

Lafayette County C-1 School District



Grandview Elementary Student/Parent Handbook

**705 West 31st Street
Higginsville, Missouri 64037**

660-584-7127

Adopted by the Board of Education: July 1, 2025

Updated: July 14, 2025

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Mission C-110-S

The mission of the Lafayette County C-1 School District is: to ensure the highest level of achievement for every member of the school community. This will be accomplished by a highly qualified staff using the best instructional practices. The District will provide a safe environment including an ongoing system of assessments, support, and character development.

Grandview School Mission Statement

Learners Today, Leaders Tomorrow!

School Board Members G-100-S

Benton Williams – President

Steve Dyer – Vice President

Kali Erdman

Eric Lockard

Gina Kouril - Treasurer

Don Kennedy

Barb Nolte

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.

School Building Information and Contact Information

LAFAYETTE COUNTY C-1 GRANDVIEW ELEMENTARY

705 West 31st Street

Higginsville, MO 64037

Lafayette County C-1 Central Office	660-584-3631
Lafayette County C-1 High School	660-584-3661
Lafayette County C-1 Middle School	660-584-7161
Grandview Elementary	660-584-7127
Bus Barn	660-584-2766
School District Website	www.huskersk12.org

DISTRICT ADMINISTRATION

Aaron Knipmeyer

Hanna Francy

Superintendent

Director of Special Services

Lindsey Munson
Tania Pessetto
Susan Otero

Superintendent Secretary
Accountant
Director of Special Services Secretary

ELEMENTARY STAFF

Laurie Aversman	Grade 2	Lindsey Joyner	Grade 5
Christa Bell	District Librarian	Sarah Kirby-Russell	School Counselor
Tiffany Bollmeyer	Kindergarten	Valerie Klasing	Kindergarten
Keri Borchers	Secretary	Kris Kramer	Health Clerk
Janine Brand	Gifted Education	Dawn Kumm	Custodian
Angie Brown	Social Worker	Riley Lane	Kindergarten
Marissa Brunkhorst	Grade 4	Sammie LaRue	Support Staff
Megan Brunner	Grade 2	Shelli Lee	Preschool Director
Tiffany Calletano	Grade 1	Brianna Lefman	Grade 3
Grace Chaffer	ECSE Special	Felicia Leonard	Custodian
Education Teacher		Christina Lohmann	Preschool Teacher
Josiah Chaffer	Support Staff	Alyssa Manning	Grade 1
Katie Davis	Grade 5	Kelsey McClaflin	Music
Erin Dieckmann	Special Education	Megan Marr	School Counselor
Gen Dodds	Support Staff	Alyssa Martin	Grade 5
Tonya Fitzgerald	Speech Pathologist	Lilly Morris	Support Staff
Hanna Francy	Special Education	Tiffany Noble	Reading Title I
Director		Jennifer Parks	Kindergarten
Kylee Frank	Support Staff	Jessica Pragman	ESCAPE
Shawn Frank	Grade 4	Martha Randall	Support Staff
Beth Golden	Instructional Coach	Mike Reuther	Special Education
Teri Graham	Grade 2	Lindsey Rolf	Support Staff
Jenny Greer	Process Coordinator	Jennie Runyan	ESCAPE
Jenni Hayes	Principal	Angela Russell	Behavior Coach
Pam Homfeld	Support Staff	Jessica Russell	Grade 1
Blair Hunter	Speech Pathologist	Amber Schloman	Grade 3
Jenny Irelan	Special Education	Tish Stoner	Support Staff
Becky Jeske	School-Based Therapist		

Jim Stoner	Physical Education	Jennifer Tieman	School Nurse, RN
Abbie Struchtemeyer	Grade 1	Abby Warren	Grade 4
Alivia Thirkield	Support Staff	Misty Williams	Art
Sarah Thompson	Grade 3	Heather Winfrey	Custodian

The Department of Elementary and Secondary Education's District and Building Report Cards are available [here](#).

Welcome Letter

Dear Grandview Elementary Families,

Welcome to Grandview Elementary, an active community of learning. We look forward to working with you and your child. You are encouraged to become involved in your child's events at school. It is the goal of our staff to ensure that your child feels safe at school and for them to experience every opportunity to achieve success daily.

The positive attitude about learning and encouragement you provide your child will be an important factor in your child's success. Students today are offered numerous opportunities to assist them in becoming problem solvers. The curriculum of Grandview Elementary is aligned to the Missouri Learning Standards in Math, English Language Arts, Science and Social Studies. Testing for mastery of the standards takes place regularly in the classroom through common grade level assessments, computerized assessments, teacher observations and scoring rubrics. Students are given opportunities to demonstrate what they are learning by utilizing technology, creating presentations, illustrations, graphic organizers, and writing.

Our staff recognizes children learn at their own pace and provide every opportunity for children to succeed. We have a professional, highly trained staff willingly available to be your partner in education. Please take time to meet your child's teacher and the staff that will be working with your child. You are invited to join PTO or become a classroom volunteer. We want to be your partner in assisting your child in reaching their full potential in academics, social development, and in character development.

The Grandview office hours are 7:30 a.m. to 4:00 p.m. Please do not hesitate to call us at (660)584-7127.

Dr. Jenni Hayes
Grandview Elementary Principal

Academic Calendar I-100-S

Approved 2/20/25

LAFAYETTE COUNTY C-1 SCHOOL DISTRICT 2025-2026

August 2025							September 2025							October 2025						
Sun	Mo	Tue	We	Thu	Fri	Sat	Sun	Mo	Tue	We	Thu	Fri	Sat	Sun	Mo	Tue	We	Thu	Fri	Sat
					1	2		1	2	3	4	5	6				1	2	3	4
3	4	5	6	7	8	9	7	8	9	10	11	12	13	5	6	7	8	9	10	11
10	11	12	13	14	15	16	14	15	16	17	18	19	20	12	13	14	15	16	17	18
17	18	19	20	21	22	23	21	22	23	24	25	26	27	19	20	21	22	23	24	25
24/31	25	26	27	28	29	30	28	29	30					26	27	28	29	30	31	
November 2025							December 2025							January 2026						
Sun	Mo	Tue	We	Thu	Fri	Sat	Sun	Mo	Tue	We	Thu	Fri	Sat	Sun	Mo	Tue	We	Thu	Fri	Sat
						1		1	2	3	4	5	6					1	2	3
2	3	4	5	6	7	8	7	8	9	10	11	12	13	4	5	6	7	8	9	10
9	10	11	12	13	14	15	14	15	16	17	18	19	20	11	12	13	14	15	16	17
16	17	18	19	20	21	22	21	22	23	24	25	26	27	18	19	20	21	22	23	24
23/30	24	25	26	27	28	29	28	29	30	31				25	26	27	28	29	30	31
February 2026							March 2026							April 2026						
Sun	Mo	Tue	We	Thu	Fri	Sat	Sun	Mo	Tue	We	Thu	Fri	Sat	Sun	Mo	Tue	We	Thu	Fri	Sat
1	2	3	4	5	6	7	1	2	3	4	5	6	7				1	2	3	4
8	9	10	11	12	13	14	8	9	10	11	12	13	14	5	6	7	8	9	10	11
15	16	17	18	19	20	21	15	16	17	18	19	20	21	12	13	14	15	16	17	18
22	23	24	25	26	27	28	22	23	24	25	26	27	28	19	20	21	22	23	24	25
							29	30	31					26	27	28	29	30		
May 2026							June 2026													
Sun	Mo	Tue	We	Thu	Fri	Sat	Sun	Mo	Tue	We	Thu	Fri	Sat							
					1	2		1	2	3	4	5	6							
3	4	5	6	7	8	9	7	8	9	10	11	12	13							
10	11	12	13	14	15	16	14	15	16	17	18	19	20							
17	18	19	20	21	22	23	21	22	23	24	25	26	27							
24/31	25	26	27	28	29	30	28	29	30											

	Open/Close of School
	School Dismissed
	No School-Prof. Development
	Early Dismissal 1:05pm-1:12pm
	End of Quarter
	Graduation

Weather Hours	
Hours	= 1095
State Requirement	= 1044
Built in hours	= 51
School Board will decide the days and times to make up hours over 51 according to state guidelines.	

