

Northeast Vernon Co. R-I School District



Student/Parent Handbook

Adopted by the Board of Education: July 1, 2026

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Mission C-110-S

The mission of the Northeast Vernon Co. R-I School District is: to empower lifelong learners by fostering collaboration, innovation, and respect.

Vision

The vision of the NEVC R-I School District is to build a community where every student is equipped to grow, succeed, lead, and act with confidence.

The NE Vernon Co R-I School District Beliefs

1. In creating a safe, respectful, and comfortable learning environment where all students feel supported physically, mentally, and emotionally.
2. All students can learn and grow, and it is the responsibility of teachers and staff to foster growth through high expectations and effective instruction.
3. In partnering with our community and families to support learning, growth, and shared success.
4. In retaining staff, fostering student participation, and strengthening community involvement.
5. In maintaining reachable expectations and consistent accountability for all.
6. That learning is ongoing for both staff and students.

School Board Members G-100-S

David Bruce (President), Connie Gerster (Vice President), Scott Pritchett (Treasurer), Heath Brown, Tisha Bailey, Delisa Harms, Bobby Burney, Nicole Walters (Board Secretary)

The role of the District's Board is to govern the community's public schools by making the major decisions for the District as a whole. The Board collectively makes these decisions and individual Board members do not have the power to speak or act for the Board. The Board as a whole, by working with the Superintendent to make decisions that will best serve the District's students, will govern the community's schools. Accordingly, complaints or concerns made to Board members will be referred to the appropriate District point of contact for resolution.

School Building Information and Contact Information
Central Office

216 E. Leslie Ave, Walker, MO 64790

PH: (417)465-2221

Fax: (417)465-2388

Christina Jones

Superintendent

chjones@nevc.k12.mo.us

Alberta Hays

Bookkeeper

ahays@nevc.k12.mo.us

Sherry Gerster

Transportation and Child Nutrition Assistant

sgerster@nevc.k12.mo.us

Jr/ Sr High School

216 E Leslie Ave, Walker, MO 64790

PH: (417) 465-2221

Fax: (417) 465-2388

Brad Clark Jr/Sr High School Principal bclark@nevc.k12.mo.us	Nicole Walters Jr/Sr High School Secretary nwalters@nevc.k12.mo.us
Brian Burlingame 7-12 Social Studies Teacher bburlingame@nevc.k12.mo.us	Brenda Cain 7-12 Math Teacher bcain@nevc.k12.mo.us
Dee Ann Davis 7-12 Science Teacher ddavis@nevc.k12.mo.us	TBA 7-12 Business Teacher
Savannah Mount K-12 Art	Bryce Ming K-12 PE

smount@nevc.k12.mo.us	bming@nevc.k12.mo.us
TBA K-12 Music	Rachel Scrivener 7-12 Ag Teacher rscrivener@nevc.k12.mo.us
Tressa Gawel 7-12 SPED Teacher tgawel@nevc.k12.mo.us	Tonya Smith 7-12 ELA tsmith@nevc.k12.mo.us
Sara Williamson K-12 Counselor swilliamson@nevc.k12.mo.us	Karen Hutchison 7-12 Librarian/Nurse Assistant khutchison@nevc.k12.mo.us
Rebecca Pacter 7-12 FACS Teacher rpacter@nevc.k12.mo.us	<u>Para's</u> Jana Vaughn Peggy Williams

Elementary School

150 N. Hickory St, Schell City, MO 64783

PH: (417) 432-3196

Fax: (417) 432-3197

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Shannon Calbert Pre-K Teacher scalbert@nevc.k12.mo.us	Karliegh Bobbett Kindergarten Teacher kbobbett@nevc.k12.mo.us
Marlene Hogan 1st Grade Teacher mhogan@nevc.k12.mo.us	Rachel Rapp 2nd Grade Teacher rrapp@nevc.k12.mo.us
Tanja Wehmeyer 3rd Grade Teacher twehmeyer@nevc.k12.mo.us	Michelle Young 4th Grade Teacher myoung@nevc.k12.mo.us
Kodie Schmitt 5th Grade Teacher kschmitt@nevc.k12.mo.us	Macey Schmitt 6th Grade Teacher mschmitt@nevc.k12.mo.us
Christina Compton Title I ELA Supplemental Teacher	Bryce Ming K-12 PE

chcompton@nevc.k12.mo.us	bming@nevc.k12.mo.us
Samantha Mack K-12 Music smack@nevc.k12.mo.us	Savannah Mount K-6 Art smount@nevc.k12.mo.us
Ashleigh Compton SPED PK-6 Teacher acompton@nevc.k12.mo.us	New Counselor K-12 Counselor newcounselor@nevc.k12.mo.us
Jadeann Highley PK-6 Nurse Aide jhighley@nevc.k12.mo.us	<u>Para's</u> Kaitlyn Weisensee Serena Duncan

Welcome Letter

Dear Parents and Students,

Welcome to Northeast Vernon County R-1 School District!

Empowering Learners: Shaping Futures

We're so glad you're here! At Northeast Vernon County R-1 School District, our staff is dedicated to helping every student have a successful and rewarding school year while supporting our district's mission: **“The mission of the NEVC R-1 School District is to empower lifelong learners by fostering collaboration, innovation, and respect.”** We are proud of our school district and the many accomplishments of our students in academics, activities, athletics, and the arts.

This handbook is designed to serve as a helpful resource throughout the school year. Please take time to read through it carefully, as it contains important information regarding school procedures, policies, expectations, and key dates. Many questions can be answered and potential misunderstandings avoided by becoming familiar with the contents of this handbook.

Northeast Vernon County R-1 School District offers a variety of opportunities for students to learn, grow, and succeed. From rigorous academic courses and career pathway opportunities to fine arts, athletics, and extracurricular activities, we strive to provide experiences that prepare students for future success.

Our administration, faculty, and staff are excited about the upcoming school year and are committed to making it a positive experience for every student. We look forward to working together with our students and families, and encourage you to contact us or stop by anytime with questions or concerns.

Thank you

Eric Rhodes, Elementary Principal

Brad Clark, Jr/Sr High School Principal

Christy Jones, Superintendent

Academic Calendar I-100-S

Northeast Vernon County R-1 School District						
2026-2027 School Calendar						
August 2026						
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School Closed Early Release Day P/T Conferences 1/2 Day Professional Development (no school for students) New Teacher Academy First Day of Semester						
Total Student Days 148 Total Teacher Days 161 State law requires 36 hours of scheduled make-up time. Section 160.041, RSMo. 5 Built in Days 4 AMI Days Make Up Days: February 15, March 1, March 29, April 9, April 26, May 10, & May 11						
1st Q Ends 36 October 19 2nd Q Ends 36 December 18 3rd Q Ends 38 March 4 4th Q Ends 38 May 7 Bell Schedule: 7:50-3:30 Hours/Day: 7.328 Total hours: 1084.54 Board Approve: January 23, 2026						

Attendance and Absence Procedures S-115-S

Expectations for Attendance

Attendance is essential for learning. By law, all children must attend school from the age of 7 until the age of 17. Parents/guardians are accountable for the attendance of their child. The District will inform parents/guardians of their student's absence and support

families when attendance becomes a concern. It is the responsibility of the student to make up work due to an absence. Students who wish to participate in school-sponsored activities must attend school the entire day on which the activity occurs, unless the principal has pre-approved the absence based upon special circumstances. The administration makes the final determination regarding whether an absence is excused or unexcused.

Attendance Procedures

Northeast Vernon County R-1 strongly believes that for a student to be successful, daily attendance is vital. Whenever a student is absent from class, a valuable part of the student's education is missed. Attendance in school is the legal responsibility of the student and the student's parents/guardians. The school's responsibility is to provide instruction and inform parents/guardians of class absences. In view of this philosophy, the following procedures will be followed:

Attendance is reported every period of the day. Any absence requiring a student to miss class time will be recorded. School-sponsored activities and in-school suspension will be recorded in the computer and students will be marked accordingly, although absent from class. Absences will be initially recorded as unverified. Once parents notify the school about the absence and provide documentation as required, absences will be marked using the following descriptors:

- (UNV) Unverified Absence – Unexcused absences without notification
- (EAB) Excused absences – The parent must notify the attendance office within **two days** of the marked absence to change it to an excused absence. The **two days** include the day of absence and the following day.
- (UNX) Unexcused absences – An absences without school or parent permission
- (ACT) School Activity – The teacher/sponsor of the activity requiring a student to miss class will notify the attendance office.
- (ISS) In-School Suspension – The ISS staff will send a student list to attendance.
- (OSS) Out-Of-School Suspension – Assistant Principals report suspension to the attendance office.
- (TDY) Tardy arriving at class after the bell rings.
- (MED) Medical Absence – Requires verification from a doctor's office
- (HMB) Homebound – With doctor notification and arrangements made in the guidance office

The attendance office has an automated caller service; this system will notify parents/guardians twice a day about any unexcused absence. Parents may call the attendance office at any time to request information about absences or use TeacherEase to access attendance records.

Parent Procedure to Excuse Absences

Parents/guardians are required to notify the school before or on the day of a student's absence. Absences should be reported by 8:30 a.m. on the day of the absence. If

notification is not received by the designated time, the student will be marked unexcused until the parent/guardian notifies the school.

If a parent/guardian needs to remove a student from school during the school day for appointments, court appearances, or other reasons, prior notification should be provided to the student's attendance secretary before dismissal. Students leaving school early must be checked out through the office by a parent or guardian. Early dismissal from school will be recorded as an absence.

Providing proper notification and following checkout procedures may allow the absence to be considered excused in accordance with district attendance policies.

DISTRICT ATTENDANCE POLICY

For students to be successful in school, consistent daily attendance is vitally important. Whenever a student is absent from class, a valuable part of the student's education is missed. Attendance in school is the legal responsibility of the student and the student's parents/guardians. The school's responsibility is to provide instruction and to inform parents/guardians of absences from class.

Students who arrive to class more than five minutes late and are not excused will be considered unverified or unexcused for the period, and students will be subject to disciplinary action. Attendance is taken every class period at the high school level.

An attendance letter will be sent to the parents of students whose attendance has become an issue due to excessive excused and/or unexcused absences (absences for reasons other than absences substantiated by a doctor's statement or caused by emergency family situations or other extenuating circumstances known to the principal).

Absences– Excused

Absences which are approved by both the parents and the principal will be considered excused. Parents should contact the school anytime a student must be absent. Whenever possible, arrangements should be made to complete the work prior to an absence.

All "excused" absences will fall within the following categories:

- School Activities
- Illness of the student
- Professional appointments for medical or legal reasons
- Deployment of the parent/guardian
- Serious personal or family problems
- Death of a family member
- Family emergencies
- Special religious reasons specifically approved by the building principal
- Other approved special or unusual circumstances

Family vacations may be excused by the principal, provided the request is made **two weeks** prior to the trip, the student has a good attendance history, and the student is in good academic standing.

Absences – Unexcused

All absences not approved by both the principal and the parent will be considered unexcused. When students are absent from school, and the reason for the absence is unknown, the absence shall be deemed unexcused.

Excessive Excused Absences

After twelve excused absences, all additional absences can be considered unexcused, and students may be asked to provide medical notes, or other documentation, such as legal proceedings verified by court documents, or other extenuating circumstances excused by the building principal.

