirement of a student to return or pay for stolen goods or damaged property.

Seclusion – This is the involuntary confinement of a student alone in a room or area that the student is physically prevented from leaving and that complies with the building code in effect in the school District. Seclusion does not include a timeout, in-school suspension, detention, or other appropriate disciplinary measures. Seclusion is limited to situations or conditions in which there is imminent danger of physical harm to self or others.

Serious violation of the District’s Student Discipline Policy – Any act of violence or violent behavior, any drug-related activity, any offense listed in [Section 160.261.2, RSMo](#), or any other violation of the District’s Student Discipline Policy resulting in the suspension of a student for more than 10 school days.

Prohibited Conduct	Definition
Academic Dishonesty	Any type of cheating that occurs in relation to an academic exercise or assignment. It may include plagiarism, fabrication of information or citations, cheating, falsification of work or excuses for work, disrupting or destroying another person’s work, failure to contribute to a team project, or other misconduct related to academic work.
Arson	Starting or attempting to start a fire or causing or attempting to cause an explosion.
Assault, First or Second Degree	Knowingly causing or attempting to cause serious physical injury or death to another person, recklessly causing serious physical injury to another person, or any other act that constitutes criminal assault in the first or second degree.
Assault, Third or Fourth Degree	Using physical force, such as hitting, striking or pushing, to cause or attempt to cause physical injury; placing another person in apprehension of immediate physical injury; recklessly engaging in conduct that creates a grave risk of death or serious physical injury; causing physical contact with another person knowing the other person will regard the contact as offensive or provocative; or any other act that constitutes criminal assault in the third or fourth degree.

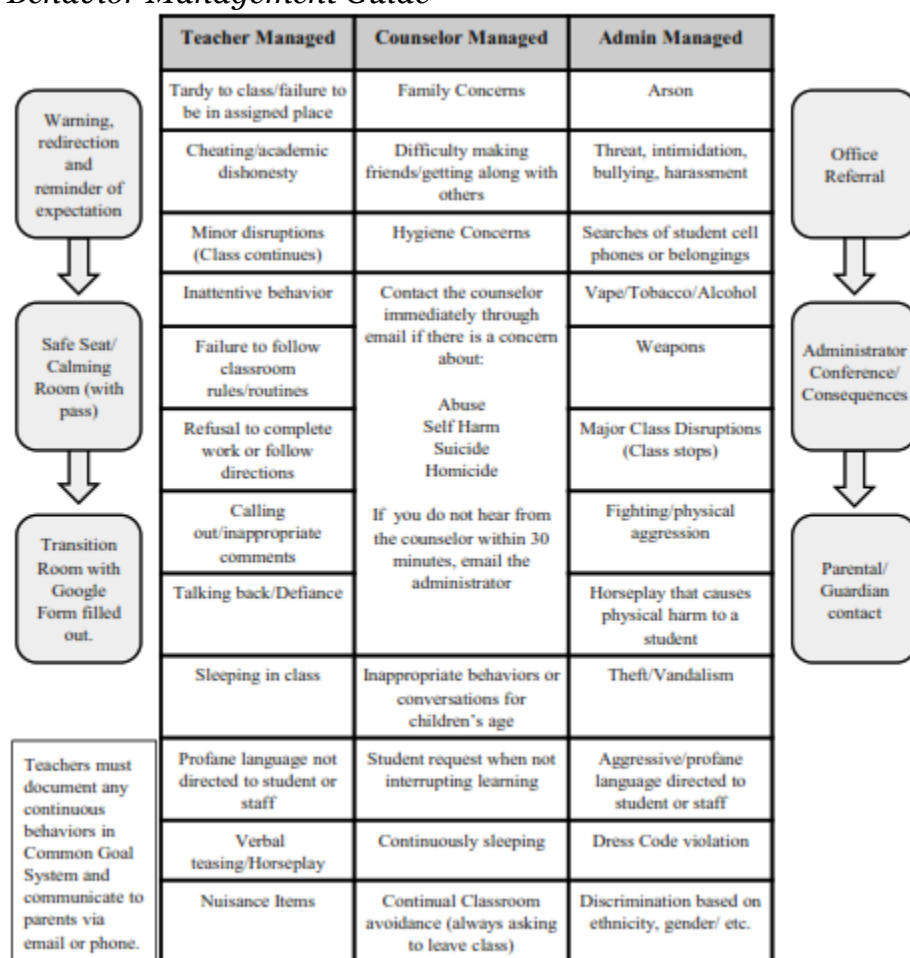
Automobile/Vehicle Misuse	Discourteous or unsafe driving on or around District property, unregistered parking, failure to move vehicle at the request of school officials, failure to follow directions given by school officials or failure to follow established rules for parking or driving on District property.
Bullying and Cyberbullying	Intimidation, unwanted aggressive behavior or harassment (including criminal harassment under the Safe Schools Act), 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 communication, cyberbullying, electronic or written communication, and any threat of retaliation for reporting of such acts. "Cyberbullying" means bullying 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. Students will not be disciplined for speech in situations where the speech is protected by law.
Bus or Transportation Misconduct	Any misconduct committed by a student on transportation provided by or through the District.
Dishonesty	Any act of lying, whether verbal or written, including forgery.
Disrespectful or Disruptive Conduct or Speech	Conduct that interferes with an orderly education process such as disobedience or defiance to an adult's direction, use of vulgar or offensive language or graphics, any rude language or gesture directed toward another person. Discriminatory or harassing conduct may be addressed under the District's policy regarding this conduct.
Drugs/Alcohol/Tobacco/E-Cigarettes	The use, sale, transfer, distribution, possession, or being under the influence of prescription drugs, alcohol, tobacco products, electronic cigarettes, vaping products, other nicotine delivery products, imitation tobacco products, narcotic substances, unauthorized inhalants, controlled substances, illegal drugs, counterfeit substances, imitation controlled substances, drug/tobacco paraphernalia, or over the counter drugs on any District property, vehicles, or at District-sponsored events. However, students may use, possess, and be under the influence of their prescription drugs and over the counter drugs in compliance with District procedures.

Extortion	Threatening or intimidating any person for the purpose of obtaining money or anything of value.
False Alarms or Reports	Intentionally tampering with alarm equipment for the purpose of setting off an alarm, making false reports for the purpose of scaring or disrupting the school environment.
Fighting	A conflict: verbal, physical, or both, between two or more people.
Weapons and Firearms	<p>A) 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).</p> <p>B) Other weapons are prohibited. Other weapons are defined as a device readily capable of lethal use, or device designed to mimic a weapon. Other weapons include, mace spray, any knife, regardless of blade length; and items customarily used, or which can be used, to inflict injury upon another person or property.</p> <p>C) Possession or use of ammunition, a component of ammunition or a weapon, weapon accessories, or tactical gear.</p>
Fireworks or Incendiary Devices	Possessing, displaying, or using fireworks, matches, lighters, or other devices to start fires or other unsanctioned actions. This does not include educational activities designed and supervised by District employees.
Gambling	Betting something of value upon the outcome of a contest, event, assignment, or game of chance.
Harassment, including Sexual Harassment	Conduct that annoys, threatens, intimidates another person based on gender, race, color, religion, sex, national origin, ancestry, disability or any other characteristic protected by law. Harassment, including sexual harassment, is unwanted and unwelcomed conduct that causes another person extreme unease or fear. Examples include, but are not limited to, derogatory comments or slurs, lewd propositions, blocking movement, offensive touching, or offensive posters or graphics.
Hazing	The imposition of strenuous, humiliating, and/or dangerous tasks as part of an initiation, admission, or affiliation to a group, even when all parties willingly participate.
Nuisance Items	Displaying or using items that create distractions and could be lost, stolen, or broken such as toys, collectible

