Student/Parent Handbook

2024-2025

“Home of the Bulldogs”

DISCRIMINATION AND/OR HARASSMENT: The La Plata R-II School District is committed to maintaining a workplace and educational environment that is free from discrimination and harassment in admission or access to, or treatment or employment in, its programs, services, activities and facilities. In accordance with law, the District does not discriminate on the basis of race, color, national origin, ancestry, religion, sex, disability, age, genetic information, or any other characteristic protected by law in its programs and activities. Additionally, in accordance with law and Board of Education Policy, no person shall be excluded from participation in, denied benefits of, or otherwise be subject to discrimination under federal financial assistance from the U.S. Department of school nutrition program for which the district receives of Agriculture (USDA) Food and Nutrition Service. School nutrition programs include the National School Lunch Program, Special Milk Program, School Breakfast Program and Summer Food Service Program. In addition, as required by law, the District provides equal access to the Boy Scouts and Girl Scouts of America or any other designated youth groups. The following person has been designated as the District's Compliance Coordinator to handle inquiries or complaints regarding the District's non-discrimination policies: District Compliance Officer, Dr. Craig Noah, Superintendent of Schools, 660-332-7001.

Complete copies of the La Plata R-II School District Policies and Regulations related to discrimination and/or harassment may be obtained from the building principal or the Office of the Superintendent. Additionally, District policies and the District's annual notices are also available on the District website at: http://laplata.k12.mo.us/.

For further information about anti-discrimination laws and regulations, or to contact the Office for Civil Rights (OCR) in the U.S. Department of Education regarding the District's compliance with anti-discrimination laws and regulations, please contact OCR at One Petticoat Lane, 1010 Walnut Street, Suite 320, Kansas City, Missouri 64106, (816) 268-0550 (voice) or (877) 521-2172 (telecommunications device for the deaf) or at OCR.KansasCity@ed.gov (email).

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**Page 78-71 need to be filled out via copies in student folder/during student registration

SCHOOL PERSONNEL

ADMINISTRATION

Dr. Lucas McKinnis, Superintendent of Schools
Mrs. Danielle Smoot, High School Principal

OFFICE PERSONNEL

Brenda Williams, Bookkeeper
Laura Otto, High School Secretary

BOARD OF EDUCATION

Brandon Mack
Steve McHenry
Jason Robinson
Jennifer Blacksmith
Lisa Coy
Michael Bond
Brenton Travis

The La Plata Board of Education has approved all the policies, rules, regulations and procedures contained in this handbook. In the event that a conflict exists with this handbook and the official policies of the Board of Education, the board policies in all instances will take precedence.

Board policy can be obtained from the school website:
www.laplata.k12.mo.us

HIGH SCHOOL FACULTY & STAFF

To contact a member of the faculty by phone call the high school at: (660) 332 -7001.

Name	Position	E-Mail
Cordel Bane	Maintenance	cbane@laplata.k12.mo.us
Janice Bane	Business Education	jbane@laplata.k12.mo.us
Harold Burkhardt	Custodian	hburkhardt@laplata.k12.mo.us
Jim Mansfield	Custodian	jmansfield@laplata.k12.mo.us
Dana Safley	SPED Paraprofessional	dsafley@laplata.k12.mo.us
Devin Fields	Activities Director	dfields@laplata.k12.mo.us
Carol Buck	School Nurse	cbuck@laplata.k12.mo.us
Billy Pippin	English Language Arts	bpippin@laplata.k12.mo.us
Jessica Hulett	Agriculture Education	jhulett@laplata.k12.mo.us
Stefanie Davidson	Science	sdavidson@laplata.k12.mo.us
Brenda Williams	Bookkeeper	bwilliams@laplata.k12.mo.us
Alyssa Grimes	Science	agrimes@laplata.k12.mo.us
Rhonda Arnold	Band/Chorus	rarnold@laplata.k12.mo.us
Alexis Hardwick	Mathematics	ahardwick@laplata.k12.mo.us
Tracie Promnitz	Family and Consumer Science	tpromnitz@laplata.k12.mo.us
Danielle Smoot	Principal	dsmoot@laplata.k12.mo.us
Dalaney Widiger	English Language Arts	dwidiger@laplata.k12.mo.us
Tristan Daniels	Social Studies	tdaniels@laplata.k12.mo.us
Samantha Taylor	Counselor	staylor@laplata.k12.mo.us
Faith Cook	Paraprofessional	fcook@laplata.k12.mo.us
Laura Otto	High School Secretary	lotto@laplata.k12.mo.us
Lucas McKinnis	Superintendent	lmckinnis@laplata.k12.mo.us
Matthew Pearson	Mathematics	mpearson@laplata.k12.mo.us
Billy Pippin	Technology	bpippin@laplata.k12.mo.us
Brock Jones	Social Studies	bjones@laplata.k12.mo.us
Devin Fields	At-Risk/Interventionist	dfields@laplata.k12.mo.us
Julie Smith	Art	jsmith@laplata.k12.mo.us
Maddie Davison	Special Education	mdavison@laplata.k12.mo.us
Josh Woodward	Physical Education/Health	jwoodward@laplata.k12.mo.us
Cassie Robinson	College and Career Advisor	carobinson@laplata.k12.mo.us

COACHES/SPONSORS

Assignment	Name
Athletic Director	Devin Fields
Fall/Spring Baseball	Devin Fields
Assistant Baseball (Fall/Spring)	Tristan Daniels
Softball	Wendi Travis
Assistant Softball	Summer Wood
Boys/Girls Golf	Cassie Robinson & Stan (Rabi) East
Jr. High Girls Basketball	Chad Ziegler & Assistant: Tanner Herron
Jr. High Boys Basketball	Devin Fields & Assistant: Tanner Herron
H.S. Girls Basketball	Chad Zeigler & Assistant: Steve Lightle
H.S. Boys Basketball	Devin Fields & Assistant: Tanner Herron
Cross Country	Josh French
Jr. High Girls/Boys Track	Josh Woodward
H.S. Girls/Boys Track	Stefanie Davidson
H.S. Girls/Boys Track	Josh French
Jr. High Cheerleading	Gracie Morton
H.S. Cheerleading	Gracie Morton
Marching Band	Rhonda Arnold
Web Page	Janice Bane
FBLA	Janice Bane
BETA	Cassie Robinson
FCCLA	Tracie Promntiz
“L” Club	Josh Woodward
FFA	Jessica Hulett
Science Club	Alyssa Grimes
Art Club	Julie Smith
Drama Club	Rhonda Arnold
Student Council	Samantha Taylor
Jr. High Academic Bowl	Billy Pippin
H.S. Academic Bowl	Brock Jones
Yearbook	Janice Bane
Color Guard	Tracie Promnitz
Junior/Seniors	Janice Bane & Julie Smith

MISSION STATEMENT

"Educate, Equip, and Empower"

La Plata High School Vision Statement

La Plata High School will…

Educate students in a safe and vibrant environment while using a challenging, engaging, and interactive curriculum.

- Provide powerful learning opportunities
- Instructional decisions will be based on student data
- Curriculum will be connected to state standards
- An environment where responsible behavior, integrity and respect for others is fostered

Equip staff, students, and community with the available resources necessary to maximize their learning opportunities.

- Provide staff with the necessary resources to ensure a commitment to professional growth
- Promote and model time management skills
- Provide and promote the use of technological tools to obtain and exchange information and ideas

Empower students through high expectations to accept responsibility and become productive members of society with the support of the community.

- Celebrate growth and success on a continual basis
- Encourage and model a positive attitude
- Communicate effectively and work together to support learner

LA PLATA HIGH SCHOOL FIGHT SONG -ON LA PLATA

On La Plata! On La Plata!
Fight right through that line
Round the ball court
Round the ball team
Two points every time
Rah! Rah! Rah!

On La Plata! On La Plata!
Fight on for our fame
Fight Bulldogs fight
And we will win this game!

Red White Fight Fight!
Red White Fight Fight!
Who Fights? We Fight!
Red White Fight Fight!

DAILY SCHEDULE

7:30 a.m.	Building opens
7:35 a.m.	Kirksville Area Technical Center Bus Leaves
7:55 a.m.	Warning bell
8:00 a.m.-8:47 a.m.	First Period
8:50 a.m.-9:37 a.m.	Second Period
9:40 a.m.-10:27 a.m.	Third Period
10:30 a.m.-11:17 a.m.	Fourth Period
11:20 a.m. -12:27 p.m.	Fifth Period/Lunch
	Lunch 1: 11:20-11:40
	Lunch 2: 12:07-12:27
12:30p.m. - 1:17 p.m.	Sixth Period
1:20 pm.-2:07 p.m.	Seventh Period
2:10 p.m.-2:57 p.m.	Eighth Period
3:00 p.m.- 3:35 p.m.	Homeroom/PLT

The building will be secured at 3:50 p.m.
Breakfast will be served from 7:30 a.m. – 7:55 a.m. in the commons
Second Chance Breakfast will be served from 8:47 a.m.-8:50 a.m.

OFFICE HOURS
Tuesday – Friday 7:15 a.m. – 4:00 p.m.

EARLY OUT SCHEDULE

7:30 a.m.	Building opens
7:35 a.m.	Kirksville Area Technical Center Bus Leaves
7:55 a.m.	Warning bell
8:00 a.m.-8:28 a.m.	First Period
8:31 a.m.-8:59 a.m.	Second Period
9:02 a.m.-9:30 a.m.	Third Period
9:33 a.m.-10:01 a.m.	Fourth Period
10:04 a.m. - 10:32 a.m.	Sixth Period
10:35 a.m. -11:03 a.m.	Seventh Period
11:06 a.m. - 11:37 a.m.	Eighth Period
11:40 a.m. - 12:33 p.m.	Fifth Period & Lunch

Dismissal at 12:35 p.m.
Breakfast will be served from 7:30 a.m. – 7:55 a.m. in the commons

Second Chance Breakfast will be served from 8:45 a.m.-8:48 a.m.

LUNCH SCHEDULE BY CLASS
First lunch shift (11:40-12:05)
Second lunch shift (12:08-12:33)

2 HOUR LATE START

9:30 a.m.	Building opens
9:55 a.m.	Warning bell
10:00 a.m.-10:33 a.m.	First Period
10:36 a.m.-11:09 a.m.	Second Period
11:12 a.m.-11:37 a.m.	Third Period
11:40 a.m. - 12:33 p.m.	Fifth Period & Lunch
12:36 p.m. - 1:09 p.m.	Fourth Period
1:12 p.m. -1:21 p.m.	Sixth Period
1:23 p.m. - 2:56 p.m.	Seventh Period
2:59 p.m. - 2:32p.m.	Eighth Period
2:35 p.m. - 3:08 p.m.	Homeroom/PLT

A to-go breakfast will be served from 9:30 a.m.-10:00 a.m.

Technical schools will not report to Kirksville on Late Start Days

LUNCH SCHEDULE BY CLASS
First lunch shift (11:40-12:05)
Second lunch shift (12:08-12:33)

GENERAL INFORMATION

STUDENT REPORTING OF PROBLEM BEHAVIOR: In an effort to provide a safe and secure environment at the school everyone must play a role. Throughout the school year, students may either see, overhear, or be told by their classmates about emotional and/or behavioral problems students are having. These problems may involve drastic changes in a student's behavior or students making threats to do harm to themselves, other students or to the school. These types of issues should all be taken seriously. Any student or parent who becomes aware of such problems should notify a school staff member or administrator immediately. All such information will be kept as confidential as possible for the protection of all parties involved. Only by knowing the information can school personnel provide necessary services.

Additionally, if students or parents become aware of conduct that may constitute bullying, harassment or discrimination such conduct should be reported to a district employee immediately.

CAMERAS: Areas of campus may be subject to security cameras surveillance. These areas may include but are not limited to hallways, building entrances, cafeterias, and parking lots.

ARRIVAL AT SCHOOL: The high school building opens at approximately 7:30 a.m. daily. You must be at school and in your first period class before the tardy bell at 8:00 AM to avoid being tardy. The building will be secured at 3:50 p.m., and students are only to be in the building with a sponsor or teacher.

DAILY BULLETIN: The Bulletin will be posted daily on our website. If you need to put anything in the bulletin, it must be given to the high school office no later than 2:00 p.m. on the prior day. Students are responsible for anything covered by the bulletin and will be reading the bulletin during 5th hour. Students may only request to have information about school sponsored events or activities in the bulletin. Students will also be given time during 8th hour to read the bulletin. Students wishing to place announcements in the bulletin must have office approval.

LUNCH COUNT/SALAD COUNT: Teachers will take lunch/salad count at the beginning of first period each day. If there is any possibility that you will eat, please raise your hand to be included in the lunch count.

TARDY BELLS: There will be a tardy bell to begin each period. You must be in the classroom ready to work when the bell rings and with proper materials, or you will be considered tardy. Any student arriving to class fifteen minutes after the tardy bell will be considered absent for that period.

VISITORS: Parents/Guardians and patrons of the district are welcome to visit district schools and attend district events; however, all visitors during business hours, including Board members, must sign or check in at the building office prior to proceeding elsewhere in the building. The district discourages parents/guardians or others from using district property or events as places for visiting students. Visitors may be denied access to district buildings at the discretion of the district if the presence of a visitor may be disruptive, impact the district's ability to ensure a safe, positive educational environment or for any other reason set forth in district Policy KK.

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

If an individual is denied access to District property, that individual may seek permission to access District property from the Board of Education.

APPROPRIATE BEHAVIOR: The La Plata R-II School District believes that district events are a vital part of the total educational program and should be used as a means for developing positive social interaction, good sportsmanship and appropriate behavior, in addition to knowledge and skills.

Well-organized and well-conducted programs contribute to the morale of the student body and strengthen school-community relations.

To this end, the Board encourages district patrons to exhibit good sportsmanship, citizenship, ethics and integrity at all district events and at all times while on district grounds. The district will work with the Missouri State High School Activities Association (MSHSAA) and other organizations to promote good behavior by the patrons at athletic and other events. The Board will work with parents/guardians, alumni associations and local service organizations to keep appropriate behavior a top priority. The superintendent will establish procedures for crowd control at district events consistent with Policy KK. (Policy KK)

INFANTS OR SMALL CHILDREN: No infants or small children are allowed in the building during the school day unless accompanied by a parent/guardian.

LOST AND FOUND: Students who find or lose articles should promptly report it to the office. Identifying, when possible, every article with the owner's name, may minimize property loss. Keep anything of value on your person or locked up. Keep P.E. lockers and hall lockers locked. Items turned into the office as lost will be kept for a short period of time and then disposed of. Check in the office if you have lost anything.

MEDIA CENTER USE: Students are encouraged to use the facilities. The purpose of the media center is to provide a variety of materials for study, research, and reading pleasure. Students are responsible for any books that are checked out; and in the case of a lost or damaged book, the student should notify the library immediately. The fee for a lost book will be the replacement cost of the book. If the book is found, money will be returned.

A staff member must be present to supervise students while they are in the media center. A current internet agreement and satisfactory completion of the I-SAFE test must be on file in the office for the student to be able to access the internet.

INCLEMENT WEATHER: Students and parents/guardians are asked to listen to the radio/TV stations in Kirksville and Moberly for information about cancellation of school due to poor weather conditions. The following radio and TV stations will be notified when school is dismissed: TV (KTVO – Ch. 3) RADIO (KRXL 94.5-KIRK 1450-KTUF 93.7 KRES 104.7). We will call the stations as soon as we know that school will not be in session. Parents/guardians can also be alerted of cancellations by the TeacherEase Student Information System. **Those wanting on the system can contact the school.**

If it starts snowing or getting slick during the day, listen to the radio to see if we are getting out early.

Plan now for where you want your children to go in case we do let out early and you are at work. Do they know what to do? Does the school know what they are supposed to do? Do they need to ride a different bus, go to a different house, or stay with a friend? In the excitement of letting out early, it is hard to get to all of the phone calls that come in, so make your arrangements now.

TEACHER QUALIFICATIONS: In accordance with federal law, the district shall release to parents, upon request, information regarding the professional qualifications and degrees of teachers and the qualifications of paraprofessionals who are employed by the school who provide instruction to their child at that school. (Policy GBL)

ALTERNATIVE METHOD OF INSTRUCTION: (AMI) may occur in the event of school cancellations. Students are required to complete AMI work. This will be communicated via announcements, teacher notes, social media, and district website.

SEXUALITY INSTRUCTIONAL MATERIALS: Any parent or legal guardian has the right to remove his/her student from any part of the district's human sexuality instruction. The basic content of the district's human sexuality instruction is set forth in district Policy IGAEB. All curriculum materials used in the district's human sexuality instruction are available for public inspection as a public record. (Policy IGAEB)

PUBLIC NOTICE: All responsible public agencies are required to locate, evaluate, and identify children with disabilities who are under the jurisdiction of the agency, regardless of the severity of the disability, including children attending private schools, 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 La Plata R-II School District assures that it will provide a free, appropriate public education (FAPE) to all eligible children with disabilities between the ages of 3 and 21 under its jurisdiction. Disabilities include autism, deaf/blindness, emotional disorders, hearing impairment and deafness, mental retardation/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 La Plata R-II School District assures that it will provide information and referral services necessary to assist the State in the implementation of early intervention services for infants and toddlers eligible for the Missouri First Steps program.

The La Plata R-II School District assures that personally identifiable information collected, used, or maintained by the agency for the purposes of identification, evaluation, placement or provision of FAPE of children with disabilities may be inspected and/or reviewed by their parents/guardians. Parents/guardians may request amendment to the educational record if the parent/guardian believes the record is inaccurate, misleading, or violates the privacy or other rights of their child. Parents have the right to file complaints with the U.S. Department of Education or the Missouri Department of Elementary and Secondary Education concerning alleged failures by the district to meet the requirements of the Family Educational Rights and Privacy Act (FERPA).

The La Plata R-II School District has developed a Local Compliance Plan for the implementation of State Regulations for the Individuals with Disabilities Education Act (IDEA). This plan contains the agency's policies and procedures regarding storage, disclosure to third parties, retention and destruction of personally identifiable information and the agency's assurances that services are provided in compliance with the General Education Provision Act (GEPA). This plan may be reviewed at the office of the superintendent on days that school is in session.

This notice will be provided in native languages as appropriate.

DISCIPLINE POLICIES

GENERAL EXPECTATIONS: Students are expected to treat others with respect, respect the authority that is given to teachers, administrators, and school staff; respect and take care of the school property that is used daily; and behave in a manner that is conducive to learning and will enhance the learning environment. Use good manners. Use language that is appropriate in school. Do not engage in horseplay in the halls, classrooms, or going to and from lunch or on the buses. Manners and courtesy are a reflection of yourself and your parents/guardian. Respect for authority, parents/guardians, faculty, fellow students, and the property of others, builds a better school and a better community. Treat the staff, students, and yourself with respect. Do not use vulgar or dirty language. Never use racial slurs. Do not harass, torment or tease others. Never throw anything while in school. Do not write or mark on desks, walls, or tables. Take good care of your books, lockers, and assigned desks. Do not participate in anything illegal such as stealing, consuming alcohol, and using tobacco or drugs. Do not associate with anyone who participates in illegal activities. In other words, be a good citizen.