Consequences of Unverified and Unexcused Absences

All absences are recorded as unverified until notice is received from a parent/guardian or a staff member.

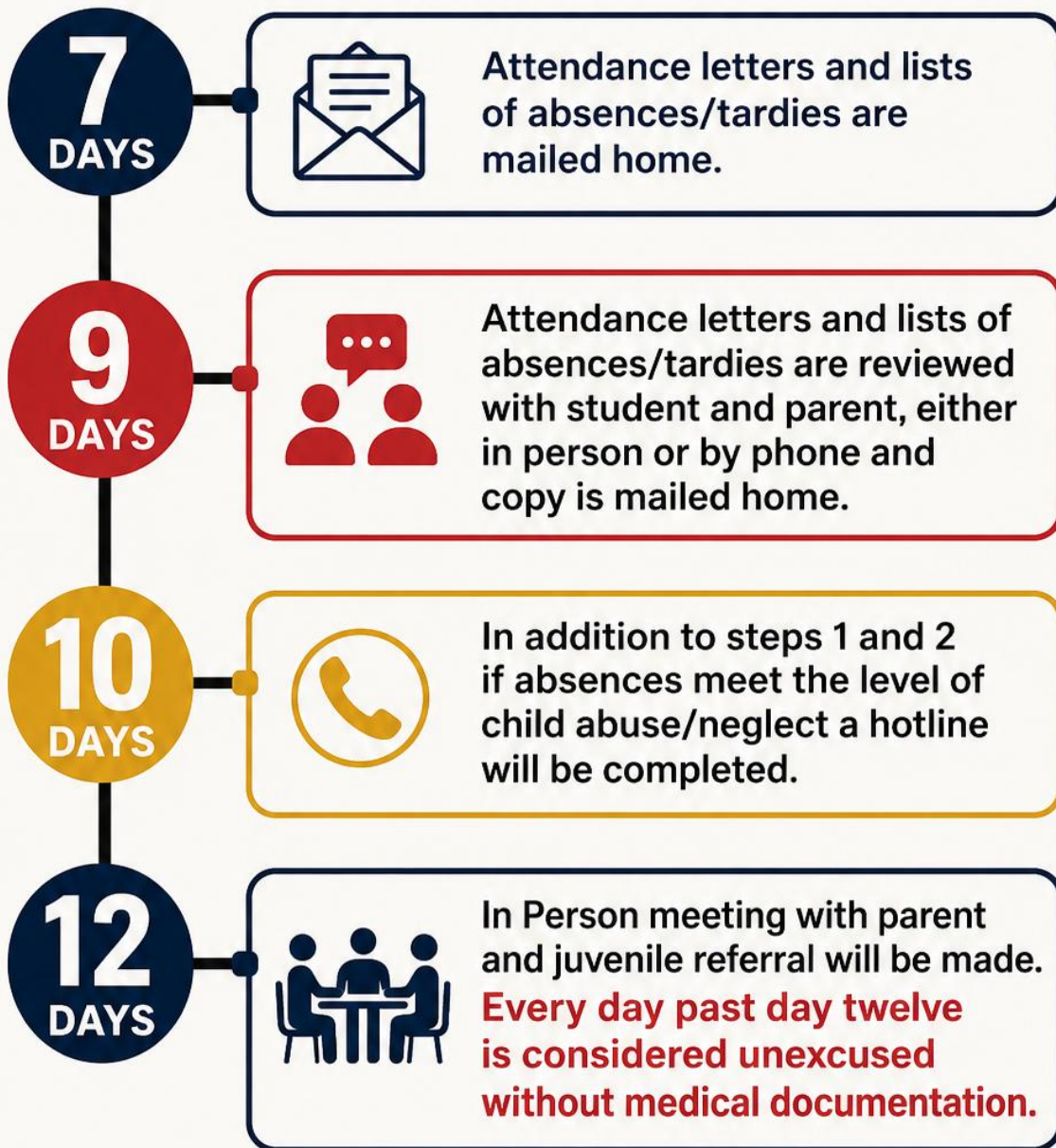
- Any absences the attendance office has not been notified of within two school days will be unexcused.
- The school will attempt to contact the parent/guardian of each unverified absence by telephone.
- Truant students (unexcused and unverified absences) will be reported to the juvenile office when students accumulate three unexcused absences in a row, five unexcused absences in a semester, and seven unexcused absences in a school year. This includes unexcused absences accumulated due to excessive excused absences described above.

Truancy

Students who have excessive unexcused absences, three consecutive days; five days in a semester; or seven or more school days in any school year, will be considered truant. Additionally, excessive excused absences will be counted UNX. This includes excused absences totaling over 12 days. It is the responsibility of the building administrator to notify parents of the pupil's absences and to report cases to the Vernon County Juvenile Office.

NEVC

EXCUSED ABSENCE REPORTING PROTOCOL



Regular attendance supports student success.
Thank you for your partnership!

ATTENDANCE MATTERS

Be Here. Be On Time. Be Ready to Learn.



Students who have **excessive unexcused** absences will be considered **TRUANT.**

THIS INCLUDES:



Three consecutive days



Five days in a semester



Seven or more school days in any school year



Additionally, excessive excused absences will be counted **UNX.**

This includes excused absences totaling **over 12 days.**



It is the responsibility of the building administrator to notify parents of the pupil's absences and to report cases to the **Vernon County Juvenile Office.**



Every Day Counts. Every Student Matters.

Homework Procedure Following Absence

Two days are allowed for each day absent up to five days (for example: 1 day missed; 2 days allowed, 2 days missed; 4 days allowed). Student absences that total more than five days will be allowed two weeks to make up work. Severe causes will be taken into consideration. No homework will be sent on the first day of a student's absence. Parents should call the office before noon on the second consecutive day of absence to request homework assignments. Makeup work will be available for pickup from the office after 2:00 p.m. For known-in-advance absences, make-up work will be provided upon return.

All make-up work will be completed in the same number of days/classes as the student was absent.

Dress Code S-180-S

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

Dress Code Expectations and Prohibitions

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

1. House shoes or slippers;
2. See-through garments;
3. Tops that are backless, strapless, low-cut, bare-midriff, have overly-large arm openings; or spaghetti straps;
4. Clothing that does not cover undergarments when a student is sitting or standing;
5. Undergarments worn as outerwear;
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

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

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

Food Service Program F-285-S

Children attending school within the district that participate in the national school lunch program will be provided nutritionally acceptable meals at no cost or at a reduced cost if they qualify according to state guidelines.

The students who participate in this program will not be distinguished in any way from students who pay the regular price. Their names will not be made known to any person except such staff members or members as needed to make the special arrangements for them.

The school operates a closed lunch system. This means the students must eat in the cafeteria. Sack lunches may be brought to school if the students do not wish to participate in the school lunch program. The school will provide a hot lunch program at the rate established by the Board of Education each year. Prices will continue to be adjusted to meet the cost of the program. Elementary students are not allowed to bring energy drinks for lunch.

Beverages

Water will be allowed in classrooms (at the teacher's discretion). Other beverages are not allowed to be consumed during the school day with the exception of milk/juice served as part of the school meal program. Beverages brought from home such as juice or Gatorade or a drink stick to be added to a water bottle are acceptable at lunchtime **ONLY. NO ENERGY drinks.**

The soda machine is **NOT** for student use during the school day. *Students may purchase soda before school (7:50 am) or after the 3:30 bell dismissing school. Open cans of soda may **NOT** be taken on the school bus.*

Breakfast

Breakfast will be served from 7:20 a.m. – 7:50 a.m. each morning.

Breakfast will be served from 7:20 a.m. to 7:55 a.m.

Lunch

- Lunch will be served from 11:48 a.m. – 12:32 p.m.
- Lunch will be served from 11:00 a.m. – 11:20 a.m. for PK-2nd and at 11:30 a.m. – 11:50 a.m. for 3rd – 6th.

2026-2027 Meal Prices

K-6	Breakfast	\$2.20
	Lunch	\$3.00
7-12	Breakfast	\$2.20
	Lunch	\$3.20
Adults	Breakfast	\$2.70
	Lunch	\$4.00

Student Meal Charge Limits

Students in grades K-12 will be allowed to charge meals up to a maximum negative balance of twenty-seven dollars (\$27.00). After this maximum has been reached, no additional meal charges will be permitted.

****No charges will be permitted for the 2nd tray for grades 7-12 or beverages at any grade level.

Parent/Guardian Notification

Parents or guardians of students with negative meal account balances will be notified through the following methods:

- Electronic notification
- Biweekly letters sent home
- Telephone contact from the building principal
-

Annual Charge Cutoff

Beginning April 15 of each school year, all meal charging privileges will be suspended. At that time, parents or guardians will receive a written request for “payment in full.”

Outstanding Balances

Any unpaid meal charges remaining at the end of the school year will be carried forward to the following school year.

Students with outstanding balances must pay at least fifty percent (50%) of the balance owed before:

- Additional meal charges will be permitted, or
- The student may participate in school activities.

Graduating Seniors

Graduating seniors must pay all meal charges in full before they are permitted to:

- Participate in the Senior Trip, or
- Participate in graduation ceremonies.

Financial Hardship

If financial hardship is suspected, families will be encouraged to apply for free or reduced-price meal benefits at any time during the school year.

Policy Distribution

The District will provide written notification of this policy to all parents or guardians on or before the first day of school each year. This policy will also be published on the District's website.

Free and Reduced Lunch Application

An application for free or reduced price breakfast and lunches are available at the school office upon request by the student or parent/guardian. The students who participate in this program will not be distinguished in any way from students who pay the regular price. Their names will not be made known to any person except such staff members or members as needed to make the special arrangements for them.

Adult Visitors for Lunch

Adult visitors for lunch are allowed to eat with their student with prior approval and at the Administrator's discretion. Adult visitors are limited to parents/guardians.

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

We encourage the contribution of pre-wrapped, commercially prepared snacks for the safety of our children. We recommend that snacks brought to school should meet USDA Smart Snacks nutrition standards whenever possible.

Examples of Smart Snack-friendly items include:

- Pretzels
- Whole grain crackers
- Baked chips
- Popcorn
- Applesauce cups
- Fruit cups packed in juice
- Fresh fruit
- String cheese
- Yogurt cups or tubes
- Trail mix without candy
- Granola bars that meet Smart Snack guidelines
- Veggie cups with dip
- Bottled water
- 100% fruit juice boxes
- Low-fat or fat-free milk

Please avoid homemade items, foods containing peanuts or tree nuts when possible, and snacks with excessive sugar, caffeine, or artificial energy stimulants.

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, Narcan 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 nurse aide and principal 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. Although the nurse may be not physically present at all times in a specific building, the nurse is always on call and there are trained employees in the building to provide first aid, dispense medication, and support the needs presented in the health office.

Illnesses/Injuries

A school nurse aide or paraprofessional under the direction of a RN is on duty every day at the school. If a student should become ill while at school, he/she will be sent by the classroom teacher to the Nurse's Station. The nurse aide/paraprofessional will call a parent to pick the child up, if the situation warrants it. A child who is running a temperature exceeding 100 degrees, vomiting within the last eight hours, or experiencing diarrhea **will** be sent home.