	items, or other possessions not approved for educational purposes.
Property Damage or Loss of School Property	Damage to or loss of school property such as, but not limited to, books, electronic devices, calculators, uniforms, equipment, or facilities, etc.
Public Display of Affection	Physical intimacy that is inappropriate for an educational setting, such as but not limited to, kissing, groping, fondling, cuddling.
Sexting and/or Possession of Sexually Explicit, Vulgar or Violent Material	Possessing, displaying, or generating sexually explicit, vulgar, or violent material, such as but not limited to, pornography, nudity, violence or explicit death or injury. Students will not be disciplined for speech in situations where it is permissible by law. This restriction does not apply to curricular material vetted and approved by District employees for educational purposes.
Sexual Activity	Consensual acts of sex or consensual simulations of sex including, but not limited to, intercourse or oral or manual stimulation.
Tardiness or Truancy	A student arriving after the class period has begun is marked tardy. Truancy is when a student is absent from school without permission from the parents/guardians or school official. Truancy includes, but is not limited to skipping classes, falsifying the reason for an absence, or absences that have not been pre-arranged and pre-approved as excused.
Technology Misconduct	Gaining or attempting to gain unauthorized access to or interfering with a technology system or information, using any type of electronic device without permission, or recording audio or visual information without express permission for educational purposes and as allowed by District rules, or using technology in a manner inconsistent with the terms of the Technology Usage Agreement; improper, disruptive or inappropriate use or possession of electronic devices/cell phones, etc. This includes cell phone misuse.
Theft	Taking or attempting to take the property of others without consent or knowingly taking possession of stolen property.
Threats or Verbal Assault	Verbal, written, graphics, or gestures in a convincing manner that causes another person to fear for the safety of themselves or property.
Unauthorized Entry	Entering a District facility, office, locker or other area that is locked or assisting someone to enter District property who is not authorized or through an unauthorized entrance.

Vandalism	Deliberate destruction of or damage to property belonging to the District, employees, or students.
Violation of Imposed Disciplinary Consequences	The failure to comply with the discipline consequences assigned. This includes appearing on District property or at a school-sponsored event while serving a suspension or expulsion.

Behavior Management Guide



If a cell phone is seen on a student. Buzz the office and alert the front office a student is bringing a cell phone down. Have the owner of the cell phone bring it down.

Bullying, Hazing, and Cyberbullying S-185-S

The District strictly prohibits bullying, including hazing, and cyberbullying on school grounds, at any school function, or on District transportation.

Definitions

Bullying – 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 such acts.

Cyberbullying – Bullying as defined above through the transmission of a communication including, but not limited to a telephone, wireless telephone, or other wireless communication device, computer, or pager. The District has jurisdiction to prohibit cyberbullying that originates on a school campus, or at a District activity if the communication was made using District technological resources, if there is sufficient nexus to the educational environment, or if the electronic communication was made on the school's campus or at a District activity using the student's own person technological resource.

Anti-bullying Coordinator – The Superintendent will ensure an individual at each school is designated to serve as the anti-bullying coordinator. All anti-bullying coordinators will be teacher-level or above and a list of coordinators will be kept on file at the District administration office and updated annually. Additionally, a District anti-bullying coordinator will be designated. The building anti-bullying coordinator is: Superintendent of Schools.

Reporting Bullying or Cyberbullying

District employees are required to report any instance of bullying of which the employee has firsthand knowledge. Any employee, substitute, or volunteer who witnesses an incident of bullying must report the incident to the building anti-bullying coordinator within two (2) school days of witnessing the incident. If the anti-bullying coordinator is unavailable or is the subject of the report, the employee should contact the District's Compliance Officer. In addition, all District employees, substitutes, or volunteers must direct all persons seeking to report an incident of bullying to the building anti-bullying coordinator.

Any individual making a verbal report of bullying will be asked to submit a written complaint to the anti-bullying coordinator. If the person refuses or is unable to submit a written complaint, the anti-bullying coordinator will summarize the verbal complaint in writing.

When an anti-bullying coordinator is informed about a possible bullying or cyberbullying incident, verbal, written, or otherwise, the District will conduct a prompt, impartial, and thorough investigation to determine whether misconduct, including unlawful conduct, occurred. The District will implement interim measures as necessary. When it is determined that bullying or cyberbullying occurred, the District will take appropriate action for violations of District expectations and rules.

Investigation

Within two (2) school days of receipt of a report of bullying or cyberbullying, the anti-bullying coordinator or designee will initiate an investigation of the incident. The school principal may appoint other school staff to assist with the investigation. The investigation will be completed within ten (10) school days from the date of the written report unless good cause exists to extend the investigation. A copy of the written report of the investigation and results will be sent to the District anti-bullying coordinator and included in the files of the victim and the alleged or actual perpetrator of bullying or cyberbullying. All reports are confidential in accordance with law and District rules.

Retaliation

The District prohibits reprisal or retaliation against any person who reports an act of bullying or cyberbullying, testifies, or participates in any manner with an investigation proceeding, or hearing. The District will take appropriate remedial action for any student, teacher, administrator, or other school personnel who retaliates.

Consequences of Bullying, Cyberbullying, or Retaliation

When the District receives a report of bullying, cyberbullying, or retaliation, interim measures to protect the victim(s) will be taken. If an investigation determines that bullying, cyberbullying, or retaliation occurred, the District will act to end the bullying, cyberbullying or retaliation.

Students who are determined to have participated in bullying, cyberbullying, or retaliation will be disciplined in accordance with the District discipline policy. Consequences may include, but are not limited to, loss of privileges, detention, in- or out-of-school suspension, expulsion, and referral to law enforcement. Any determination of consequences will consider factors such as the age of the student(s), developmental level of the student(s), degree of harm, severity of behavior, disciplinary history, and other educationally relevant factors.

District employees and substitutes who violate this policy will be disciplined, up to and including termination. Volunteers, visitors, patrons, or others who violate this policy may be prohibited from District property or activities, or other remedial action.

Public Notice

The District will:

1. Provide information and appropriate training to District staff who have significant contact with students regarding the policy.
2. Provide education and information to students regarding bullying, including information regarding the District policy prohibiting bullying, the harmful effects of bullying, and 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,

- cyberbullying, and/or retaliation against any person who reports an act of bullying.
3. Instruct school counselors, school and licensed social workers, mental health professionals, and school psychologists to educate students who are victims of bullying on techniques for overcoming bullying's negative effects. Techniques will include, but are not limited to, cultivating the student's self-worth and self-esteem; teaching the student to defend himself/herself assertively and effectively; helping the student develop social skills; and/or encouraging the student to develop an internal locus of control.
 4. Implement programs and other initiatives to address and respond to bullying in a manner that does not stigmatize the victim and makes resources or referrals available to victims of bullying.

Complaints alleging unlawful discrimination, harassment, or retaliation in violation of District policy will be referred for investigation to the District Compliance Officer.

Report Form

The Bullying Report Form is located online on the District's website and in the hallway outside the office.