Quarter	Days/Hours
1st Quarter-- October 17th	40 / 273.5
2nd Quarter--December 19th	37 / 252.8
3rd Quarter-- March 5th	40 / 275.3
4th Quarter--May 15th	43 / 294.1
Total Student Days	160 / 1095.68

<i>**Monday- August 11th</i>	<i>New Teachers report</i>
<i>**Tuesday-Monday. August 12th-18th</i>	<i>Prof. Dev.—Local Teachers’ Meetings</i>
Wednesday, August 20th	First Day for Students
Monday, September 1st	Labor Day
Friday, September 5th	Faculty Prof. Dev.—Students not in attendance
Friday, October 3rd Early Dismissal (1:00pm)	Homecoming
Friday, October 10th	Faculty Prof. Dev.—Students not in attendance
Thursday, October 30th - Faculty Prof. Dev (morning)	Parent/Teacher Conf. (afternoon/evening)
Friday, October 31st	No School
Friday, November 21st	Faculty Prof. Dev.—Students not in attendance
Mon.-Fri., November 24th-28th	Thanksgiving Vacation
Friday, December 19th Early Dismissal (1:00pm)	Christmas Vacation
Monday-Friday, December 22nd-January 2nd	Christmas Vacation
Monday, January 5th	Faculty Prof. Dev.— Students not in attendance
Tuesday, January 6th	Classes resume
Monday, January 19th	Martin Luther King, Jr. Birthday
Friday, February 6th	Faculty Prof. Dev.—Students not in attendance
Monday, February 16th	Presidents’ Day
Friday, March 6th	Faculty Prof. Dev.—Students not in attendance
Mon.-Fri., March 16th-20th	No School—Spring Break
Friday, April 3rd	No School—Good Friday
Monday, April 6th	Faculty Prof. Dev.—Students not in attendance
Sunday, May 10th	Graduation
Friday, May 15th Early Dismissal (1:00pm)	Last Day of School

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 be at school by 10:15 a.m. on the 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 verified or unverified for this purpose.

Procedures for Reporting an Absence

Parents should notify the Grandview school office (584-7127) by 7:50 a.m. each day of a student's absence or email the office at borchersk@huskersk12.org. If the office has not been notified by 7:50 a.m., the secretary will notify the parent by email or phone call. 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.

Verified Absences

Parents or students must provide timely notification and documentation of the reasons for an absence to be considered verified.

Unverified Absences

Absences which do not have the timely and proper documentation will be considered unverified.

All absences both verified and unverified count against a student's attendance record so attendance is important.

Consequences for Violations of Attendance Policy

Building principals, with the assistance of building staff, will closely monitor student attendance and implement intervention strategies and other actions as follows:

1. When a student has accumulated five (5) absences in any semester, the building principal or designee will set up a conference with the parent at a time convenient for the parent to discuss the student's attendance and current level of academic performance. The purpose of the conference is to clarify the school's expectations regarding attendance and elicit suggestions from the parent on how to improve the student's attendance, including identifying reasons why the student is not attending school regularly.

2. When a student has accumulated seven (7) absences in a semester, the building principal will schedule a conference with the parents at a time convenient with the parents. The purpose of this conference is to determine why the student is not attending school regularly; to examine the student's academic performance; to communicate district attendance expectations; to provide information about compulsory attendance laws and educational neglect; to elicit suggestions from family members about increasing the student's engagement with school; and to create an attendance plan that includes specific intervention strategies designed to improve the student's attendance.
3. When a student has accumulated nine (9) absences, a staff member from the district will arrange an in-home visit to discuss the student's attendance plan. At this time, the district will determine whether there is reason to suspect educational neglect or whether the parent is violating the compulsory attendance laws. If so, the district will contact the Children's Division (CD) of the Department of Social Services. Further referral may be made to the local prosecutor and/or Law Enforcement.
4. More than nine (9) absences in a semester will result in a recommendation from administration regarding summer school attendance and the consideration of retention.

Students and their parents will be notified prior to the imposition of any consequence related to attendance and given the opportunity to discuss such consequence with the building principal. The building principal's determination regarding the validity of a consequence is final.

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 or verified. 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.

Tardiness to School

All students arriving to the school grounds after 7:55 a.m. must report directly to the office for a permit to enter class. To assist in maintaining the productivity of instructional time, students will be expected to be on time when arriving at school. The office will record tardies when a student is late to school. The following policy governing tardiness is understanding of an occasional tardy while providing a consequence in an attempt to alter the behavior of the student who is repeatedly tardy.

Field Trips – Excessive Absences and Fees

In order to finance the actual expense of class field trips, it will be necessary to assess a fee for each individual who is eligible and desires to attend. The fee will be determined by the financial needs of the class. Field trip guidelines will be discussed with students. If a student has excessive absences, a poor work record, or a serious behavioral referral record (i.e.: frequent discipline referrals, in-school or out-of-school suspension), they will not be allowed to attend the field trip with their classmates. Building Administration will make the final determination of eligibility. The student and/or caregiver may request a field trip status review.

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. Heelies (skate shoes)
2. See-through garments;
3. Tops that are backless, strapless, low-cut, bare-midriff, have overly-large arm openings;;
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 reach to mid-thigh;
7. Holes in pants that are 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. Handkerchiefs;
14. Sunglasses;
15. Face paint;
16. Overly-dramatic make-up;

17. 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);
18. Blankets carried or worn as coats or wraps while in the building;
19. Heavy or loose chains, or straps that create a safety risk.

Additional Dress Code Information

Playground, class activities, and field trips may require specific attire.

Violations of the District dress code will be addressed with remedial actions and/or consequences.

Food Service Program F-285-S

Breakfast

Student Breakfast \$2.00

Adult Breakfast \$2.75

Breakfast begins at 7:30 a.m.

Lunch

Student Lunch \$2.45

A la carte milk \$0.35

Adult Lunch \$3.50

Soft drinks are not permitted in the cafeteria for lunch.

Free and Reduced Lunch Application

The Application and more information can be found at this link:

https://www.huskersk12.org/vnews/display.v/ART/597f85403de28?in_archive=1

Adult Visitors for Lunch

Parents, legal guardians may request to visit their student during the student's designated lunch period to eat lunch. The building principal has the discretion to prohibit any or all adult visitors to the building during lunch periods. Requests must be made in advance by contacting the building office or classroom teacher.

Food Delivery

Outside vendors may not deliver food to students at school. Individuals who wish to drop lunch off for their student must do so by bringing the lunch to the school office.

Meal Accounts

Money may be deposited into a student's meal account via the District's SIS or by dropping check/money off to the school office. If a student's meal account goes more

than \$5.00 in the negative, a letter is sent to the parent. If a student's meal account goes more than \$20 in the negative, the student's parents will be notified in order to reconcile the account. If a senior does not pay off their lunch debt, their physical diploma is withheld until paid. Any lunch debt a student has at the end of the school year is carried over to the next 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

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. If you do not want these medications administered to your student in an emergency, please notify the school nurse in writing.

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, including food sold in vending machines, 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 rise to the level of a disability that requires 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 if filling in for another building. 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 (including Narcan), and support the needs presented in the health office.

Illnesses/Injuries

Any individual who is taken ill or injured while on district property should report to the nurse's or school principal's office. The parents of a student who is ill or injured will be notified. It is imperative for parents to provide up to date health information and permissions to the school. The school asks that you keep the following information current: your home phone number, work number, cell phone number and the number of three people who may be contacted if you cannot be reached.

Protocols: Students must be free of 24-hours fever (100.4 degrees) without the assistance of medication before returning to school. For other types of illnesses, the student may be asked to provide a physician's note regarding the ability to return to school.