We request that you keep your child at home if he/she has any of the following problems:

- An elevated temperature (100.0 or higher): A child who is at home with a temperature is not allowed to return to school until he/she has been fever-free for 24 hours without any fever-reducing medication
- Vomiting (within at least the last 8 hours)
- Symptoms related to contagious disease (skin rash, redness of eyes, swollen glands)
- Nausea or Diarrhea (within at least the last 8 hours)

Students may be sent home if they come to school with these symptoms.

In the event of injuries, first aid will be administered at the school. For injuries that appear to require medical attention, the parent will be notified. If the injuries require medical attention, parents will be notified and the child taken to the nearest medical facility via the ambulance or school-approved mode of transportation.

Head Lice

Students with live lice or live nits will be sent home for treatment. Upon return, the student will be checked again:

- If live lice remain, the student will be sent home for additional treatment.
- If no live lice are found, the student may return to class.

Families will be provided information on treatment and recommended cleaning of personal items and soft surfaces to prevent continued infestation and/or reinfestation.

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 by the parent/guardian in a pharmacy or manufacturer-labeled container, and must be accompanied by the following information:

Non-Prescription Medication - A written request from the parent/guardian with the student's name, reason for the medication, the time the medication is to be given, the dosage prescribed, route of administration, and the number of days the medication is to be administered at school. The diagnosis/indication for use of the medicine shall be provided. When possible, the prescriber should state potential adverse effects and applicable emergency instructions. These medications include, but are not limited to, allergy medication, decongestants, cough syrup, ibuprofen (Advil), acetaminophen (Tylenol), Tums, cough drops, or others. Parents will give verbal permission before any over-the-counter medication is dispensed.

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.

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 discipline/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.

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.

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

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

that the MHK program is available. Forms for MHK may be accessed at:
<https://dssmanuals.mo.gov/wp-content/uploads/2020/09/IM-1SSL-Fillable-Secured-6-24-21.pdf>.

Student Records S-125-S

Access to and Release of Student Information

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

The parents'/guardians' rights relating to the education records transfer to the student once the student becomes an eligible student; however, parents/guardians maintain some rights to inspect student records even after a student turns 18. The District allows access to records to either parent, regardless of divorce, custody or visitation rights, unless the District is provided with legal documents that the parent's rights to inspect records have been modified.

Directory Information

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

The District designates the following items as directory information:

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

Limited Directory Information: In addition to general directory information, a student's address, telephone number and email address; and the parents' addresses, telephone numbers and email addresses may be disclosed to: school officials with a legitimate educational interest; parent groups or booster clubs that are recognized by the Board and are created solely to work with the District, its staff, students and parents and to raise funds for District activities; governmental entities including, but not limited to, law enforcement, the juvenile office and the Children's Division (CD) of the Department of Social Services.

School Officials with a Legitimate Educational Interest

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

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

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

Release of Records to Other Agencies or Institutions

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

Military and Higher Education Access

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

Release

Parents or guardians may designate additional adult(s) to have access to their student's records by requesting a Family Educational Rights and Privacy Act (FERPA) release form. This form is available on the District website or in the 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.
- Information regarding any State or LEA policy regarding student participation in any assessment required under ESEA section 111(b)(2) and by State or LEA, including a policy, procedure, or parental right to opt the child out of such assessment, where applicable.
- 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: Eric Rhodes, (417)432-3196.

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 here: <https://www.nevc.k12.mo.us/page/title-i>

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: Counselor
Phone #: (417) 465-2221
Email Address: swilliamson@nevc.k12.mo.us

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 Spanish.

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

Name of Coordinator: Counselor

Address of Office: 216 E. Leslie Ave., Walker, MO 64790

Phone #: (417) 465-2221

Email: swilliamson@nevc.k12.mo.us

Visitor Procedures C-155-S

Visitor parking and handicapped parking is marked and located in front of the School Building.

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.

We value instructional time with our students, but we will gladly schedule appointments during planning times. Certain conduct is expected by the patrons and the administration is hereby authorized to refuse admittance on school grounds to persons who disturb classes or school activities.

Transportation Services F-260-S

NRTC Transportation Policy

All students attending NRTC are expected to ride school-provided transportation to and from classes each day.

Students may be granted permission to drive to NRTC classes under the following circumstances:

- The student must transport projects, tools, equipment, or materials to NRTC using private transportation.
- The student has a sporadic appointment with a doctor, dentist, attorney, or other professional.
- The student is participating in a field trip or school activity that requires arrival at NRTC prior to the scheduled bus arrival time.

Permission Procedures

All transportation permission forms must be submitted to the school office and approved by the principal before any alternate transportation arrangements may be used.

Students who are granted permission to drive themselves to classes in Nevada are prohibited from transporting other students:

Missing the NRTC Bus

Students who miss the NRTC bus for any reason must report immediately to the building principal.

The following procedures will apply:

1. Students will not be allowed to drive themselves to NRTC after missing the bus.
2. A parent or guardian may be contacted to provide transportation to NRTC.
3. The student may remain at the high school and be assigned school duties or supervised study.
4. Missing the NRTC bus more than three (3) times may result in removal from the NRTC program.

Expectations for Student Conduct while on Buses

Students using district transportation understand that they are under the jurisdiction of the school from the time they board the bus until they are deposited at school or at the stop nearest their home.

The school bus is an extension of the school and all school rules and regulations, which pertain to student conduct in the schools, are applicable to student conduct on the bus. The bus driver is in complete charge of the bus and students are expected to comply with their requests at all times. Students must be seated and are not permitted to change seats when the bus is in motion. Students must not, under any circumstances, extend any part of their bodies out of the bus windows; the windows are not to be lowered beyond the point indicated. Students whose behavior results in material damage to the bus will be held liable for monetary restitution.

Disciplinary Responses to Student Misconduct on the Buses

The school bus driver will be responsible for submitting a written referral of student misconduct. The bus driver will then contact the building principal. The building principal will have the authority to suspend a student from riding the bus after the student and parents have been informed. Repeat offenders may lose bus riding privileges for up to 180 days.

A severe incident (fighting, vandalism, possession of illegal or dangerous materials) may result in immediate suspension from one day to the remainder of the school year after due process is completed. All vandalism incidents will require restitution for the damaged property. Failure to pay for vandalism will result in a student being ineligible to participate in extra-curricular events until the damage is paid.

Students who are suspended off the bus for disciplinary actions are suspended off ALL bus transportation. This includes athletic, academic, intra- and extra-curricular activities.

Parents Making Alternative Arrangements for Transportation of Students

If parents need to make alternative arrangements for the transportation of their student(s) or to allow the student(s) to walk elsewhere, the school office should be contacted prior to 3:00 p.m. This will allow ample time for messages to be delivered to the appropriate student(s) and staff. If the parent knows that alternative arrangements need to be made, it is most helpful to send a note to school that morning with their student(s).

INTRODUCTION This is an informational guide for students and parents. It outlines the basic policies, rules and regulations governing student transportation.

MISSION STATEMENT The Safe and Efficient Transportation of ALL Eligible Riders For us to meet our mission it requires several things:

- SAFE AND EFFICIENT BUSES
- SAFE AND COURTEOUS BUS DRIVERS
- POLICIES, PROCEDURES, REGULATIONS & RULES
- PARENT SUPPORT AND COOPERATION

In addition to the above, and just as important, we must have good order and discipline on the buses. To achieve this, we have rules students must adhere to. We also have policies and procedures to deal with students who violate the rules.

GENERAL PROCEDURES

BUS PASSES The transportation department uses a bus pass system to assist in accounting for the whereabouts of students on buses. It also informs the drivers of a new student on their bus or when a student changes bus assignment. A parent/guardian must request a bus pass through the appropriate school office. The request must include the following specific information:

- Student's name
- Effective date(s) for the bus pass. "As required or as needed" is not an acceptable effective date.
- Full street address where the student is going
- Contact phone number of either the parent, guardian or the responsible person where the student is going

BUS ASSIGNMENTS Students can have 2 bus assignments, a Primary and an alternate. When a student rides the alternate bus, a bus pass is required to board the bus. A bus pass can be written for the day, for the week, or according to the time frame the student needs to ride the alternate bus. Please specify, in the note to the secretary, the days the student will ride the alternate bus.

NEW STUDENTS When a student registers, the school office will provide approximate pick-up and drop-off times as well as location. All pick-up and drop-off times are approximate. Due to trains and other traffic issues the times could vary 5-10 minutes, give or take. Most stops in the city limits are at the nearest corner of the residence.

Kindergarten and new students unfamiliar with bus riding is a serious concern for drivers. It is suggested that a parent or guardian accompany young students to their bus

stop for boarding and unboarding the bus. Drivers are instructed to return students to school if they consider an unattended drop off unsafe.

NEW ROUTES/ROUTE CHANGES Occasionally changes must be made to routes. Changes are carefully made for the purpose of overcrowding or to improve the route the bus travels. When a change is made the parent, student and building administration is notified of the bus change.

ROAD CONDITIONS In order to provide safe and timely service, bus routes will not travel dead end road. Exceptions to normal pick-up/drop-off locations will be considered on a case-by-case basis dependent on student age, safety and road conditions.

Bus drivers report any road that is unsafe or is causing undue wear and tear on the bus to the transportation office. The transportation office will contact the agency responsible for the road maintenance and request the necessary repairs. If the road is in such disrepair, that the bus is unsafe or causing undue damage to the bus, the district will cease travel on the road until satisfactory repairs are completed. Inclement weather conditions could cause a bus not to travel certain roads on a route. Parents are contacted if a bus is unable to travel such roads.

STUDENT ILLNESS/ACCIDENT WHILE ON THE BUS Bus drivers are instructed to take prompt action to minimize the effects of an accident or illness and to provide first-aid as necessary. The driver will determine if ambulance or other emergency personnel should be called. As soon as practical, a school employee will contact the parent/guardian and inform them of the situation. PLEASE update any emergency contact numbers with the school office. It is very important in case of an emergency that we have correct information for your child.

REGULAR ROUTES

ROUTE ASSIGNMENTS When enrolling students or move to a different address, please notify the transportation office with the new address and phone number. Every student who rides a bus has certain obligations and responsibilities to insure they have a safe ride and do not lose their bus riding privileges. Those obligations and responsibilities are:

FROM THE NATIONAL SAFETY COUNCIL:

GETTING ON THE BUS:

- Be at the designated stop 5 minutes prior to the designated time.
- When waiting for the bus, stay away from traffic and avoid roughhousing or other behaviors that can lead to carelessness. Do not stray onto the street.
- Line up away from the street or road as the school bus approaches.
- Wait until the bus has come to a complete stop and the door opens before stepping onto the roadway.
- Before crossing the street, wait for the driver to signal that it is safe to cross the street.
- Look left-right and left again when coming to the edge of the roadway to make sure traffic is stopped. Be sure to watch for traffic when crossing.

- Use the handrail when stepping onto the bus.

BEHAVIOR ON THE BUS:

- When on the bus, find a seat and sit down. Loud talking or other noise can distract the bus driver.
- NEVER put your head, arms, or hands out the window.
- Keep aisles clear--books, bags or backpacks are tripping hazards and can block the way in an emergency
- Before you reach your stop, get ready to leave your seat by gathering your belongings.
- At your stop, wait for the bus to come to stop completely before getting up from your seat.