Students that misbehave will be subject to one or more disciplinary measures. In all cases, reports will be filed and parents notified of any discipline administered to a student.

DRESS CODE:

La Plata R-II School District has established a dress code in order to foster a sense of discipline, self-respect, neatness and professionalism among its students, and to promote school spirit. The dress code is a direct reflection of the school's overall mission to *"Education, Equip and Empower"* its students fostering the development of the whole person. A student's dress and grooming must display modesty, respect and concern for oneself and for others, and be conducive to learning. Failure to conform to the dress code, as set forth below and interpreted by administration, will result in disciplinary consequences:

**Advance notice will be given concerning special dress requirements while attending various activities.*

1. Any attire interfering or interrupting the educational process will be deemed inappropriate as determined by the principal.
2. All students must wear shoes or sandals.
3. Any clothing worn shall not have suggestive writing or drawings, or emblems that are obscene, derogatory, or racially offensive. Ads for liquor, tobacco, double meanings or controlled substances will not be permitted.
4. The braless/low cut look will not be permitted. Halters, backless clothing, see through garments, spaghetti straps, or bare midriffs will not be permitted at school. **Two-piece garments must overlap sufficiently so that, during normal movement and sitting the midriff is not exposed.**
5. Shirts with cut-out side seams are not permitted.
6. Short or revealing clothing will not be permitted. We need to also consider how the clothing reacts when the student sits or participates in a normal school day. This includes holes in jeans at inappropriate levels.
7. Students are not permitted to wear caps, hats, stocking caps, hoods or bandannas in the school building.
8. Trousers, pants and jeans must be pulled up to an appropriate level and zipped and fastened.
9. **NO FACE PAINT OR ACCESSORIES THAT DISGUISE A STUDENT'S APPEARANCE** – NO Costumes (unless approved for a specific spirit event).

** Dress Code violation Students will be sent to the Office and documented.

Consequences:

1st Offense: Student correct the issue

2nd Offense: Student correct the issue, contact parent

3rd Offense: Student correct the issue, contact parent, 1 day in Monday school

4th Offense: **Principal Discretion**

+++We will use a commonsense approach to Formal School Dances as it applies to the Dress Code+++

PIERCINGS/TATTOOS: Piercings and tattoos, if displayed, must meet community standards of decency. Those that disrupt the orderly learning environment of the school will not be allowed. Students will be required to remove disruptive piercings. Students will be required to cover disruptive tattoos.

ASSEMBLY CONDUCT: All students are expected to pass to the gymnasium quietly and orderly, take their seats, and speak in low conversational tones until the program begins. General guides for behavior at assemblies:

1. Give the speaker your utmost cooperation and attention. Phones should be put away and on silent or turned off. The cell phone policy is in effect in an assembly setting.
2. Treat performers as guests.
3. Applaud only when applause is in order.
4. At the close of the program, wait for the signal to leave, then proceed back to the proper classroom, quietly and orderly.
5. The rule restricting public display of affection applies during assemblies.
6. Any student acting in a rude disrespectful manner will be escorted out of the assembly and will not be allowed to attend any assemblies for the remainder of the school year.

DEFIANCE OF AUTHORITY: Defiance of authority directed at any school employee will result in disciplinary action. Students are expected to do exactly what a school employee requests, even if they disagree with the request.

DISRUPTIVE/NUISANCE ITEMS: No light sticks/glow sticks, laser pointers, or cigarette lighters may be brought to school or any school-sponsored activity. These items will be confiscated. Possession or use of items such as toys, games, and portable media players that are not authorized for educational purposes will be confiscated with further disciplinary action taken. The school is not responsible for lost or stolen equipment.

CELLULAR PHONES: Cell phones, smartwatches, headphones/earbuds, and other electronic devices must be turned off during instructional time and placed in holders in the classroom (at teacher discretion).

Devices may: be utilized for instructional purposes as directed by faculty and be accessed during the passing time between classes and at lunch. Any improper use of devices will result in the loss of privilege and is grounds for suspension and disciplinary review. School personnel may confiscate these devices and submit them to the office. Students can be cited for a cell phone violation if the school discerns a cell phone has been used to contact a parent or some other party during instructional time.

1st Offense: cell phone will be turned in to the Principal, student can pick up at end of day.

2nd Offense: cell phone is turned into the Principal, parents will be called to come and pick up the cell phone after school and the student will receive 1 Monday school assignment (Level 2 infraction, may have a greater consequence depending on student discipline record).

3rd Offense: Loss of privileges.

HALL PASSES: Students desiring to leave during class time must have their hall passes and obtain permission from the teacher. E-Hall pass is used in the high school building to accurately track hallpasses. E-Hall pass is an electronic hall pass system to allow students to obtain passes to locations within the school.

FOOD AND DRINK: Students are allowed to have beverages during the school day in classrooms with the approval of the classroom teacher. Drinks should be in a bottle/container with a sealable lid.

STUDENT DISMISSAL PRECAUTIONS: It is the goal of the La Plata R-II School District to provide a safe environment for students. The district recognizes that rules regarding the dismissal of students are a necessary part

of the district's safety program. District administrators will publicize this policy to parents and create procedures regarding the dismissal of students.

DISMISSAL FROM SCHOOL: District administrators will create student dismissal procedures that protect the safety of students while also addressing the necessary flow of traffic to and from school. These procedures may vary depending on the age of the student. District personnel will monitor the parking lot and other locations where students board the district's transportation or meet parents or others. At the request of a parent, school personnel will verify the identity of a parent or other authorized person before releasing the student.
District staff may refuse to release a student and will notify the principal if they have concerns regarding the student's safety or whether a person is authorized to transport the student. Otherwise, the district will assume that the student knows with whom he or she may leave. (Policy JEDB)

EARLY DISMISSAL: Students shall not be excused into any person's custody without the direct prior approval and knowledge of the building principal or designee. Each building principal will establish procedures to validate requests for early dismissal to assure that students are released only for proper reasons and only to authorized persons.

LEAVING SCHOOL EARLY: This is a closed campus. In order to leave school, you must have permission from the principal's office. Unless the early dismissal is due to unforeseen circumstances such as becoming ill during the school day, to receive an early dismissal, the student must bring a note from a parent or guardian stating time, date, and reason for the dismissal. The note is to be presented to the secretary before school begins. The dismissal will require approval by the principal, and the student will be allowed to check out at the approved time. You MUST sign out in the office ANYTIME you leave school early and sign back in when returning

"HORSEPLAY" IN THE HALLS: Some students may want to treat the hallways as a playground area and will engage in activities such as tripping, wrestling, running, shoving, yelling, pushing, etc. These activities are dangerous and are unacceptable in school and will not be tolerated. Any student in the hall during class time must have a hall pass from his/her teacher for that period. Please walk to the right in the hallways. Do not block traffic by standing in groups. Help us keep the halls clean by picking up.

GUM CHEWING: Gum chewing in school will be permitted in certain classrooms. Each classroom teacher will determine if he/she wishes to allow gum. Do not chew gum unless that teacher has given the class permission to do so. If this practice is abused, we will go to a total ban on gum in the entire building. Make sure that you properly dispose of gum and wrappers.

WEAPONS IN SCHOOL: The Board recognizes the importance of preserving a safe educational environment for students, employees, and patrons of the district. In order to maintain the safety of the educational community, the district will strictly enforce the necessary disciplinary consequences resulting from the use or possession of weapons on school property. No student may possess a weapon on school property at any time, except as specifically authorized during a school-sponsored or school-sanctioned activity permitting weapons. The school district will provide secured storage of student firearms if necessary.

School property is defined as: Property utilized, supervised, rented, leased, or controlled by the school district including but not limited to school playgrounds, parking lots and school buses, and any property on which any school activity takes place.

A weapon is defined to mean one or more of the following:

1. A firearm as defined in 18 U.S.C. § 921.
2. A blackjack, concealable firearm, firearm, firearm silencer, explosive weapon, gas gun, knuckles, machine gun, projectile weapon, rifle, shotgun, spring gun, switchblade knife, knife with blade (exceeding two and one-half (2 ½) inches), as these terms are defined in § 571.010, RSMo.
3. A dangerous weapon as defined in 18 U.S.C. § 930(g)(2).
4. All knives and any other instrument or device used or designed to be used to threaten or assault, whether for attack or defense.

5. Any object designed to look like or imitate a device as described in 1-4.

Pursuant to the Missouri Safe Schools Act and the federal Gun-Free Schools Act of 1994, any student who brings or possesses a weapon as defined in #1 or #2 above on school property will be suspended from school for at least one (1) calendar year or expelled and will be referred to the appropriate legal authorities. The suspension or expulsion may be modified on a case-by-case basis upon recommendation by the superintendent to the Board of Education.
Students who bring or possess weapons as defined in #3, #4 and #5 and not otherwise included in #1 and #2, will also be subject to suspension and/or expulsion from school and may be referred to the appropriate legal authorities**.** (Policy JFCJ)

TARDIES: Students are expected to be on time to school and to class. The bell clock in the principal's office will be the official time. The student will be considered tardy if they are not physically in the room and if they do not have proper materials

1. Tardy to school – Students late to school must sign in at the office. If you have an excuse, it must be presented to the secretary or principal at this time. You will be given a tardy pass to class, either excused or unexcused.
2. Tardy to class – Students late from 2nd period through the end of the day will have their names recorded on attendance records by the teacher. If your tardy should be excused, you must come to the office at the end of the period and give the secretary your excuse. Otherwise, your name will be permanently recorded by the secretary on the unexcused tardy list.
3. Accumulation of tardies – On the sixth through the eighth tardy, you will be given one detention. For any subsequent tardies, you will be given in-school suspensions. If tardies become a major problem for a student, further/harsher disciplinary action may be taken. Tardies are accumulated by quarter. Each student will start each quarter with no tardies accumulated.
4. Vo-Tech Bus Tardies – Students who miss the Vo-Tech Bus will spend the hours they are to be at Vo-Tech (1st – 4th periods) in the ISS Room.

SCHOOL DETENTIONS: Detentions will meet on predetermined days from either 7:25-7:55 a.m. or 3:35-4:05 p.m. Students that are assigned detentions are expected to be in the announced room, with study materials, on or before the time the detention begins. Any student that arrives after the designated starting time will not be allowed to count the detention, and will have to serve the detention at a later date. The student will be required to bring schoolwork to work on and will not be allowed to talk, eat, drink, be on electronic devices, listen to music, or sleep while in detention. Students failing to report for detentions will be subject to an additional detention. A second failure to report for detention could result in being assigned an in-school suspension. If you are removed from detention for misbehavior, you will be given additional detentions or in-school suspension. If you continue to get detentions for the same type of behavior, it is obvious that detentions are not effective in changing your behavior. In these cases, you will be given in-school suspensions or, if necessary, out-of-school suspensions.

STUDENT SUSPENSION AND EXPULSION (JGD): The following procedures apply to all students. However, additional procedures for discipline for students with disabilities are sometimes required, as discussed in policy JGE, Discipline of Students with Disabilities.

The Board of Education believes that the right of a child to attend free public schools carries with it the responsibility of the child to attend school regularly and to comply with the lawful policies, rules and procedures of the school district. This observance of school policies, rules, and procedures is essential for permitting others to learn at school.

Therefore, the administration may exclude a student from school because of violation of school rules and procedures, conduct which materially or substantially disrupts the rights of others to an education, or conduct which endangers the student, other students or the property of the school. Furthermore, if a student poses a threat

to self or others, as evidenced by the prior conduct of such student, the administration may immediately remove the student from school.

Such actions will be taken in accordance with due process and with due regard for the welfare of both the student and the school.

The terms "suspension" and "removal" refer to an exclusion from school that will not exceed a specific period of time and shall be subject to the due process procedures set forth for "suspensions" in this policy. The term "expulsion" refers to exclusion for an indefinite period.
The district may honor suspensions and expulsions from another in-state or out-of-state school district including a private, charter or parochial school or school district pursuant to law and policy if the conduct would result in a suspension or expulsion in this district. Before making any decision to honor such suspensions or expulsions, the superintendent or designee will consider whether the student has received the due process required by law.

Suspensions: A principal may suspend a student for up to ten (10) school days. A superintendent may suspend a student for up to 180 school days. Procedures for suspending a student are outlined below.

1. Before suspending a student, a principal must (a) tell the student, either orally or in writing, what misconduct he or she is accused of; (b) if the student denies the accusation, explain, either orally or in writing, the facts that form the basis of the proposed suspension; and (c) give the student an opportunity to present his or her version of the incident.

2. If the principal concludes that the student has engaged in misconduct punishable by suspension, the procedures described below applies. If the student has a disability as defined in the Individuals with Disabilities Education Act (IDEA) as amended or Section 504 of the Rehabilitation Act, additional procedural safeguards described in the policy dealing with the discipline of students with disabilities apply.

3. The principal should determine whether the student should be suspended or whether less drastic alternative measures would be appropriate. In many cases, the principal may decide not to suspend a student unless conferences (between the teacher, student and principal and/or between the parent, student and principal) have been held and have failed to change the student's behavior.

4. If suspension is imposed, the student's parents or guardians must be promptly notified of the suspension and the reasons for the action.

5. Any suspension by a principal must be reported, immediately and in writing, to the superintendent, who may revoke the suspension, either part or in full, at any time.

6. If a student is suspended for more than ten (10) school days, the following rules also apply:

   a. The student, his or her parents, guardians or others having custodial care have a right to appeal the superintendent's decision to the Board or a committee of the Board appointed by the Board president.

   b. If the student gives notice that he or she wishes to appeal the suspension to the Board, the suspension shall be stayed until the Board renders its decision, unless in the superintendent's judgment, the student's presence poses a continuing danger to persons or property or an ongoing threat of disrupting the academic process.

   c. All notices of appeal shall be transmitted, either by the appealing party or by the superintendent, to the secretary of the Board. Oral notices, if made to the superintendent, shall be reduced to writing and communicated to the secretary of the Board.

   d. The superintendent, when notified of an appeal, shall promptly transmit to the Board a full written report of the facts relating to the suspension, the action taken by the superintendent, and the reasons for the action.

   e. Upon receipt of a notice of appeal, the Board will schedule a hearing and within a reasonable time in advance of the scheduled date, will notify, by certified mail, the appealing party of the date, time and place of the hearing and of the right to counsel, to call witnesses, and to present evidence at the hearing.

   f. Hearings of appealed suspensions will be conducted as described in the section of this policy dealing with student disciplinary hearings.

Suspensions For More Than 180 School Days and Expulsions: Only the Board may expel a student or suspend a student for more than 180 school days. The applicable procedures are outlined below.

1. Before recommending to the Board that a student be expelled or suspended for more than 180 school days, the superintendent must (a) tell the student, either orally or in writing, what misconduct he or she is accused of; (b) if the student denies the accusation, explain, either orally or in writing, the facts that form the basis of the proposed suspension/expulsion; and (c) give the student an opportunity to present his or her version of the incident.
2. If the superintendent concludes that the student has engaged in misconduct and should be expelled or suspended for more than 180 school days, the procedures described below apply unless the student has a disability. (In the case of a student with a disability, the procedures described in the policy dealing with the discipline of students with disabilities shall apply.)

   a. The superintendent will recommend to the Board that the student be expelled or suspended for more than 180 school days. The superintendent may also immediately suspend the student for up to 180 school days.
   b. Upon receipt of the superintendent's recommendation, the Board will follow the procedures described in the section of this policy dealing with student disciplinary hearings.
3. If the student is expelled, he or she may later apply to the Board for readmission. Only the Board can readmit an expelled student.

Student Discipline Hearings: The Board of Education may originate student discipline hearings upon recommendation of the superintendent. In such cases, the Board of Education will review the superintendent's report and determine whether to conduct a discipline hearing. In addition, student discipline hearings also will be held upon written request of the student or the student's parents, to consider appeals from student suspensions in excess of ten (10) school days. A discipline hearing will always be held in cases of suspensions in excess of 180 school days or expulsions, unless after meeting with the superintendent or designee, the parent or guardian waives, in writing, the right to an expulsion hearing.

In all hearings, whether initiated by the Board of Education or by appeal, the following procedures will be adhered to:

1. The student and the parents/guardians will be advised of the charges against the student, their right to a Board hearing; the date, time and place of the hearing; their right to counsel; and their procedural rights to call witnesses, enter exhibits and cross-examine adverse witnesses. All such notifications will be made by certified mail, addressed to the student's parents or guardians. The Board shall make a good-faith effort to have the parents or guardians present at the hearing.
2. Prior to the Board hearing, the student and the student's parents/guardians will be advised of the identity of the witnesses to be called by the administration and advised of the nature of their testimony. In addition, the student and the student's parents/guardians will be provided with copies of the documents to be introduced at the hearing by the administration.
3. The hearing will be closed unless the Board decides otherwise. The hearing will only be open with parental consent. At the hearing, the administration or their counsel will present the charges and such testimony and evidence to support such charges. The student, his or her parents/guardians or their counsel shall have the right to present witnesses, introduce exhibits, and to cross-examine witnesses called in support of the charges.
4. At the conclusion of the hearing, the Board of Education shall deliberate in executive session and shall render a decision to dismiss the charges; to suspend the student for a specified period of time; or to expel the student from the schools of the district. The administration or its counsel, by direction of the Board of Education, shall promptly prepare and transmit to the parents/guardians written notice of the decision.

Remedial Conference: Prior to the readmission or enrollment of any student who has been suspended out of school or expelled in accordance with this policy for any "act of school violence" as defined in § 160.261.2,

RSMo., Board policy and herein, a conference must be held to review the student's conduct that resulted in the suspension or expulsion and any remedial actions needed to prevent future occurrences of such conduct or related conduct. The conference shall include the appropriate school officials including any teacher directly involved with the conduct that resulted in the suspension or expulsion, the student, and the parent or guardian of the student or any agency having legal jurisdiction, care, custody or control of the student. The Board of Education shall notify, in writing, the parents or guardians and all other parties of the time, place and agenda of any such conference. Failure of any party to attend this conference shall not preclude holding the conference. This requirement applies to enrolling students transferring from another school as well, regardless of whether the "act of school violence" was committed at a public school or at a private school in Missouri, provided that such act shall have resulted in the suspension or expulsion of such student in the case of a private school. (Policy JGD)

IN-SCHOOL SUSPENSIONS: In-school suspensions may be used as discipline for misbehavior or policy violations. Students serving in-school suspension are kept in school and segregated from other students. Students are to bring assignments, all books, outside reading book, etc. with them to the ISS room. Students receiving in-school suspension will receive 100% credit for all work completed. Students are counted in attendance during ISS. (Policy JGB)

Students who serve in-school suspension may not attend school events that afternoon or evening regardless of location, or any activity that occurs on district property. Students who violate this provision will be required to leave the activity and may face further discipline, including an additional period of suspension or expulsion. Students upon the discretion of the coach/sponsor may attend practices.