Renick R-V's Suicide Prevention Guidelines S-190-S

Suicide is a leading cause of death in youth ages 10-24 in Missouri and is a public health concern impacting all Missouri citizens. This school District is committed to maintaining a safe environment to protect the health, safety and welfare of students.

Renick R-V will address suicide awareness and prevention through the following policy components:

1. Crisis response team
2. Readiness Survey - Is Renick R-V Prepared to Manage Suicidal Behavior?
3. Crisis response procedures
4. Procedures for parent involvement
5. School and Community Resources
6. Responding to suicidal behavior or death by suicide in the school community
7. Suicide prevention and response protocol education for staff
8. Suicide prevention education for students

The complete District suicide prevention plan may be viewed in the Superintendent's office.

Complaints or Concerns C-120-S

Effective communication helps avoid and resolve many complaints, concerns, misunderstandings and disagreements. Individuals who have a complaint or concern should discuss their concerns with the school personnel involved in the issue at hand in

an effort to resolve problems. This step will usually involve communicating directly with the person or persons with whom the complainant has a concern. This step may be skipped when the complainant in good faith believes that speaking directly to the person would subject the complainant to discrimination, harassment or retaliation.

This step may also be skipped if the complainant in good faith believes that any law or a District policy or written rule has been violated. The District has adopted specific procedures for investigation and resolution for complaints or concerns as required by specific and varying laws that are applicable to the District. The District's Compliance Officer should be contacted with any complaints or concerns that any law or District written rule has been violated, including but not limited to, laws relating to: civil rights, including discrimination, harassment, and retaliation; special education matters including the IEP and 504 processes and services; federal programs and related services; bullying; and The Family Educational Rights and Privacy Act, including student records and confidentiality.

When communicating directly with the school personnel involved in the issue does not resolve matters satisfactorily, or if it is appropriate to skip the first step as described above, a complainant should consult with the District's Compliance Officer who will direct the complainant to the appropriate process for resolution of the complaint. The District designates the following individual to act as the District's Compliance Officer:

Name:	Lisa Borden, Superintendent of Schools 101 Middle Street Renick, MO 65278
Phone #:	660-263-4886/Fax: 660-263-4249
Email Address:	lborden@renick.k12.mo.us

In the event the District's Compliance Officer is unavailable or is the subject of a report that would otherwise be made to the Compliance Officer, reports should instead be directed to the alternative Compliance Officer:

Name	Danell Rice, Principal 101 Middle Street Renick, MO 65278
Phone #:	660-263-4886 / Fax: 660-263-4249
Email Address:	drice@renick.k12.mo.us

All complaints of violation of any law or a District policy or written rule will be promptly investigated by the District, and appropriate action will be taken. Complainants are strongly encouraged to provide their concerns in writing.

Every Student Succeeds Act of 2015 (ESSA) Complaint Procedures

This guide explains how to file a complaint about any of the programs (Title I, A,B, C, D, II, III, IV.A, V) that are administered by the Missouri Department of Elementary and

Secondary Education (the Department) under the Every Student Succeeds Act of 2015 (ESSA).

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1. What is a complaint?

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

2. Who may file a complaint?

Any individual or organization may file a complaint.

3. How can a complaint be filed?

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

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

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

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

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

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

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

- A statement that a requirement that applies to an ESSA program has been violated by the LEA or the Department, and
- The facts on which the statement is based on the specific requirements 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:

- **Record.** A written record of the investigation will be kept.
- **Notification of LEA.** The LEA will be notified of the complaint within five days of the complaint being filed.
- **Resolution at LEA.** The LEA will then initiate its local complaint procedures in an effort to first resolve the complaint at the local level.
- **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.
- **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).
- **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 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.

Equal Opportunity and Prohibition against Harassment, Discrimination, and Retaliation C-130-S

The District is committed to providing equal opportunity in all areas of admission, recruiting, hiring, employment, retention, promotion, contracted services, and access to programs, services, activities, and facilities. The District strictly prohibits any unlawful discrimination or harassment against any person because of race, color, religion, disability, age, sex, gender, national origin, or any other characteristic protected by law. The District also prohibits retaliatory action, harassment, or discrimination against individuals who make complaints of, report, or otherwise participate in the investigation of any such unlawful discrimination, harassment, or retaliation. The District is an equal opportunity employer.

Anyone who believes that they have been discriminated, harassed, and/or retaliated against in violation of this policy should report the alleged discrimination, harassment and/or retaliation to the District's Compliance Officer. The District designates the following individual to act as the District's Compliance Officer:

Name:	Lisa Borden, Superintendent of Schools 101 Middle Street Renick, MO 65278
Phone #:	660-263-4886/Fax: 660-263-4249
Email Address:	lborden@renick.k12.mo.us

In the event the Compliance Officer is unavailable or is the subject of a report that would otherwise be made to the Compliance Officer, reports should instead be directed to the alternative Compliance Officer:

Name: Danell Rice, Principal
Address: 101 Middle Street
Renick, MO 65278
Phone #: 660-263-4886 / Fax: 660-263-4249
Email Address: drice@renick.k12.mo.us

All employees, students, and visitors who have witnessed any incident or behavior that could constitute discrimination, harassment, or retaliation under this policy must immediately report such incident or behavior to the District's Compliance Officer for investigation.

All complaints of violation of this policy will be promptly investigated by the District, and appropriate action will be taken.

Title IX C-131-S

The District does not discriminate on the basis of sex in the education program or activity that it operates and is required by Title IX not to discriminate in such a manner. The requirement not to discriminate in the education program or activity extends to admissions and employment. Inquiries about the application of Title IX to the District may be referred to the Title IX Coordinator or Assistant Secretary for Civil Rights of the Department of Education, or both.

The District designates the following individual to serve as the District's Title IX Coordinator:

Name: Kody Simmons
Address: 101 Middle Street
Renick, MO 65278
Email Address: ksimmons@renick.k12.mo.us
Phone #: 660-263-4886 / Fax: 660-263-4249

Any person may report sex discrimination, including sexual harassment (whether or not the person reporting is the person alleged to be the victim of conduct that could constitute sex discrimination or sexual harassment), in person, by mail, by telephone, or by electronic mail, using the contact information listed for the Title IX Coordinator, or by any other means that results in the Title IX Coordinator receiving the person's verbal or written report. Such a report may be made at any time (including during non-business hours) by using the telephone number or electronic mail address, or by mail to the office address, listed for the Title IX Coordinator.

All employees, students, and visitors who have witnessed, heard about, or received a report about any incident or behavior that could constitute sexual harassment under this policy must immediately report such incident or behavior to the District's Title IX Coordinator for investigation. If the allegations are against the District's Title IX Coordinator, it must be immediately reported to the Superintendent, unless the Superintendent is also the Title IX Coordinator, then to the President of the Board of Education.

All complaints of violation of this policy will be promptly investigated by the District, and appropriate action will be taken.

Student Searches S-175-S

Desks, lockers, and other District property provided for student use are subject to periodic and random inspections without notice. Each student in grades 5 through 8 is assigned a hallway locker. Students are required to provide their own locks and provide the code or a copy of the key to District administration.

Student property may be searched based upon reasonable suspicion of a violation of school rules or law and an examination facts, credible information, or reasonable inferences based upon the facts and circumstances. Searches will be conducted in the presence of an adult witness.

Students are allowed the privilege of parking on school premises. The District has the authority to monitor vehicles and the parking lots of its campuses. The interior of a student's vehicle may be searched if the administration has reasonable suspicion that the search will reveal evidence that the student has or is violating school rules and/or the law.