GETTING OFF THE BUS:

- If you have to cross the street in front of the bus, walk at least 10 feet ahead of the bus along the side of the road, until you can turn around and see the driver.
- Make sure the driver can see you.
- Wait for a signal from the driver before crossing the street.
- When the driver signals, walk across the road, keeping an eye out for sudden traffic changes.
- Do not cross the centerline of the road until the driver has signaled it is safe for you to begin walking.
- Stay away from the bus's rear wheels at all times.
- **NEVER CROSS BEHIND THE BUS!!!!**

The school district encourages parents/guardians to discuss the above obligations and responsibilities with their student(s). Any violation or disregard for the above or rules posted in the front of the bus could result in a loss of riding privileges. The “10 Rules of the Bus” are:

- Observe the same conduct as in the classroom
- Be courteous, do not use profane language
- Do not eat or drink on the bus
- Keep the bus clean
- Cooperate with the driver
- Do not smoke or use tobacco products
- Do not be destructive
- Stay in your seat
- Keep all body parts inside of the bus at all times
- Bus drivers are authorized to assign seats and will establish and maintain a seating chart

SAFE SCHOOLS ACT The Safe Schools Act contains specific wording to extend the Safe Schools Act to the school bus.

The Safe Schools Act defines violent behavior as “the exertion of physical force by any student with the intent to do serious physical injury to another person.” It goes on to include “the threat of physical force to do serious physical injury to another person.”

ACTS OF PHYSICAL VIOLENCE ON THE BUS WILL NOT BE TOLERATED. Riding a bus is a privilege. Any student who displays violent behavior while on the bus will lose riding privileges at the discretion of the building principal.

TRANSPORTATION OF, EQUIPMENT, BALLS, ETC. Only those items which can be kept with the pupil and which do not occupy an unreasonable amount of space may be transported.

Prohibited from route transportation are:

1. Large Items (If you have questions, contact the Transportation Director).
2. Skateboards
3. Basketballs, soccer balls, etc.
4. Balloons
5. Weapons of any kind
6. Glass containers
7. Food or drink
8. Other unnecessary items as determined by driver or administration

TRANSPORTATION DEPARTMENT DISCIPLINE PROCEDURES Eligible students may utilize the school's bus transportation system. The importance of proper conduct on school buses cannot be overemphasized: the potential for accidents is ever present. The following regulations for pupils' safety will serve as a guide: obey the bus driver at all times, remain seated while the bus is moving, talk quietly while on the bus, be kind and courteous to others and place trash in the trash cans when exiting the bus. Since each incident is reviewed on a case-by-case basis, the disciplinary action may be determined at the discretion of the principal. The discipline offenses are as follows:

- First offense: Warning, parent notification, assigned seating
- Second offense: parent notification, 1 Day Bus suspension, assigned seating
- Third offense: parent notification, 3 Day Bus suspension, assigned seating
- Fourth offense: Parent notification, 10 Day Bus suspension, assigned seating
- Fifth offense: Parent notification, permanent suspension of bus riding privileges

AUDIO/VIDEO EQUIPMENT All regular route buses are equipped with digital video equipment which records activity on school buses. The technology is used to monitor bus activity of students as well as drivers. The information is strictly controlled and access is limited to authorized school officials and law enforcement due to the laws of confidentiality.

If you have any questions regarding the bus passenger handbook, please contact Mr. Brad Clark at 417-465-2221.

Student Discipline S-170-S

Student Code of Conduct

The District believes students deserve the right to participate and learn in a safe environment which allows teachers to focus on instruction that accelerates achievement. To ensure that school is a quality atmosphere for all students at all times, the code of conduct and discipline policies outline consequences for misconduct that occurs at

school, during a school activity whether on- or off-campus, on District transportation, or misconduct that involves the use of District technology. All District personnel are responsible to supervise and hold students accountable for violations of discipline rules.

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

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

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

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

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

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

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

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

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

Standards of Conduct and Consequences

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

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.

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.

In-School-Suspension (I.S.S.) - As an alternative to suspending students out of school, NEVC High School offers a disciplinary alternative. ISS meets during the regular school day. This program is designed to change undesirable behavior and increase student achievement. Students should bring “extra work” in case they finish early with their assigned work.

ISS is in school suspension. If a student misbehaves in ISS, he/she may be dismissed from ISS or assigned additional days of ISS. Students will agree to follow all of the schools and ISS rules by signing an ISS contract.

These rules include but, are not limited to, the following:

1. Students must bring textbooks, Chromebook, chargers, and necessary study materials when reporting to ISS. Work only on schoolwork or supplemental learning materials assigned by the ISS instructor.
2. Students are ineligible to return to regular classes until all ISS is completed; if absent on assigned ISS day, the student will report to ISS on the day he/she returns.
3. ISS Students may be in the hallways before and after school only to visit a teacher.
4. Students are to report to ISS no later than the tardy bell for 1st period. The tardy policy will be enforced
5. Restroom breaks are provided on a set schedule.
6. Students assigned through lunch may bring their lunch, or purchase a lunch from the cafeteria.
7. Students will remain seated and work on assignments, behavioral packets, or read appropriate material.
8. Talking or interfacing with other students, sleeping, lounging, and eating or drinking at any time other than lunch is not allowed.
9. No passes to lockers, class, labs, tutoring, or the like will be given. Do not leave your assigned seat unless permission is given. (Emergency evacuation and procedures will be followed.)
10. Do not talk. If you have a question, raise your hand.
11. Do not sleep or lay your head down on the desk.

12. Sit in the direction of your desk.
13. Keep your desk and area in a clean condition, free of paper.
14. Do not mark on desks or any other surfaces in the room.
15. Cell phones, airpods, or any other electronic devices must be turned in to the principal before school and will be returned at the end of school.

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.

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

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

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

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

Prohibited Conduct	Definition	Consequences
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 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.	1st offense: No credit for the work, grade reduction, or replacement assignment Repeat offenses: No credit for the work, grade reduction, course failure, or removal from the extracurricular activities
Arson	Starting or attempting to start a fire or causing or	1st offense: Detention, in-school suspension, 1-180s out-of-school suspension, or

	attempting to cause an explosion.	expulsion. Restitution if appropriate. Repeat offenses: 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 another person, or any other act that constitutes criminal assault in the first or second degree.	1 st offense: 10-180 days out-of-school suspension or expulsion. Contact law enforcement. Repeat offense: Referral to superintendent for long-term suspension.
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	1 st offense: Principal/Student conference, detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion. Repeat offenses: 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.	1st offense: Suspension or revocation of parking privileges, detention, or in-school suspension. Repeat offenses: Revocation of parking privileges, detention, in-school suspension, or 1-10 days of out-of-school suspension.
Bullying and Cyberbullying	Intimidation, unwanted aggressive behavior or harassment (including criminal harassment under the Safe Schools Act), that is repetitive or is substantially likely to be repeated and causes a reasonable student to fear for his or her physical safety or property; substantially interferes with the educational performance, opportunities or benefits of any student without exception; or substantially disrupts the orderly operation	The offending student will first be given a verbal warning to cease and desist undesirable actions. Should the behavior persist: 1st offense: Detention, in-school suspension, or 1-180 days out-of-school suspension and possible referral to appropriate authorities. Repeat offenses: 1-180 days out-of-school or expulsion and possible referral to appropriate authorities. <i>*Some bullying depending on severity may require 1st</i>

	of the school. Bullying may consist of physical actions, including gestures, or oral communication, cyberbullying, electronic or written communication, and any threat of retaliation for reporting of such acts. "Cyberbullying" means bullying through the transmission of a communication including, but not limited to, a message, text, sound or image by means of an electronic device including, but not limited to, a telephone, wireless telephone or other wireless communication device, computer or pager. Students will not be disciplined for speech in situations where the speech is protected by law.	<i>offense consequences without verbal warning.</i>
Bus or Transportation Misconduct	Any misconduct committed by a student on transportation provided by or through the District.	1st offense: Warning, parent notification, assigned seating. 2nd offense: Parent notification, 1 day bus suspension, assigned seating. 3rd offense: Parent notification, 3 day bus suspension, assigned seating.

		4th offense: Parent notification, 10 day bus suspension, assigned seating. 5th offense: Parent notification, permanent suspension of bus riding privileges.
Dishonesty	Any act of lying, whether verbal or written, including forgery.	1st offense: Nullification of forged document; principal/student conference, detention, or in-school suspension. Repeat offenses: Nullification of forged document; detention, in-school suspension, or 1-180 days out-of-school suspension.
Disrespectful or Disruptive Conduct or Speech	Conduct that interferes with an orderly education process such as disobedience or defiance to an adult's direction, use of vulgar or offensive language or graphics, any rude language or gesture directed toward another person. Discriminatory or harassing conduct may be addressed under the District's policy regarding this conduct.	1st offense: Principal/Student conference, detention, in-school suspension, or 1-10 days out-of-school suspension. Repeat offenses: Detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.
Drugs/Alcohol/Tobacco/E-Cigarettes	The use, sale, transfer, distribution, possession, or being under the influence of prescription drugs, alcohol, tobacco products, electronic	1st offense: In-school suspension or 1-180 days out-of-school suspension. Repeated offenses: 1-180 days out-of-school suspension or expulsion.

	cigarettes, vaping products, other nicotine delivery products, imitation tobacco products, narcotic substances, unauthorized inhalants, controlled substances, illegal drugs, counterfeit substances, imitation controlled substances, drug/tobacco paraphernalia, or over the counter drugs on any District property, vehicles, or at District-sponsored events. However, students may use, possess, and be under the influence of their prescription drugs and over the counter drugs in compliance with District procedures.	<i>Tobacco products, vape devices, and related contents are prohibited on school property. Confiscated items will be turned over to law enforcement for students under age 18. For students age 18 or older, a parent or guardian may pick up confiscated items from the school office.</i>
Extortion	Threatening or intimidating any person for the purpose of obtaining money or anything of value.	1 st offense: Principal/Student conference, detention, in-school suspension, or 1-10 days out-of-school suspension. Repeated offenses: 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	1 st offense: Restitution, principal/student conference, detention, in-school suspension, 1-180 days out-of-

	purpose of scaring or disrupting the school environment.	school suspension, or expulsion. Repeated offenses: Restitution, in-school suspension, 1-180 days out-of-school suspension, or expulsion.
Fighting	A conflict: verbal, physical, or both, between two or more people.	1 st offense: Principal/Student conference, detention, in-school suspension, or 1-10 days out-of-school suspension. Repeated offenses: 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 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). B. Other weapons are prohibited. Other weapons are defined as a device readily capable of lethal use, or device designed to mimic a weapon. Other weapons include, mace spray, any knife, regardless of blade length; and items customarily used, or which can be used, to inflict injury	1st offense: In-school suspension, 1-180 days out-of-school suspension, one calendar year suspension (unless modified by the BOE upon recommendation by the superintendent), or expulsion. Repeated offenses: 1-180 days out-of-school suspension or expulsion.