The following rules apply to in-school suspension:

1. Students are to report to the office upon the ringing of the 7:55 warning bell prior to 1st period.
2. Students are not allowed to talk to other students.
3. Students are not allowed to sleep.
4. Students will be allowed to go to the restroom once in the morning, once during the lunch break, and once in mid-afternoon when all other students are in class and not in the hallways.
5. Students must do all work assigned to you by the end of the school day. This work must be turned in to the office by the end of the school day to receive credit.
6. The student must bring all materials, paper, pencil, pen, books, assignments, or outside reading book to the ISS room. No cell phones, radios, tape recorders, or any type of audio/video device will be allowed in the ISS room.
7. Students will be allowed approximately 20 minutes to eat lunch before or after regular lunch shifts.
8. Students will not be allowed to leave the ISS room except for the instances mentioned above. Moving around the room without permission is prohibited.
9. The student's work area must be clean and free of marks before he/she leaves. Students should report marks immediately upon entering the area.
10. Students will be given points from the teacher for productivity and a respectful attitude. If the student does not earn the predetermined points, the student must redo ISS the next school day. The predetermined points will be set by the teacher and student at the beginning of the day.

OUT-OF-SCHOOL SUSPENSION: Out-of-school suspension is one of the most severe punishments given for misbehavior or policy violations. Students suspended from school are not allowed to attend any school functions regardless of location, or any activity that occurs on district property on days they are serving or have served a suspension. Students who violate this provision will be required to leave the activity and may face further discipline, including an additional period of suspension or expulsion.

Students are required to make up work missed while suspended, and all work completed will receive 100% credit of the full grade. Students on out-of-school suspension are counted as absent. A student suspended from school shall not have the day or days of suspension counted toward the five days of absence for that semester.

PARENT CONFERENCES/LAW ENFORCEMENT NOTIFICATION: Certain offenses require a parent conference with the principal before the student can be readmitted to school. These offenses could also require school contact with appropriate law enforcement agencies, juvenile offices, and/or family services. The offenses that apply here include vandalism, fighting, assault, theft, weapons, terrorist threat, tobacco use/possession, drug use/possession, sale or distribution of drugs, extortion, false alarms, and truancy. Further information can be found in the Missouri Safe Schools Act.

CORPORAL PUNISHMENT: Corporal punishment is the use of physical force as a method of correcting student behavior. No person employed by or volunteering on behalf of the La Plata R-II School District shall administer corporal punishment or cause corporal punishment to be administered upon a student attending district schools. A staff member may, however, use reasonable physical force against a student for the protection of the student or other persons or to protect property. Restraint of students in accordance with the district's policy on student seclusion, isolation and restraint is not a violation of this policy. (Policy JGA)

SECLUSION, ISOLATION, AND RESTRAINT: La Plata R-II Schools have adopted Policy JGGA on Seclusion, Isolation, and Restraint. Seclusion, isolation and/or restraint may be implemented as set forth in Policy JGGA. Through the adoption of this policy, the Board of Education expects to:

1. Promote safety and prevent harm to students, school personnel and visitors in the school district.

2. Foster a climate of dignity and respect in the use of discipline and behavior-management techniques.
3. Provide school personnel with clear guidelines about the use of seclusion, isolation and restraint in response to emergency situations.

4. Provide parents/guardians information about state guidelines and district policies related to the use of discipline, behavior management, behavior interventions and responses to emergency situations.

5. Promote the use of non-aversive behavioral interventions, including positive behavioral support techniques.

DISCIPLINE OF STUDENTS WITH DISABILITIES ELIGIBLE FOR SPECIAL EDUCATION SERVICES: The obligation and the responsibility to attend school regularly, and to comply with the District's discipline policies, apply to all students, disabled and non-disabled. When application of the District's discipline policy to a disabled student's conduct would result in an in-school or out-of-school suspension or a change of placement for more than 10 days, a manifestation determination team, as defined in Policy JGE-AP(1) will make a determination of whether the student's conduct was manifestation of his/her disability. If the student is disciplined pursuant to the District's policy, the District may not terminate educational services and must continue to provide the student with a free appropriate public education.

If a disabled student brings a weapon or illegal drugs to school or to a school function, or sells or solicits the sale of controlled substances at school or a school function, the principal or Superintendent may assign the student to an alternative educational setting for not more than forty-five (45) days. In such instances, the student's IEP team will determine the appropriate alternative educational setting and will ensure that the student can receive a free appropriate public education in that alternative setting. The assignment to the alternative setting may be used even if the manifestation determination team determines that the misconduct is related to the student's disability. If, in the opinion of district personnel, the disabled student poses a substantial threat, they may pursue removal of the student from the educational setting by seeking a court injunction or by seeking an expedited hearing through a state appointed hearing officer. (Policy JGE)

STUDENT ALCOHOL/DRUG ABUSE: The La Plata R-II School District is concerned with the health, welfare and safety of the students. Therefore, use, sale, transfer, distribution, possession or being under the influence of unauthorized prescription drugs, alcohol, narcotic substances, unauthorized inhalants, controlled substances,

illegal drugs, counterfeit substances and imitation controlled substances is prohibited on any school property, in any school-owned vehicle or in any other school-approved vehicle used to transport students to and from school or school activities. This prohibition also applies to any school-sponsored or school-approved activity, event or function, such as a field trip or athletic event, where students are under the jurisdiction of the school district. The use, sale, transfer or possession of drug-related paraphernalia is also prohibited. Policy JFCH

REPORTING ACTS OF SCHOOL VIOLENCE: School administrators will report acts of school violence to all teachers in the building and other district employees with a need to know. An "act of school violence" is any exertion of physical force by a student with the intent to do serious physical injury as defined in RSMo. § 556.061 to another person while on school property, including a school bus in service on behalf of the district or while involved in school activities.

STUDENT DISCIPLINE CODE

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

Reporting to Law Enforcement: It is the policy of the La Plata R-II School District to report all crimes occurring on district property to law enforcement, including, but not limited to, the crimes the district is required to report in accordance with law. A list of crimes the district is required to report is included in policy JGF.

The principal shall also notify the appropriate law enforcement agency and superintendent if a student is discovered to possess a controlled substance or weapon in violation of the district's policy.

In addition, the superintendent shall notify the appropriate division of the juvenile or family court upon suspension for more than ten (10) days or expulsion of any student who the district is aware is under the jurisdiction of the court.

Documentation in Student's Discipline Record: The principal, designee or other administrators or school staff will maintain all discipline records as deemed necessary for the orderly operation of the schools and in accordance with law and policy JGF.

Conditions of Suspension, Expulsion and Other Disciplinary Consequences: All students who are suspended or expelled, regardless of the reason, are prohibited from participating in or attending any district-sponsored activity, or being on or near district property or the location of any district activity for any reason, unless permission is granted by the superintendent or designee. When appropriate, the district may prohibit students from participating in activities or restrict a student's access to district property as a disciplinary consequence even if a student is not suspended or expelled from school. Likewise, a student may become ineligible for or required to forfeit any honors and awards as a disciplinary consequence.

In accordance with law, any student who is suspended for any offenses listed in § 160.261, RSMo., or any act of violence or drug-related activity defined by policy JGF as a serious violation of school discipline shall not be allowed to be within 1,000 feet of any district property or any activity of the district, regardless of whether the activity takes place on district property, unless one (1) of the following conditions exist:

1. The student is under the direct supervision of the student's parent, legal guardian, custodian or another adult designated in advance, in writing, to the student's principal by the student's parent, legal guardian or custodian, and the superintendent or designee has authorized the student to be on district property.

2. The student is enrolled in and attending an alternative school that is located within 1,000 feet of a public school in the district.

3. The student resides within 1,000 feet of a public school in the district and is on the property of his or her residence.

If a student violates the prohibitions in this section, he or she may be suspended or expelled in accordance with the offense, "Failure to Meet Conditions of Suspension, Expulsion or Other Disciplinary Consequences," listed below.

Impact on Grades: As with any absence, absences due to an out-of-school suspension may result in student earning a lower grade in accordance with the district's policy on absences.

PROHIBITED CONDUCT (Policy JG-R1)

The following are descriptions of prohibited conduct and potential consequences for violations. Building-level administrators are authorized to more narrowly tailor potential consequences as appropriate for the age level of students in the building within the ranges established in this regulation. In addition to the consequences specified here, school officials will notify law enforcement and document violations in the student's discipline file pursuant to law and Board policy.

1. Academic Dishonesty – Cheating on tests, assignments, projects or similar activities; plagiarism; claiming credit for another person's work; fabrication of facts, sources or other supporting material; unauthorized collaboration; facilitating academic dishonesty; and other misconduct related to academics.	
First Offense:	Subsequent Offense:
No credit for the work, grade reduction, or replacement assignment.	No credit for the work, grade reduction, course failure, or removal from extracurricular activities.

2. Arson--Starting or attempting to start a fire or causing or attempting to cause an explosion:	
First Offense:	Subsequent Offense:
Detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion. Restitution if appropriate.	1-180 days out-of-school suspension or Expulsion. Restitution if appropriate.

3. Assault

a. Using physical force, such as hitting, striking or pushing, to cause or attempt to cause physical injury; placing another person in apprehension of immediate physical injury; recklessly engaging in conduct that creates a grave risk of death or serious physical injury; causing physical contact with another person knowing the other person will regard the contact as offensive or provocative; or any other act that constitutes criminal assault in the third or fourth degree.

First Offense:	Subsequent Offense:
Principal/Student conference, detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.	In-school suspension, 1-180 days out-of-school suspension, or expulsion.

b. 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 assault in the first or second degree.

First Offense:	Subsequent Offense:
10-180 days out-of-school suspension or expulsion	Expulsion

4. Automobile/Vehicle Misuse--Uncourteous 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

First Offense:	Subsequent Offense:
Suspension or revocation of parking privileges, detention, or in-school suspension.	Revocation of parking privileges, detention, in-school suspension, or 1-10 days out-of-school suspension.

5. Bullying and Cyberbullying (see Board policy JFCF)—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; that substantially interferes with the educational performance, opportunities or benefits of any student without exception; or that substantially disrupts the orderly operation of the school. Bully includes, but is not limited to: physical actions, including violence, gestures, theft or property damage; oral, written or electronic communication, including name-calling, put-downs, extortion or threats; or threats of reprisal or retaliation for reporting such acts. Cyberbullying is a form of bullying committed by 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.

First Offense:	Subsequent Offense:
Detention, in-school suspension, or 1-180 days out-of-school suspension.	1-180 days out-of-school suspension or expulsion.

6. Bus or Transportation Misconduct (see Board policy JFCC)--Any offense committed by a student on transportation provided by or through the district shall be punished in the same manner as if the offense had been committed at the student's assigned school. In addition, transportation privileges may be suspended or revoked.

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

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

9. Dress Code (see policy JFCA and procedure JFCA-AP)—Specific provisions of dress code are set out in the student handbooks.	
First Offense:	Subsequent Offense:
Principal/Student conference, detention, or in-school suspension.	Detention, in-school suspension, or 1-180 days out-of-school suspension.

10. Drugs/Alcohol (see Board policies JFCH and JHCD) a. Possession, sale, purchase or distribution of any over-the-counter drug, herbal preparation or imitation drug or herbal preparation.	
First Offense:	Subsequent Offense:
In-school suspension or 1-180 days out-of-school suspension.	1-180 days out-of-school suspension or expulsion.
b. Possession of or attendance while under the influence of or soon after consuming any unauthorized prescription drug, alcohol, narcotic substance, unauthorized inhalants, counterfeit drugs, imitation controlled substances or drug-related paraphernalia, including controlled substances and illegal drugs defined as substances identified under schedules I, II, III, IV or V in section 202c of the Controlled Substances Act.	
First Offense:	Subsequent Offense:
In-school suspension, 1-180 days out-of-school suspension.	11-180 days out-of-school suspension or expulsion.
c. Sale, purchase or distribution of any prescription drug, alcohol, narcotic substance, unauthorized inhalants, counterfeit drugs, imitation controlled substances or drug-related paraphernalia, including controlled substances and illegal drugs defined as substances identified under schedules I, II, III, IV or V in section 202c of the Controlled Substances Act.	
First Offense:	Subsequent Offense:
1-180 days out-of-school suspension or expulsion.	11-180 days out-of-school suspension or expulsion.

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

12. Failure to Care for or Return District Property – Loss of, failure to return, or damage to district property including, but not limited to, books, computers, calculators, uniforms, and sporting and instructional equipment.	
First Offense:	Subsequent Offense:
Restitution. Principal/Student conference, detention, or in-school suspension.	Restitution. Detention or in-school suspension.

13. Failure to Meet Conditions of Suspension, Expulsion or Other Disciplinary Consequences – Violating the conditions of a suspension, expulsion or other disciplinary consequence including, but not limited to, participating in or attending any district-sponsored activity or being on or near district property or the location where a district activity is held. See the section of this regulation titled, "Conditions of Suspension, Expulsion and Other Disciplinary Consequences."

As required by law, when the district considers suspending a student for an additional period of time or expelling a student for being on or within 1,000 feet of district property during a suspension, consideration shall be given to whether the student poses a threat to the safety of any child or school employee and whether the student's presence is disruptive to the educational process or undermines the effectiveness of the district's discipline policy.

First Offense:	Subsequent Offense:
Verbal warning, detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion. Report to law enforcement for trespassing if expelled.	In-school suspension, 1-180 days out-of-school suspension, or expulsion. Report to law enforcement for trespassing if expelled.

14. False Alarms (see also "Threats or Verbal Assault")--Tampering with emergency equipment, setting off false alarms, making false reports; communicating a threat or false report for the purpose of frightening, disturbing, disrupting or causing the evacuation or closure of district property.

First Offense:	Subsequent Offense:
Restitution. Principal/Student conference, detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.	Restitution. In-school suspension, 1-180 days out-of-school suspension, or expulsion.

15. Fighting (see also, "Assault")--Mutual combat in which both parties have contributed to the conflict either verbally or by physical action.

First Offense:	Subsequent Offense:
Principal/Student conference, detention, in-school suspension, or 1-180 days out-of-school suspension.	In-school suspension, 1-180 days out-of-school suspension, or expulsion.

16. Gambling---Betting on an uncertain outcome, regardless of stakes; engaging in any game of chance or activity in which something of real or symbolic value may be won or lost. Gambling includes, but is not limited to, betting on outcomes of activities, assignments, contests and games.	
First Offense:	Subsequent Offense:
Principal/Student conference, loss of privileges, detention, or in-school suspension.	Principal/Student conference, loss of privileges, detention, in-school suspension, or 1-10 days out-of-school suspension.

17. Harassment, including Sexual Harassment (see Board policies AC) a. Use of material of a sexual nature or unwelcome verbal, written or symbolic language based on gender, race, color, religion, sex, national origin, ancestry, disability or any other characteristic protected by law. Examples of illegal harassment include, but are not limited to, racial jokes or comments; requests for sexual favors and other unwelcome sexual advances; graffiti; name calling; or threatening, intimidating or hostile acts based on a protected characteristic.	
First Offense:	Subsequent Offense:
Principal/Student conference, detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.	In-school suspension, 1-180 days out-of-school suspension, or expulsion.
b. Unwelcome physical contact of a sexual nature or that is based on gender, race, color, religion, sex, national origin, ancestry, disability or any other characteristic protected by law. Examples include, but are not limited to, touching or fondling of the genital areas, breasts or undergarments, regardless of whether the touching occurred through or under clothing; or pushing or fighting based on protected characteristics.	
First Offense:	Subsequent Offense:
In-school suspension, 1-180 days out-of-school suspension, or expulsion.	1-180 days out-of-school suspension or expulsion.

18. Hazing (see Board policy JFCG)--Any activity that a reasonable person believes would negatively impact the mental or physical health or safety of a student or put the student in a ridiculous, humiliating, stressful or disconcerting position for the purposes of initiation, affiliation, admission, membership or maintenance of membership in any group, class, organization, club or athletic team including, but not limited to, a grade level, student organization or district-sponsored activity. Hazing can occur even when all students involved are willing participants.	
First Offense:	Subsequent Offense:
In-school suspension or 1-180 days out-of-school suspension.	1-180 days out-of-school suspension or expulsion.

19. Incendiary Devices or Fireworks--Possessing, displaying or using matches, lighters or other devices used to start fires unless required as part of an educational exercise and supervised by district staff; possessing or using fireworks.	
First Offense:	Subsequent Offense:
Confiscation. Warning, principal/student conference, detention, or in-school suspension.	Confiscation. Principal/Student conference, detention, in-school suspension, or 1-10 days out-of-school suspension.

20. Nuisance Items-- Possession or use of items such as toys, games, and portable media players that are not authorized for educational purposes.	
First Offense:	Subsequent Offense:
Confiscation. Warning, principal/student conference, detention, or in-school suspension.	Confiscation. Principal/Student conference, detention, in-school suspension, or 1-10 days out-of-school suspension.

21. Public Display of Affection--Physical contact that is inappropriate for the school setting including, but not limited to, kissing and groping.	
First Offense:	Subsequent Offense:
Principal/Student conference, detention, or in-school suspension.	Detention, in-school suspension, or 1-10 days out-of-school suspension.

22. Sexting and/or Possession of Sexually Explicit, Vulgar, or Violent Material--Students may not possess or display, electronically or otherwise, sexually explicit, vulgar or violent material including, but not limited to, pornography or depictions of nudity, violence or explicit death or injury. This prohibition does not apply to curricular material that has been approved by district staff for its educational value. Students will not be disciplined for speech in situations where it is protected by law.	
First Offense:	Subsequent Offense:
Confiscation. Principal/Student conference, detention, or in-school suspension.	Confiscation. Detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.

23. Sexual Activity – Consensual acts of sex or consensual simulated acts of sex including, but not limited to, intercourse or oral or manual stimulation.	
First Offense:	Subsequent Offense:
Principal/Student conference, detention, in-school suspension, or 1-180 days out-of-school suspension.	Detention, in-school suspension, 1-180 days out-of school suspension, or expulsion

24. Technology Misconduct (see Board policies EHB, KKB, and regulation EHB-R) a. Attempting, regardless of success, to: gain unauthorized access to a technology system or information; to use district technology to connect to other systems in evasion of the physical limitations of the remote system; to copy district files without authorization; to interfere with the ability of others to utilize district technology; to secure a higher level of privilege without authorization; to introduce computer "viruses," "hacking" tools, or other disruptive/destructive programs onto or using district technology; or to evade or disable a filtering/blocking device.	
First Offense:	Subsequent Offense:
Restitution. Principal/Student conference, loss of user privileges, detention, or in-school Suspension.	Restitution. Loss of user privileges, 1-180 days out-of-school suspension, or expulsion.
b. Using, displaying or turning on pagers, phones, personal digital assistants, personal laptops or any other personal electronic devices during the regular school day, including class change time, mealtimes or instructional class time, unless the use is part of the instructional program, required by a district-sponsored class or activity, or otherwise permitted by the building principal.	
First Offense:	Subsequent Offense:
Confiscation, principal/student conference, detention, or in-school suspension.	Confiscation, principal/student conference, detention, or in-school suspension.
c. Violations, other than those listed in (1) or (2) above, of Board policy EHB, procedure EHB-AP or any policy or procedure regulating student use of personal electronic devices.	
First Offense:	Subsequent Offense:
Restitution. Principal/Student conference, detention, or in-school suspension.	Confiscation, principal/student conference, detention, or in-school suspension, 1-180 days out-of school suspension, or expulsion.
d. Use of audio or visual recording equipment in violation of Board policy KKB.	
First Offense:	Subsequent Offense:
Confiscation. Principal/Student conference, detention, or in-school suspension.	Restitution. Loss of user privileges, 1-180 days out-of-school suspension or expulsion.