Law enforcement will be contacted if a search produces a controlled substance, drug paraphernalia, weapons, stolen goods, or evidence of a crime.

Student Alcohol/Drug Abuse S-195-S

The District takes measures to foster a safe and drug-free learning environment that supports student engagement and development. Therefore, educational programs are provided to help students cultivate healthy lifestyles and age-appropriate drug awareness. All use, sale, transfer, distribution, possession, or being under the influence of unauthorized prescription drugs, alcohol, narcotic substances, unauthorized inhalants, controlled substances, illegal drugs, or counterfeit substances on any District property, vehicles, or at District-sponsored events is strictly prohibited. Suspected or known violations of the District policy should be immediately reported to a school authority. Any incidents that violate this policy are subject to disciplinary action and notification to law enforcement. Any confiscated substances will be turned over to law enforcement.

In cases where it is necessary for a student to take prescription or over-the-counter medications during the school day, the medication must be documented by the nurse's

office in accordance with written label directions and parental permission in compliance with District rules. (See the Handbook's section on Administration of Medication for more information.)

The possession or use of medical marijuana at school is prohibited. Students under the influence of medical marijuana may result in discipline. If you have questions or want to discuss the use of medical marijuana, please contact the nurse or Superintendent.

Any drug/alcohol offense may result in one or more of the following:

Administrator/Student conference, detention, in-school suspension, 1-180 days out-of-school suspension or expulsion, restitution if appropriate, loss of privileges including, but not limited to: confiscation of the contraband item, loss of parking privileges, loss of technology privileges, and referral to law enforcement. (See the Handbook's section on Student Discipline for more information.)

Weapons in School S-200-S

The District strictly prohibits unauthorized possession or use of weapons on District property, at District-sponsored activities, either on- or off-campus, and District transportation. Weapons will be confiscated and reported to law enforcement authorities.

Examples of prohibited weapons may include, but are not limited to, blackjack, concealable firearm, explosive weapon, firearm, firearm silencer, gas gun, knife, machine gun, knuckles, projectile weapon, rifle, shotgun, spring gun, switchblade or any knife, mace spray, or any other items customarily used, or which can be used, to inflict injury upon another person or property.

By law, a student who brings a weapon prohibited by law on school property will be expelled or suspended from school for not less than one calendar year and referred to law enforcement. The expulsion or suspension may be modified on a case-by-case basis upon the recommendation of the Superintendent to the Board. Other provisions of the discipline code related to the offense may be applied in addition to the consequences required by law. Students with disabilities who violate this policy will be reviewed under the provisions of the Individuals with Disabilities Act (IDEA) and/or Section 504 of the Rehabilitation Act.

Instruction

Assessment Program I-195-S

All students will participate in the required, statewide screening and assessment program or an alternative assessment as determined by a student's Individual Education Plan (IEP). The District will comply with all assessment requirements for students with disabilities. The District has a written assessment plan, which is updated and posted annually on the District's website. In addition, a copy of the assessment schedule will be available to the public in the District office during normal business hours

The assessment plan is as follows:

The administration will annually develop an assessment schedule for the current school year. The testing schedule will list the assessment instrument to be administered and the students who will be given each test or assessment instrument.

Renick R-V School Assessment System

GRADE	Evaluations
K, 1st, 2nd	Local Evaluation
3rd, 4th, 6th, 7th	Local Evaluation, State Communication Arts and Math
5th, 8th	Local Evaluation, State Math, English Language Arts and Science
8th	State EOC assessment

Teaching About Human Sexuality I-120-S

Trauma - Informed Sexual Abuse Training for 5th-8th Grades

The Renick R-V School District recognizes that parents/guardians should be the primary source of sexuality education for their children. The District also recognizes that effective sexuality education, taught in concert with parents/guardians, helps students avoid risks to their health and academic success and prepares them to make informed decisions as adults. The District will offer instruction in human sexuality and will provide instruction regarding sexual abuse as required by law. All instruction will be appropriate to the age of the students receiving the instruction, and students may be separated by gender for the instruction. Students in 6th grade through 12th grade will be provided training regarding sexual abuse that is trauma-informed and developmentally appropriate. The District will notify parents/guardians of the basic content of the District's human sexuality and sexual abuse instruction. The District will also notify parents/guardians of their right to remove their student from any part of the District's instruction on these topics upon written request. The District will make all curriculum materials used in the District's human sexuality and sexual abuse instruction available for inspection prior to the use of such materials in actual instruction.

Human Sexuality and Sexually Transmitted Diseases

As required by state law, any course materials and instruction relating to human sexuality and sexually transmitted diseases shall be medically and factually accurate and shall:

1. Present abstinence from sexual activity as the preferred choice of behavior in relation to all sexual activity for unmarried students because it is the only method that is 100 percent effective in preventing pregnancy, sexually transmitted diseases and the emotional trauma associated with adolescent sexual activity. Students shall be advised that teenage sexual activity places them at a higher risk of dropping out of school because of the consequences of sexually transmitted diseases and unplanned pregnancy.
2. Stress that sexually transmitted diseases are serious possible health hazards of sexual activity. Students shall be provided with the latest medical information regarding exposure to human immunodeficiency virus (HIV), acquired immune

deficiency syndrome (AIDS), human papillomavirus (HPV), hepatitis and other sexually transmitted diseases.

3. Present students with the latest medically factual information regarding both the possible side effects and health benefits of all forms of contraception, including the success and failure rates for the prevention of pregnancy and sexually transmitted diseases, or present students with information on contraceptives and pregnancy in a manner consistent with the provisions of federal abstinence education law.
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 through discussion and role playing at appropriate grade levels to emphasize that the student has the power to control personal behavior. Students shall be encouraged to base their actions on reasoning, self-discipline, sense of responsibility, self-control and ethical considerations, such as respect for one's self and others. 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. Teach students about consent, sexual harassment and sexual violence. Specifically, students will be taught that: A) *Consent* is a freely given agreement to the conduct at issue by a competent person, and that:
 - An expression of lack of consent through words or conduct does not constitute consent.
 - Lack of verbal or physical resistance does not constitute consent.
 - Submission resulting from the use of force, threat of force or fear does not constitute consent.
 - A current or previous dating, social or sexual relationship between two parties does not by itself constitute consent.
 - The manner of dress chosen by a person does not constitute consent.
7. *Sexual harassment* is uninvited and unwelcome verbal or physical behavior of a sexual nature, especially by a person in authority toward a subordinate.
8. *Sexual violence* is causing or attempting to cause another to engage involuntarily in any sexual act by force, threat of force, duress or without the person's consent.
9. Advise students of the laws pertaining to their financial responsibility to children born in and out of wedlock and advise students of the provisions of Missouri law pertaining to statutory rape and statutory sodomy.
10. Teach students about the characteristics of and ways to identify sexual predators.
11. Teach students safe and responsible Internet use, including the dangers of online sexual predators, when using electronic communication methods such as the

Internet, mobile phones, text messages, chat rooms, social media, e-mail and instant messaging.

12. Instill in students the importance of having open communication with responsible adults, reporting any inappropriate situation, activity or abuse to a responsible adult and, depending on intent and content, to local law enforcement, the Federal Bureau of Investigation (FBI) or the National Center for Missing and Exploited Children's "CyberTipline."
13. Explain the potential consequences, both personal and legal, of inappropriate text messaging and sexting, even among friends.