	upon another person or property. C. Possession or use of ammunition, a component of ammunition or a weapon, weapon accessories, or tactical gear.	
Fireworks or Incendiary Devices	Possessing, displaying, or using fireworks, matches, lighters, or other devices to start fires or other unsanctioned actions. This does not include educational activities designed and supervised by District employees.	1st offense: Confiscation, principal/student conference, detention, or in-school detention. Repeated offenses: Confiscation, principal/student conference, detention, in-school suspension, or 1-10 days out-of-school suspension.
Gambling	Betting something of value upon the outcome of a contest, event, assignment, or game of chance.	1st offense: Principal/Student conference, loss of privileges, detention, or in-school suspension. Repeated offenses: Principal/Student conference, 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 or any other characteristic protected by law. Harassment,	1st offense: Principal/Student conference, detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion. Repeated offenses: In-school suspension, 1-180 days out-of-school suspension, or expulsion.

	including sexual harassment, is unwanted and unwelcomed conduct that causes another person extreme unease or fear. Examples include, but are not limited to, derogatory comments or slurs, lewd propositions, blocking movement, offensive touching, or offensive posters or graphics.	
Hazing	The imposition of strenuous, humiliating, and/or dangerous tasks as part of an initiation, admission, or affiliation to a group, even when all parties willingly participate.	1 st offense: In-school suspension or 1-180 days out-of-school suspension. Repeated offenses: 1-180 days out-of-school suspension, or expulsion.
Indecent Exposure	Partially or fully disrobing in front of another person or persons. (ex. Mooning)	1 st offense: Principal/Student conference, detention, in-school suspension, or 1-180 days out-of-school suspension. Repeated offenses: In-school suspension, 1-180 days out-of-school suspension, or expulsion.
Nuisance Items	Displaying or using items that create distractions and could be lost, stolen, or broken such as toys, collectible items, or other possessions not	1 st offense: Confiscation, warning, principal/student conference, detention, or in-school suspension. Repeated offenses: Confiscation, principal/student conference, detention, in-

	approved for educational purposes. Personal Property Students are not to bring toys, trading cards (baseball, football, etc.). The school is not responsible for personal property brought to school. Any unusual items necessary for classroom assignments must be cleared by the teacher through the office. Any personal article may be removed from the student and held in the principal's office until the end of the school day or until a parent comes to the school to pick up the item. If repeated problems occur, an item may be held until the end of the year. No buying, selling or trading personal property at school will be allowed. Violations may result in loss of device, suspension, or other consequences, at the discretion of the administration.	school suspension, or 1-10 days out-of-school suspension.
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	Pets and Animals at School Pets and/or animals should not be brought to school. If a teacher requests that a student or parent bring an animal to school it must be approved 24 hours in advance by the principal.	
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.	1st offense: Restitution, principal/student conference, detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion. Repeated offenses: Restitution, in-school suspension, 1-180 days out-of-school suspension, or expulsion.
Public Display of Affection	Physical intimacy that is inappropriate for an educational setting, such as but not limited to, kissing, groping, fondling, cuddling.	1st offense: Principal/Student conference, detention, or in-school suspension. Repeated offense: Detention, in-school suspension, or 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	1st offense: Principal/Student conference, detention, in-school suspension, or 1-180 days out-of-school suspension. Repeated offense: Confiscation, detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.

	where it is permissible by law. This restriction does not apply to curricular material vetted and approved by District employees for educational purposes.	
Sexual Activity	Consensual acts of sex or consensual simulations of sex including, but not limited to, intercourse or oral or manual stimulation.	1 st offense: Principal/Student conference, detention, in-school suspension, or 1-180 days out-of-school suspension. Repeated offenses: 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 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.	1 st offense: Principal/Student conference, detention, or 1-3 days in-school suspension. Repeated offense: Detention or 3-10 days in-school suspension, and removal from extracurricular activities.
Technology Misconduct	Gaining or attempting to gain unauthorized access to or interfering with a technology system	1 st offense: Confiscation, principal/student conference, loss of privilege, detention, in-school suspension, 1-180 days out-of-school suspension.

	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.	Repeated offenses: Confiscation, principal/student conference, loss of privilege, detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.
Theft	Taking or attempting to take the property of others without consent or knowingly taking possession of stolen property.	1 st offense: Return of or restitution for property, principal/student conference, detention, in-school suspension, or 1-180 days out-of-school suspension. Repeated offense: Return of or restitution for property, 1-180 days out-of-school suspension, or expulsion.
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.	1 st offense: Principal/Student conference, detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion. Repeated offenses: In-school suspension, 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	1 st offense: Principal/Student conference, detention, in-

	someone to enter District property who is not authorized or through an unauthorized entrance.	school suspension, or 1-180 days out-of-school suspension. Repeated offenses: 1-180 days out-of-school suspension or expulsion.
Vandalism	Deliberate destruction of or damage to property belonging to the District, employees, or students.	1 st offense: Restitution; principal/student conference, detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion. Repeated offenses: Restitution; in-school suspension, 1-180 days out-of-school suspension, or expulsion.
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.	1 st offense: Verbal warning, detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion. Report to law enforcement for trespassing if expelled. Repeated offense: 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: **Building Principal** and can be reached at Jr/Sr High 417-465-2221 or Elementary 417-432-3196

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

This is available on the District's website.

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: Superintendent
Phone #: (417) 465-2221
Email Address: chjones@nevc.k12.mo.us

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

Name: Elementary Principal
Phone #: (417) 465-2221
Email Address: erhodes@nevc.k12.mo.us

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

Every Student Succeeds Act of 2015 (ESSA) Complaint Procedures

This guide explains how to file a complaint about any of the programs (Title I, A,B, C, D, II, III, IV.A, V) that are administered by the Missouri Department of Elementary and Secondary Education (the Department) under the Every Student Succeeds Act of 2015 (ESSA).

Missouri Department of Elementary and Secondary Education Complaint Procedures for ESSA Programs Table of Contents	
General Information 1. What is a complaint under ESSA? 2. Who may file a complaint? 3. How can a complaint be filed?	
Complaints filed with LEA 4. How will a complaint filed with the LEA be investigated? 5. What happens if a complaint is not resolved at the local level (LEA)?	Complaints filed with the Department 6. How can a complaint be filed with the Department? 7. How will a complaint filed with the Department be investigated? 8. How are complaints related to equitable services to nonpublic school children handled differently?
Appeals 9. How will appeals to the Department be investigated? 10. What happens if the complaint is not resolved at the state level (the Department)?	

1. What is a complaint?

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

2. Who may file a complaint?

Any individual or organization may file a complaint.

3. How can a complaint be filed?

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

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

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

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

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

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: Superintendent
Phone #: (417) 465-2221
Email Address: chjones@nevc.k12.mo.us

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

Name: Elementary Principal
Phone #: (417) 465-2221
Email Address: erhodes@nevc.k12.mo.us

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

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

Title IX C-131-S

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

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

Name or Title: Elementary Principal
Address: 216 E. Leslie Ave. Walker, MO 64790
Email Address: erhodes@nevc.k12.mo.us
Phone #: erhodes@nevc.k12.mo.us

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.

Counseling S-147-S

The District's counseling program is designed and implemented to meet and address the social/emotional, academic and career development needs of students. The Board requires full implementation of the Missouri Comprehensive School Counseling Program. The District will follow and effectuate its standards. The counseling program aligns with the District's Comprehensive School Improvement Plan (CSIP) and student performance data. The counseling program will be implemented through certified school counselors.

The foundation for Individual Student Planning is established during the elementary school years through School Counseling Curriculum lesson activities such as career awareness. The District will establish an ISP process for students at every grade level.

Each student no later than 8th grade will develop with help from the school's counselors a personal plan of study or Individual Career & Academic Plan (ICAP), which will be reviewed regularly, as needed by school personnel and the student's parent/guardian and updated based on the needs of the student. The requirements of this policy and the District's counseling program will be waived for any student with a disability if recommended by the student's IEP committee.

Student Searches S-175-S

Desks, lockers, and other District property provided for student use are subject to periodic and random inspections without notice.

Student property may be searched based upon reasonable suspicion of a violation of school rules or law and an examination of 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 may use drug dogs on campus. Drug dogs will not come into direct contact with students.

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

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

Student Alcohol/Drug Abuse S-195-S

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

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

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

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.

A+ Program S-130-S

A+ Program Description

The District is a proud participant of the Missouri A+ Program. As a designated school, the District graduates are eligible for the A+ designation, which qualifies them to receive A+ monies from the state to be used for tuition to any public community college or public vocational technical school in Missouri. Several four-year colleges and universities accept A+ credentials and funding as well. Some private, career/technical schools are also A+ eligible. In addition, more four-year institutions are offering incentives for students who meet the A+ criteria.

A+ Program Requirements

The A+ Scholarship Program is a state-supported initiative that provides eligible high school graduates with financial assistance for tuition and general fees at participating Missouri public community colleges, technical schools, and certain two-year institutions. The program recognizes students who demonstrate academic commitment, responsible citizenship, strong attendance, and meaningful service through school-based tutoring or mentoring.

The A+ Scholarship is designed to support students as they transition from high school to postsecondary education, while also encouraging leadership, service, and personal responsibility.

Eligibility:

- Be a U.S. citizen or permanent resident.
- **Enter into a written agreement with your high school prior to graduation.**
- Attend a designated A+ high school for 2 years prior to graduation.
- Graduate from an A+ designated high school with an overall unweighted grade point average of 2.5 or higher on a 4.0 scale.
- **Have at least a 95% attendance record overall for grades 9-12.**
- **Perform at least 50 hours of unpaid tutoring or mentoring, of which up to 25% may include job shadowing prior to graduation.**

- Maintain a record of good citizenship and avoid the unlawful use of drugs and/or alcohol while in grades 9-12.
- **Have achieved a score of proficient or advanced on the Algebra I end-of-course exam or a higher level DESE approved end-of-course exam in the field of mathematics.**
 - 2018 High School Seniors and Forward - If a student meets all of the eligibility requirements for their high school graduating class except the end-of-course exam requirement, they may establish eligibility by achieving a combined Pre-ACT or ACT math subscore and high school GPA in accordance with the following scale.

Pre-ACT or ACT Math Score	And	High School GPA
17 or greater	And	2.5 or greater
16	And	2.8 or greater
15	And	3.0 or greater

Additional information can be found at <https://dhewd.mo.gov/ppc/grants-scholarships/a-plus>

Program Incentives:

Qualified A+ graduates will be eligible to receive the following:

- Tuition and general fees to attend any participating public community college, vocational or technical school in the State of Missouri will be paid for two years (pending state funding).
- The financial incentives will be available only after the student has made a documented effort to secure any available post-secondary student financial assistance funds that do not require repayment (FAFSA).
- The financial incentives will only be made available to reimburse the unpaid balance of the cost of tuition and general fees after any available federal post-secondary student financial assistance funds have been applied to those costs.
- Students will be eligible to receive financial incentives for two years if they are enrolled as a full-time student (12 hour minimum) and maintain a 2.5 GPA in the post-secondary setting.
- Private scholarships will not affect eligibility for the A+ Program, nor will they reduce the State's responsibility to a college or technical school.

Tutoring/Mentoring:

- You are responsible for completing your tutoring hours from 10th-12th grade years. These hours will not be completed during your scheduled class time.
- Hour logs and logistics for completing hours can be worked out with your counselor.

To Enroll: Complete the A+ Statement of Intent. You can pick up a packet from the counseling office.

More information about the A+ program may be accessed through the District website in the Parent Resources, the high school counselor, and/or the District A+ Coordinator.