Health Screenings

Students with head lice infestations will be excluded from school only to the minimum extent necessary for treatment. Procedures for head lice are outlined in school regulations available from the Nurse or Central Office. Grandview conducts vision and hearing screenings annually for students in grades K through 3 each fall.

Health Office

If you have any questions, please contact Jennifer Tieman.

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 others.

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 Jennifer Tieman.

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

In compliance with the U.S. Environmental Protection Agency (EPA) Asbestos Hazard Emergency Response Act (AHERA), in the fall of 1988 we performed inspections of each of our school buildings for asbestos-containing building materials. The inspection findings and asbestos management's plans have been on file in each school administrative office since that time. The EPA required us to perform re-inspections of the asbestos materials every three years, but no later than July 9, 1992. During the months of June, 1992 and June, 1995 accredited asbestos inspectors performed these re-inspections. An accredited management planner reviewed the results of the re-inspections and recommended actions we should take to safely manage each asbestos material in our building. It should be noted that all asbestos materials in this school are in good condition and we will continue to manage them in place, as recommended by the accredited planner. The results of the re-inspections are on file in the management plan in each of the school's administrative offices. Everyone is welcome to view these anytime during normal school hours (M-F, 8:00 a.m. - 3:30 p.m.) The Asbestos Program Manager, Aaron Knipmeyer, is available to answer any questions you may have about asbestos in our buildings. You may call him at 660-584-3631.

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 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 building office. Requests

to amend education records may be directed to the building office 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 within 10 days of receiving this handbook.

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 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; most recent 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; parents of other students enrolled in the same school as the student whose information is released; students enrolled in the same school as the student whose information is released; 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 Central 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: Central Office, Director of Special Services

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 and the School Parent and Family Engagement Plan may be found by clicking [here](#) and following these instructions:

- Click “ePeGS – Public”
- Select Lafayette Co. C-1 from the dropdown menu
- Click “Funding Application Menu”
- Click “Quality Schools”
- Click “ESEA Consolidated”
- Click “Budget Application”
- Click “Initial”
- Select “ESEA Consolidated Plan” from left side menu
- Click “School Level” or “LEA Parent and Family Engagement” depending on which you want to access
- If selected “School Level”, select your student’s school

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:	Angie Brown, School Based Social Worker
Phone #:	660-584-6066
Email Address:	brownan@huskers12.org

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 Gifted Education, AP classes, Special Education, extracurricular activities, and others can be found on the District website. *The website features the ability to translate information into more than 100 languages.*

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

Name: Hanna Francy, Special Services Director
Phone #: 660-584-6078
Email Address: francyh@huskersk12.org

Visitor Procedures C-155-S

For student purposes, all visitors MUST use the main entrance, report to the office, and sign in and out upon arrival and departure. No one will be allowed to enter the hallways or classrooms without permission from the office and without a visitor's pass. If you need to pick up your child before the end of the school day, come to the office and your child will be called to the office.

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 in advance. Parents are welcome and are especially invited to attend student assembly programs and PTO-sponsored events. Parents are encouraged to find childcare for younger siblings when visiting school-aged children.

Student visitors from other schools are not permitted unless authorized by the building principal.

Transportation Services F-260-S

All persons riding in school district vehicles shall adhere to the rules below and the District's disciplinary code. The driver, sponsor, or chaperones are to follow the school bus discipline procedure for student violations of this procedure, and students who violate these rules may be denied access to student transportation for a specific period of time in relation to the severity of the violation. Video cameras may be in operation on the school buses.

- Bus riders shall be at the designated loading point before the bus arrival time.
- Bus riders shall wait until the bus comes to a complete stop before attempting to enter.

- Riders must not extend arms or heads out of the windows at any time.
- Aisles must be kept cleared at all times.
- All bus riders shall load and unload through the right front door. The emergency door is for emergencies only.
- A bus rider will depart from the bus at the designated point unless prior written permission is provided by the student's parent/guardian to the building office prior to the time of the school building's release.
- A rider may be assigned a seat by the driver.
- Riders who damage seats or other equipment will reimburse the district for the cost of the repair or replacement.
- Riders are not permitted to leave their seats while the vehicle is in motion.
- Permission to open windows must be obtained from the driver.
- Classroom conduct is to be observed by students while riding the bus except for ordinary conversation.
- The driver is in charge of the students and the vehicle, and the driver is to be obeyed promptly and courteously.
- A bus rider who must cross the roadway to board or depart from the bus shall pass in front of the bus (no closer than 10 feet), look both directions and proceed to cross the road or highway only on signal from the driver.
- Students shall not throw objects about the vehicle nor out the windows.
- Students shall keep feet off of the seats.
- The student discipline code will apply to students using transportation services. This includes conduct occurring at or in the close vicinity of a bus stop while students are waiting for the bus or transportation services. This includes conduct occurring at or immediately after the student has disembarked. Students may be disciplined in the event that there is a nexus to the school environment and a material disruption.

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, confiscation of property, principal/student conference, parent contact, grade reduction, course failure, removal from extracurricular activities, revocation of privileges including transportation, parking and technology privileges, detention, Friday school, 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.

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.

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. Students who are 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.

In-school suspension – 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. Students assigned to ISS will not be eligible to participate in extracurricular contests that day.

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 who are suspended (OSS) 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.

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.

Behavior Intervention Support Team (BIST)

The Lafayette County C-I School District has adopted a student management system known as BIST. The purpose of this system is to help students manage their behavior in a way that does not interfere with their own learning and/or the learning of others. The following steps may be taken to help students become accountable for their actions when he/she chooses not to follow classroom rules:

Safe Seat: The safe spot is a designated area in the student's regular classroom. It is intended to provide a safe place for students where their inappropriate behavior can stop and the student can begin 'taking responsibility' for their behavior while continuing his/her academic course work.

Buddy Room: The buddy room is simply a safe spot in a classroom other than the student's scheduled classroom.

Care Room: If a student is not successful in the buddy room, he or she may be asked to work in the care room. Once the care room teacher and student determine the student is ready, he or she may work back through the progression to return to class. The care room has 3 zones or rooms:

Regulation Room: A safe place for students to become re-regulated when they cannot remain in the classroom. Students may place themselves in this room or be escorted there.

Circuit Room: Students will perform a series of tasks designed to meet sensory needs and provide a break in order to maintain regulation of emotions.

Communication Room: Students will utilize this room to finish work or verbally problem solve with a peer they are in conflict with.

Calming Corner: A place for students to go within the classroom to self-regulate when they are overwhelmed by their emotions.

The teachers and staff at Grandview Elementary believe that teaching students responsibility is an important element of an effective discipline plan. The foundation for student success is set through establishment of high expectations for students' behavior, positive reinforcement of appropriate behavior, and logical consequences for misbehavior. This structure teaches students to make choices and accept the rewards and consequences for their choices in terms of behavior.

Student behavior requiring some form of disciplinary action is broken in to 3 levels. Each level has a range of consequences.

Level 1 Behavior will generally be handled within the range of a redirect, behavior modification strategies, safe seat, buddy room, and care room.

Level 2 Behavior will generally be handled with an Office Referral. This can include: the Care Room, a student conference with the teacher and principal, and contacting parents.

Level 3 Behavior will be handled with an Office Referral. This can include principal and parent consultation, in school suspension, or out of school suspension, or other consequences as determined by the administration.

Prohibited Conduct	Definition	First Offense	Subsequent Offense
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. Students may not claim AI generated content as their own work. The use of AI to take tests, complete assignments, create multimedia projects, write	No credit for the work, grade reduction, or replacement assignment.	No credit for the work, grade reduction, course failure, or removal from extracurricular activities.

	papers, or complete schoolwork without permission of a teacher or administrator is strictly prohibited. The use of AI for these purposes constitutes cheating or plagiarism.		
Altering School Data		Restitution. Principal/Student conference, loss of user privileges, detention, or in-school suspension.	Restitution. Loss of user privileges, SRO involvement, in-school suspension, or 1-180 days suspension.
Arson	Starting or attempting to start a fire or causing or attempting to cause an explosion.	Detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion. Restitution if appropriate.	1-180 days out-of-school suspension or expulsion. Restitution if appropriate.
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	Principal/Student conference, detention, in-school suspension, SRO involvement, 1-180 days out-of-school suspension, or expulsion.	SRO involvement, In-school suspension, 1-180 days out-of-school suspension, or expulsion.