The District will not permit a person or entity to offer, sponsor or furnish in any manner any course materials or instruction relating to human sexuality or sexually transmitted diseases to its students if the person or entity is a provider of abortion services. No District personnel or agents, acting in their official capacities, will encourage any student to have an abortion.

Sexual Abuse

In accordance with law, the District will provide trauma-informed, developmentally appropriate training to students in grades 6–12 regarding sexual abuse including, but not limited to, instruction on:

1. How to recognize sexual abuse;
2. How to report an incident of sexual abuse;
3. How to obtain assistance and intervention; and
4. Resources for students affected by sexual abuse.

More information may be found at <https://dese.mo.gov/traumainformed>.

CRITERIA FOR VALEDICTORIAN & SALUTATORIAN

- Given to an 8th grade graduate
- Award to be given at graduation
- 6th, 7th & 8th grade GPA combined from an accredited school enrolled full-time
- Student attended full year of 8th grade at Renick R-V School District
- Student must be working & completing assignments/exams at grade level

CRITERIA FOR RENICK RAM AWARD

- Given to an 8th grade graduate
- Award to be given at graduation
- Student has attended Renick School at least three consecutive junior high years of full-time enrollment
- Student ranks high scholastically, preferably third or fourth in class; must be in the top half of the class
- Student participates in extracurricular activities
- Student has the ability and desire to excel in his/her school work
- Student should not be from top two (2) in class (Valedictorian or Salutatorian)

- Student displays good citizenship qualities
- Student must be working & completing assignments/exams at grade level

Committee to elect the recipient of this award will consist of the Superintendent, the Principal, and the Counselor; with the option of polling the junior high teachers if needed to determine the winner.

Criteria was established by J.M. Schmidt, the original donator of funds for this award, in a letter received May, 1991. Criteria was amended May, 1995 when J. M. Schmidt funding ended.

Section 504 I-125-S

The District is required to undertake measures to identify and locate every qualified disabled person residing in the District who is not receiving a public education; and take appropriate steps to notify disabled persons and their parent or guardians of the District's duty.

The District will provide free appropriate public education (FAPE) to each qualified disabled person in the District's jurisdiction regardless of the nature or severity of the person's disability. For purposes of Section 504 of the Rehabilitation Act of 1973, the provision of an appropriate education is the provision of regular or special and related aids and services that are designed to meet individual educational needs of disabled persons as adequately as the needs of nondisabled persons are met and are based on adherence to procedures that satisfy the requirements of the Section 504 federal regulations.

The District has developed a 504 Procedures Manual for the implementation of federal regulations for Section 504 of the Rehabilitation Act, Subpart D. This Procedures Manual may be reviewed on the District website or by contacting and of the District's special education teachers.

This notice will be provided in native languages as appropriate.

Special Education I-125-S

The District is required to locate, evaluate, and identify children with disabilities who are under the jurisdiction of the District, regardless of the severity of the disability, including children attending private schools, children who live outside the District but are attending a private school within the District, highly mobile children, such as migrant and homeless children, children who are wards of the state, 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 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, intellectual disability, 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 District assures that it will provide information and referral services necessary to assist the State of Missouri in the implementation of early intervention services for infants and toddlers eligible for the Missouri First Steps program.

The District assures that personally identifiable information collected, used, or maintained by the District 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 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 on the District website or by contacting any of the District's special education teachers.

This notice will be provided in native languages as appropriate.

Virtual/Online Courses I-160-S

The District offers online classes for students for acceleration, credit recovery, and options for students who need flexible schedules. The courses are taught by Missouri teachers, are aligned with the Missouri State Learning Standards, and follow the same semester calendar as face-to-face classes. The requirements for the enrollment and approval process are outlined in District Policy. Students whose educational interests are best served through on-line options may take up to six credits per semester.

For more information regarding online courses, consult the secondary course catalog and/or speak with your school counselor. Additional information about resources and processes may be accessed on the District's website at <https://www.renick.k12.mo.us/> and District Policy.

Technology F-265-S

Students **MAY NOT** bring software from home. It is illegal to install software on school computers without a site license. Some software may not be appropriate for school or could import viruses into our system.

Personal technology items allowed include: headphones or computer mice to be used with student laptops. Renick School is not responsible for any accidents resulting in damage of personal items. Please bring items at your own risk. Items may be confiscated by any staff member if any item causes trouble or disruption to learning time.

Technology consent forms must be signed by students and parents before students are allowed to use computers. Student users will be monitored and restricted from school inappropriate content or websites.

Technology Devices and Acceptable Use Policy

The District maintains an environment that promotes ethical and responsible conduct in all online network activities by employees and students. All authorized users are expected to acknowledge and comply with the rules and policies of technology usage and the District network.

Technology Devices and Cell Phone Guidelines

Cell phones, tablets, smart watches and/or any other electronic devices should be **turned off** while at school and kept in the student's backpack or locker for the entire day. A cell phone should NOT be on the student (in pockets, hoodies, etc.) during the school day. If cell phones are out of their backpack or locker and seen by a faculty member, the cell phone is confiscated and brought to the principal. The principal will contact the parents and document. If other devices such as smart watches are found to disrupt the learning process by being in use during school hours, the same consequences will apply.

First consequence: The principal keeps the phone and is returned to the student at the end of the day. Parents will be notified.

Second Consequence: The principal keeps the phone for the remainder of the day, contacts parents, and afterschool detention is arranged.

Third Consequence: The principal keeps the phone for the remainder of the day, contacts parents to pick the phone up before 4:00 p.m., and afterschool detention will be arranged.

Fourth Consequence: The principal keeps the phone for the remainder of the day, contacts parents, the cell phone is to be given to the principal for a week as soon as the students get to school and will be given back at the end of each day.

**Additional consequences with cell phone use will result in ISS. Students are welcome to bring valuable items to the front office to be locked up for safekeeping until end of the day.

** Additional consequences within the Student Code of Conduct may apply at the discretion of District administration.

Acceptable Use

All use of District devices and Internet usage must support educational purposes consistent with the District mission. Network accounts must be accessed only by the

authorized user of the assigned account without an expectation of privacy from the District. Employee and student subscriptions to mailing lists and bulletin boards require prior approval by the system administrator. All online activity will be respectful and align with the code of conduct, discipline, and other related policies of the District. All technology of students will be monitored in compliance with the Children's Internet Protection Act (CIPA).

Unacceptable Use

Any use of the network for commercial, for-profit, political purposes or advertisement is prohibited. Excessive use of the network for personal business may be cause for disciplinary action. No use of the network may be used to disrupt the use of the network by others or to destroy, modify, or abuse the system in any manner. District resources may not be used to download software or other files unrelated to its mission. Use of the network to access or process pornographic, dangerous, or inappropriate files as determined by the administrator is prohibited. The network may not be used to download, duplicate, or distribute copyrighted materials. The network shall not be used for any unlawful purposes. Use of profanity, harassing, or other offensive or discriminatory language is prohibited.

User Agreements

Parents and, when age-appropriate, students are required to review and sign User Agreements in order to access District technology. (See User Agreement form in this handbook.)

Safety and Cybersecurity

The District monitors the online activities of students and operates a technology protection measure ("filtering/blocking device") on the network and/or all computers with Internet access, as required by law. The filtering/blocking device will attempt to protect against access to visual depictions that are obscene or harmful to minors or are child pornography, as required by law. Filters/blocking devices are not foolproof, and the District cannot guarantee that users will never be able to access offensive materials using District equipment. Evading or disabling, or attempting to evade or disable, a filtering/blocking device installed by the District is prohibited.