25. Theft – Theft, attempted theft or knowing possession of stolen property.	
First Offense:	Subsequent Offense:
Return of or restitution for property. Principal/Student conference, detention, in-school suspension, or 1-180 days out-of-school suspension.	Return of or restitution for property. 1-180 days out-of-school suspension, or expulsion.

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

27. Tobacco 1. Possession of any tobacco products, electronic cigarettes, or other nicotine-delivery products on district property, district transportation or at any district activity. Nicotine patches or other medications used in a tobacco cessation program may only be possessed in accordance with district policy JHCD	
First Offense:	Subsequent Offense:
Confiscation of prohibited product. Principal/Student conference, detention, or in-school suspension.	Confiscation of prohibited product. Principal/Student conference, detention, or in-school suspension.
2. Use of tobacco products, electronic cigarettes, or other nicotine-delivery products on district property, district transportation or at any district activity. Nicotine patches or other medications used in a tobacco cessation program may only be used in accordance with district policy JHCD	
First Offense:	Subsequent Offense:
Confiscation of tobacco product. Principal/Student conference, detention, in-school suspension, or 1-3 days out-of school suspension.	Confiscation of tobacco product. In-school suspension or 1-10 days out-of-school suspension.

28. Truancy or Tardiness-(see Board policy JED) – Absence from school without the knowledge and consent of parents/guardians and the school administration; excessive non-justifiable absences, even with the consent of parents/guardians; arriving after the expected time class or school begins, as determined by the district.	
First Offense:	Subsequent Offense:
Principal/Student conference, detention, or 1-3 days in-school suspension.	Detention or 3-10 days in-school suspension, and removal from extracurricular activities.

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

30. Vandalism (see Board policy ECA) – Willful damage or the attempt to cause damage to real or personal property belonging to the district, staff or students.	
First Offense:	Subsequent Offense:
Restitution. Principal/Student conference, detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.	Restitution. In-school suspension, 1-180 days out-of school suspension, or expulsion.

31. Weapons (see Board policy JFCJ) a. Possession or use of weapon as defined in Board policy, other than those defined in 18 U.S.C. § 921, 18 U.S.C. § 930(g)(2) or § 571.010, RSMo.	
First Offense:	Subsequent Offense:
In-school suspension, 1-180 days out-of-school suspension, or expulsion.	1-180 days out-of-school suspension, or expulsion.
b. Possession or use of a firearm as defined in 18 U.S.C. § 921 or any instrument or device defined in § 571.010, RSMo., or any instrument or device defined as a dangerous weapon in 18 U.S.C. § 930(g)(2).	
First Offense:	Subsequent Offense:
One (1) calendar year suspension or expulsion, unless modified by the Board upon recommendation by the superintendent.	Expulsion.
c. Possession or use of ammunition or a component of a weapon.	
First Offense:	Subsequent Offense:
In-school suspension, 1-180 days out-of-school suspension, or expulsion.	1-180 days out-of-school suspension or expulsion.

FACILITIES/EQUIPMENT

GENERAL: We have great physical facilities and equipment at La Plata High School. Show pride in our school by taking proper care of our school and equipment. Treat school property as you would want your own property treated.

LOCKERS: Lockers are assigned to each student. Students are not to change lockers without permission from the principal. **Do not leave valuables such as money or jewelry in your locker.** Do not bother other lockers. If a locker is in need of repair or does not work properly, report this information immediately to the office. The outside of the lockers may not be decorated or have any item placed on them without the permission of the principal. The inside of the locker may have personal items displayed so long as these items are not permanent and/or do not violate the school's handbook guidelines for profanity, obscenity, etc.. Combination locks are available for issue in the office. These locks are furnished at no cost, but must be turned in at the end of the using period.
If the lock issued to you is not returned to the office, a replacement cost of seven dollars ($7.00) will be charged to the user. This includes your P.E. locker. When things disappear from a locker it is usually due to the locker left unlocked or someone else has your combination.

Do not give your lock combination to anyone. Students should not bring valuables to school at any time. The school will not be responsible for lost or stolen items. Students will be responsible for the condition of assigned lockers at the end of the school year. Lockers requiring extensive maintenance will result in restitution. Lockers are school property-Lockers and contents may be searched at any time for reasons of health and safety. The district will periodically search school property, including lockers and drug sniffing dogs may be used (Policy JFG).

AUTOMOBILES, DRIVING AND PARKING: The district allows driving on district property and parking in designated spaces on district property for the convenience of students, employees and visitors to district facilities.

Driving and parking on district property are privileges, not rights. District administrators have the authority to prohibit any person from driving or parking on district property and may direct any person to move his or her vehicle. District buses and other vehicles the district owns or uses will be given preference over other vehicles. A person who does not yield to district vehicles, refuses to move a vehicle as directed by district employees, operates a vehicle in a manner that is not safe, or otherwise refuses to follow district rules or employee directives will be prohibited from driving or parking on district property and may be excluded from district property. District employees and students may also receive additional discipline.

Any behavior or item prohibited in school (including, but not limited to, weapons, alcohol and tobacco products) is also prohibited in district parking lots and in vehicles on district property.

Vehicles parked on district property may be searched in accordance with law. For additional information on searches of vehicles parked on district property see the Interrogations, Interviews and Searches section of this handbook. (Policies ECD and JFG)

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If you need to go to your car, get permission from the principal's office.

All students going to the Macon Area Career and Technical School or Kirksville Area Technical Center are to ride the bus both to and from Macon/Kikrsville unless you have a permit signed by the principal. Permits should be initiated through MACTEC/KATC. When you have a permit to drive, you are to follow the school bus both

ways, unless excused by the Principal. Any violation of the driving rules may result in disciplinary action and will jeopardize your driving privilege.

TELEPHONES: The telephones in the office are business telephones and should be used only for business or emergencies. Please do not have anyone call you at school unless it is an emergency. We will not call you from class to take personal calls. Students must have permission from the office to use any telephones at school.

CARE OF TEXTBOOKS: All textbooks assigned to you must be returned at the end of the year. If damaged or lost, you will be charged for the replacement or pro-rated damage to that book.

TECHNOLOGY: Unless authorized by the superintendent or designee, all users must have an appropriately signed User Agreement on file with the district before they are allowed access to district technology resources. All users must agree to follow the district's policies, regulations and procedures. In addition, all users must recognize that they do not have a legal expectation of privacy in any electronic communications or other activities involving the district's technology. (Policy EHB) More detailed information can be found on the school web site.
The high school building issues a Chromebook to each student. Students and parents will sign a technology agreement before taking possession of the Chromebook. Students will be responsible for paying an insurance fee and returning all forms included in the plan/agreement book to be able to take the device off of campus. Students will also be expected to keep their device in working order and bring it to school on a daily basis.

ASBESTOS: The district shall survey and assess the exposure of friable asbestos in all buildings. This report shall be filed with appropriate state agencies, and will be available for public review in the superintendent's office. The district shall take all steps necessary to comply with the Asbestos Hazard Emergency Response Act, as described in regulations of the EPA. (Policy EBAB)

MEDICAL POLICIES

(Policy JHC)

STUDENT HEALTH SERVICES AND REQUIREMENTS: The Board of Education will provide for the health and physical well-being of students by establishing a district wide coordinated student health services program. The district nursing staff has oversight of the coordinated student health services program and will work with the School Health Advisory Council (SHAC).

Nurses employed to staff the health services program shall serve under the direction of the school principal and, if necessary, under the supervision of qualified medical personnel. The nurse or designee will be responsible for all notifications to parents/guardians regarding health services. The services provided by the nursing staff will include:

1. Administration of laws that protect the health of children attending public schools in Missouri, including:

    a) Ensuring compliance with immunization requirements.
    b) Excluding students who have contagious diseases from attendance when authorized by law.
    c) Reporting the presence or suspended presence of diseases mandated for reporting by law.

2. Emergency first aid treatment for injury or illness occurring during the school day.

3. The administration of medication, pursuant to Board Policy JHCD.

4. Assistance in carrying out the district's responsibilities outlined in Section 504 plans, Individualized Health Plans (IHPs) or Individualized Educations Programs (IEPs).

5. Guidance and counseling concerning health problems of students.

6. Maintenance of student health records, including the maintenance of emergency information forms for each student.

7. Age-appropriate health education in the district's instructional program, in accordance with Missouri School Improvement Program (MSIP) Standards and Missouri Grade-Level Expectations (GLEs).

8. Screening for health conditions in accordance with Board Policy and administrative procedures.

9. Notification of the school principal if informed of a condition that could require accommodation under federal law.

10. Maintenance of copies of the Material Safety Data Sheet (MSDS) for all pesticides used in the district.

11. Development and annual review of a Health Services Plan.

12. Training staff as necessary to implement the district's health and safety program.

13. Such other services as assigned by the supervising principal or superintendent.

PHYSICAL EXAMINATIONS AND SCREENINGS**:** "Screening" is the use of a procedure to examine a large population to determine the presence of a health condition or risk factor in order to identify those who need further evaluation. Screening tests for various health conditions (such as vision, hearing and scoliosis) will be conducted in accordance with administrative procedures. Students may also be weighed and measured. Parents/Guardians will receive a written notice of any screening result that indicates a condition that might interfere with a student's progress or health.

In general, the school district will not conduct physical examinations of a student without parental consent to do so unless the health or safety of the student or others is in question or unless by court order.

Further, parents will be notified of the specific or approximate dates during the school year when any nonemergency, invasive physical examination or screening administered by the district is conducted that is:

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

The term "invasive physical examination" means any medical examination that involves the exposure of private body parts or any act during such examination that includes incision, insertion or injection into the body, but does not include a hearing, vision, head lice or scoliosis screening.

Parents or eligible students will be given the opportunity to opt out of the above-described nonemergency, invasive physical examination or screening. The district has adopted and continues to use policies regarding student privacy, parental access to information and the administration of certain physical exams to minors. Copies of these policies are available upon request or by accessing the District's website.

Students who wish to participate in certain extracurricular activities may be required to submit to a physical examination to verify their ability to participate in the activity. Students participating in activities governed by the Missouri State High School Activities Association (MSHSAA) will be required to follow the rules of that organization.

MEDICATIONS: The La Plata R-II School District is not legally obligated to administer medication to students unless specifically included in a Section 504 plan or an individualized education program (IEP). However, the Board recognizes that some students may require medication for chronic or short-term illnesses to enable them to remain in school and participate in the district's educational services. The district prohibits students from possessing or self-administering medications while on district grounds, on district transportation or during district activities unless explicitly authorized in accordance with Policy JHCD. The superintendent, in collaboration with the district nursing staff, will establish administrative procedures for storing and administering medications in compliance with Policy JHCD and pursuant to state and federal law. Medications will only be administered at school when it is not possible or effective for the student to receive the medication at home. (Policy JHCD)

OVER-THE-COUNTER MEDICATIONS: The district may administer over-the-counter medication to a student upon receipt of a written request and permission to do so by the parent/guardian. All over-the-counter medications must be delivered to the school principal or designee in the manufacturer's original packaging and will only be administered in accordance with the manufacturer's label.

PRESCRIPTION MEDICATIONS: The parent/guardian must provide the district with written permission to administer the medication before the district will administer the prescription medication to the student. The prescription label will be considered the equivalent of a prescriber's written direction, and a separate document is not needed.

POSSESSION AND SELF-ADMINIDATRATION OF MEDICATIONS**:** The district will permit a student to possess and self-administer medications in accordance with an IEP or Section 504 plan or in accordance with state law allowing students to possess and self-administer medications for a chronic health condition. However, permission to possess and self-administer medications may be revisited if there is evidence that the student is not handling or administering the medication appropriately or that the student's actions may be harming his or her own health or the health and safety of other persons. (Policy JHCD)

STUDENTS WITH COMMUNICABLE DISEASES: Students or employees with communicable diseases that pose a risk of transmission in school or at school activities (such as, but not limited to, chicken pox, influenza and conjunctivitis) will be managed as required by law and in accordance with guidelines provided by the Department of Health and Senior Services (DHSS) and local county or city health departments. Such management may include, but is not limited to, exclusion from school or reassignment as needed for the health and safety of students and staff. (Policy EBB)

STUDENT INSURANCE (Policy JHA): The Board of Education recommends that all students have accident insurance. Although arranging for such insurance is the responsibility of the student and parents/guardians, the Board may name an insurance carrier each year to offer group rates. Participation in the group plan is optional. Parents/Guardians and students will deal directly with the insurance carrier.
Students participating in interscholastic athletics and certain other activities governed by the Missouri State High School Activities Association (MSHSAA) are required to have accident insurance coverage before being allowed to practice or compete for a school team. A student will not be allowed to participate in these activities, including practices, until proof of insurance coverage is received in the principal's office.

The district will provide parents/guardians enrolling students in the district information about the state children's health insurance program, MO HealthNet for Kids (MHK). A parent/guardian who, when completing an application for free and reduced-price meals, indicates that a child does not have health insurance will be notified by the district that the MHK program is available, if household income is within eligibility standards.

INOCULATIONS OF STUDENTS: It is the policy of the La Plata R-II School District that all students attending the district schools shall be immunized in accordance with law.
The district will not allow a student to attend school until the district has satisfactory evidence on file that the student has been immunized, that the immunization process has begun and satisfactory progress is being accomplished or that the student is exempted from obtaining immunizations in accordance with law.
A student is exempted from obtaining immunizations if the district has on file the completed forms necessary to prove that the student will not be immunized for religious or medical reasons. An exemption for medical reasons requires certification by a licensed doctor of medicine or doctor of osteopathy that either the immunization would seriously endanger the child's health or life or that the child has documentation of laboratory evidence of immunity to the disease. An exemption for religious reasons requires written certification from one (1) parent or guardian that immunization of the student violates his or her religious beliefs.

Homeless students who cannot provide proof of immunization will be immediately enrolled, and the district's homeless coordinator will work with the students to obtain the necessary immunizations as soon as possible. Students who are in the household of an active duty member of the military and who cannot provide evidence of having received immunizations required under Missouri law shall be immediately enrolled and given 30 days to obtain the required immunizations or, if the immunization is a series, to being the series.

The district will exclude from school all students who are not immunized or exempted as required by law. When immunization is in progress, failure to meet the next scheduled appointment constitutes noncompliance with the immunization law, and the student should be excluded from school immediately.

The district must report to the Department of Health and Senior Services the names of any parent or guardian who neglects or refuses to permit a non-exempted student to be immunized. The district will also report to the Children's Division (CD) of the Department of Social Services any instance of educational or medical neglect.

The superintendent or designee shall institute procedures for the maintenance of health records, which are to show the immunization status of every child enrolled or attending in the district, and for the completion of all necessary reports in accordance with guidelines prepared by the Department of Health and Senior Services. (Policy JHCB)

SUICIDE & SEXUAL ABUSE AWARENESS & PREVENTION: The La Plata R-II School District is committed to maintaining a safe environment to protect the health, safety, and welfare of students. We will follow the guidelines set forth per the Missouri Department of Elementary & Secondary Education.

LEGAL MATTERS/ADMISSIONS/STUDENT ENROLLMENT

PUBLIC COMPLAINTS

The Board recognizes that situations of concern to parents/guardians or the public may arise in the operation of the district. Such concerns are best resolved by addressing them at the level where the concern originated through communication with the appropriate staff members. The administration has developed procedures for addressing those issues, copies of which are available at each building. Any concern regarding federal programs administered by the Missouri Department of Elementary and Secondary Education (DESE) may also be appealed to DESE or the United States Department of Education as permitted or required by law.

If a complaint has been made and appealed in accordance with administrative procedures, the parent/guardian or member of the public may appeal the issue to the Board by submitting a written request to the superintendent or the secretary of the Board. The Board will address the complaint in an appropriate and timely manner. (Policy KL)

EQUAL EDUCATION OPPORTUNITY: It is the policy of the Board of Education to provide a free and appropriate education for students with disabilities. Students with disabilities are those who, because of a physical or mental impairment(s), have been identified by qualified and appropriate personnel as requiring special education. Students with disabilities will be identified on the basis of physical, health, sensory, and/or emotional handicaps, behavioral problems, or observable exceptionalities in cognitive mental ability. It is possible that a student may have more than one type of disability.

The District's programs and services available to meet the needs of these students will be in accordance with the Individuals with Disabilities Education Act, The Americans with Disabilities Education Act,, The Rehabilitation Act of 1973, Section 504, and 162.670-.995 RSMo., Missouri Special Education Services. In addition, the identification of students with disabilities and the services provided by the District will be in accordance with the regulations and guidelines of the Missouri Department of Elementary and Secondary Education's State Plan for Part B of The Individuals with Disabilities Education Act, as amended.

ENGLISH LANGUAGE LEARNERS (ELL): The La Plata R-II School District has adopted an ELL Plan. The ELL Coordinator is the Superintendent. (Policy IGBH)

SCHOOL ADMISSIONS (Policy JEC)

STUDENTS ADMISSION: The Board of Education shall provide free public education to all students who are residents of the school district and who are between the ages of five (5) and 21 years and who otherwise qualify for admission under Missouri law unless otherwise required by federal law. Federal law also requires the district to provide services to resident students qualifying for special education services between the ages of three (3) and 21. Any senior qualifying for graduation at the end of the school semester and attaining age 21 during the course of the semester may complete that particular semester tuition free.

Persons seeking admission to the district and its instructional programs must satisfactorily meet all residency, academic, age, immunization, discipline and other eligibility prerequisites as established by Board policy and law. Students who are homeless will be admitted in accordance with Board policy and law.

Students who transfer to the district from another district will be placed in accordance with Board policy.

REQUESTS FOR STUDENT RECORDS: Within two (2) business days of enrolling a student, the school official enrolling the student shall request those records required by district policy for student transfer, including discipline records, from all schools previously attended by the student within the last 12 months.
Within 48 hours of enrolling a nonresident student placed in the district pursuant to §§ 210.481-.536, RSMo., via foster homes, residential care facilities or child-placing agencies, the school official enrolling the student shall request those records required by district policy for student transfer, including discipline records, from all schools and facilities previously attended by the student; the Department of Social Services; the Department of Mental Health; the Department of Elementary and Secondary Education; and any entity involved with the placement of the student within the last 24 months.