	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	Principal/Student conference, detention, in-school suspension, SRO involvement, 1-180 days out-of-school suspension, or expulsion.	SRO involvement, In-school suspension, 1-180 days out-of-school suspension, or expulsion.

	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.	Suspension or revocation of parking privileges, detention, in-school suspension, or 1-10 days out-of-school suspension.	Revocation of parking privileges, detention, in-school suspension, SRO involvement, or 1-180 days out-of-school suspension.
Bullying and Cyberbullying Hazing	Intimidation, unwanted aggressive behavior or harassment (including criminal harassment under the Safe Schools Act), that is repetitive or is	Detention, loss of privileges, in-school suspension, or 1-180 days out-of-school suspension.	In school suspension, 1-180 days out-of-school suspension or expulsion.

	<p>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.</p>		
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	<p>"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.</p> <p>The imposition of strenuous, humiliating, and/or dangerous</p>		
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	tasks as part of an initiation, admission, or affiliation to a group, even when all parties willingly participate.		
Bus or Transportation Misconduct	Any misconduct committed by a student on transportation provided by or through the District.	Any offense committed by a student on transportation provided by or through the district shall be punished in the same manner as if the offense had been committed at the student's assigned school. In addition, transportation privileges may be suspended or revoked.	
Coming to Class Unprepared		Principal/Student conference, detention, or in-school suspension.	Detention, in-school suspension, 1-10 days out-of-school suspension.
Dishonesty	Any act of lying, whether verbal or written, including forgery.	Nullification of forged document. Principal/Student conference, detention, in-school suspension, or 1-10 days out-of-school suspension.	Nullification of forged document. Detention, in-school suspension, 1-180 days out-of-school suspension.
Disrespectful or Disruptive Conduct or Speech	Conduct that interferes with an orderly education process such as	Principal/Student conference, detention, in-school suspension,	Detention, in-school suspension, referral to counselor, plan of

	<p>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.</p> <p>Discriminatory or harassing conduct may be addressed under the District's policy regarding this conduct.</p>	or 1-10 days out-of-school suspension.	support, 1-180 days out-of-school suspension or expulsion.
Dress Code Violation		Correction of inappropriate appearance. Principal/Student conference, in-school suspension.	Correction of inappropriate appearance. In-school suspension, 1-3 days out-of-school suspension.
Drugs/Alcohol/Tobacco/E-Cigarettes	The use, sale, transfer, distribution, possession, or being under the influence of prescription drugs, alcohol, tobacco products, electronic	SRO contact, potential health clinician contact, In-school suspension or 1-180 days out-of-school suspension.	SRO contact, potential health clinician contact, First Call Classes, In school suspension, 1-180 days out-of-school suspension or expulsion.

	<p>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</p>		
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	compliance with District procedures.		
Extortion	Threatening or intimidating any person for the purpose of obtaining money or anything of value.	Principal/Student conference, detention, restitution, in-school suspension, or 1-10 days out-of-school suspension, SRO involvement, referral to counselor.	Restitution, SRO involvement, In-school suspension, 1-180 days out-of-school suspension, or expulsion.
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.	Restitution. Principal/Student conference, detention, in-school suspension, SRO involvement, 1-180 days out-of-school suspension, or expulsion.	Restitution. SRO involvement, In-school suspension, 1-180 days out-of-school suspension, or expulsion.
Fighting	A conflict: verbal, physical, or both, between two or more people.	Principal/Student conference, detention, SRO involvement, in-school suspension, or 1-180 days out-of-school suspension.	SRO involvement, In-school suspension, 1-180 days out-of-school suspension, or expulsion.
Weapons and Firearms	A) Possession or use of a firearm as defined in	A) One (1) calendar year suspension or expulsion, unless modified by the Board	A) SRO involvement, Expulsion. B) SRO involvement, 1-180 days out-of-school

	<p>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</p>	<p>upon recommendation by the superintendent. SRO involvement</p> <p>B) Loss of privileges, SRO involvement, In-school suspension 1-180 days out-of-school suspension, or expulsion.</p> <p>C) Loss of privileges, SRO involvement, In-school suspension 1-180 days out-of-school suspension, or expulsion.</p>	<p>suspension or expulsion.</p> <p>C) SRO involvement, 1-180 days out-of-school suspension or expulsion.</p>
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	<p>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,	Confiscation, Principal/Student conference, detention, SRO involvement, in-school	Confiscation, SRO involvement, In-school suspension, 1-180 days

	lighters, or other devices to start fires or other unsanctioned actions. This does not include educational activities designed and supervised by District employees.	suspension, or 1-180 days out-of-school suspension.	out-of-school suspension, or expulsion.
Food Violation		Return of or restitution. Principal/Student conference, detention, or in-school suspension.	Return of or restitution. Detention, in-school suspension, 1-10 days out-of-school suspension.
Gambling	Betting something of value upon the outcome of a contest, event, assignment, or game of chance.	Principal/Student conference, restitution, referral to counselor, loss of privileges, detention, or in-school suspension.	Principal/Student conference, restitution, referral to counselor, loss of privileges, detention, in-school suspension, or 1-10 days out-of-school suspension.
Harassment, including Sexual Harassment	Conduct that annoys, threatens, intimidates another person based on gender, race, color, religion, sex, national origin, ancestry, disability	Principal/Student conference, detention, loss of privileges, SRO involvement, in-school suspension, 1-180 days out-of-school suspension, or expulsion.	SRO involvement, In-school suspension, 1-180 days out-of-school suspension, or expulsion.

	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.		
Physical Aggression		Principal/Student conference, detention, in-school suspension, or 1-10 days out-of-school suspension.	Detention, in-school suspension, referral to counselor, plan of support, 1-180 days out-of-school suspension or expulsion.
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.	Principal/Student conference, detention, or in-school suspension.	Detention, in-school suspension, 1-10 days out-of-school suspension.
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	Confiscation. Principal/Student conference, detention, SRO involvement, in-school suspension, 1-10 days out of school suspension.	Confiscation. Detention, SRO involvement, in-school suspension, 1-180 days out-of-school suspension, or expulsion.

	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.	Principal/Student conference, detention, SRO involvement, in-school suspension, 1-10 days out of school suspension.	Detention, SRO involvement, in-school suspension, 1-180 days out-of-school suspension, or expulsion.
Sleeping in Class		Principal/Student conference, detention, or in-school suspension.	Detention, in-school suspension, 1-10 days out-of-school suspension.
Excessive Talking		Principal/Student conference, detention, in-school suspension, or 1-10 days out-of-school suspension.	Detention, in-school suspension, 1-180 days out-of-school suspension or expulsion.
Tardiness or Truancy	A student arriving after the class period has begun is marked tardy. Truancy is when a student is absent from school	Excessive Absence: Principal/Student conference, detention, in-school suspension, or 1-10 days out-of-school suspension. May result in no credit being issued. After twelve (12) absences, credit will only be	Excessive Absence: Detention, in-school suspension, 1-180 days out-of-school suspension or expulsion. May result in no credit being issued. After twelve (12) absences, credit will only be