Audio and Visual Recording

The District has established limits on the use of recording equipment in order to minimize disruption and protect instructional time essential to improving student achievement. Any recording activity, even activity permitted under this policy, will be prohibited if the activity creates a disruption to the education process. The Renick R-V School District prohibits the use of video or audio recording equipment on District property or at District activities by outside entities without permission from the Superintendent or designee unless otherwise authorized by law. The District may make audio or visual recordings to provide security, to maintain order, for professional staff development use or for other purposes related to furthering the educational mission of the District. Students are

prohibited to use video or audio recording on District property or at District activities by students except by permission of the Superintendent or designee. Student possession of electronic pictures or texts will be considered by the District as hard-copy possessions.

Grading and Reporting System

Grades Kindergarten through 2 are graded in accordance with Standards Based Grading.

Grades 3 through 8 are given letter grades. Students in grades 6 through 8 will receive a calculated GPA. All graded courses will be used to figure the student's GPA in 6th, 7th and 8th grade. Some classes are weighted classes. Please contact the school if you have questions about the grade weighting system. GPA will be figured two times per school year, using 1st semester grades and 2nd semester grades for grades 6 through 8. A student or parent may request the GPA and class ranking at any time. A student's GPA and/or ranking will only be shared with the student personally or their parent or guardian. Requests for other student's GPA/ranking will not be granted.

Honor Roll

Grades 3 through 8

A student must have **all** A-, A, A+ to be on the "A" honor roll and all grades must be B-, B, B+, A-, A, A+ to be on the "B" honor roll.

PLEASE NOTE: ALL grades will count. Must obtain "S" in all S, N, or U graded courses to be on any honor roll.

Middle School Homework Policy for Grades 5th – 8th

Students in 5th – 8th grade are expected to turn in all homework assignments by their due dates. Assignments may be accepted late for a reduced grade of 20% per day late. Assignments turned in on time will receive 100% earned credit, 1 day late- 80% earned credit, 2 days late- 60% earned credit, 3 days late- 40%, 4 days late- 20% earned credit. Anything after 4 days late will be a zero. Not turning in homework assignments will result in a zero for each missing assignment. This will better prepare students for high school.

Students that miss school for an excused absence will be given adequate time to complete and turn in missed assignments. Length of time given will be based on length and/or reason of absence.

Promotion and Retention

Parents can assume their child will be promoted unless the alternative of retention has been discussed with the teacher and/or administrator. All effort will be made to assist the child and parent, including diagnostic testing, teacher aides, Title I program, before and/or after school tutoring.

General Promotion and Retention Requirements

Students will be promoted to the next grade level if they are **meeting grade level expectations** as identified by District curriculum and the Missouri Learning Standards.

1. A list of students who are **not meeting grade level objectives** in reading, English language arts or mathematics will be given to the administration throughout the year. With respect to any student who is reported as not meeting grade level objectives in reading, English language arts or mathematics:

- a. The teacher, administrator and counselor will meet to review the student's academic record, current test scores and work samples.
- b. The parent/guardian will be notified after the review that retention is being considered. The parent/guardian will be informed that the student is not meeting grade level objectives and will be retained in the same grade unless there is strong and positive improvement in the student's work.
- c. An academic program including remediation will be offered the student.

2. In recommending promotion or retention, these factors will be considered:

- a. Academic achievement in all subject areas, especially attainment of grade level objectives, as determined by tests, teacher assignment, and work samples.
- b. Assessment scores on District and state assessments
- c. Chronological age
- d. Study Habits
- e. Attendance
- f. Social and emotional maturity
- g. State-mandated retention requirements for primary/middle school students

3. The decision for retention will be made by the administrator and classroom teacher in accordance with the above-referenced factors, and written notification of retention will be sent to the parent/guardian.

READING LEVELS

Third Grade Students

Third grade students who cannot demonstrate a reading level at or above the third-grade level will be administered a reading assessment within forty-five (45) days of the end of their third-grade year.

If this assessment reflects that the student is reading below the second-grade level, the District will design and implement a reading improvement plan for the student's fourth grade year. The reading improvement plan must include a minimum of thirty (30) hours of additional reading instruction or practice outside the regular school day during the fourth-grade year. In addition, the District may require the student to attend an available summer school for reading instruction as a condition of promotion to the fourth grade.

Fourth Grade Students with Reading Improvement Plans

Within forty-five (45) days of the conclusion of the fourth-grade year, the District shall administer another reading assessment to those fourth-grade students for whom reading improvement plans had been designed.

If this assessment reveals that the student is reading below a third-grade level, the student may be required to attend an available summer school, to receive supplemental reading instruction. At the conclusion of summer school, the student shall be given another reading assessment. If the student is still reading below third grade level, the student shall not be promoted to fifth grade.

Students shall not be retained more than once on the basis of their inability to satisfy the third grade or fourth grade reading standards. However, the District may, at its discretion, retain any student with a reading improvement plan who has not completed summer school for supplemental reading instruction.

Fifth and Sixth Grade Students

The reading assessment process shall be repeated on a yearly basis through the end of students' sixth grade years, accompanied by a corresponding increase in the required reading level. The reading assessment process will also be applied to students who initially enter the District in grades four, five or six and who have been determined to be reading below grade level.

The permanent record of students who are determined to be reading below the fifth-grade level at the end of the sixth grade shall carry a notation stating that the student has been unable to meet the minimal reading standards. That notation will be removed from the student's record once the District determines that he or she has met the standards.

Exceptions

The following students are exempt from the reading assessments:

1. Students receiving special education services under an Individualized Education Program (IEP) pursuant to §162.670, RSMo.
2. Students who are receiving special education services pursuant to Section 504 whose service plan includes an element addressing reading.
3. Students who have limited English proficiency.
4. Students who have insufficient cognitive ability to meet the reading requirements. However, a reading improvement plan shall be provided

Appeal of Retention Decisions

Parents/guardians who wish to appeal a decision regarding a student's retention must first contact the principal. If parents/guardians do not accept the decision at the building level, an appeal may be made in writing to the Superintendent. All appeals must be requested within two (2) weeks after the close of school.

Academic Success

RTI is response to intervention period to work with all our students on any area of weakness in their academic abilities. Students will work on Math or English Language Arts in a small group to increase their abilities. On level students will be given enrichment activities during this period. These groups will change as needed to help all students be successful.

District Sponsored Extra-curricular Activities and Clubs I-210-S

Extra-Curricular Eligibility

Definition: Participate-to take an active role in any organized extracurricular school activity, including but not limited to cheerleading, drama club, basketball, track and band activities outside of required classroom curriculum.

Academic Requirements:

A student will be allowed to participate in extracurricular activities if he/she maintains a C- or above in all classes and an 87% attendance rate. Academic and attendance eligibility requirements will be checked each Friday during any extracurricular season. If a grade or attendance percentage is brought up mid-week, an eligibility recheck is available if requested by that student. Students must be physically attending Renick R-V School to participate in any extracurricular activities. Extra-curricular activities include all sports, clubs, dances, other after-school events, and band activities outside of required classroom curriculum. In extraordinary situations, the administration will review exceptions.