FOSTER CHILDREN
The district designates the counselor as the liaison for foster care children. The liaison will provide advisory assistance regarding all aspects of the enrollment, placement, transfer and withdrawal of children in foster care (Policy IGBE).

STATEMENT OF PRIOR SUSPENSION, EXPULSION OR CRIMINAL OFFENSE: The Board of Education requires the parent, guardian or other person having control or charge of a child of school age to provide upon enrollment a signed statement indicating whether the student has been suspended or expelled from a public or private school in this state or any other state for an offense in violation of Board policies. In addition, the person enrolling the student must affirm that the student has not been convicted of or charged with an act listed in the "Admission Restriction" section of Policy JEC. This registration document shall be maintained as a part of the student's scholastic record.

STUDENTS SUSPENDED OR EXPELLED FROM ANOTHER DISTRICT:
Without the superintendent or designee's permission, no student may enroll in a school in the district during a suspension or expulsion from another in-state or out-of-state school district, including a private, charter or parochial school or school district, if it is determined upon attempt to enroll that the student's conduct would have resulted in a suspension or expulsion in this district. The parent, guardian or student may request a conference with the superintendent or designee to consider if the conduct of the student would have resulted in a suspension or expulsion in this district. The superintendent or designee may make such suspension or expulsion from another district effective if it is determined that such conduct would have resulted in a suspension or expulsion in this district. If it is determined that such conduct would not have resulted in a suspension or expulsion in this district, the superintendent or designee shall not make such suspension or expulsion from another school or district effective. The superintendent or designee will consider whether the student has received the due process required by law before making any decision.

A remedial conference will be held in accordance with Board policy prior to enrollment of any student following a suspension or expulsion from another school for an act of school violence as defined in § 160.261.2, RSMo. The remedial conference will be held regardless of whether such act was committed at a public or private school in this state, provided that such act shall have resulted in the suspension or expulsion of such student in the case of a private school.

ADMISSION RESTRICTIONS: In accordance with § 167.171, RSMo., no student may be readmitted or enrolled to a regular program of instruction in the school district who has been convicted of or charged with an act that if committed by an adult would be one (1) of the following:

1. First degree murder under § 565.020, RSMo.
2. Second degree murder under § 565.021, RSMo.
3. First degree assault under § 565.050, RSMo.
4. Forcible rape or rape in the first degree under § 566.030, RSMo.
5. Forcible sodomy or sodomy in the first degree under § 566.060, RSMo.
6. Statutory rape under § 566.032, RSMo.
7. Statutory sodomy under § 566.062, RSMo.
8. Robbery in the first degree under § 569.020, RSMo.
9. Distribution of drugs to a minor under § 195.212, RSMo.
10. Arson in the first degree under § 569.040, RSMo.
11. Kidnapping, when classified as a class A felony under § 565.110, RSMo.

Nothing in this section shall prohibit the readmittance or enrollment of any student if a charge has been dismissed or when a student has been acquitted of any of the above acts. This section does not apply to a student with a disability, as identified under state eligibility criteria, who is convicted as a result of an action related to the student's disability. If the district maintains an alternative education program, and the district determines that the placement is appropriate, a student subject to these admissions restrictions may be admitted to such an alternative education program.

ADMISSION OF RESIDENT STUDENTS: In order to register a student, the parent, legal guardian, military guardian, person acting as a parent of the student shall provide proof of residency in the District or request a waiver of proof of residency as outlined below and shall complete all admission requirements as determined by Board policies, regulations and procedures. Students who do not meet the residency requirements, are not granted a waiver of proof of residency requirements, and who are not otherwise entitled by law to enroll may only apply for admission in accordance with Board policy JECA-1.

ADMISSION OF RESIDENT STUDENTS: In order to register a student, the parent, legal guardian, and military guardian, person acting as a parent or the student shall provide proof of residency or request a waiver of proof of residency as outlined below and shall complete all admission requirements as determined by Board policies, regulations and procedures. Students who do not meet the residency requirements and are not eligible for a waiver of proof of residency may only apply for admission in accordance with Board policy JECB.

A student is a "resident" student if he or she meets at least one (1) of the following criteria:

1. The student physically resides and is domiciled in the district. The domicile of a minor child shall be the domicile of a parent, military guardian pursuant to a military-issued guardianship or court-appointed legal guardian. A "power of attorney" document alone, except a special power of attorney document relevant to the guardianship of a child in the household of an active duty member of the military, is insufficient to satisfy the "court-appointed legal guardian" requirement.

2. The student physically resides in the district for reasons other than obtaining access to

the district's schools, regardless of with whom the student is living, and has a waiver of proof of residency on file.

3. The student is otherwise legally entitled to attend school in the district including, but not limited to: a student who is a homeless child; a student who is a ward of the state and has been placed in a residential care facility by state officials; a student who has been placed in a residential care facility due to a mental illness or developmental disability; a student attending a school pursuant to §§ 167.121 and 167.151, RSMo.; a student placed in a residential facility by a juvenile court; a student with a disability identified under state eligibility criteria if the student is in the district for reasons other than accessing the district's educational program; a student attending a regional or cooperative alternative education program; or a student attending an alternative education program on a contractual basis.

4. The student is a transitioning military student who was enrolled in the La Plata R-II School District, but is placed in the care of someone other than the student's parent or military or legal guardian who resides in another district. Such students will be allowed to continue to attend school in the La Plata R-II School District without payment of tuition. A transitioning military student is a student who is in the process of transferring from one (1) state or school district to another state or school district and was or is currently in the household of an active duty member of the military, including some veterans who are deceased or injured as defined by law.

WAIVER OF PROOF OF RESIDENCY: In cases where a student living in the district wishes to register but the student does not live with a parent, military guardian or court-appointed guardian in the district, the student, parent, military guardian, legal guardian or person acting as a parent must request a waiver of proof of residency. Waiver of proof of residency may only be granted on the basis of hardship or good cause. Good cause shall include situations where the student is living in the district for reasons other than attending school in the district. Under no circumstances shall athletic ability be a valid basis of hardship or good cause for the issuance of a waiver.

The Board delegates to the superintendent or designee the responsibility of bringing to the Board's attention any application for a waiver in which the student is not clearly entitled to attend school in the district. All other applications will be accepted and granted on behalf of the Board. Once an application for a waiver has been identified for Board review, the Board shall convene a hearing to consider the request as soon as possible, but no later than 45 days after the receipt of the waiver request, or else the waiver shall be granted. The Board president may appoint a committee of the Board to act in lieu of the Board to consider waiver requests.

Once a waiver of proof of residency has been requested, the student may be permitted to register and attend school until such time as the Board decides to grant or deny the waiver request. If the Board grants the waiver request, the student will be allowed to continue attending school in the district. If the Board denies the waiver request, the student shall not be allowed to continue attending school in the district.

In instances where there is reason to suspect that admission of the student will create an immediate danger to the safety of other students and employees of the district, the superintendent or designee may convene a hearing within five (5) working days of the registration request to determine whether the student may register.

A transitioning military student who is placed in the care of someone other than the student's parent or military or legal guardian who resides within the district will be granted a waiver without a hearing and allowed to attend school in the district without payment of tuition. (Policy JECA)

ADMISSION OF NONRESIDENT STUDENTS: Nonresident students will be permitted to attend the district's schools upon payment of tuition as established by the Board unless exempt from payment of tuition as allowed by law and so long as the admission will not require the district to exceed the district's target class sizes and

student-to-teacher ratios set by the Board. Tuition rates shall be determined annually on the basis of the per-pupil cost for the preceding year for the operation, maintenance and debt service of the schools, as prescribed by state law. A nonresident student shall be defined as a student who does not meet the requirements to be a resident student of the La Plata R-II School District, as defined in Board policies and law.

Nonresident students admitted pursuant to the following exceptions or as otherwise mandated by law will not be required to file for a waiver of residency.

1. Non-resident students of District teachers or regular District employees will be considered to have the same status as resident students and will be permitted to attend school without payment of tuition and for the purposes of determining average daily attendance.

2. Foreign exchange students living within the boundaries of the school district who have obtained a J-1 visa and who are sponsored by an organization listed on the Council on Standards for International Educational Travel (CSIET) Advisory List will be allowed to enroll in the school district. Such enrollment will be conditioned upon approval of the superintendent and in accordance with procedures set forth by the superintendent or designee. The Board of Education reserves the right to limit the number of foreign exchange students enrolled in a given year. Attendance by foreign exchange students is a privilege, not a right. (Policy JECB)

HOMEBOUND INSTRUCTION: Homebound instruction maybe provided as set forth in district Policy IGBG. Please contact the principal's office to inquire about this service.

HOMELESS STUDENTS: The Board of Education is committed to providing equal access for all homeless students to a free, appropriate education. In carrying out this commitment, the District will identify and assess the needs of the District's homeless students; provide for the placement of its homeless students considering the best interest of the student; and provide access to the District's programs. The District has designated the school counselor as the District's homeless coordinator..

MIGRANT STUDENTS: The Board of Education is committed to the identification, needs assessment, and enrollment of migrant students living within the District. Refer to District Policy IGBCB for additional information. The school district contact person concerning migrant affairs is: Superintendent, 201 West Monroe, La Plata, MO 63549, Phone:660-332-7001/ Fax: 660-332-7929. (Policy IGBCB)

ADMISSION OF HOME-SCHOOLED STUDENTS: Students who enroll in the District from a home-schooled status must meet residency requirements. Grade placement will be determined by an administrative evaluation of student's age, achievement tests or other performance data, transcripts, course descriptions, textbooks used and home-schooling logs. If necessary, the district will administer additional tests to aid placement decisions. Once placed, the district may further adjust the student's placement to meet his or her educational needs, after consultation with the student's parent/guardian. A student who has been home-schooled will have to attend eight semesters at La Plata R-II School District before they are considered for Cum Lade Awards.

PARENTAL CUSTODY: In cases of divorce or similar situation, parents will submit a notarized current copy of the Judgment Decree of Dissolution and/or Parenting Plan showing care, custody and control of the child. This is for the safety of the child.

SURVEYING, ANALYZING OR EVALUATING STUDENTS

Inspection

Any parent may inspect, upon request, any instructional material used as part of the educational curriculum and all instructional materials, including teachers' manuals, films, tapes or other supplementary material, that will be used in connection with any survey, analysis or evaluation as part of any applicable program. Further, a parent may inspect, upon request, a survey created by a third party before the survey is administered or distributed by a school to a student. The term "instructional material" does not include academic tests or academic assessments.

In general, the district will not collect, disclose or use personal student information for the purpose of marketing or selling that information or otherwise providing the information to others for that purpose.

In the rare case where the district may collect information from students for the purpose of marketing or selling that information, parents may inspect any instrument used before the instrument is administered or distributed to a student, upon request and in accordance with Board policy.

Consent Required

In accordance with law, no student, as part of any program wholly or partially funded by the U.S. Department of Education, shall be required to submit to a survey, analysis or evaluation (hereafter referred to as "protected information survey") that reveals any of the following information without written consent of a parent:

1. Political affiliations or beliefs of the student or the student's parent.
2. Mental or psychological problems of the student or the student's family.
3. Sex behavior or attitudes.
4. Illegal, antisocial, self-incriminating or demeaning behavior.
5. Critical appraisals of other individuals with whom respondents have close family relationships.
6. Legally recognized privileged or analogous relationships, such as those of lawyers, physicians and ministers.
7. Religious practices, affiliations or beliefs of the student or the student's parent.
8. Income other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program.

Notice and Opportunity to Opt Out: In accordance with law, parents will receive prior notice and an opportunity to opt a student out of:

1. Any other protected information survey, as defined above, regardless of the funding source.

2. Any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent and not necessary to protect the immediate health and safety of a student, or any physical exam or screening permitted or required under state law, except for hearing, vision or scoliosis screenings.

3. Activities involving the collection, disclosure or use of personal information obtained from students for marketing, selling or otherwise distributing information to others.

The district will directly notify parents at the beginning of the school year of the specific or approximate dates during the school year when the above-listed activities will occur or are expected to be scheduled.

The district will take measures to protect the identification and privacy of the students participating in a protected information survey, regardless of the source of funding. These measures may include limiting access to the completed surveys and the survey results as allowed by law. All student educational records will be protected in accordance with law and Board policy.

The provisions of this policy applicable to parents will transfer to a student who is 18 years old or emancipated.

RECORDS REVIEW: Within two business days of enrolling a new student, the Superintendent/designee will request copies of the new student's transfer and discipline records from all schools in which the new student attended at any time within a twelve (12) month period preceding enrollment in the District. In addition, parents/guardians of students new to the District will be required to complete and sign "Prior Discipline Record" form informing the District concerning suspension or expulsions incurred at schools previously attended and criminal conduct. If a student has uncompleted disciplinary actions from another school district, that discipline will be honored by this school upon official enrollment if the student's conduct would have resulted in a suspension or expulsion in this district.

For a nonresident student placed in the district pursuant to §§ 210.481-.536, RSMo., via foster homes, residential care facilities or child-placing agencies, the school official enrolling the student will request additional records, as set forth in Policy JEC within 48 hours of enrolling the student. (Policy JEC)

STUDENT RECORDS: In order to provide students with appropriate instruction and educational services, it is necessary for the district to maintain extensive and sometimes personal information about students and families. These records must be kept confidential in accordance with law, but must also be readily available to district personnel who need the records to effectively serve district students. (Policy JO)

Military and High 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 unless the parent or student, who is at least 18 years of age, notifies the district in writing not to disclose the information to those entities.

Law Enforcement and Children's Division Access

The District may disclose education records to law enforcement, juvenile justice authorities and/or Children's Division as set forth in district Policy JO and in compliance with state and federal law.

Parent and Eligible Student Access: All parents/guardians may inspect and review their student's education records, seek amendments, consent to disclosures and file complaints regarding the records as allowed by law.

These rights transfer from the parent to the student once the student becomes an eligible student; however, under the Missouri Sunshine Law, parents maintain some rights to inspect student records even after a student turns 18. The district will extend the same access to records to either parent, regardless of divorce, custody or visitation rights, unless the district is provided with evidence that the parent's rights to inspect records have been legally modified.

Directory Information: Directory information is information contained in an education record of a student that generally would not be considered harmful or an invasion of privacy if disclosed without the consent of a parent or eligible student. The information found in the "General Directory Information" and "Limited Directory Information" paragraphs of this Student Records section has been designated by the district as directory information. The district will release this information without first obtaining consent from a parent or eligible student unless a parent or eligible student notifies the district in writing that he/she does not want directory information disclosed.

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 to do so by law. For example, the district may require students to disclose their names, identifiers or district e-mail addresses in classes in which they are enrolled, or students may be required to wear, publicly display or disclose a student identification card or badge that exhibits information that is designated as directory information

The school district designates the following items as directory information.

General Directory Information – The following information the district maintains about a personally identifiable student may be disclosed by the district to the school community through, for example, district publications, or to any person 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); student identification number; user identification or other unique personal identifier used by the student for the purposes of accessing or communicating in electronic systems as long as that information alone cannot be used to access protected educational records; participation in district-sponsored or district-recognized activities and sports; weight and height of members of athletic teams; 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, the following information the district maintains about a personally identifiable student may be disclosed to: school officials with a legitimate educational interest; parent groups or booster clubs that are recognized by the Board and are created solely to work with the district, its staff, students and parents and to raise funds for district activities; parents of other students enrolled in the same school as the student whose information is released; students enrolled in the same school as the student whose information is released; governmental entities including, but not limited to, law enforcement, the juvenile office and the Children's Division (CD) of the Department of Social Services:

The student's address, telephone number and e-mail address and the parents' addresses, telephone numbers and e-mail addresses.

Pursuant to the Family Educational Rights and Privacy Act, a parent or eligible student may inspect and review the educational records of his/her child or his/her own educational records if he/she is an eligible student. Requests to inspect and review educational records should be submitted to Dr. Craig Noah, Superintendent, 201 W. Moore St., La Plata, MO 63549.

If a parent or eligible student believes the education records related to the student contain information that is inaccurate, misleading or in violation of the student's privacy, he or she may ask the district to amend the record by following the appeals procedures created by the superintendent or designee. (Policy JO)

REPORTING CHILD ABUSE/NEGLECT: The Board of Education requires its staff members to comply with the state child abuse and neglect laws and the mandatory reporting of suspected neglect and/or abuse. Any school

official or employee acting in his or her official capacity who knows or has reasonable cause to suspect that a child has been subjected to abuse or neglect, or who observes the child being subjected to conditions or circumstances that would reasonably result in abuse or neglect, shall directly and immediately make a report to the children's Division (CD), including any report of excessive absences that may indicate educational neglect. Employees who make such reports to the CD must notify the school principal or designee that a report has been made. The principal or designee will notify the superintendent or designee and the district liaison(s) about the report.

In accordance with the law, if a student reports alleged sexual misconduct on the part of a school district employee to an employee of this district, the employee who receives the report and the superintendent shall immediately report the allegation to the CD as set forth in law. (Policy JHG)

EDUCATIONAL NEGLECT: Section 210.115 R.S.Mo mandates reporting to the Division of Family Services when there is reasonable cause to suspect that a student's non-attendance or poor academic performance is due to the educational neglect of the parents/guardians.

ASSIGNMENT OF STUDENTS TO GRADE LEVELS/CLASSES: The Board believes that a student should be placed in the grade level and classes that best meet the student's academic needs, after consultation with the student's parent or guardian. A student's social and emotional needs will also be considered, to the extent that they affect academic progress. Although the district will first consider placing students in grade levels or classes with students of similar age, age will not necessarily be the determining factor. Further, any student's placement may be adjusted by the principal or designee as needed, after consultation with the student's parent or guardian. The district's administrative staff will make the final decision regarding assignment of students to grade levels or classes. Students receiving special education services will be placed in accordance with law. (Policy JECC)

The decision of the building principal regarding student placement and transfer of credit may be appealed to the superintendent. The superintendent's decision may be appealed to the Board.

Transfers from Accredited Schools: In general, if a student transfers to the La Plata R-II School District from an accredited school, this district will accept the units of credit completed in the previous school or school district and rely on the grade-level placement in the previous school to the extent that it coincides with the district's program. However, the district may adjust the student's placement as needed to meet his or her educational needs, after consultation with the student's parent or guardian.

All credits must be equated to the Carnegie Unit as defined in Missouri. Only credits that correspond to course offerings accepted by the Missouri State Board of Education or by the La Plata R-II School District may be accepted to meet graduation requirements.

Transfers from Unaccredited Schools: In general, if a student transfers to the La Plata R-II School District from an unaccredited school, the principal or designee will examine a number of criteria to determine grade-level or class placement including age, achievement tests or other performance data, transcripts, course descriptions, textbooks used and home-schooling logs. If necessary, the district will administer additional tests to aid placement decisions. Once placed, the district may further adjust the student's placement to meet his or her educational needs, after consultation with the student's parent or guardian.