	<p>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.</p>	<p>issued after successfully completing summer school.</p> <p>Excessive Tardiness: Principal/Student conference, detention, or 1-3 days in-school suspension, plan of support</p> <p>Skipping Class: Principal/Student conference, detention, or 1-3 days in-school suspension.</p> <p>Eloping from School Building: Principal/Student conference, detention, SRO involvement, or 1-3 days in-school suspension.</p> <p>Left Campus without Authorization: Principal/Student conference, detention, SRO involvement, or 1-3 days in-school suspension.</p> <p>Truancy: Principal/Student conference, detention, SRO involvement, or 1-3 days in-school suspension.</p>	<p>issued after successfully completing summer school.</p> <p>Excessive Tardiness: Detention, plan of support, referral to the counselor, 3-10 days in-school suspension, or removal from extracurricular activities.</p> <p>Skipping Class: Detention or 3-10 days in-school suspension, or removal from extracurricular activities.</p> <p>Eloping from School Building: SRO involvement, detention or 3-10 days in-school suspension, or removal from extracurricular activities.</p> <p>Left Campus without Authorization: Detention, SRO involvement, or 3-10 days in-school suspension, or removal from extracurricular activities.</p> <p>Truancy: Detention, SRO involvement, or 3-10 days in-school suspension, or removal from extracurricular activities.</p>
Technology Misconduct	Gaining or attempting to gain unauthorized	<p>Cell Phone/Device Misuse:</p> <ol style="list-style-type: none"> 1. First Offense - Confiscation of device 	<p>Cell Phone Misuse:</p> <ol style="list-style-type: none"> 1. First Offense - Confiscation of device

	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. This includes cell phone misuse.	<p>until the end of the school day, as well as a student conference.</p> <p>2. Second Offense - Confiscation of device until the end of the school day, as well as parent contact.</p> <p>3. Third Offense - Confiscation of device until parent picks up.</p> <p>4. Fourth Offense - Confiscation of device until parent picks up, as well as a plan of support.</p> <p>5. Fifth Offense - Confiscation of device until parent picks up, as well as 1-3 days ISS.</p> <p>Computer/Internet/Email Violation: Restitution. Principal/Student conference, loss of user privileges, detention, or in-school suspension.</p>	<p>until the end of the school day, as well as a student conference.</p> <p>2. Second Offense - Confiscation of device until the end of the school day, as well as parent contact.</p> <p>3. Third Offense - Confiscation of device until parent picks up.</p> <p>4. Fourth Offense - Confiscation of device until parent picks up, as well as a plan of support.</p> <p>5. Fifth Offense - Confiscation of device until parent picks up, as well as 1-3 days ISS.</p> <p>Computer/Internet/Email Violation: Restitution. Loss of user privileges. In School Suspension.</p>
Theft	Taking or attempting to take the property of others without consent or knowingly taking	Return of or restitution for property. Principal/Student conference, detention, SRO notification, in-school suspension, or 1-180 days out-of-school suspension.	Return of or restitution for property, SRO involvement, 1-180 days out-of-school suspension or expulsion.

	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.	Principal/Student conference, detention, SRO involvement, in-school suspension, 1-180 days out-of-school suspension or expulsion.	Detention, SRO involvement, in-school suspension, referral to counselor, plan of support, 1-180 days out-of-school suspension or expulsion.
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.	Principal/Student conference, detention, SRO involvement, in-school suspension, or 1-180 days out-of-school suspension.	SRO involvement, 1-180 days out-of-school suspension or expulsion.
Vandalism Property Damage or Loss of School Property	Deliberate destruction of or damage to property belonging to the District, employees, or students.	Restitution. Principal/Student conference, detention, SRO notification, in-school suspension, 1-180 days out-of-school suspension, or expulsion.	Restitution. SRO involvement, In-school suspension, 1-180 days out-of-school suspension, or expulsion.

	Damage to or loss of school property such as, but not limited to, books, electronic devices, calculators, uniforms, equipment, or facilities, etc.		
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.	Verbal warning, detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion. Report to law enforcement for trespassing if expelled.	Verbal warning, detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion. Report to law enforcement for trespassing if expelled.

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: the building principal and can be reached at the contact information located above.

School Day – A day on the District calendar when students are required to attend school.

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 report form is available here:

<https://docs.google.com/forms/d/e/1FAIpQLSc-zVsEorRtAlqmRaxHlezqmQ8RsA1IJ-zSIoNi6wmonuEcNw/viewform>

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: Hanna Francy, Director of Special Services
 Phone #: 660-584-3631
 Email Address: francyh@huskersk12.org

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: Aaron Knipmeyer, Superintendent
 Phone #: 330-584-3631
 Email Address: knipmeyera@huskersk12.org

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).

Missouri Department of Elementary and Secondary Education Compliant Procedures for ESSA Programs Table of Contents	
General Information <ol style="list-style-type: none"> 1. What is a complaint under ESSA? 2. Who may file a complaint? 3. How can a complaint be filed? 	
Complaints filed with LEA <ol style="list-style-type: none"> 4. How will a complaint filed with the LEA be investigated? 	Complaints filed with the Department <ol style="list-style-type: none"> 6. How can a complaint be filed with the Department?

5. What happens if a complaint is not resolved at the local level (LEA)?	7. How will a complaint filed with the Department be investigated? 8. How are complaints related to equitable services to nonpublic school children handled differently?
Appeals 9. How will appeals to the Department be investigated? 10. What happens if the complaint is not resolved at the state level (the Department)?	

1. What is a complaint?

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

2. Who may file a complaint?

Any individual or organization may file a complaint.

3. How can a complaint be filed?

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

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

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

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

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

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:	Hanna Francy, Director of Special Services
Phone #:	660-584-3631
Email Address:	francyh@huskersk12.org

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:	Aaron Knipmeyer, Superintendent
Phone #:	660-584-3631
Email Address:	knipmeyera@huskersk12.org

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 or Title:	Jenni Hayes
Address:	705 West 31 st Street, Higginsville, Missouri 64037
Email Address:	hayesje@huskersk12.org
Phone #:	660-584-7127

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. The District may elect to utilize local law enforcement's drug dogs for sweeps of school property.

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.

The District has the authority to monitor vehicles and the parking lots of its campuses.

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 school authorities. 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.

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. The assessment plan can be reviewed by contacting Central Office.

Reading Assessment

The district will administer a reading assessment to students in all grades to determine whether additional reading instruction and retention are needed, as required by law. The district will also administer a reading assessment to all students who transfer to the district in grades four, five or six, and to all students attending summer school due to a reading deficiency, as required by law. The reading assessment will be a recognized method, or combination of methods, of assessing a student's reading ability. Results of assessments will be expressed as reading at a particular grade level. The superintendent or designee will determine which methods of reading assessment the district will utilize.

Teaching About Human Sexuality I-120-S

Students will be provided instruction regarding human sexuality that is appropriate for students' age and gender. Students in 6th grade through 12th grade will be provided training regarding sexual abuse that is trauma-informed and developmentally appropriate. District Policy provides information about the requirements related to content. Parents/guardians have the right to remove their student from any part of human sexuality instruction or sexual abuse training. All curriculum materials used in the District's human sexuality instruction and sexual abuse training are available for review prior to its use in instruction.

Grading and Reporting System

Standards Based Grading

Grandview Elementary grade cards will look different this year due to changes within our school-wide grading practices. The first quarter midterms are a summary, as we are currently collecting data and are at an introductory level for many of our standards. Below we have listed some important information for you regarding our approach to standards based grading. More information will be available at first quarter conferences.

What:

Standards are grade-level statements about what students should know and be able to do within each content area. Our curriculum is identified in the Missouri Learning Standards which can be found online. A standards-based report card provides detailed information on how well your child is progressing towards mastery of **year-end standards**.

Why:

Standards-based grading is a strategy used in schools and districts across the country because it allows teachers, students, and parents to closely monitor students' attainment of specific skills. This information is more helpful than a summary letter grade because it clearly identifies areas of strength and concern.

How:

Scoring Scale Descriptors

Score 4	A “4” indicates the student has advanced understanding and exceeds grade level expectations. A student receiving a “4” demonstrates academically superior skills in that specific area. This student shows initiative, challenges himself/herself, and demonstrates advanced knowledge at school. A “4” is difficult to obtain and indicates unusually high achievement.
Score 3	A “3” indicates a student has proficient understanding and meets grade level expectations. We want all of our students to reach a level “3”. A student receiving a “3” is right on track with our high academic expectations. A “3” is something to be celebrated!
Score 2	A “2” indicates the student has basic understanding and is partially proficient at meeting grade level expectations. A student receiving a “2” understands the basic concept or skill, but has not yet reached the proficient level. A “2” indicates that the student’s performance varies in consistency with regards to accuracy, quality, and level of support needed.
Score 1	A “1” indicates the student has minimal understanding. Performance is inconsistent even with guidance and support.