Discipline:

If a student receives ISS or 3+ Transition Room visits for discipline, they will be made to sit out the first game taking place after the consequence was given. These students will be required to attend the game, they will not be allowed to dress out, but will be required to dress nicely and sit on the bench with the rest of the team for the duration of the game. Upon the second offense, the student will be dismissed from the team for the season.

If a student is going home with someone other than their parent or legal guardian after extra curricula activities, the school district will need the form filled out prior to the activity. The form can be obtained at the office.

Absentees:

If a student is absent from school, he/she will not be allowed to participate in the activity that evening, unless prior approval from the administrators have been obtained.

School Suspension:

Students receiving OSS will not be eligible to take part in any school functions and are not allowed on school property. Students will be required to make up missed assignments. Upon the second offense, the student will be dismissed from the team for the season.

Smoking, alcohol and drugs:

No student will be eligible for extracurricular activities if they are caught in possession of or using alcohol, illegal drugs, or smoking through the current school year.

Physicals:

All students must have a current physical for sports.

Student Insurance:

The Board of Education recommends that all students have accident insurance. Arranging for such insurance is the responsibility of the student and parents / guardians.

Students participating in interscholastic athletics and certain other activities governed by the Missouri State High School Activities Association (MSHSAA) are encouraged to have accident insurance coverage before being allowed to practice or compete for a school team. A student will not be allowed to participate in these activities, including practices, until physical forms are signed and given to the coach.

Field Trips

Parents/Guardians are always encouraged to attend class field trips with their child(ren). To comply with school insurance policies and enforce safety of our students and staff, parents/guardians or family members wishing to attend a field trip will need to provide their own transportation to, during, and after each trip location. Chaperones accompanying or in charge of Renick students on the school bus must be employed by the School District with a clear background check.

Renick students attending a school field trip will need to ride the bus to, during, and back to school from the field trip. If a student needs to leave a field trip with a parent/guardian, the student must be signed out by a parent/guardian from a trip chaperone. If a student is to be released to someone other than their parent/guardian, a written notice must be received by the front office before the student is released.

Renick 5th-8th Grade Expectations to Attend School Activities Outside of the Normal School Day

Respectful Behavior is expected in all Areas of Renick School including classrooms, hallways, restrooms, buses, cafeteria, assemblies, etc. Students who show respectful behavior will be permitted to attend all school functions without parental supervision. The following will require a parent to attend and supervise the student during events:

- Two or more disciplinary Transition Room Visits.
- Referral for disrespectful behavior, such as fighting, cursing, refusing to follow adults requests, inappropriate technology usage, bullying, harassment, etc.

Responsible Behavior is expected by all Students attending Renick R-V School. Students are expected to complete assignments in a timely manner for all courses. Students who show responsible behavior will be permitted to attend all school functions without parental supervision. The following will require a parent to attend and supervise the student during events:

- Excessive tardies to school or class.
- Excessive Absences that require a letter to be sent to the home
- Wearing clothing that does not support the Dress Code

The above informational data will be collected for all 5th-8th grade students each quarter. Following all expectations will allow students to attend all school functions without parental supervision. Students who do not choose to follow all respect and responsibility expectations will be allowed to attend school functions with parental supervision only. This consequence will be effective from the time of violation until the end of the quarter. A longer consequence may be necessary based on timing and severity. By signing the handbook agreement, you are acknowledging this policy.

Supply Lists

Posted on the District website annually.

District Policy Information

English Language Learners I-150-S

The District provides programs and support for students in order to provide equal educational opportunities for students with limited English proficiency (LEP).

Free language interpreting and translation is available for parents/guardians and students who require it. If you require an interpreter, please inform your student's teacher or school, and the District will arrange for an interpreter to assist at no cost to you. If we do not have an interpreter for your language, we will work to find someone who can help.

Information on District programs such as Special Education, extracurricular activities, and others can be found on the District website.

For more information about the programs for students with LEP or assistance for families, please contact:

Name of Coordinator: Lisa Borden

Address of Office: 101 Middle Street, Renick, MO 65278

Phone #: 660-263-4886/Fax: 660-263-4249

Email: lborden@renick.k12.mo.us

Physical Examinations and Screenings S-146-S

The District will generally obtain parental consent before administering a physical examination or screening on a student. However, the District may forgo obtaining parental consent if there is a health or safety concern or by court order.

No nonemergency, invasive physical examinations or screenings of students are scheduled or expected to be scheduled at this time.

Parents and guardians will be provided an opportunity to opt out of any nonemergency, invasive physical examination or screening of their student.

This policy does not apply to any physical examination or screening that is permitted or required by state law, including physical examinations or screenings that are permitted without parent notification.

Surveying, Analyzing, and Evaluating Students S-150-S

The District has developed District Policies regarding the rights of a parent/guardian to:

- Inspect all instructional materials.
- Inspect and provide prior written consent for a student to participate in certain student surveys.
- Be informed of and provide prior written consent for physical examinations or screenings that the school or agency may administer to a student.
- Be informed of the District's collection, disclosure, or use of personal information collected from students for the purpose of marketing or for selling that information (or otherwise providing that information to others for that purpose), including arrangements to protect student privacy that are provided by the agency in the event of such collection, disclosure, or use.

If a parent/guardian would like to request the review of any of the above materials, please contact: School Superintendent

Title I Services

Renick RV is a Title I assistance District. The assistance program provides supplemental reading and math services to children in grades K-4 who are identified as low-achieving or at risk of low- achievement based on the state's challenging academic standards. Assistance schools consult with parents, teachers, and administrators to design an instructional program to meet the needs of those students. In order to be eligible for Title I services a student must demonstrate need by performing below benchmarks in at least two criterion areas. These criterion vary based on grade and can include standardized test scores, teacher evaluations, student portfolios, parent/guardian questionnaires, previous involvement in Title I programs, homelessness, and other developmentally appropriate measures. The specific criteria for each grade level can be obtained by contacting the school. Upon request, parents may receive information regarding whether the student's teacher is certified to teach in the grade levels and subject areas in which the teacher

provides instruction; whether the student's teacher is teaching under emergency or other provisional certification status; and whether the student is provided services by a paraprofessional and, if so, the qualifications of the paraprofessional.

Additional notices under ESSA:

<https://dese.mo.gov/media/pdf/parent-notification>

<https://dese.mo.gov/media/pdf/essa-complaint-procedures>

All District policies can be located at: <http://egs.edcounsel.law/renick-r-v-school-district-policies>

School Nutritional Program F-290-S

The primary goals of the Renick R-V School District's wellness program are to promote student health, reduce student overweight/obesity, facilitate student learning of lifelong healthy habits and increase student achievement. The following procedures will guide the implementation of the District wellness program.

Nutrition Guidelines

The District is committed to ensuring that all foods and beverages sold, provided or made available to students on school campuses during the school day support healthy eating and create an environment that reinforces the development of healthy eating habits. For that reason, and as required by law, the District has set the following nutrition standards for its meal programs, competitive foods and beverages sold outside the meal programs, and other foods and beverages provided or made available to students during the school day.

For the purposes of this procedure, the school day is the time period from the midnight before to 30 minutes after the official school day. These meal standards do not apply to food sold at other times, such as evening or weekend events.

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. This included food and beverages brought in by students and parents.

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 based on race, color, national origin, sex, religious creed, disability, age, political beliefs, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may 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 complaint of discrimination, complete the [USDA Program Discrimination Complaint Form](#), (AD-3027) found online at: [How to File a Complaint](#), and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter 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:	(202) 690-7442; or
Email:	program.intake@usda.gov

This institution is an equal opportunity provider.