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 district's assessment plan is designed to ensure consistent monitoring of student learning, guide instructional decision-making, support intervention systems, and measure progress toward district CSIP goals. Assessments are used to identify needs, adjust instruction, evaluate program effectiveness, and communicate progress to students and families.

1. Universal Screening & Benchmark Assessments

STAR Reading (Grades K–10)

- **Administration:** Fall, Winter, Spring
- **Purpose:**
 - Universal screening for literacy skills
 - Identify students needing intervention or enrichment.
 - Monitor progress toward CSIP literacy and achievement goals
- **Use of Results:**
 - Grade-level data meetings
 - MTSS planning
 - Student goal-setting

Momentum Math (Grades K–10)

- **Administration:** Fall, Winter, Spring
- **Purpose:** Screen foundational math skills and monitor growth
- **Use of Results:**
 - Placement in tiered math supports
 - Adjustments to instruction and math resource implementation

2. Standards-Based Classroom Assessments

Priority Standards Mastery Tracking (K–6 Growth Books)

- **Ongoing, embedded assessment system** for reading, writing, and math

- **Purpose:**
 - Monitor mastery of priority standards.
 - Guide small-group instruction and reteaching.
 - Support student ownership of learning.
- **Use of Results:**
 - Weekly PLC discussions
 - Targeted intervention planning
 - Communication with families

Common Formative Assessments (CFAs)

- **Frequency:** Every 2–3 weeks in core subjects
- **Purpose:**
 - Measure short-term learning progress.
 - Adjust instruction in real time.
- **Use of Results:**
 - Analyze CFA data to determine next steps.
 - Identify students who need enrichment or intervention.

3. State Assessments

TESTLETS are used weekly by content instructors to assist students with assessment training. Beginning **Spring 2026** and ongoing throughout the spring semester.

MAP Grade-Level Assessments (Grades 3–8)

- **Administration:** Spring
- **Purpose:**
 - Meet state accountability requirements.
 - Measure progress toward CSIP Goal #1
- **Use of Results:**
 - Curriculum alignment and instructional revisions
 - Diagnostic review of grade- and building-level trends

End-of-Course Exams (High School)

- **Administration:** Course completion
- **Purpose:**
 - Assess mastery of state learning standards.

- Contribute to APR performance indicators.
- **Use of Results:**
 - Course-level improvement planning
 - CCR readiness monitoring

4. College & Career Readiness Assessments (These assessments are given at off-campus sites)

ACT (Optional)/ ACT WorkKeys (Only for students enrolled at the NRTC Facility)

- **Administration:** Fall, Winter, and Spring (Grades 10-12)
- **Purpose:**
 - Measure CCR benchmark performance.
 - Support CSIP Goal #3
- **Use of Results:**
 - CCR interventions and preparation
 - Individual Student Planning (ISP) meetings

ASVAB (Grade 11)(Grade 12-For those that desire to retake this assessment)

Administration: Spring (Grades 11/12)

- **Purpose:**
 - Assess career aptitude and readiness.
 - Provide additional CCR pathway options.

2026-2027 Assessment Calendar

Fall 2026

Date	Grade Level	Assessment
September 14 - 18	1st - 12th	STAR
September 14 - 18	1st - 3rd	Dyslexia Screener
September 14 - 18	K - 12th	Momentum Math

Winter 2026

Date	Grade Level	Assessment
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December 14 - 18	K - 12th	STAR
December 14 - 18	K - 3rd	Dyslexia Screener
December 14 - 18	K - 12th	Momentum Math

Spring 2027

Date	Grade Levels	Assessment
February 24	11	ASVAB
April 12 - April 23	3 - 6	MAP
April 12 - April 23	7-8	MAP
April 12 - April 23	9-12	EOC's
April 27- May 6	K - 12th	STAR
April 27- May 6	K - 12th	Momentum Math

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.

Teaching About Computer Science I-123-S

For students electing to use a computer science course for a math unit, please be aware some institutions of higher education may require four units of academic credit in math for college admission. If a student chooses to take a computer science course to fulfill a unit of academic credit in math, the parent/guardian who signs the Acknowledgement Form for this Student Parent Handbook acknowledges taking a computer science course to fulfill a unit of academic credit in math may have an adverse effect on college admission decisions for their student.

Graduation Requirements I-190-S

The Board of Education requires eight (8) semesters of attendance to graduate. (The Board reserves the right to waive this requirement for students with special circumstances). High school graduates must have passed a test over the Constitution of

the United States and the Constitution of Missouri prior to graduation, a civics test, required EOCs and completed all DESE course requirements. See tables below for specific units of credit required of all students.

The graduation ceremony is a privilege and not a right. Seniors must have clearance on all fines, charges, and return all school materials and be a student in good standing to participate in graduation exercises. Seniors will not go through the graduation exercise without proper attire. Boys will wear dress pants, dress shirt, tie, and dress shoes or boots. Girls will wear a nice dress, dress slacks and blouse, and dress shoes.

The following criteria have been established for graduation in 2027:

1. Eight semesters of attendance
2. Enrolled in eight classes a day
3. Earn the required number of credits in the respective areas

The minimum graduation requirements effective for the **class of 2026**

Communication Arts	4 units
Social Studies	3 units
Mathematics	3 units
Science	3 units
Fine Arts	1 unit
Practical Arts	1 unit
Physical Education	1 unit
Health and Family Education	1/2 unit
Personal Finance	1/2 unit
Electives	10 units
Total	27 units

The minimum graduation requirements effective for the **class of 2027** and beyond

Communication Arts	4 units
Social Studies	3 units
Mathematics	3 units
Science	3 units
Fine Arts	1 unit
Practical Arts	1 unit
Physical Education	1 unit
Health and Family Education	1/2 unit
Personal Finance	1/2 unit
Electives	9 units
Total	26 units

Note: Students should be aware that some colleges and universities require more units of credit in core areas than is required to graduate high school. It is *highly*

recommended that a foreign language (two years) be taken as one of the core electives.

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.

Early Graduation

*Students completing 26 units of credit at the end of the 7th semester, may upon approval of the Board of Education, be excused from the 8th semester of attendance if they enroll as a full-time college student, elect early entry into the Armed Forces, enter the workforce, or experience other life-changing events. Students must have completed the minimum units required set by the State Department of Education and any additional units required by the Board of Education. Early graduation plans should be made by the end of the junior year.

High Demand Occupations

Below is information on areas of critical workforce needs and shortages in the labor markets in this state.

For a direct link to the Department of Elementary and Secondary Education's page on Critical Need/Shortage Occupations is available [here](#).

For a direct link to the fiscal year 2025 High Demand Occupations list, please click [here](#).

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 Superintendent, 216 E. Leslie Ave., Walker, MO 64790, (417) 465-2221, chjones@nevc.k12.mo.us. 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 (7:30 am – 3:45 pm) in the office of Superintendent, 216 E. Leslie Ave., Walker, MO 64790, (417) 465-2221, chjones@nevc.k12.mo.us. 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 and District Policy.

Technology F-265-S

Cell Phone Guidelines

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 beginning of the school day until the end of the school day. Students will be required to place all electronic devices in an individually locked cabinet in their Knight Hour classroom for High and Middle School or the office or their homeroom for all their students from 7:50 am to 3:30 pm daily.

Disciplinary Procedures

If a student is caught in possession of a phone, smartwatch, wireless headphones, or other electronic device as defined in this section, they will be subject to disciplinary action.

- 1st violation: The Teacher will take the device and hand it over to the administration. The student will be issued a day of ISS, and the parent will be notified to pick up the device.
- 2nd violation: The Teacher will take the device and hand it over to the administration. The student will be issued two days of ISS, and the parent will be notified to pick up the device.
- 3rd Violation: The Teacher will take the device and hand it over to the administration. The student will be issued a day of OSS, and the parent will be notified to pick up the device. Students will be required to hand over their cell phones to the office on a daily basis.

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

Technology Devices and Acceptable Use Policy

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

Technology Devices

We are 1 to 1 with Chromebooks grades PK-6 keep in their classrooms and 7-12 are assigned one that may be taken home.

Acceptable Use

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

Unacceptable Use

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

User Agreements

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

Safety and Cybersecurity

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

Building Information

Grading and Reporting System

PK – 6 Standards-Based Grading System

In a Standards-Based Grading (SBG) system, student performance is evaluated based on their progress toward mastering specific learning standards for each subject area. The purpose of grading is to provide a clear and accurate picture of what a student knows, understands, and is able to do in relation to grade-level expectations.

Progress is reported using performance levels that reflect the student's level of proficiency with the standards, rather than averaging scores across assignments. This system ensures that grades reflect actual learning and growth, supporting students, teachers, and families in identifying areas of strength and opportunities for improvement.

Grades are given in grades K - 6. A checklist is used for PK.

Grading period

The school year is divided into four nine-week periods (quarters). Two quarters (18 weeks) makes one semester. Grades or checklists are given for each quarter and for each semester.

Grading Scale

Pre-Kindergarten (PK): A developmental checklist is used to track progress toward key readiness skills and early learning standards.

PK Honor Roll Criteria:

Honor Roll for students in Pre-Kindergarten will be based on an evaluation of progress using teacher checklists and developmental markers.

- **Black Honor Roll with Distinction:** The student has demonstrated mastery in **90% or more** of the total learning categories assessed for the semester.
- **Silver Honor Roll:** The student has demonstrated mastery in **80% or more** of the total learning categories assessed for the semester.

Grades K – 6: Student achievement is reported based on performance on **standards-based assessments** aligned with grade-level learning goals. Traditional letter grades are not used. Instead, achievement is described using the following performance scale:

- **3 – Proficient:** The student consistently meets the grade-level expectation.
- **2 – Basic:** The student is making progress but has not yet met the standard.
- **1 – Below Basic:** The student is working below the grade-level expectation and requires additional support.

Standards-Based Honor Roll

Honor Roll recognition will be awarded at the end of each semester based on student achievement as measured by standards-based assessments in Grades K–6, and by developmental progress in PK.

Grades K–6 Honor Roll Criteria:

- **Black Honor Roll with Distinction:** The student earns a score of **3 (Proficient)** or higher in **90% or more** of the assessed standards for the semester, with **no scores of 1 (Below Basic)** in any academic area.
- **Silver Honor Roll:** The student earns a score of **3 (Proficient)** or higher in **80% or more** of the assessed standards for the semester, with **no more than one score of 1 (Below Basic)** in any academic area.

Class Rank/GPA

Each student in grades 9-12 is ranked in comparison with their classmates utilizing a method of determining the numerical average of all a student's grades. The class ranking

will be determined by calculating grades earned from all classes each semester. Students who receive a passing grade for any course may not retake the course. The grades earned will be calculated on the value of each letter grade.

To encourage students to strive for academic excellence, some classes have been identified as weighted classes. Weighted classes receive a higher number of points on the letter grade scale and are figured into a student's GPA. The following criteria for calculating the grade point average will be used:

Non-Weighted		Weighted
A	4	5
A-	3.67	4.67
B+	3.33	4.33
B	3	4
B-	2.67	3.67
C+	2.33	3.33
C	2	3
C-	1.67	2.67
D+	1.33	2.33
D	1	2
D-	.67	1.67
F	0	0

Weighted classes

The following classes have been identified as weighted classes based on rigor as established by DESE: Advanced Math, College Algebra, Trigonometry, Calculus, U.S. History 106, U.S. History 107, Foreign Language II/III, Business Tech II, Accounting II, English 101, English 102, Chemistry, Physics, Theatre, Speech DC, Psychology, Sociology, Western Civilization 101 and 102, Economics 101 and 102, Computer Applications DC, Personal Finance Dual Credit. Advanced Placement courses are weighted.