Your goal: To ride a bike by yourself		
	4	Extending the Standard Wow! You not only ride a bike on your own, but you can pop a wheelie, jump ramps, and perform other bike stunts.
	3	Achieving the Standard Congratulations! You are successfully riding a bike by yourself.
	2	Progressing with the Standard You are pedaling well and staying upright as long as someone is holding on and giving you a little push.
	1	Beginning with the Standard You are moving forward, but not pedaling on your own.

Progress Reports

The Grandview Elementary faculty is committed to working closely with parents to provide the best possible education for their children. Effective and frequent communication is an important part of this process. To ensure frequent and specific feedback regarding student performance, progress reports are issued eight times throughout the school year. Mid-term reports are sent home with students approximately halfway through each quarter. Report cards are issued at the end of each quarter. Report cards are sent home with students, and envelopes are to be returned with parent signature to verify receipt. Parent visits and phone calls regarding student achievement are always welcome.

Late Work Policy

Regardless of absences, our goal is for students to learn. Students are expected to make up assignments after missing classes within the time period established by their teachers.

Response to Intervention (RTI)

Interventions designed to provide early systematic assistance and prevent academic failure. We provide intervention, on-level, and enrichment opportunities daily during our school-wide Husker Time each morning utilizing the Peer Assisted Learning Strategies (PALS) Program. PALS Reading and Math were developed by researchers at Vanderbilt University to help teachers accommodate diverse learners and promote their academic success.

Retention Procedures

Lafayette County C-1 elementary students earn promotion by meeting content standards

in language arts and math and demonstrating sufficient academic growth toward the prerequisite language arts and math content standards for success at the next grade level. Students will be promoted to the next grade level if they are meeting grade level expectations as identified by local and State Department of Education core subject objectives. Student achievement is determined on the basis of objective data using multiple assessments. Grade level achievement reflects the necessary attainment of prerequisite standards along with other developmental factors (social, emotional, and physical). Grandview Elementary School students earn promotion when the established grade level criteria are met. Teachers will keep parents and guardians frequently informed of the student's achievement. Teachers will arrange to meet with the Grandview Problem Solving Team on behalf of any student not meeting goals in reading or math. The purpose of this meeting is to identify, determine and implement early intervention strategies, as determined by the Problem Solving Team. A list of students not meeting grade level objectives will be given to the building principal at quarterly reporting periods.

Retention is facilitated in such a manner to engender student esteem, engage family support, and provide teacher adaptations or accommodations to produce new learning experiences. Retention may be considered when, in the judgment of the professional staff, it is in the best educational interest of the student involved. Parents/Guardians will receive prior notification and explanation concerning the retention. However, the final decision will rest with the school administration. State law does require that all students who are reading below a third-grade reading level according to the district's fourth-grade reading assessment shall be retained if the student has not adequately improved after attending tutoring and summer school. If a student fails to attend remediation assigned as a condition of promotion, the student will be retained.

Student Guidance and Counseling

The Lafayette County C-1 District's comprehensive guidance program provides important benefits to all students at all grade levels by addressing their personal/social, academic and career development needs. Research indicates that a fully implemented comprehensive guidance program has a positive impact on student achievement and has the potential to increase attendance, reduce discipline referrals and improve Missouri Assessment program (MAP) scores. In support of the district's effort to improve student achievement, the Board requires full implementation of the Missouri Comprehensive Guidance Program and will adhere to all of its standards. The program shall be implemented in each attendance area and is considered an integral part of each school's educational program. Guidance program objectives will be aligned with the district's Comprehensive School Improvement plan (CSIP) and student performance data. The program shall be implemented by certified school counselors with the support of district staff, students and external organizations and agencies.

Guidance Curriculum

Counselors will create and implement a written guidance curriculum that promotes students' academic, career and personal/social development. The Board will provide resources and support activities for implementation of a K-12 guidance curriculum. The

guidance curriculum will be systematically reviewed and revised, and modifications to the guidance curriculum will be based on student data, school data and needs-assessment data collected at least every three years.

Individual Planning:

Individual planning activities help all students plan, monitor, and manage their academic achievement as well as their personal/social and career development. The foundation for individual planning will be established during the elementary school years through guidance activities. Building on this foundation, the individual planning component of the guidance program will assist middle school students as they begin to plan for the future and will continue to support students in their planning endeavors until graduation.

Responsive Services:

Responsive services are referrals and other actions taken by the district in response to the immediate needs and concerns of a particular student or identified needs and concerns of groups of students. The purpose of the responsive services component of the comprehensive guidance program is to work with students whose personal circumstances, concerns or problems are interfering or threatening to interfere with their academic, career or personal/social development. Responsive services will be implemented through individual counseling, small group counseling, consultation and referral. Referrals shall be made in accordance with Board policies and district procedures. The superintendent, with the assistance of the GAC, will develop procedures for staff to use to identify students who may need a referral for assistance beyond that regularly provided by the counseling staff. All staff members who, in the course of their duties, have contact with students on a regular basis will receive annual training on these procedures. In the event of a pandemic or other emergency, school counseling staff will assist students with personal and emotional issues. The district's emergency response intervention plan (ERIP) will include methods for continuing counseling support even in the event of a long-term school closure.

System Support:

The Board recognizes system support as a crucial component in the full implementation of a comprehensive guidance program. System support of the comprehensive guidance program includes administration and management activities that support the program. The Board directs the administration to implement activities that support the guidance program, such as program management, fair-share responsibilities, professional development, staff-community relations, consultation, committee participation, community outreach, and research and development.

Program Goals:

The district will strive to meet the program goals in each of the following areas:

1. Personal/Social Development

- Assist students in gaining an understanding of self as an individual and as a member of diverse local and global communities by emphasizing knowledge that leads to the recognition and understanding of the interrelationship of thoughts, feelings and actions in students' daily lives.
- Provide students with a solid foundation for interacting with others in ways that respect individual and group differences.
- Aid students in learning to apply physical and psychological safety and promoting the student's ability to advocate for him- or herself.

2. Academic Development

- Guide students to apply the skills needed for educational achievement by focusing on self-management, study and test-taking skills.
- Teach students skills to aid them as they transition between grade levels or schools.
- Focus on developing and monitoring personal education plans, emphasizing the understanding, knowledge and skills students need to develop meaningful personal plans of study.

3. Career Development

- Enable students to apply career exploration and planning skills in the achievement of life career goals.
- Educate students about where and how to obtain information about the world of work and postsecondary training and education.
- Provide students the opportunity to learn employment readiness skills and skills for on-the-job success, including responsibility, dependability, punctuality, integrity, self-management and effort.

Confidentiality

It is necessary for counselors to build trusting relationships with students and district staff; however, counselors are not permitted to promise students complete confidentiality. Counselors may at times be required to disclose information to parents/guardians, to report child abuse or neglect, to convey to district staff information necessary to better serve a student, or to report to supervisors as appropriate. Care should be taken in explaining to students, in a developmentally appropriate manner, the limits of confidentiality. Notice of the limits of confidentiality may be made by a variety of methods including classroom lessons, student handbooks, the district website and guidance counseling brochures in addition to oral notification of individual students. District counselors have the responsibility to protect the confidentiality of student records and only release information in accordance with state and federal law and Board policy. Information transmitted or stored electronically must maintain the same level of confidentiality as traditional paper records. Care shall be taken to send sensitive information by a means that protects student identity.