Student Transfers S-120-S

The District will enroll students in the school associated with the attendance area in which the student resides. The Superintendent or designee may consider exceptions to this policy under the following conditions:

1. Students who are homeless or in foster care may attend their school of origin if it is in the student's best interest. The District may assign District students with disabilities (served under the provisions of an Individual Education Plan (IEP) or Section 504 Plan (504)) to a school outside the student's attendance area as determined by the IEP or 504 team. In special circumstances, and at the mutual discretion of the participating school Districts, Districts may contract for necessary services for students with disabilities.
2. The District will consider students placed into programs by the Missouri Department of Mental Health (DMH), the Department of Social Services (DSS), or by a court order a resident of the District in which the program is housed. The District will allow a student to attend another school within the District if that

student is enrolled in a persistently dangerous school or becomes a victim of a violent criminal offense on school property as mandated by state regulations.

Trauma-Informed Schools Initiative

The Missouri Department of Elementary and Secondary Education (DESE) has established the “Trauma-Informed Schools Initiative” and created a website with more information about this initiative. In accordance with Missouri law, the District is providing notice of the address for this website: <https://dese.mo.gov/college-career-readiness/school-counseling/traumainformed>.

Tobacco-Free Policy C-150-S

To promote the health of all individuals, the District prohibits all employees, students and patrons from smoking or using tobacco products, electronic cigarettes or imitation tobacco or cigarette products in all District facilities, on District transportation, on all District grounds at all times and at any District-sponsored event or activity while off campus.

Firearms and Weapons F-235-S

Possession of weapons, including concealed weapons, is strictly prohibited on District property, on District transportation or at any District function or activity sponsored by the District unless the visitor is an authorized law enforcement official or is specifically authorized by the Board.

Signature and Form Requirements

- *Parent and Student Acknowledgment, Agreement, and Permission Form*
- *Bullying and Harassment Incident Report Form*

Parent and Student Acknowledgment, Agreement, and Permission Form
EACH STUDENT MUST HAVE BOTH SECTIONS COMPLETE!

Student Name: _____ 2023-2024 Grade: _____

Section 1: STUDENT HANDBOOK

I have been informed that the Student & Parent/Guardian Handbook for the 2023-2024 school year is available online or I may request a paper copy from the front office. I acknowledge that I have received and reviewed the 2023-2024 Student/Parent Handbook, including but not limited to, the following sections:

<i>Parent/Guardian & Student Rights</i>	<i>Student Transportation</i>	<i>Drug/Alcohol Abuse</i>
<i>Student Attendance</i>	<i>Student Dress Code</i>	<i>Health Services</i>
<i>Student Due Process Rights</i>	<i>Directory Information</i>	<i>Sexual Harassment</i>
<i>Internet Usage Agreement</i>	<i>All Student Discipline Policies and Policies for Disabled Students</i>	
<i>Wellness Policy</i>	<i>Hazing and Bullying Policy</i>	<i>Policy for Assessment Program</i>

All Board Policy is updated throughout the year and is maintained on the District website. Please check back with our District website periodically for changes.

Signature of Student _____ *Date* _____

Signature of Parent/Guardian _____ *Date* _____

*Students 18 years of age or older may sign this release form for themselves.

Section 2: TECHNOLOGY/CHROMEBOOK/EMAIL USAGE

In reference to Board of Education Policy F-265-P and F-265-S, I have read, understand, and agree to the Technology Acceptable Use Policy when my student(s) or family are using electronic devices owned, leased, or operated by the District *or* while accessing the District Wi-Fi/Internet, even if using a personal device. Should I, my student, or family violate the policy, my access privileges may be revoked. I also understand that any violation of the policy is prohibited and may result in disciplinary or legal action.

I understand that my student's use of the District's technology resources is not private and that the District may monitor my student's electronic communications and all other use of District technology resources. I consent to District interception of or access to all of my student's electronic communications using District technology resources as well as downloaded material and all data stored on the District's technology resources (including deleted files) pursuant to state and federal law, even if the District's technology resources are accessed remotely. I further understand that the District has taken steps to control access to the Internet, but cannot guarantee that all controversial information will be inaccessible to student users. I agree not to hold the District responsible for materials acquired on the network and accept responsibility

when my student(s) uses District technology outside the school setting. I give permission for my student(s) to use District technology and network resources, including the Internet.

I agree to be responsible for any unauthorized costs arising from use of the District's technology resources by my child, myself, or my family. I agree to be responsible for any damages caused by my student, myself, or my family's misuse of District technology.

Email

The faculty of the District strives to communicate and work together with the parents and guardians of our students. Email is one tool that promotes convenient, two-way communication between families and teachers. Though the District network is secure, we cannot guarantee that an email sent from the District server will remain secure once it leaves our system. When teachers or administrators receive email from outside sources, the identity of the person cannot always be easily discerned.

Therefore, permission must be granted by the parent/guardian to allow teachers or administrators to use email for communication. To remain compliant with the Family Educational Rights and Privacy Act (FERPA), email will not be used to send grading, attendance, discipline information of students, or other personally identifiable information without permission to do so. The District also encourages parents to access the District's parent portal, a secure measure, to check your child's school information and progress.

I, Parent/Guardian of (please print) _____, provide to my child's school and to the District permission to email academic, attendance, discipline, or other personally identifiable information to the email address(es) listed below. I understand that by giving this permission, there is no guarantee that the information will be fully secure and do not hold the District liable for any inappropriate release of student information that may violate the FERPA regulations as a result of any email communication. Should your email address change, please contact the District.

I understand that this form will be effective for the duration of my student's attendance in the District unless revoked or changed by the District or me.

Signature of Student _____ *Date* _____

Email Address(es): _____

Signature of Parent/Guardian _____ *Date* _____

Renick R-V School District
Bullying & Harassment Incident Report Form

If you have been the target of bullying/harassment or have witnessed the bullying/harassment of a District student, complete this form and submit to the principal. Complaints against the principal should be submitted to Superintendent. Reports of bullying will be investigated and disciplinary action will be taken as warranted.

Date Filed: _____ Your Name*: _____ Time Submitted: _____

Phone Number(s): _____

Indicate the appropriate response to the following with a check mark(s):

You are a: _____ Student _____ Parent _____ Employee _____ Volunteer
Date(s) of alleged bullying: _____ Time(s): _____

Name of student(s) subjected to bullying: _____

Person(s) alleged to have committed the bullying or harassment: _____

Summarize the incident(s) or occurrence(s) of bullying as accurately as possible. Attach additional sheets or use the back side of the form, if necessary.

Names of witnesses: _____

Have you reported this to anyone else? _____ Yes _____ No If so, who? _____

*Signature of Complainant _____

****Students have the right to complete this form anonymously. However, it will be easier for the District to investigate this matter if as much information as possible is provided. Submission of a good faith complaint or report of bullying or harassment will not affect the complainant or reporter's future employment, grades, learning, or working environment. A complainant that falsely accuses someone will be subject to disciplinary action.***

=====

This section is for use of District Administration

2 days to complete

Date received by Administration/Compliance Officer: _____ Time: _____

Investigative action taken: _____

Result of investigative action: _____

Signature of Compliance Officer: _____

On _____, 20____, the administrator/compliance officer met with me and I, _____, am convinced the situation has been remedy.

Signature of Complainant _____ Date _____