Uniform Grading Scale

A letter grade of A through F will be used according to the following percentages.

A	95-100	C	73-76
A-	90-94	C-	70-72

B+	87-89	D+	67-69
B	83-86	D	63-66
B-	80-82	D-	60-62
C+	77-79	F	59% and below

Valedictorian and Salutatorian

To be considered for valedictorian or salutatorian of their graduating class, students must attend eight semesters of high school as a full-time student including the four (4) semesters prior to graduation at Northeast Vernon County High School. Valedictorian is the individual who ranks first in the class and salutatorian is the individual who ranks second in the class. All calculations will be carried out to the thousandths place and class rank is based entirely upon grade point average. In case of a tie the following will be used in this order:

- ACT Composite
- The student with the highest ADA for their Senior year
- NEVC high school will select one Valedictorian and one Salutatorian or Co-Valedictorian.

Report Cards

At the end of each quarter, report cards will be mailed home. Progress reports will be sent out the 5th and 14th week each semester.

Honor Roll

ALL A HONOR ROLL: Students who have grades in 8 classes and have no grade lower than an A.

All A/B Honor Roll: Students who have grades in 8 classes and have no grade lower than a B

Academic Letters

Students are eligible for an Academic letter after two consecutive semesters and maintain a 3.5 GPA. Students who maintain a 3.5 GPA will earn an academic bar at the end of each school year.

Honor Society

Sophomores, Juniors, and Seniors with a GPA of 3.0 or higher are eligible for faculty review each Fall & Spring semester. Selection criteria and eligibility are available from the NHS sponsor.

Members must continue to meet the standards under which they were inducted. A member may be placed on probation or removed from membership if he/she fails to maintain induction standards.

Promotion, Retention, and Acceleration of Students I-185-S
For Grades K-6

Student promotion to the next grade level is based on overall academic performance and progress toward grade-level expectations. Attendance, effort, and readiness may also be considered.

Teachers will communicate with parents/guardians if concerns arise and may recommend promotion, placement, or retention based on the student's needs. The final decision rests with the building principal.

Missouri State High School Activities Association (MSHSAA) Activities
The District complies with all MSHSAA guidelines. The most up-to-date version of the MSHSAA handbook is located at www.mshsaa.org.

Eligibility Requirements

Academic Eligibility for Activities

A student must meet Missouri State High School Activities Association minimum standards (earn 3.5 credits or 80% of the maximum allowable, whichever is greater, the previous semester). Students must not have received any "F" grade at any grade check. Students must maintain a 70% G.P.A. (1.67 on a 4-point scale) and have no grade of "F" at eligibility check.

Grades will be exported by all teachers every grading period during the semester. Students must be in accordance with the MSHSAA and NEVC academic requirements at each of these grade checks in order to maintain their opportunity to participate in ANY extracurricular activity. If a student fails to meet any of these requirements then he/she may not represent the NEVC school district in any formal competition, such as athletic contests/games, FFA competitions, FCCLA, FBLA events, etc., until the next grade check at which time the academic requirements must again be met.

If a student becomes academically ineligible for competition, and wishes to earn back his/her eligibility before the next official grade check, he/she may do so by providing proof of their work in the classroom. Proof of satisfactory performance in the classroom, per the academic requirements stated above, is done by completing the Reinstatement of Academic Eligibility form. This form may be submitted by the student on day 6, 11, or 16 by 3:30 pm to the Principal. If school is not in session on day 6, 11, or 16 students may turn in Reinstatement of Academic Eligibility form the next day school is in session. Thus, any student who loses his/her eligibility due to academics will not participate in ANY extracurricular activity for AT LEAST one full week.

A student who loses eligibility is ineligible from competition, not from the team. A student who is on the ineligible list must continue to practice with the team. They are required to attend all games and sit on the bench with the team but not dressed out in uniform. They must travel with the team to away games on the bus, unless the departure time is prior to the end of the school day. The priority for students, especially those that are academically ineligible, is to be IN CLASS so if the team is being dismissed and leaving for an “away” game/contest/competition before school is dismissed, an ineligible student will not travel with the team to that game. They will support the team and their teammates with a positive attitude, but will not serve as a student manager or statistician. Ineligible students who are part of the team are expected to follow all team guidelines, including school attendance, practice expectations, and game day requirements and attire.

Travel and Transportation

Students who are participating in school-sponsored activities must ride in the school-provided transportation to the activity. Students and coaches must ride the bus to and from the activity in which they are participating. Any student who does not receive special permission to not ride the bus will not participate in the next contest. A parent may check a student out after a contest by signing a check-out form maintained by the administrator or coach. Students may not be signed out by any person other than a parent/guardian. Per board approval August 2017: Parents may complete the notarized form allowing students to be checked out by 2 adults other than a parent. Forms are available at the school and may be notarized at the school.

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.

4-6 Basketball (Girls & Boys)

7-8 Basketball (Girls & Boys)

9-12 Girls Volleyball

9-12 Boys Baseball (Fall and Spring)

9-12 Basketball (Girls & Boys)
9-12 Softball (Spring)
9-12 Cheerleading (Basketball)

Activity Eligibility Elementary

Students participating in extracurricular activities must demonstrate adequate progress toward grade-level standards.

To be eligible, students must:

- Maintain **Proficient** or **Basic** performance in core subject areas, and
- Have **less than 25% of their overall performance rated as Below Basic**.

Students whose **Below Basic** ratings meet or exceed 25% will be considered ineligible for practices and games until their performance improves. Eligibility will be reviewed regularly throughout the season, and students may regain participation once they meet the required standards.

The building principal makes all final eligibility decisions.

Sportsmanship and Conduct

Students, parents, and spectators are expected to demonstrate good sportsmanship and respectful behavior at all school events. Respect for officials, opponents, coaches, and others is essential. Everyone represents the school, and appropriate conduct is expected at all times.

Daily Eligibility

To be eligible to participate in activities, or sporting events, students must be in school a full day (on day of competition or participation) unless a prearranged absence has been made with the administration. Students must be in school at least ½ the day (4 hours) to be able to practice on that day. Students must be in school a full day on Friday or the last day of the school week if the activity takes place on a weekend or if the event requires the student to be gone on Monday. *Administration can allow for special circumstances or unforeseen events. **This includes prom, school dances, and field trips.**

Based on Missouri Statute (§ 167.790, RSMo), homeschool students, full-time equivalent virtual students, and family paced education school students can participate, contingent upon the successful completion of a tryout if applicable, in any event or activity offered by the District, as defined by law, in which the student resides. This includes athletics and fine arts activities, or other activities related to these.

The District may require participation in components of instruction required for participation in certain activities. The District's disciplinary policies and Student Code of Conduct will apply to all students in these activities and all students must meet the same academic, physical, and financial requirements. Due to the timing of this legislation

passing and printing of this material, there may be additional MSHSAA requirements in place the District must comply with as well.

Sports/Sponsors

Coaches and sponsors may set rules not set forth in this document. They have the authority to establish rules and requirements, in addition to those listed elsewhere in this handbook, that apply to the activity they are assigned. **Any additional rules cannot conflict with any existing rules/policies stated in the student handbook.** Students are expected to meet those requirements and follow the set rules if he/she expects to participate in the activity.

Attendance at Events:

Students who are not in attendance in classes during school hours may not attend evening activities. This includes athletic events, dances, or other school sponsored activities. Permission to attend for partial day attendance for dentist appointments or other pre-scheduled appointments made on an individual basis.

Student Activities during School Hours

Students who are attending school activities during the day must notify their teachers that they are going to be gone and pick up assignments in advance of leaving for the activity. This work is to be turned in, on time, at whatever due date was previously assigned. Sponsors of such activities will place a student excusal list in each teacher mailbox, or via email, on the Friday before the event. If a teacher has a concern about a student on the excusal list, it is the teacher's responsibility to meet with the activity sponsor and work out relevant issues. If a student will miss a class assignment such as a presentation and/or test, it is the student's responsibility to make arrangements with their teacher to make-up the work on their own time. Students with disciplinary issues may be denied the opportunity to participate in any school sponsored activities or field trips. **Students on the ineligible list may not miss classes for events.**

Student Council

The Elementary student governing body will consist of fourth, fifth, and sixth grade representatives and will be elected at the beginning of each school year. Students must be in good academic standing and display good citizenship to be elected as a Student Council Representative or Officer.

The Middle and High School Student Council will consist of two members from each class 7-12. Members must have at least a 2.5 grade point average on a 4-point scale and no grade of "F" prior to the time they are running for the council. Student Council sponsor(s) will be responsible for conducting the election for Student Council officers. Candidates for Student Council officers must be members of the Student Council.

Homecoming Activities

Plans for the annual homecoming are under the direction of the Student Council and cheerleaders and their respective sponsors.

Queen Candidates/King Candidates

Purpose

The purpose of these guidelines is to establish consistent eligibility requirements and selection procedures for Homecoming and Prom royalty and to recognize students who demonstrate positive citizenship, leadership, and school involvement.

General Eligibility Requirements

All students nominated for Homecoming or Prom royalty must meet the following standards:

Attendance Requirement

Candidates must maintain a 90% or higher attendance rate for the current school year at the time of nomination and selection.

Discipline Requirement

Candidates must have no In-School Suspension (ISS) or Out-of-School Suspension (OSS) during the current school year.

Students who do not meet these requirements will not be eligible for nomination or selection.

The Homecoming Court shall consist of:

Two (2) representatives from the freshman class (one male and one female)

Two (2) representatives from the sophomore class (one male and one female)

Two (2) representatives from the junior class (one male and one female)

Six (6) representatives from the senior class (three male and three female)

Homecoming Royalty Guidelines

Eligibility and Selection

Each class in grades 9–11 may nominate one male Prince candidate and one female Princess candidate to represent their class for Homecoming Royalty.

The senior class may nominate three male King candidates and three female Queen candidates.

From the nominated candidates, one Prince, one Princess, one King, and one Queen will be selected through a student vote.

Campaigning

Candidates may begin campaigning on the Monday of Homecoming Week.

All campaign materials, including posters, flyers, announcements, and other promotional efforts, must receive administrative approval before being displayed or distributed.

Voting

Voting for Homecoming Royalty will take place during Knight Hour on the Thursday of Homecoming Week.

Voting procedures will be supervised by the school administration to ensure a fair and orderly process.

Homecoming Ceremony

All candidates are expected to attend the Homecoming Basketball Game, where royalty will be recognized.

Candidates should wear semi-formal attire for the ceremony unless they are participating in the game or activities as a member of the basketball team or cheerleading squad.

Prom Royalty

Selection Process

All seniors who meet the general attendance and discipline requirements are eligible.

Any senior who has been crowned Homecoming King or Homecoming Queen during the current school year is not eligible to be selected as Prom King or Prom Queen.

Voting

Voting for Prom Royalty will take place as students enter Prom.