The district will attempt to award credit for classes completed in previous schools if there is sufficient evidence of achievement. All credits must be equated to the Carnegie Unit as defined in Missouri. Only credits that correspond to course offerings accepted by the Missouri State Board of Education or by the La Plata R-II School District may be accepted to meet graduation requirements.

Transfers of Students of Military Families: If a transfer student is in the household of an active duty member of the military, including some veterans who are deceased or injured by law, the district will initially place the student in the same courses and programs the student was in while attending the previous district, to the extent the

district offers such courses and programs. Such placement may include, but are not limited to: honors classes; vocational, technical and career pathway courses; and International Baccalaureate, Advanced Placement, English Language learner and gifted programs. After placement, the district may perform additional evaluations to ensure that the student has been placed appropriately and may change the student's placement after consultation with the student's parent/guardian.

Transfer of Students in Foster Care: Students in foster care will be placed in courses and programs pursuant to law and the district's policy on foster care students.

WORK CERTIFICATES (JK): The Superintendent of Schools will make provision for the issuance of work permits to students between the ages of fourteen (14) and sixteen (16). All students desiring a work permit will inquire in the high school office.

INTERROGATIONS, INTERVIEWS AND SEARCHES

Searches by School Personnel: School lockers, desks and other district property are provided for the convenience of students and, as such, are subject to periodic inspection without notice, including using drug sniffing dogs.

Student property may be searched based on reasonable suspicion of a violation of district rules, policy or law. Reasonable suspicion must be based on facts known to the administration, credible information or reasonable inference drawn from such facts or information. Searches of student property shall be limited in scope based on the original justification of the search. The privacy and dignity of students shall be respected. Searches shall be carried out in the presence of adult witnesses and not in front of other students, unless exigent circumstances exist.

It is a privilege, not a right, to park on school grounds. The school retains the authority to conduct routine patrols of any vehicle parked on school grounds. The interior of a student's automobile on school premises may be searched if the school authority has reasonable suspicion to believe that such a search will produce evidence that the student has violated or is violating either the law or district policy.

The administration will contact law enforcement officials to perform a search if the administration reasonably suspects that a student is concealing controlled substances, drug paraphernalia, weapons, stolen goods or evidence of a crime beneath his or her clothing and the student refuses to surrender such items. Law enforcement officials may be contacted for assistance in performing a search in any case in which a student refuses to allow a search or in which the search cannot safely be conducted.

School employees and volunteers, other than commissioned law enforcement officers, shall not strip search students, as defined in state law, except in situations where an employee reasonably believes that the student possesses a weapon, explosive or substance that poses an imminent threat of physical harm to the student or others and a commissioned law enforcement officer is not immediately available. If a student is strip searched, as defined in state law, by a school employee or a commissioned law enforcement officer, the district will attempt to notify the student's parents/guardians as soon as possible.

During an examination, and if reasonable under the circumstances, school employees may require students to empty pockets or remove jackets, coats, shoes and other articles of exterior clothing that when removed do not expose underwear. Employees may also remove student clothing to investigate the potential abuse or neglect of a student, give medical attention to a student, provide health services to a student or screen a student for medical conditions.

Students may be interviewed by law enforcement, Children's Division, guardian ad lietems, court-appointed special advocates, or other officials on district property during the school day or school activities as set forth in district Policy JFG. Additionally a student may be removed from district property by law enforcement or another legally authorized person. (Policy JFG)

HAZING AND BULLYING

In order to promote a safe learning environment for all students, the La Plata R-II School District prohibits all forms of hazing, bullying and student intimidation. Students participating in or encouraging inappropriate conduct

will be disciplined in accordance with district Policy JG-R. Such discipline may include, but is not limited to, detention, in-school suspension, out of school suspension or expulsion from school. Students who have been subjected to hazing or bullying or who become aware of hazing and bullying are instructed to promptly report such incidents to a school official.

In addition, district staff, coaches, sponsors and volunteers shall not permit, condone or tolerate any form of hazing or bullying or plan, direct, encourage, assist, engage or participate in any activity that involves hazing or bullying. District staff will report incidents of hazing and bullying to the building principal. The principal shall promptly investigate all complaints of hazing and bullying and shall administer appropriate discipline to all individuals who violate district Policy JFCF. District staff that violate district Policy JFCF may be disciplined or terminated.

For additional information regarding hazing and bullying refer to district Policy JFCF. (Policy JFCF)

SEXUAL HARASSMENT: Sexual harassment is strictly prohibited. Allegations/reports of sexual harassment will be investigated and if substantiated, addressed according to District policy. Sexual harassment is a form of discrimination on the basis of sex. Sexual harassment is unwelcome conduct that occurs when a) benefits or decisions are implicitly or explicitly conditioned upon submission to, or punishment is applied for refusing to comply with, unwelcome sexual advances, requests for sexual favors or conduct of a sexual nature; or b) the school or work environment becomes permeated with intimidation, ridicule or insult that is based on sex or is sexual in nature and that is sufficiently severe or pervasive enough to alter the conditions of participation in the district's programs and activities or the conditions of employment. Sexual harassment may occur between members of the same or opposite sex. The district presumes a student cannot consent to behavior of a sexual nature with an adult regardless of the circumstance.

Behaviors that could constitute sexual harassment include, but are not limited to:

1. Sexual advances and requests or pressure of any kind for sexual favors, activities or contact.

2. Conditioning grades, promotions, rewards or privileges on submission to sexual favors, activities or contact.

3. Punishing or reprimanding persons who refuse to comply with sexual requests, activities or contact.

4. Graffiti, name calling, slurs, jokes, gestures or communications of a sexual nature or based on sex.

5. Physical contact or touching of a sexual nature, including touching of intimate parts and sexually motivated or inappropriate patting, pinching or rubbing.

6. Comments about an individual's body, sexual activity or sexual attractiveness.

7. Physical sexual acts of aggression, assault or violence, including criminal offenses (such as rape, sexual assault or battery, and sexually motivated stalking) against a person's will or when a person is not capable of giving consent due to the person's age, intellectual disability or use of drugs or alcohol.

8. Gender-based harassment and acts of verbal, nonverbal, written, graphic or physical conduct based on sex or sex stereotyping, but not involving conduct of a sexual nature. (Policy AC)

ATTENDANCE POLICIES/PROCEDURES

COMPULSORY ATTENDANCE AGES: The law requires all children between 7 and 17 years of age who have earned , fewer than 16 credits toward high school graduation, to regularly attend a public, private, parochial, parish, home school or a combination of such schools for the duration of the entire school term.

Once enrolled in the district, the district expects the student to attend regularly and for the student's parents/guardians or other adults having charge, control or custody of the student to communicate regularly and honestly with the district regarding the student's absences. Because the La Plata R-II School District Board and district staff strongly believe that regular attendance is important in gaining the most from the educational experience and because state law requires district staff to report all instances of abuse and neglect, including educational neglect, the district will make every effort to ensure students are attending school as required by law. These efforts include, but are not limited to: accurately recording attendance, creating procedures for regular communication with parents regarding attendance, investigating truancy, and reporting suspected incidences of educational neglect to the Children's Division (CD) of the Department of Social Services.

STUDENT WITHDRAWAL OR DROPPING OUT OF SCHOOL**:** When a student moves from the district or leaves school for any reason, the parent or legal guardian should notify the principal. Each student is to pick up a withdrawal form in the office when withdrawing. Withdrawal forms will be signed by teachers indicating that books and materials are turned in to the proper location. Students must clear themselves of all obligations to the school.

Once enrolled, the student will be considered a district student until the district is directed to withdraw the student or until multiple unsuccessful attempts have been made to contact the parents/guardians or student to confirm continued enrollment after several absences. The district will encourage all families and students to consult with district staff prior to withdrawing a student.

Any student age 16 years or older who drops out of school for any reason other than to attend another school, college or university, or to enlist in the armed services, shall be reported to the state literacy hotline office. (Policy JEA)

ATTENDANCE PROCEDURES:

All students are expected to attend school regularly and to be on time for classes. This is necessary for each student to obtain maximum benefit from the instructional program and to develop habits of punctuality, self-discipline, and responsibility. There is a direct relationship between poor attendance, failure to achieve academically, and dropouts.

The purpose of this attendance policy is to assist in assuring that each student at La Plata R-II receives the best academic experience possible. Therefore, in order for a student to earn credit the students must not only satisfy academic requirements, but also exhibit good attendance records.

Definitions

Attendance – A student is considered to be in attendance if the student is physically present in a class; participating in a district-sponsored or district-approved activity; participating in a class through alternative methods or media as allowed by Board policy; receiving homebound services; or receiving services at another location pursuant to law or by arrangement of the district. In grades 7-12, a student must be present in class for at least 30 minutes to be counted present for that period.

Parent – A parent, guardian or person acting as a parent in the absence of the parent or guardian if the student is under 18. If the student is 18 or otherwise emancipated, the student will serve as the parent for purposes of this procedure.

Tardy – A student is tardy if the student arrives after the expected time class or school begins, as determined by the district. Tardiness will be counted as an absence in situations where the student arrives too late to have meaningful participation in the class, lesson or activity.

Truancy – A student is truant if the student is absent from class or school without the knowledge and consent of the parents and the administration. A student is also considered truant if the student leaves school without the consent of the principal or accumulates excessive unjustifiable absences, even with parental consent. Truancy is a type of unexcused absence.

General Provisions

As directed by the Board, the following procedures will be used to implement the district's attendance policy.

1. Students who miss a class more than five days in a semester may not receive credit for that class for that semester.

2. A student must present a note or phone call from a parent/guardian upon returning to school the first day after any absence. This note must be presented to the school secretary before the beginning of the first period. The parent/guardian note must be presented to the secretary within three school days after the student returns to school or the absence will be marked as unexcused.

3. A student suspended from school shall not have the day or days of suspension counted toward the six days of absence for that semester.

4. When a student reaches his or her third absence in any class period, the school will notify the student's parent/guardian in writing that the student is in danger of failing to earn credit in the specific class period due to excessive absences.

5. When a student reaches his or her fifth absence, the student's parent/guardian will, pending the outcome of due process described below, be informed in writing by the principal that the student will receive no credit upon the next absence in any class period that semester. If a student maintains a passing grade in the class, an "N/C" (no credit) will be placed on the student's official transcript. If a student receive an "F" for a grade in the class, an "F" will be placed on the student's official transcript.

6. After the fifth parent/guardian excuse during any one semester, in order to be excused, a student must submit an official excuse on office letterhead/stationary (e.g., doctor's note, court document, funeral program, driver's exam [one], etc.) or there must be other circumstances requiring a discussion between the student's parent/guardian prior to the absence.

7. An official excuse will be accepted for the reasonable amount of time required to attend such appointments unless otherwise stated on the official excuse.

8. Before credit is withdrawn, a student and his or her parents/guardians will be afforded due process as defined in this procedure.

Due Process

1. When a student has been notified that he or she will be losing credit as a result of his or her absences, the student or the student's parent/guardian may request a credit retention hearing by submitting a written request to the principal.

2. The principal may return credit, conditionally return credit or deny credit reinstatement. The principal's decision may be appealed to the appeals committee.

3. The appeals committee, composed of two teachers, the principal, the official record keeper, the school counselor and a teacher of the student's choice, will be convened to consider and rule on the appeals request.

4. The appeals committee may return credit, conditionally return credit or deny credit reinstatement. The committee's decision may be appealed to the superintendent.

5. The superintendent may uphold or reverse the committee's decision. The decision of the superintendent is final.

6. Credit will not be returned when absences are for oversleeping, shopping, senior pictures, running errands, hair or nail appointments, hunting or other completely avoidable absences. It is unlikely that credit will be returned for illness without official excuses from a doctor or "needed at home" excuses.

7. A conditional return of credit involves an agreement between the principal/committee and the student about future absences. For example, the student agrees not to miss any further days or the student agrees to provide official excuses for any further absences (e.g., doctor's excuse, court document, funeral program, driver's exam [one], etc.) on letterhead/stationary. A parent/guardian note is not considered an official excuse.

EXTRACURRICULAR POLICIES

ATTENDANCE AND PARTICIPATION IN EXTRA-CURRICULAR ACTIVITIES: In order for a student to be eligible to participate in contests in an extra-curricular activity, that student must be in attendance for a full day the day of the activity. Students absent during the day are not eligible to attend extra-curricular activities that night (ball games, dances, etc.). A student may not participate in any practice when he or she has been absent from school that particular afternoon (5th-8th hour) unless excused by the principal. Any exceptions to this policy must be approved by the principal.

To remain eligible for any MSHAA sponsored activity, all students must be currently enrolled in (3) units of credit or 80% of the maximum allowable credits, whichever is greater. The student/athlete must also have earned, the preceding semester of attendance, a minimum of (3) units of credit or 80% of the maximum allowable credits, which may be earned at your school, whichever is greater.

Students must also meet all other MSHSAA-mandated requirements for participation.

SCHOOL DANCE ELIGIBILITY REQUIREMENTS for Dances Excluding Prom (in addition to the attendance requirements above):

- Students must sign up to attend a dance 2 weeks in advance of the dance. Guests who are not members of our school must do the same. Failure to sign up in a timely manner will result in not being able to attend the dance.
- Students with 2 or more F's in a quarter will not be able to attend a dance in the following quarter.
- Students must have 90% or higher cumulative attendance to attend a dance (unless it is waived by the principal)
- Students with 9 or more tardies in the quarter the dance is being held will not be allowed to attend.
- Students with 3 or more office referrals in the quarter the dance is being held will not be allowed to attend.
- Students who have received 2 or more days of ISS or OSS in a semester will not be allowed to attend a dance in that semester (if OSS occurs on day of dance student will not be allowed to attend).

PROM ELIGIBILITY REQUIREMENTS (this includes Grand March):

● Students must sign up to attend prom while the sign up sheet is in the office. If after the deadline, students must speak with the principal and sponsors. Guests who are not a member of our school must be approved.

● Students with 2 or more F's in Semester 1 will not be able to attend.

● Students must have 90 % cumulative attendance or higher— If attendance is lower than a 90% the student must provide a written letter or go before administration and explain why they should be able to attend

● Students may not have more than 9 tardies in any quarter prior to prom for the school year.

● Students with 3 or more office referrals or 3 or more days of ISS or OSS for the current school year may not attend.

● To attend prom, all juniors must work the required concession stand shifts.

● Guests must be at least a 9th grader to attend prom or at the discretion of LHS administrators. Guests 21 or older will be at the discretion of LHS administrators.

ELIGIBILITY REQUIREMENTS FOR PARTICIPATION IN EXTRA-CURRICULAR ACTIVITIES: In addition to meeting all requirements of the MSHSAA, a student must make a passing grade in all classes from the previous quarter. First quarter eligibility will be based on grades from the 4th quarter of the previous year. Students must also be good citizens in order to represent La Plata High School in any activity. Read the Citizenship Guidelines that are given to each participant prior to each season.

IT IS THE RESPONSIBILITY OF THE STUDENTS, PARENTS/GUARDIANS TO READ "HOW TO PROTECT YOUR HIGH SCHOOL ELIGIBILITY". These pamphlets are given to each athlete by the head coach. Extra copies can be picked up in the athletic office. If there are any questions concerning eligibility, talk to the principal, counselor, or athletic director.

NCAA CLEARINGHOUSE – The National Collegiate Athletic Association (NCAA) requires that all prospective student-athletes desiring to participate in college sports at Division I or Division II schools register with the NCAA Clearinghouse. In order to be registered with the Clearinghouse, a student must complete, during their senior year, the registration process found at www.ncaaclearinghouse.net or complete and mail the student-release form (SRF). The annual NCAA Guide for the College-Bound Student Athlete with the SRA enclosed may be obtained from the high school school counselor. A registration fee and official high school transcript are required, too. The NCAA has established academic eligibility, core course requirements, and minimum SAT or ACT scores for high school students planning to participate in college sports. This information is available online or through the high school guidance office.

STUDENT EXTRA-CURRICULAR ACTIVITIES: The opportunity for participation in a variety of student activities is a vital part of a student's educational experience. Such participation is a privilege that carries with it responsibilities to the school, to the activity, to the student body, to the community and to the student. La Plata

High School's student activities are considered an integral part of the school's program of education, which provides experiences that will help to develop young men and women physically, mentally, socially, and emotionally. Some of the activities that are offered each year are: marching band, boys/girls basketball, baseball, softball, boys/girls track, boys/girls golf, cheerleading, student council, FCCLA, BETA, "L Club", FBLA, Drama Club, Science Club, Art Club, Academic Bowl, and LEO Club. Every effort will be made to avoid scheduling more than one activity on the same date. In the event that an activity is rescheduled because of weather, etc., the event that was originally scheduled for that date will take priority. (For example, a baseball game is rained out and rescheduled on the same date of a track meet. In this instance the baseball players that are in track will be required to go to the track meet.) In order to participate in any extra-curricular activity, a student must meet all citizenship and eligibility requirements. Students participating in any extra-curricular club or organization must sign and return the citizenship policy form to the sponsor or coach. Students participating in sports must show proof of medical insurance and submit parent consent forms, medical certifications, and parent acknowledgments that he/she has received and reviewed concussion and brain injury information prior to a student being allowed to practicing or participating in that activity.

DECLARATION OF PRIORITY SPORT: Students wishing to participate in more than one sport during the same season must declare their priority/secondary sport. Each student must meet eligibility requirements (conditioning practices) of each sport before they can participate in each specific sport

STUDENT SUSPENSION AND EXTRACURRICULAR PARTICIPATION: Students who serve in-school or out-of-school suspension are not eligible to participate in or attend extracurricular/athletic practices, games, or events that day. Students upon the discretion of the coach/sponsor may attend practices. It must be further stated that the conduct that earned the student suspension may be determined to be conduct unbecoming and result in a period of ineligibility as set forth in the student eligibility rules found in the Citizenship Guidelines.

CITIZENSHIP GUIDELINES: Additional rules and requirements concerning extracurricular activities can be found in the La Plata Citizenship Guidelines for Participation in Extracurricular Activities.

PART TIME STATUS: Students that are part time status will be able to participate in school activities such as prom, senior trip and class/club trips if they follow all school rules and regulations. Students may not be able to participate in extra-curricular activities. Part-time attendance requests will be considered for the following reasons: Students needing to work part-time due to family hardship and finances, students desiring to attend college or the military. For any other reason, students must petition the board of education.

Request for part-time status should be made in writing to the principal and be initially approved by the school counselor.

EARLY GRADUATION: Students who wish to graduate early will be required to meet with a school counselor and submit written notification to the principal. The school counselor will notify the student's parents or guardians of the student's decision if the student is a dependent. The student will receive a diploma if the student has met the La Plata R-II School District's graduation requirements.

The student who chooses early graduation will be allowed to participate in the spring graduation ceremonies but will be considered alumni for all other activities. (Policy IKFA)

STUDENT SPORTSMANSHIP: Your conduct is representative of our school; treat our opponents and the referees/umpires as our guests. It is important for us to set the example for all schools to follow. It takes years to make a good name for our school, but only a few minutes to make a bad one!