Guidance Advisory Committee and Evaluation

The GAC will systematically review the district's comprehensive guidance program, including the K-12 guidance curriculum. The comprehensive guidance program will be systematically evaluated through the development and use of a comprehensive evaluation plan. The comprehensive evaluation plan will minimally assess the impact of the comprehensive guidance program on the Missouri School Improvement Plan (MSIP) performance standards and other relevant criteria including, but not limited to, attendance, grades and behaviors.

Students Eligible for Services under the IDEA

Students eligible for services under the Individuals with Disabilities Education Act (IDEA) who will have completed four years of high school at the end of a school year may participate in the graduation ceremony and all related activities of the student's graduating class if:

1. The student's Individualized Education Program (IEP) prescribes special education, transition planning, transition services or related services beyond the student's four years of high school, and
2. The student's IEP team determines the student is making progress toward the completion of the IEP and that participation in the graduation ceremony is appropriate.

The student and the student's parent/guardian will be provided written notice of this policy at the annual IEP meeting prior to or during the student's fourth year of high school.

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 in the office of Hanna Francy, 660-584-3631, francyh@huskers.k12.org. Alternative times are available by request.

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 [*Monday – Friday (8:00 am – 4:00 pm)*] in the office of Hanna Francy, 660-584-3631, francyh@huskers.k12.org. Alternative times are available by request.

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.huskersk12.org/vnews/display.v/SEC/MOCAP> and District Policy.

Recess

All students are expected to join classmates on the playground for daily recess activities. Recesses may be moved indoors at the discretion of the school staff because of weather or playground conditions.

If your child has a health problem and needs to stay inside from recess or not participate in P.E., a doctor's note and or school nurse note will be honored. The excuse should state the problem and the specific period of time that the student will need to remain indoors and/or not participate in Physical Education.

**Recess Guidelines*

We will intend to go outside everyday as long as the wind chill is above 25 degrees and it is not precipitating (we might go out if it is snowing as long as the play surface is safe).

At any time the recess supervisor may determine to have indoor recess depending on weather or personal wellness. For health considerations, we are unable to loan winter clothing for recess. If financial limitations are preventing any of our families from providing adequate winter clothing, please contact us at school and we will work to ensure your child receives an adequate donated winter coat.

Technology F-265-S

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.

Policy on Student Display or Use of Electronic Personal Communications Devices

For purposes of this policy, an "electronic personal communications device" means a portable device used to initiate, receive, store, or view communication, information, images, or data electronically.

This includes, but is not limited to, mobile phones, personal tablets, smartwatches, personal laptops, handheld gaming devices, meta/AI glasses, and earbuds/headphones connected to these devices.

Prohibited Display or Use

Students are prohibited from displaying or using electronic personal communications devices from the time students enter the building until the time they leave the building.

Lafayette County C-1 School District assumes no responsibility for lost, stolen, or damaged devices.

Disciplinary Procedures

Violations of this policy shall result in disciplinary measures consistent with the District's student code of conduct.

Exceptions

Display or use of an electronic personal communications device shall be permitted if required under:

- An Individualized Education Program (IEP)
- A Section 504 Plan
- An Individualized Emergency Health Care Plan or Individualized Health Care Plan (under §167.625 RSMo)
- The Americans with Disabilities Act (ADA), as amended
- The Rehabilitation Act of 1973, as amended
- The Civil Rights Act of 1964
- The Equal Educational Opportunities Act of 1974 for English language learners

Use of electronic devices are also allowed under the following conditions:

- In case of an emergency, a serious, unexpected, and dangerous situation that requires immediate action. This includes but not limited to the following: an active fire, active tornado or earthquake, active shooter, evacuation of school grounds, a medical emergency, or any other serious, unexpected, and dangerous situation that requires immediate action.

Chromebooks: All students will be issued a Chromebook.

Student Access - Student access to and use of technology resources (including but not limited to computer labs, Chromebooks, etc.) shall be in accordance with district policy and procedures.

Technology Agreement - Student use of technology resources requires submission of a Technology Use Form signed by students and parent(s) or guardian(s) of minor students (under 18 years of age).

Misuse of Devices: Device misuse will result in confiscation of the device, and further consequences. Severe instances of misuse, or instances that violate additional school policies, may result in more severe consequences.

The use of any device to transmit, record, distribute, or display to others any message, sound, or image that may be considered obscene, pornographic, vulgar, or which includes nudity, is strictly prohibited and may result in suspension and notification to

law enforcement officials. Students who possess or use devices in violation of district policy or the law are subject to device confiscation and search in order to determine if violation of policy has occurred, to preserve the information on the device in another medium for disciplinary procedures, to erase any information in violation of district policy, and to report to law enforcement authorities.

Devices may not be used to audio or visual record while on District property without prior permission from building administration and such use is subject to disciplinary consequences.

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 and on-screen 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/monitoring 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/monitoring 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/monitoring device installed by the District is prohibited.

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

Extracurricular activities sponsored by the District are part of the educational experience and opportunities for students. Clubs, sports, and other groups seek a diverse range of students and provide fair access under the law. Students are encouraged to identify activities matched to their interests and ability levels and participate in those activities. Participation in extracurricular activities is voluntary and a privilege. Therefore, students must meet certain academic standards, demonstrate acceptable citizenship and behavior, and maintain appropriate attendance in order to be eligible to participate. Unless special arrangements have been made with the principal, a student is required to attend school on the day of an activity in order to participate. All extracurricular activities are supervised by District employees and the expected code of conduct for students remains the same as during the standard school day. Additional guidelines for specific groups, including activities sanctioned by the Missouri State High School Activities Association (MSHSAA), may be outlined at the beginning of the year and/or season. Competitive, interscholastic activities may have evaluation procedures that eliminate some students from participation. When students are not selected for participation, communication will occur in a personal and respectful way.

Organizations – All District-sponsored organizations meet after school on Mondays. A sponsor must be present at all times for meetings and activities.

Student Council

The Student Council is an organization which enables students to have an active part in planning and carrying out activities of the school. Students are elected in grades 3 – 5 in each classroom. Officers are elected from the 5th grade representatives. The council provides service to the community and the school.

School-Sponsored Activities and Field Trips

Students will be required to use transportation provided by the school district to and from the designated activity.

Each grade level typically will go on a field trip sometime during the school year. Parents are sometimes asked to attend and help supervise children on these trips. To assist with field trips, parents must complete a background check no later than October 31st and receive District approval based on the results. Siblings are not permitted to attend field trips. All students are to stay with the group and abide by the guidelines set forth for all of the students. We may not be able to accommodate all parents who wish to help with these trips. We know that our parents understand the circumstances and will appreciate and assist our efforts to provide the children with field trip opportunities. Students are required to ride to and from the school event on the bus unless prior arrangements are made with the principal.

School Cancellations and/or Early Dismissal

School will be closed when weather conditions are such that buses are unable to run safely. Students and parents may sign up for Husker Alert to receive text messages or e-mails concerning emergency information, school closings, early dismissals, and school event reminders. You may also listen to KMMO 102.9 FM, The Farm 100.7 FM/1430AM, WDAF 4, KCTV5, KMBC 9, KSHB 41, Facebook, twitter. 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 them up, 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

Arrival: Students should plan to arrive at school by 7:55 a.m. (the official start of school). Bus riders and walkers will enter the building through the main entrance (northeast doors) and car-riders will enter the building at the doors located by the third grade classrooms. **Car riders may not be dropped off in front of school in the bus lane for safety purposes prior to 7:55 a.m.** Breakfast eaters may enter the building at 7:30 and report directly to the cafeteria. Students arriving after 7:55 a.m. must be signed into the office by a parent/guardian. Breakfast eaters arriving after 7:55 a.m. will be served a sack breakfast to be consumed in the office or classroom.

Once a student arrives at school, he/she is not to leave without permission. Students wishing to leave the building during the school day must have a parent or guardian contact the office before they will be allowed to leave. All students are to check out through the office.

Dismissal: School is dismissed each day at 3:10 p.m. To preserve the educational environment, we ask that parents NOT pick up students during the final 20 minutes of each day (between 2:50 and 3:10). Parents are asked to pick up students prior to this time or to wait until the dismissal bell.