Voting procedures will be supervised by the school administration to ensure a fair and orderly process.

Prom Queen and King will be announced around 10:00 p.m.

Administrative Authority

The administration reserves the right to verify eligibility requirements, resolve disputes, interpret these guidelines, and make final decisions regarding candidate eligibility and court selection when circumstances arise that are not specifically addressed within this policy.

School Cancellations and/or Early Dismissal

When school is canceled, or early dismissal is required, the district uses multiple communication methods to keep families informed:

- **App Notification:** Download the NEVC App to receive instant push notifications.
- **Text Message:** Updates are sent from 98900
- **Email:** Messages will come from NEVC
- **Automated Phone Call**
- **Social Media:** Follow NEVC R-I Schools on [Facebook](#)
- **Local Television:** Updates will appear on Channel 7 and KY3.
- **Local Radio:** Double K Country KNEM & KNMO

We strongly encourage families to use multiple communication channels to ensure they receive updates as quickly as possible.

Families will receive communication about school closings before 10 p.m. the evening prior or after 5 a.m. the day of. We aim to inform families as early as possible to accommodate schedules and allow time for any necessary arrangements to be made for students.

Arrival and Dismissal Procedures S-165-S

Arrival and Dismissal Procedures: Elementary

School hours are **7:50 a.m. to 3:30 p.m.** each day.

School supervision begins at **7:10 a.m.**, and students should not arrive before this time unless supervised by a parent/guardian. Upon arrival, students may enter the building and report to designated areas. Breakfast is served from **7:10 a.m. to 7:45 a.m.** Students who are not eating breakfast or who have finished should report to the gym.

All students will be admitted to classrooms at **7:40 a.m.**, and instruction begins promptly at **7:50 a.m.** Students arriving between **7:50 and 8:10 a.m.** will be marked tardy. Students arriving after **8:10 a.m.** will be counted absent.

Car riders must enter through the **south side (main entrance)**. Walkers and bus riders will enter through the **east side (playground entrance)**. Parents should drop off and pick up students on the south side only. The east side is reserved for buses to ensure student safety. Parents picking up students should remain in the car line or wait outside; students will be dismissed to them.

School is dismissed at **3:30 p.m.** Students should leave school grounds promptly and be picked up by **4:00 p.m.** Students riding the bus will wait in the designated area until their bus arrives.

High School

School hours are from **7:50 a.m. to 3:30 p.m.** each day. Students should not arrive before **7:10 a.m.**, as supervision is not provided prior to that time. Upon arrival, students must report to designated areas and remain there until the **7:50 a.m. bell**.

School is dismissed at **3:30 p.m.** Students should leave campus promptly unless participating in supervised activities.

Bus riders must report to the cafeteria upon arrival in the morning and remain there until their bus is called for dismissal.

Class Schedules/Bell Schedules

Regular Bell Schedule

<i>Bell Schedule</i>	<i>2026-2027</i>
<i>Hour</i>	<i>Time</i>
<i>Knight Hour</i>	<i>7:50 -7:57</i>
<i>1st Hour</i>	<i>8:00-8:54</i>
<i>2nd Hour</i>	<i>8:57-9:51</i>
<i>3rd Hour</i>	<i>9:54-10:48</i>
<i>4th Hour</i>	<i>10:51-11:45</i>
<i>5th Hour</i>	<i>11:48 -1:03</i>
<i>1st Lunch Grades 7-9</i>	<i>11:48 - 12:09</i>
<i>2nd Lunch Grades 10-12</i>	<i>12:11 - 12:32</i>
<i>6th Hour</i>	<i>1:06 - 2:00</i>
<i>7th Hour</i>	<i>2:03 - 2:57</i>
<i>Knight Hour</i>	<i>3:00 - 3:30</i>

EARLY RELEASE

<i>Bell Schedule</i>	<i>2026-2027</i>
<i>Hour</i>	<i>Time</i>
<i>Knight Hour</i>	<i>7:50 -7:57</i>

<i>1st Hour</i>	<i>8:00-8:29</i>
<i>2nd Hour</i>	<i>8:32-9:01</i>
<i>3rd Hour</i>	<i>9:04-9:33</i>
<i>4th Hour</i>	<i>9:36 - 10:05</i>
<i>5th Hour</i>	<i>10:08 - 10:37</i>
<i>6th Hour</i>	<i>10:40 - 11:09</i>
<i>7th Hour</i>	<i>11:12 - 11:41</i>
<i>Knight Hour</i>	<i>11:44 - 12:30</i>
<i>1st Lunch Grades 7-9</i>	<i>11:48 - 12:08</i>
<i>2nd Lunch Grades 10-12</i>	<i>12:10 - 12:30</i>

Elementary Bell Schedule

<i>Bell Schedule</i>	<i>2025-2026</i>
<i>Hour</i>	<i>Time</i>
<i>Start Day</i>	<i>8:00</i>
<i>1st Lunch Grades PreK - 2</i>	<i>11:00 - 11:20</i>
<i>2nd Lunch Grades 3-6</i>	<i>11:30 - 11:50</i>
<i>End of Day Dismal</i>	<i>3:30</i>

ADD/DROP Classes for Middle and High School Students

All students needing to add/drop a class must do so within five days from the start of the semester. Students must have approval from the teacher(s), counselor, principal and their parent before any change can be made. ADD/DROP slips are required and can be obtained from the office. All teachers who have students adding/dropping a class will receive confirmation of the change. A student who drops out of the NRTC program after the five day add/drop period will be responsible for that semester's tuition. The student must then be put in classes at school and be required to make-up assignments as determined by the teacher.

FLOWER/BALLOON/FOOD Deliveries

No deliveries from third-party businesses, vendors, or individuals shall be accepted or delivered to students. Parents may drop off any essentials for their student at the front office.

Parties/Celebrations

There are four scheduled party days during the school year in which room parents may assist and attend: the Elementary Fall Parade (October), the Winter Party (December), the Valentine Party (February), and the Spring Party (April). Parents are encouraged to volunteer as room parents. If food is provided, please see Allergy Prevention and Response, [S-145-S](#).

High School Dances

High school dances will be limited to students in grades nine through twelve. Out-of-town guests and past graduates (not to exceed age 20) need to be signed up and approved before the dance. Once students leave the dance, they are not allowed to return. One guest per student is allowed, and the guest is to be signed up 5 days in advance of the dance. Guests must follow the same code of conduct as the students.

Students must be in attendance at school on the day of the dance to be eligible to attend the dance. *Administration can allow for special circumstances.

Prom

Prom is a formal dance sponsored by the Junior Class and open to current Northeast Vernon County High School Juniors and Seniors as well as Seniors who graduated the prior semester. Each student may bring one guest in grades 9 up through age 20. Guests must be signed up at least one week before the Prom. Guests who are not in “good standing” will not be allowed to attend. Students who have been assigned an out-of-school suspension must be in class one full day prior to Prom to be eligible to attend. Students who have excessive disciplinary actions or who have been removed from school on a long-term basis will not be allowed to attend prom. After Prom is sponsored by the parents of the Junior class.

School Assemblies

School assemblies are recognized as an important part of the total educational program. The term “assembly” refers to any organized program conducted during the school day, either by or for students, primarily for educational purposes.

Assemblies are a privilege, and students may not be able to attend if expectations are not met. Students may be removed from an assembly for inappropriate behavior and will receive an assigned consequence.

Field Trips

Field trips are encouraged when a reasonable educational objective can be established. Trips may be authorized by the Superintendent or delegated representative, when the activities contribute substantially to the achievement of desirable educational goals. All

field trips are planned with educational purpose and in regard to a unit of study. All parents of students, who are eligible to participate in the field trip, shall be notified of the activity. Parent Participation may be based upon the availability of bus seating and space at the trip location.

Any parent who would like to participate on a field trip should call their child's teacher and sign-up ahead of time. Some field trips will be closed to parents. Any Student who has exhibited continual behavior problems or who has been placed on out-of-school suspension at any time during the school year may lose eligibility for these activities. Other eligibility factors may be determined by grade level teachers with approval of the principal. The final decision rests with the principal. Any student who is attending a field trip, playing in a ballgame, etc. is required to ride the bus to the event.

Senior Trip

Seniors are permitted to take a three-day trip within the continental United States. The trip will be taken over a weekend and can include one school day. The trip must be taken by school vehicle. The Senior class must pay for all expenses of the trip. The agenda containing all details of the trip must be approved by the school administration and the board of education.

In order to be eligible to participate in the "Senior Trip" students must be: enrolled in no less than 8 approved classes, have accumulated the minimum number of credits required for graduation and have participated in the minimum number of fundraising activities as determined by the Senior sponsors. The student must be in good standing. Good standing is defined as:

- No OSS days during Senior year
- No failed classes for the semester during senior year
- No more than 7 absences, excluding absences with doctor notes etc, per semester during Senior year

All monies earned for Senior Trip and Graduation will be used exclusively for those activities and will not be refunded to individuals who do not participate.

Lockers

Each student in grades 7-12 is assigned a hallway locker.

Student Parking

Driving a motor vehicle is a privilege which, if abused, can be revoked. Please read the following information so that you understand your rights and responsibilities associated with this privilege.

All students must submit a driving application for approval. Once a student parks his/her vehicle, it must remain parked until the student leaves for the

day, or unless the student has received permission to leave by the Principal.

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 students are scheduled or expected to be scheduled at this time.

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

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

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

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

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

If a parent/guardian would like to request the review of any of the above materials, please contact Building Administration.

All District policies can be located at: <https://egs.edcounsel.law/northeast-vernon-co-r-i-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. The Superintendent or designee may transfer students between schools if a transfer is necessary for the student's safety, health, or welfare, or to address overcrowding in a school. The decision of the Superintendent regarding a student transfer will be final.
2. 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.

3. 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

Security Cameras

Security cameras are used at NEVC R-I to promote student and faculty safety, deter vandalism, and to secure the school building. Cameras are located and installed to monitor various areas at the school. Any student tampering with or destroying security cameras will be subject to the policies of the student handbook.

Emergency Drills

Fire & tornado drills will be held quarterly during the year. Earthquake and intruder drills will also be practiced. Procedures are posted in each room, and each teacher will acquaint the students with the procedures.

Fire, Tornado, Earthquake and Intruder Drills

The principal is responsible for having these drills so that all employees and students know the proper procedures to follow in the event of a real fire or bomb threat.

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.

Signature and Form Requirements

- *Email Consent/Permission Form*
- *NEVC High School Parking Permission Application*
- *Technology Usage Agreement Form*
- *Student/Parent Handbook Acknowledgement Form*

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

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

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

Name of Student (please print:)

Email Address(es):

Parent/Guardian Signature

Parent/Guardian Name (please print):

Date:

NEVC High School Parking Permission Application

Student Name and Grade: _____

Driver's License Number: _____

Vehicle Make/Model/Year/Color: _____

License Plate Number: _____

Proof of Insurance: _____

Administrators Signature _____

Date Approved _____

*Student Technology Usage Agreement**Students (for 3rd grade and above)*

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.

Student Signature:

Student Name (please print):

Student ID: _____ Grade: _____ Date: _____

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.

Parent/Guardian Signature:

Parent/Guardian Name (please print):

Date: _____

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

I acknowledge that I have received and reviewed the 2026-2027 Student/Parent Handbook. 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.