STUDENT PUBLICATIONS: In its inherent authority based on Missouri Public School Law, the Board of Education designates the school principal as the Board's representative with respect to school-sponsored publications. The principal, through appointment of a faculty advisor, shall provide guidance to students in appropriate methods for preparing and producing publications.

The building principal/designee may edit, delay or stop distribution of any materials proposed for printing or that have been printed which may be reasonably forecast to cause substantial and material disruption or which is inconsistent with the district's legitimate educational concerns.. School-sponsored publications and productions are not a public forum for general student use. All student media shall comply with the ethics and rules of responsible journalism. Information obtained from a student's personally identifiable education records shall not be disclosed in student publications unless the information is Directory Information or the district has received written consent form the parent/guardian or eligible student to release the information.

SECRET ORGANIZATIONS
The Board of Education prohibits the organization of school-sponsored fraternities, sororities or secret organizations wherein membership is determined by members themselves rather than on the basis of free choice. The Board considers those organizations or memberships in those organizations detrimental to the good conduct and discipline of the school. Interference with the instructional program of the La Plata R-II School District by those groups will not be condoned, and no organizational activities are permitted under the sponsorship of the school district or its personnel. (Policy JFCE)

GRADING POLICIES/PROCEDURES

STATEWIDE ASSESSMENTS: The district will implement the components of the Missouri Assessment Program (MAP) in order to monitor the progress of all students in meeting the Show-Me Standards, as set forth by the Missouri State Board of Education.

End-of-course (EOC) assessments will be administered in accordance with law and the rules of the Department of Elementary and Secondary Education (DESE). For additional information on assessments see district Policy IL. (Policy IL)

DISTRICT ASSESSMENTS: All students will complete district-wide assessments to monitor the progress of students according to state standards.

Students will also participate in the ASVAB and ACT testing for juniors and the ACCUPLACER test for sophomores.

CLASSIFICATION FOR GRADE LEVEL: Classification for grade level is as follows:

9th grade - 0-6 credits	11th grade - 14-19 credits
10th grade - 7-13 credits	12th grade - over 19 credits

DROPPING OR ADDING A COURSE: Requests to change a course must be made to the counselor and be done in the first week of each semester. Class changes will be made only for good reason. The schedule change form must be signed before any courses may be dropped or added. Changes after the specific time will require the permission of the principal.

GRADES AND GRADING: Grade cards will be available on TeacherEase following the end of the first, second and third quarters. A notification will go out to parents with instructions to access grade cards. Parents can request hardcopies of grade cards by notifying the office.

Parent/Teacher conferences will be held at the end of first quarter. Fourth quarter grade cards will be mailed at the end of school if you provide a self-addressed stamped envelope. You may pick up the grade cards at the office if you do not want to provide a self-addressed stamped envelope. This may be done beginning the week after school is out and continuing for two weeks after school is out for the summer. All students are expected to have all library books returned or fees paid, uniforms cleaned and returned, texts and other school property returned, and any other financial obligations paid before grade cards are distributed. Grades are posted on the student information system parent portal.

HOMEWORK GRADING: Homework is due on the date assigned by the teacher. If the assignment is turned in on the date assigned by the teacher, the student may earn up to 100% of the available credit. If the assignment is turned in late, the student will receive partial credit as determined by each classroom teachers' policy. La

GRADING SCALE: A 90-100
B 80-89
C 70-79
D- 60-69
F 0-59

Decimals will be rounded up.

MAKE-UP WORK***:*** A student shall be permitted to make up work missed as a result of any absence. It shall be the student's responsibility to meet with the teacher, receive necessary instruction and assignments, and complete those assignments within the allotted time. The allotted time for makeup work will be:

1.Three days if the work was assigned during the student's absence.

Day returned to school	Day work is due at class time
Monday	Thursday
Tuesday	Friday
Wednesday	Monday
Thursday	Tuesday
Friday	Wednesday

1. Work assigned prior to the student's absence will be due on the day the student returns to school. Any extension of the allotted time **must be arranged with the individual teacher** and only when there is a legitimate reason for additional time.

2. Any tests that were announced before your absence will be taken the first day back. Tests that were announced or given while you were absent will be taken within the three-day period mentioned above. All work not made up within the allotted time will receive a grade of zero.

3. Students missing class because of school activities (ball games, golf meets, field trips, etc.) must turn in assignments before leaving or immediately after returning to school. Tests shall either be taken early, or during the first day back. There is no extension of time because these absences are planned and known in advance. Students who cannot follow these procedures may be barred from participating in activities that take them out of class.

INCOMPLETE GRADES: Incomplete grades for quarter's work may be given. Teachers should set a time that such work must be made up by a student receiving the incomplete grade. The student should be told that the work must be completed by the designated date. If the student fails to complete the necessary work to change the incomplete grade by the designated date the current grade will stand.

ACADEMIC CREDIT RECOVERY PROGRAM (ACR)

1. Students are only allowed to make-up: 3.0 credit during summer school, .5 credit per semester in an Odysseyware class, and 1.0 credit per semester during Saturday school/after school tutoring as approved by the counselor & principal.
2. Credit recovered will only be able to earn a D-.
3. Courses that are failed at 50% or higher are allowed to be recovered **without** the required seat-time of 60 hours and can be recovered during summer school, Saturday school, after-school tutoring, in study skills class, by re-taking the class, or by taking an Odysseyware class. This will be determined by the classroom teacher, the school counselor, and the principal.
    - Above students are to complete with a passing grade failed lessons assigned by the teacher or sections assigned by teacher/counselor/principal in Odysseyware in order to receive a D- for the course.
4. Courses that are failed below 50% in either semester can be made up by re-taking the class, or by enrolling in an Odysseyware class in a semester per the teacher, counselor, and principal's recommendation.

WEIGHTED GRADING SYSTEM:
The weighted grading system rewards students for taking higher level, demanding courses by awarding an honor point when figuring grade point average, class rank, and honor roll. The weighted grade scale is as follows:

A, A-	=	5 GRADE POINTS
B+, B, B-	=	4 GRADE POINTS
C+, C, C-	=	3 GRADE POINTS

Any grade below a C- will be figured on a regular grade point scale. The list of courses to be weighted is: College Algebra, Calculus, Statistics, Trigonometry, Public Speaking, American Literature, Composition I, Composition II, Biology II, Anatomy/Physiology.

REQUIREMENTS FOR **EIGHTH** GRADE STUDENTS TAKING ALGEBRA I: In order for students to **advance from seventh grade Math to Algebra I (bypassing eighth grade math)** they would need to meet all three (3) of the following requirements.

1. Student must maintain an "A" **quarter grade for all four quarters of** seventh grade math.
2. The **Seventh Grade** Math Instructor must recommend the student for Algebra I.
3. The student must achieve a qualifying score on an Algebra I placement exam.
4. Student must score at or above grade level in the Math i-Ready diagnostics in Seventh Grade.

In addition to these requirements for admission into Algebra I as an eighth grade student, the student must maintain at least a "B" quarter grade for all four quarters of Algebra I. If the student fails to maintain at least a "B" quarter grade, the student shall be dropped from Algebra I and placed in eighth grade math.

VIRTUAL INSTRUCTION: Per § 161.670, RSMo., students have the right to participate in the Missouri Course Access Program (MOCAP).

Online Dual Credit/Dual Enrollment COURSES: 11th and 12th grade students who wish to take online courses for college credit must abide by these guidelines:

Courses must be offered by Moberly Area Community College who La Plata R-II has entered a Dual Credit/Dual Enrollment credit agreement with for the school year.

- If the course is offered through La Plata R-II staff, the course may not be taken online unless it is upon counselor recommendation. This exception will only be granted due to scheduling conflicts.
- Students will be given one class period per online course to work on their assignments.
- La Plata R-II will only award 0.5 credits per online course per semester. The credit will only be counted towards the equivalent course of study.
- It will be the student's responsibility to meet course deadlines and communicate with the online instructor & in-house Learning Lab facilitator.

- If a student drops the online class at the college level after the high school schedule change date, they will be enrolled and complete an elective online course at the high school level to receive credit.

In-House Dual Credit/Dual Enrollment COURSES: 11th and 12th grade students that enroll in Dual Credit/Dual Enrollment credit courses that are taught by instructors from La Plata R-II School District, the textbooks will be provided. Students that enroll in Dual Credit/Dual Enrollment credit courses that are taught by instructors from the Universities/Colleges, the students will be responsible for purchasing the textbooks. Dual Credit/Dual Enrollment courses will be weighted. Students who take the courses are responsible for tuition charges as well as investigating how the credit will transfer. Detailed information regarding Dual Credit/Dual Enrollment credit courses is available in the guidance office. Dual Credit/Dual Enrollment credit earned at Macon Area Career and Technical Education Center or Kirksville Area Technical Center is not included on the La Plata High School transcript (Policy IGCE)

FLEX PROGRAM: The school flex program (Section 160.539 RSMo) affords schools to offer an alternative delivery system for students in grade 12 who have been identified by their high school principal, parents, or guardians, as potentially benefiting from an alternative delivery system in order to pursue a timely graduation. Participants in this program must attend school at least two instructional hours per day and be earning credit in classes needed for graduation, maintain a 95% attendance rate, and avoid suspension or expulsion. In addition, there must be evidence that participants are enrolled and attending college or technical programs and/or proof of employment. All components of this plan must align to the student's Individual Career Academic Plan (ICAP), which has been developed by the school with the student.

PROGRESS REPORTS: Progress reports are sent out one time per quarter (at the half way point of the quarter). Any time the teacher has a concern they can send out progress reports.

HONOR ROLL: Scholarship is recognized and encouraged through an academic honor roll. The Honor Roll is compiled at the close of each quarter. Honor Roll designations are restricted to a "B" average or above. The "A" Honor Roll includes those students who have an "A" average (4.0) in all subjects currently taken. The "B" Honor Roll includes those students who have "B" average (3.0-3.99) in all subjects currently taken. A student must have no grade below a "C-" to make either honor roll. Part-time students are not eligible for Honor Roll honors.

GRADING SYSTEM: Grade Point Average (G.P.A.) is determined by adding the total grade points in all regular and weighted classes and dividing by the number of classes taken. Grades are assessed according to the following scale:

Letter Grade	Point Value Regular Classes	Point Value Weighted Classes
A, A-	4	5
B+, B, B-	3	4
C+, C, C-	2	3
D+, D, D-	1	1
F	0	0

If a failing grade is made in a required high school subject, the class must be repeated. If a student drops a class before the end of the semester, no credit or grade will be earned or recorded for that class.

SEMESTER FINAL EXAMS: Semester Final Examinations will be given upon the discretion of the teacher. Schedules of semester finals will be set depending on the number of exams.

JUNIOR HIGH (GRADES 7 & 8) PROMOTION REQUIREMENTS: A student making, in any combination of the four core classes, more than three failing semester grades in a school year or more than two failing grades in one semester may be required to repeat that grade. Students with disabilities eligible to receive special education and/or related aids and services or modifications to regular education under the Individuals with Disabilities Education Act or Section 504 of the Rehabilitation Act of 1973, as amended, must meet this requirement as deemed appropriate by the student's IEP/multi-disciplinary team.

PROMOTION AND RETENTION: The purpose of promotions and retentions is to provide maximum consideration for the long-range welfare of the student and to provide an opportunity for each student to progress through school according to his/her own needs and abilities.
Parents/guardian who wishes to appeal the decision for retention must first contact the building principal. If parents/guardians do not accept the decision at the building level, an appeal may be made in writing to the Superintendent. All appeals must be requested within two (2) weeks after the close of school.

PHYSICAL EDUCATION CLASSES: All students are required to take one credit of PE before graduation. In order to get a passing grade in PE, you must dress out and participate every day.

DEVELOPING GOOD STUDY HABITS
Find a place to work. The place where you study and do your homework should be:

- Quiet
- Well lit and comfortable at regular times each day stocked with all the tools that you need, such as paper, pencils, textbooks, handouts, and reference works (dictionaries and world books).

Each student will be given a planner if it is requested. Write down all of your assignments in the school planner. For each assignment, record:

- The name of the class subject
- Details about the assignment
- The date the assignment is given
- The date the assignment is due

To request a planner, please contact the building principal or secretary.

Make a study plan. Look over your assignments at the end of each school day. Decide what tasks you will need to complete for the following day. Break longer assignments into specific steps to be completed by a realistic, specified time.

GUIDANCE SERVICES: The Guidance Department functions to meet the needs of all students in various phases of their lives. The counselor will work with faculty, parents, and others in a joint effort to help each student reach academic, social, and personal potential. Students should confer with their counselor when:

1. They want to know more about their abilities, aptitudes and interests, or whether they are likely to be qualified to attend college or to enter certain vocations.
2. They find that class work is too difficult or that they have poor study habits.
3. They compile a low grade point average.
4. They are developing vocational plans.
5. They are planning their schedule for the next school year.
6. They have unusual difficulties in working with other students.
7. They experience depression or unhappiness for long periods of time.
8. They feel they are being misunderstood by others.

Appointments to meet with your counselor can be made in the guidance office.

SCHOLARSHIPS/FINANCIAL AID: Scholarship and financial aid information is made available through the guidance department. Activities such as college night, career day and financial aid night are offered during the school year.

2022-23 ACT NATIONAL TEST DATES

REGISTERING FOR THE ACT: We believe the ACT is a great predictor of college success and thus encourage all students to take the test multiple times. All juniors will take the ACT at no charge in April at La Plata High School. Students taking the test on another date may pick-up a registration packet in the High School Guidance Office or register on-line. To register on-line go to www.actstudent.org and have a credit card available to pay the registration fee. ACT preparation materials are available in the guidance office, school library, on-line or may be purchased at area bookstores. Some colleges will require the Writing Test as part of the ACT. Check directly

with the institutions you are considering to find out their ACT requirements or ask your high school counselor which test you should take.

ACT Scores will be posted on student transcripts with student permission only. Please contact the testing coordinator to give permission.

FUNDED/REIMBURSED ACT TESTS

- If a student qualifies for the free or reduced lunch program, fee waivers for the registration fee are available in the counselor's office.

TEST DATES:

2023-2024 Test Dates (National)

Test Date	Regular Registration Deadline Late Fee Applies After This Date	Late Registration Deadline	Photo Upload and Standby Deadline
September 9, 2023	August 4	August 18	September 1
October 28, 2023	September 22	October 6	October 20
December 9, 2023	November 3	November 17	December 1
February 10, 2024	January 5	January 19	February 2
April 13, 2024	March 8	March 22	April 5
June 8, 2024	May 3	May 17	May 31
July 13, 2024*	June 7	June 21	July 5

*No test centers are scheduled in New York for the July test date.

Test Information Release for the 2023-2024 testing year will occur in September, April, and June. See www.act.org/the-act/tir for more information.

GRADUATION

GRADUATION REQUIREMENTS: Unless exempt as set forth in district Policy IKF, a graduating senior must have earned a total of at least 28.5 units of credit. In addition to the total number of units required, a specific number of units must be earned in seven areas of general education. A student must also have successfully passed proficiency exams concerning American History, American Institutions, and Missouri and U.S. Constitution to receive a diploma. Following are the specific credit requirements for graduation. (Policy IKF):

Communication Arts	4	credits
Social Studies	3	credits
Mathematics	3	credits
Science	3	credits
Fine Arts	1	credit
Practical Arts	1	credit
Physical Education	1	credit
Health Education	½	credit
Personal Finance	½	credit
Electives	11.5 credits	
	28.5 units of credit	

A total of twenty-eight point five (28.5) units of credit will be needed to graduate. Students who attend Macon Area Career and Technical School or Kirksville Area Technical Center for two years may waive one (1) credit.

1. Each student is required to take ELA I in 9th grade, ELA II in 10th grade, and ELA III in 11th grade. Students have the option of taking ELA IV, Public Speaking, and Creative Writing as the fourth unit of credit online. **Students are able to take Dual Credit/Dual Enrollment credit courses online or through MACC to fulfill ELA III and ELA IV. This must be approved by the school counselor.**
2. Each student is required to take U.S. History in 9th grade, World History in 10th grade, and Missouri Studies/American Government in 11th **grade at La Plata High School.** Students are able to take Dual Credit/Dual Enrollment credit courses online.
3. Each student is required to take Physical Science in 9th grade, Biology I in 10th grade. Students have the option of taking Environmental Science, Chemistry I, and STEM as the third unit of credit or if a student has taken 3 credits of Ag Science it may be substituted for the 3rd science credit. Students are able to take Dual Credit/Dual Enrollment credit courses online.
4. Students have the option of taking Algebra A, Algebra B, Algebra I, II, and College Algebra, Geometry, Trigonometry, Statistics and Calculus, and Consumer Math for their three units of credit.
5. Each student (9th-12th grade) is required to have an Individual Credit/Dual Enrollment Career & Academic Plan (ICAP) on file. All students ICAP can be viewed online at www.missouriconnections.org. The actual granting of a diploma at commencement exercises is dependent upon the student meeting all requirements for graduation and attending commencement practice. Students who do not meet the requirements for graduation **WILL NOT** participate in commencement exercises.
6. A student who has been home-schooled or who has transferred from an un-accredited school will have to attend eight semesters at La Plata R-II School District before that student is considered for award distinction.
7. A student must be enrolled at La Plata R-II High School their last two semesters to be eligible for Cum Lade Awards.
8. A senior from another accredited Missouri High School, who enrolls at La Plata High School for their final semester, will follow their previous high school's graduation requirements.
9. Students transferring from another accredited high school as a junior or senior who cannot reasonably complete the district's requirements may be permitted to graduate based on the successful completion of a program of studies that would have met the graduation requirements at the school formerly attended.

GRADUATION DRESS CODE: In order to participate in graduation ceremonies, men must wear dress slacks or pants (no jeans) and a dress shirt. Women must wear dresses, skirts or slacks and dress shirt. All students must wear dress shoes. Tennis shoes and flip flops are inappropriate. If a student does not have access to the

appropriate attire, the student and/or parent should contact a counselor or administrator and arrangements will be made to provide items for the student to wear. Student attire will be inspected during the lineup and any student not meeting dress code will not be allowed to participate in the commencement exercise.

A+ PROGRAM: The La Plata R-II School District has implemented an A+ Program. Students entering their freshman year are eligible to participate in this program. The A+ Schools Program is designed to achieve the three basic goals that are set forth in the Outstanding Schools Act of 1993. The three goals of the A+ Schools Program are listed below:

- All Students will graduate from high school.
- All Students will complete a selection of high school studies that is challenging and has identified learning expectations.
- All students will proceed from high school graduation to a four-year college, community college, post-secondary vocational/technical school, or high wage job with work place skill development.