- Bus riders exit through the front doors.
- Car-riders will leave the building through the door located by the third grade classrooms. They will be dismissed from the lettered car-rider lines on the playground play pad. Car riders will not be permitted to walk across the street to meet a car. Car riders not picked up by 3:20 will be escorted to the office area to await their rides.
- Walkers will meet in the gym. Students living to the south or east of Grandview will be escorted to the crosswalk at the crossing of 31st Street and the Grandview driveway. Walkers will not be allowed to cross the street, parking lot, or playground areas to get into car. **Students being picked up by their parents/guardians driving vehicles must be signed out by the adult.**

This rule is to provide for the safety of your child and the other children at Grandview.

Children will not be allowed to leave school in a different way/route without daily written consent from a parent/guardian. Please remember to send written directions each day if your child will be traveling home in a way other than normal. If it is not possible to send written notification, the parent/guardian MUST call the office prior to 2:00 p.m. Calls received after 2:00 p.m. cannot be guaranteed to reach your child and if this is the case, your child will be sent home via the regular route.

If a child is under the temporary care of others, advise school personnel of contacts to make in case of an emergency or questions that may arise in your absence regarding changes in transportation to and from school. Children will only be released to the custodial parent/guardian or designee. The school must be advised if custody or guardianship changes. Grandview provides an after-school program, ESCAPE, to assist parents with childcare needs. Please contact the school office for additional information if needed.

Withdrawal From School

In the event of a student withdrawal the following procedure should occur: Notify the principal, return all books and equipment owned by the school, pay all fees, fines, or dues outstanding, request the transfer of records. A release form must be signed by the parent.

Parties/Celebrations

BIRTHDAY AND PARTY INVITATIONS: Birthday party invitations may not be distributed at school unless invitations are issued to every student in the class. Birthday treats may be brought to school for sharing with classmates at the end of the day. Non-edible birthday treats are preferred. Please make advance arrangements with your child's teacher so that he/she may prepare for this special time. Only prepackaged treats may be distributed for birthday treats at school. In keeping with the District Wellness Program, birthday treats should be nutrient dense. Examples – fruit, pretzels, 100 calorie packs, string cheese, granola bars.

Backpacks

Backpacks may be brought to school and kept in each student's tub.

District Policy Information

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 student are scheduled or expected to be scheduled at this time. Vision screenings are available upon request.

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: the building principal.

All District policies can be located at: <https://egs.edcounsel.law/lafayette-county-c-1-school-district-policies>

School Nutritional Program F-290-S

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 (including gender identity and sexual orientation), 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, audiotope, 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. If a student's residence changes to a different attendance area within the District, the student must transfer to the associated school. 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.

Safety F-225-S

Emergency Procedures

Fire Drills & Tornado Drills

The fire alarm is a continuous loud blast of the fire horn which is distinguishable from the period buzzer. Fire evacuation procedures are posted in each room. Instructors will give proper directions for evacuation at the beginning of the school year, and in the event of a drill or actual emergency. Individuals sounding a fire alarm will be held responsible for their actions.

The school staff is prepared to take every possible precaution if severe weather threatens the safety of students in attendance at school.

Tornado drills will be held at the beginning of the school year so that students will become familiar with precautionary procedures. In the event of a tornado warning for the area, precautionary procedures will be taken and students will not be released until proper authorities have given the all clear.

Intruder Drills

ALICE is based on the premise that information, authorization, and proactive training are the keys to surviving an Intruder/Active Shooter. Training will be held during the school year so that students become familiar with precautionary procedures. Staff and students will be prepared to take the following actions to ensure the safety of students.

Alert: all are authorized to announce, no codes are used

Lockdown: must include barricade

Inform: use technology to provide play-by-play information

Counter: interrupt the skill set needed to shoot accurately

Evacuate: get away from danger if possible (alicetraining.com)

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.

Use of Recording Devices or Drones C-165-S

The District prohibits audio and visual recordings on District property, District transportation or at a District activity unless authorized by the Superintendent.

Requests for such authorization must be made within a reasonable period of time prior to the recording. Unless otherwise specified by the Superintendent, exceptions in Policy C-165-P apply to this prohibition.

All unmanned aircraft systems (UAS), commonly known as drones, with the potential to capture or produce visual images of District property or District events must be operated in accordance with applicable Federal Aviation Administration regulations or safety guidelines and must receive authorization from the Superintendent to operate a UAS on or over District property or at a District event.

Community Use of District Facilities C-160-S

Equal Access

When the District allows youth or community groups not affiliated with the District to use District facilities outside of school hours, the District will provide equal access and related services and benefits to groups or organizations listed in Title 36 of the U.S. Code that are intended to serve young people under the age of 21, including the affiliates of the Boy Scouts of America, Girl Scouts of the United States of America, Big Brothers Big Sisters of America, Boys and Girls Clubs of America.

District Wellness Plan F-290-S

The Board recognizes the relationship between student well-being and student achievement as well as the importance of a comprehensive district wellness program. It is the policy of the Lafayette County C-1 Schools that all foods and beverages made available on campus during the school day are consistent with the Missouri Eat Smart nutrition guidelines. The Wellness Committee has made the following recommendations: Candy and soda pop are discouraged at all times. Serving more whole grain, milk, water, fruit and vegetables is always encouraged. Please keep these recommendations in mind when providing or planning for food and drinks at school events.

Signature and Form Requirements

- *Technology Usage Agreement Form*
- *Student/Parent Handbook Acknowledgement Form*
- *Title I School Student-Parent Compact*

F-265-P Technology Usage Agreement Form Form B

Student Technology Usage Agreement

Students

I have read, understand, and agree to the Technology Acceptable Use Policy when 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 violate the policy (F-265-P) or the Student Parent Handbook provision regarding technology usage (F-265-S), my access privileges may be revoked. I also understand that any violation of the policy or Student Parent Handbook is prohibited and may result in disciplinary or legal action.

Parent Technology Usage Agreement Permission Form

As the parent/guardian, I have read, understand, and agree to the Technology Acceptable Use Policy (F-265-P) and the Student Parent Handbook provision regarding technology usage (F-265-S) 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 my student(s) violate the policy or Student Parent Handbook, access privileges may be revoked. I also understand that any violation of the policy or handbook is prohibited and may result in disciplinary or legal consequences. 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.

Lafayette Co. C-I School District
Grandview Elementary
Title I School-Parent-Student Compact

Grandview Elementary staff, parents, and students agree that this compact outlines the responsibility for improved student academic achievement.

Parent/Guardian: I understand that my participation in my child's education will help his/her achievement and attitude. I agree to carry out the following responsibilities:

1. Provide a quiet place/time to do schoolwork and encourage my child to complete schoolwork.
2. Make sure my child gets adequate sleep and has a healthy diet.
3. Make sure my child is at school on time.
4. Spend time each day reading or practicing with math concepts with my child.
5. Communicate and work with teachers and school staff to support and challenge my child.

Student: I know my education is important to me. It will help me become a better person. I agree to do the following:

1. Return completed schoolwork on time.
2. Be at school on time unless I am sick.
3. Be responsible for my own behavior at all times.
4. Help to keep my school safe.
5. Respect and cooperate with other students and adults.

Teacher: I understand the importance of the school experience to every student and my role as a teacher. I agree to carry out the following responsibilities:

1. Teach necessary concepts to your child.
2. Be aware of the needs of your child.
3. Regularly communicate with you on your child's progress.
4. Provide and safe, positive and healthy learning environment for your child.
5. Respect the cultural differences of your students and their families

C-105-P District Rules and Guides Form A
Student/Parent Handbook Acknowledgment

I acknowledge that I have received and reviewed the 2025-2026 Student/Parent Handbook including the Technology Usage Agreement Form. I understand the policies and guidelines of the District and that violations of these policies and guidelines may result in disciplinary action.

Parent/Guardian Signature

Parent/Guardian Name (please print):

Date: _____

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