To be eligible for financial incentives of the A+ Schools Program a student must be certified as an A+ student by the La Plata R-II School District. To do so, the student must meet the following criteria while in high school:

- Enrollment in and attendance at a designated A+ school for at least three (3) consecutive years immediately prior to high school graduation.
- Written agreement with designated A+ high school
- Graduation from a designated A+ school with at least a grade point average of two and five tenths (2.5) points on a four (4) point scale, or equivalent on alternate grading system
- At least a ninety-five (95) percent attendance record
- Score proficient or advanced on DESE EOC Test for Algebra I or higher (or on a DESE approved replacement test)
- At least fifty (50) hours of unpaid tutoring or mentoring services for students
- A record of good citizenship and avoidance of the unlawful use of drugs/alcohol

For more information on the A+ Program, contact Mrs. Lock, High School Counselor/A+ Coordinator.

VOCATIONAL CERTIFICATES: To receive a vocational certificate the student must successfully complete the vocational program.

CAREER & TECHNICAL EDUCATION CERTIFICATE: To receive a CTE Certificate a student must successfully complete the requirements as outlined by DESE https://dese.mo.gov/sites/default/files/cte-certificate-criteria.pdf. Students can currently meet the criteria in our Ag, Business, & FACS programs.

COLLEGE VISITS: Juniors and seniors are allowed four excused college visit days per year. Unused visits do not carry over to the next school year. Students are responsible for scheduling their visit to the institution, however the counselor can assist with this if requested. Students and/or parents must notify the office prior to the day of their absence. Students are required to bring back an excuse from the institution stating they toured the campus. If a student fails to present proof of visit, the day will not count as an excused college visit day.

BUS INFORMATION/FIELD TRIPS

STUDENT CONDUCT ON SCHOOL TRANSPORTATION

Buses are loaded on the south and unloaded on the north side of the high school building. Bus transportation is provided solely for the convenience of all the students. All persons riding in school district vehicles shall adhere to the following rules. The driver, sponsor or chaperones are to follow the school bus discipline procedure for student violations of this procedure, and students who violate these rules may be denied access to school transportation for a specified period of time in relation to the severity of the violation. Video cameras may be in operation on the school buses.

1. Bus riders shall be at the designated loading point before the bus arrival time.
2. Bus riders shall wait until the bus comes to a complete stop before attempting to enter.
3. Riders must not extend arms or heads out of the windows at any time.
4. Aisles must be kept cleared at all times.
5. All bus riders shall load and unload through the right front door. The emergency door is for emergencies only.
6. A bus rider will depart from the bus at the designated point unless written permission to get off at a different location is given to the driver.
7. A rider may be assigned a seat by the driver.
8. Riders who damage seats or other equipment will reimburse the district for the cost of the repair or replacement.
9. Riders are not permitted to leave their seats while the vehicle is in motion.
10. Permission to open windows must be obtained from the driver.
11. Classroom conduct is to be observed by students while riding the bus except for ordinary conversation.
12. The driver is in charge of the students and the vehicle, and the driver is to be obeyed promptly and courteously.
13. A bus rider who must cross the roadway to board or depart from the bus shall pass in front of the bus (no closer than 10 feet), look in both directions and proceed to cross the road or highway only on signal from the driver.
14. Students shall not throw objects about the vehicle nor out the windows.
15. Students shall keep feet off the seats.
16. The student discipline code will apply to students using school transportation services. This includes conduct occurring at or in the close vicinity of a bus stop while students are waiting for the bus, or immediately after the students have disembarked.

Any infraction of the above rules will result in a student being punished under the district discipline policy found in this handbook. Habitual or severe infractions may result in the student losing the privilege of riding the bus for a specified period of time.

TRESPASS ON BUS: Only those authorized, to include students and district staff, may be transported in school buses. Any unauthorized individual boarding the bus would be trespassing (Section 569.155).

FIELD TRIPS: La Plata R-I students are privileged to take assorted field trips throughout their school years. To ensure that all field trips are conducted in a safe and uniform way, we are implementing the following policy:

Students participating in the field trip will meet the following requirements:

1. Each parent/guardian will need to fill out a field trip form.
2. Be in attendance at school the day prior to the field trip, if school is in session, unless they are involved in a school related activity, or if they are excused by the principal in advance.
3. Dress appropriately, following the school policy on attire.
4. Use no foul or inappropriate language.
5. Follow all other school policies.

STUDENT TRANSPORTATION: If a parent/guardian or student arranges transportation to and from school or school related activities, supervision by La Plata R-II School District will not begin until the school has custody and control over the student. La Plata R-II School District will not be supervising the transportation of such student when the parent/guardian or student provides transportation. When the school is providing transportation to and from extra-curricular/school events, students will be required to travel with the group/team unless specifically granted permission to travel separately. In the event a student does not travel with the team on District transportation, coach/sponsor will need to get permission from the administrator prior to the activity/game and provide a written note.

MEAL POLICIES/PROCEDURES

LUNCH PERIOD: La Plata R-II School District has two (2) lunch shifts, and has a "closed" lunch period. Every student will report to the cafeteria during their scheduled lunch time, whether or not they eat lunch. You are to remain in the cafeteria until dismissed by your teacher to return to the high school building. The school will not accept lunch deliveries from outside vendors nor can students use school phones or cell phones to place orders.

MEAL CARDS: Each student will be issued a student ID # code on the first day of school. When the student deposits money into their meal account, he/she may then purchase breakfast or lunch. The student must have the ID code with them during breakfast or lunch (or know their # to key in). This # is coded to the individual student and may not be used by another student. If a student is caught in possession of another student's ID code, he/she may be subject to disciplinary action. If a student loses/forgets their ID/Code, the secretary or counselor can remind them of their ID #. The ticket-taker in the lunch line can charge lunches. If a student has accumulated 5 negative balance charges the student will be notified and an email will be sent or phone call made to the parents/guardian notifying them of the charges against the meal account. Once a student has accumulated 10 negative balance charges the students will be served an alternative lunch (PB or cheese sandwich, ½ cup fruit or veggie, water or milk) and not allowed to purchase Ala Carte items until the balance is paid. Students and parents will again be notified.

MEAL PRICES: The current cost for meals and snacks are as follows (subject to change):

Regular price for breakfast:	$1.60
Regular price for lunch:	$2.40
Reduced price for breakfast:	$0.30
Reduced price for lunch:	$0.40
Adult Breakfast	$2.00
Adult Lunch	$3.30
Milk/juice	$0.40
Extra Entrée	Individually priced ranging from $.50 to $1.25
Ala Carte	Individually priced ranging from $.50 to $1.25

Note: Additional Entrée, Milk/Water, or Ala Carte items are not subject to free or reduced rates so if you do not want your child purchasing these items, please have that conversation with them.

LUNCHROOM RULES: Students are not allowed to carry food or drink out of the cafeteria. Students are not allowed to have visitors during lunch.

Students are expected to treat lunchroom personnel with respect at all times. Be quiet in the lunchroom. No loud talking, running or shoving. Do not throw food items. Get rid of gum in the proper receptacle before sitting down. Do not put gum on the bottom of the tables or on the lunch trays. Students are to sit where there is a seat available.

When you have finished lunch, take your tray to the dishwasher area and return to your seat. The table should be clear of all trash when you leave. Stay seated until the bell rings or a teacher dismisses you. You will return to the high school building with the teacher you came to lunch with. Students are not allowed to obtain soda from the machine in the teacher workroom.

EMERGENCY PROCEDURES

FIRE DRILL INSTRUCTIONS: The fire alarm is a series of ringing of the bells, approximately 10-15 seconds total. At the sound of the alarm all students and staff should immediately exit the room and building. Proceed, without running, shoving or loud talking, from the building by the fire exit. Teachers will be the last to exit the classroom and take their grade book to take roll. Teachers will take roll in the safe area and report students not accounted for to the designated individual. Stay in the assigned safe area until the all clear is given, then return to the classroom with the teacher. Be quiet and listen to instructions over the PA.

Following are the fire exits for the various rooms:

Gym Building Exits:

East Exit Gym:
Gym-Locker Rooms-Mezzanine room exit nearest East or South Door of Gym Building
Room 154 will exit through nearest South Door of Gym Building

North Exit Classrooms:
Room 163 will exit east Door of building.
Band-Chorus exit North Door of classroom.

West Exit Gym:
Superintendent's Office, commons area and Nurse exit West Door of Gym Building

Main Building:

North Exit of High School Building:
Room 127, 145, and 118 will exit the north doors of High School Building.

North Exit Classrooms:
Room 123, 125, and 128 will exit out the north doors of their classroom.

West Exit:
Room 141, 132, 135, and 136, and girls restroom will exit out the west doors of the High School Building.

Main Entrance:
Room 137, 138, 114, 115 will exit the south doors (main entrance) of the High School Building. The counselor's office, faculty workroom, library, boy's restroom, and high school office will exit out the south doors (main entrance) of the High School Building.

Students and Staff of the Main Building and Gym Building are to meet on the north side of Phipps St. The staff will wait for further instructions.

Agriculture Building:

Shop Area—Classroom
Room 173 will exit either north door, south door, or east door.

TORNADO DRILL INSTRUCTIONS: The tornado alarm is a long ring on the bell, lasting a total of approximately twenty seconds. Teachers and students will go to their assigned area in the halls as follows (should be positioned away from exterior doors and windows):

- North Hall of High School Building: Room 118, 123, 124, 125, 127, 128, 132, 141, and 145

- South Hall of High School Building: Room 114, 115, 135, 136, 137, 138. The counselor's office, faculty lounge, library, girls and boys restrooms, ands high school office.
- Boys Locker Room #2: Superintendent's Office, commons area, Nurse, band-chorus, and room 163.
- Girls Locker Room #2: Room 154, Gym-Locker Rooms-Mezzanine room
- Restrooms in agriculture building: Room 173

All students should kneel facing the wall and remain in sheltered position until given other instructions. Everyone is to return to class with their teacher when an all clear signal is announced. Be quiet and listen to instructions over the P.A.

EARTHQUAKE DRILL: Earthquake drill alarm will be a P.A. announcement. In the case of a real earthquake, there is no warning or alarm. Teachers and students are to immediately take cover under desks or tables, and turn away from windows. Everyone is to remain in that position until the all clear is signaled. Be quiet and listen to instructions over the P.A.

INTRUDER DRILL/BOMB THREAT DRILL: Follow the instructions from school faculty or staff.

HONOR GRADUATE RECOGNITION

Will replace Valedictorian/Salutatorian and Diploma of Distinction beginning with Class of 2023

Summa Cum Laude

Cumulative 8 semester GPA of 3.95-4.0

Must meet A+ requirements for citizenship and attendance

Complete a rigorous course of study

22 or higher on the ACT

Designated with a white cord at graduation

Magna Cum Laude

Cumulative 8 semester GPA of 3.85-3.94

Must meet A+ requirements for citizenship and attendance

Complete a rigorous course of study

22 or higher on the ACT

Designated with a black cord at graduation

Cum Laude

Cumulative 8 semester GPA of 3.75-3.84

Must meet A+ requirements for citizenship and attendance

Complete a rigorous course of study

22 or higher on the ACT

Designated with a grey cord at graduation

Students attaining the honor graduate status will be recognized in two ways.

1. Cords as listed above
2. A sticker will be placed on their diploma with the student's specific accomplishment

*Attendance and citizenship appeals will be considered using the A+ appeals process.

Rigorous Course of Study

Communication Arts 4	Personal Finance .5
Mathematics 4	Health .5
Science 3	Physical Education 1
Social Studies 3	Electives 11.5
Fine Arts 1	
Practical Arts 1	Total: 29.5

Dual Credit/Dual Enrollment credit courses taken in high school for both high school and college credit may be counted toward satisfying the core curriculum requirements. Courses taken by middle/junior high school students

may be counted as satisfying the high school core curriculum requirement if the content is equivalent to high school courses and if subsequent courses in the subject are shown on the high school transcript.

Communication Arts At least four units, one of which may be speech or debate, and two units of which must be in courses emphasizing composition or writing skills. Notes—Courses in foreign language, school publications, yearbook, media, photography, and radio and television may not be counted toward meeting the minimum requirements. Speech and debate courses are counted for communication arts credit. Scholastic journalism may be counted for communication arts credit, but only if it is taught by a certified English teacher.

Mathematics At least four units from the following: Algebra I, plane geometry, algebra II, pre-calculus, trigonometry, analytic geometry, calculus, math analysis, and statistics. Notes—Applied mathematics may be counted only if the student successfully completes a standard algebra II course. Standard algebra courses that have been subdivided, e.g., algebra IA and IB, may be counted only as one course unit. Algebra I taken in the seventh or eighth grade may be counted toward meeting the requirement.

Science At least three units (not including general science) selected from biology, chemistry, or physics, one of which is a laboratory course. Notes—Examples of courses acceptable toward the three units: Botany, zoology, anatomy, and physiology, biology, chemistry, and physics. Applications in biology/chemistry and principles of technology may be counted. Life science, physical science, and earth science may be counted only if it can be demonstrated that they are taught at the high school level with a rigor comparable to biology, chemistry, or physics.

Social Studies At least three units, including American history, world history, and at least one semester of government. Notes—Examples of courses acceptable toward the three units: World history, American history, American government, civics, principles of democracy, economics, psychology, sociology, political science, and geography.

Fine Arts At least one unit of fine arts courses including the visual arts, music, dance, and theatre. Notes—Examples of courses acceptable toward the one unit: Art I, II, III, and IV, sculpture, design, drawing, painting, theatre, oral interpretation, dance, dramatics, band and any other instrumental music, chorus, and any other vocal music courses, and art, music or theatre appreciation courses.

Specified Core Electives At least three core electives from foreign language (two units of one foreign language are strongly recommended) and combinations from two or more of the following courses areas: communication arts, mathematics, social studies, and science.

General Electives At least four units sufficient to meet state and local graduation requirements, including physical education, health, and personal finance. The courses should be selected and planned by the school, the student, and the student's parents to develop the student's aptitude and skills. Advanced career and technical courses that have been selected to support and strengthen the student's personal plan of study may be used to fulfill this general elective requirement.

This handbook provides general guidance for day to day operations. Any item not covered in the handbook will be handled at the administrations discretion.

Computer/Internet Policy
Terms and Conditions
Student and Teacher Use

The La Plata R-II School District's technology exists for the purpose of enhancing the educational opportunities and achievement of district students. Research shows that students who have access to technology improve achievement. In addition, technology assists with the professional enrichment of the staff and increases engagement of students' families and other patrons of the district, all of which positively impact student achievement. The district will periodically conduct a technology census to ensure that instructional resources and equipment that support and extend the curriculum are readily available to teachers and students.

The purpose of this policy is to facilitate access to district technology and to create a safe environment in which to use that technology. Because technology changes rapidly and employees and students need immediate guidance, the superintendent or Technology Director is directed to create procedures to implement this policy and to regularly review those procedures to ensure they are current (Policy EBH).

Authorized Users

The district's technology resources may be used by authorized students, employees, School Board members and other persons approved by the superintendent or designee, such as consultants, legal counsel and independent contractors. All users must agree to follow the district's policies and procedures and sign or electronically consent to the district's User Agreement prior to accessing or using district technology resources, unless excused by the superintendent or designee.

Use of the district's technology resources is a privilege, not a right. No potential user will be given an ID, password or other access to district technology if he or she is considered a security risk by the superintendent or designee.

Electronic communications, downloaded material and all data stored on the district's technology resources, including files deleted from user's account, may be intercepted, accessed, monitored or reached by district administrators or their designees at any time in the regular course of business. Such access may include, but is not limited to, verifying that users are complying with district policies and rules and investigating potential misconduct. Any such search, access or interception shall comply with all applicable laws. Users are required to return district technology recourses to the district upon demand including, but not limited to, mobile phones, laptops and tablets.

User Privacy

A user does not have a legal expectation of privacy in the user's electronic communications or other activities involving the district's technology resources including, but not limited to, voice mail, telecommunications, e-mail and access to the Internet or network drives. By using the district's network and technology resources, all users are consenting to having their electronic communications and all other use monitored by the district. A user ID with e-mail access will only be provided to authorized users on condition that the user consents to interception of or access to all communications accessed, sent, received or stored using district technology.

Electronic communications, downloaded material and all data stored on the district's technology resources, including files deleted from a user's account, may be intercepted, accessed, monitored or searched by district administrators or their designees at any time in the regular course of business. Such access may include, but is not limited to, verifying that users are complying with district policies and rules and investigating potential misconduct. Any such search, access or interception shall comply with all applicable laws. Users are required to return district technology resources to the district upon demand including, but not limited to, mobile phones, laptops and tablets.

Content Filtering and Monitoring

The district will monitor the online activities of minors and operate a technology protection measure ("content filter") on the network and all district technology with Internet access, as required by law. In accordance with law, the content filter will be used to protect against access to visual depictions that are obscene or harmful to minors or are child pornography. Content filters 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 content filter installed by the district is prohibited.

The superintendent, Technology Director or the district's technology administrator may fully or partially disable the district's content filter to enable access for a nonstudent user for bona fide research or other lawful purposes. In making decisions to fully or partially disable the district's content filter, the administrator shall consider whether the use will serve a legitimate educational purpose or otherwise benefit the district.

Online Safety, Security and Confidentiality

In addition to the use of a content filter, the district will take measures to prevent minors from using district technology to access inappropriate matter or materials harmful to minors on the Internet. Such measures shall include, but are not limited to, supervising and monitoring student technology use, careful planning when using technology in the curriculum, and instruction on appropriate materials. The superintendent, Technology Director and/or the district's technology administrator will develop procedures to provide users guidance on which materials and uses are inappropriate, including network etiquette guidelines.

All students will be instructed on safety and security issues, including appropriate online behavior and the dangers of sharing personal information about themselves or others when using e-mail, social media, chat rooms or other forms of direct electronic communication. Instruction will also address cyberbullying awareness and responses and appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms.

This instruction will occur in the district's courses, courses in which students are introduced to the computer and the Internet, or courses that use the Internet in instruction. Students are required to follow all district rules when using district technology resources and are prohibited from sharing personal information online unless authorized by the district.

All district employees must abide by state and federal law and Board policies and procedures when using district technology resources to communicate information about personally identifiable students to prevent unlawful disclosure of student information or records.

All users are prohibited from using district technology to gain unauthorized access to a technology system or information; connect to other systems in evasion of the physical limitations of the remote system; copy district files without authorization; interfere with the ability of others to utilize technology; secure a higher level of privilege without authorization; introduce computer viruses, hacking tools, or other disruptive/destructive programs onto district technology; or evade or disable a content filter.

GoGuardian is an educational technology company founded in 2014 and based in Los Angeles, California. The services monitor student activity online, filter content, and alert school officials to possible suicidal or self-harm ideation. This will be used on all district owed devices.

Closed Forum

The district's technology resources are not a public forum for expression of any kind and are to be considered a closed forum to the extent allowed by law. The district's webpage will provide information about the school district, but will not be used as an open forum.

All expressive activities involving district technology resources that students, parents/guardians and members of the public might reasonably perceive to bear the imprimatur of the district and that are designed to impart particular knowledge or skills to student participants and audiences are considered curricular publications. All curricular publications are subject to reasonable prior restraint, editing and deletion on behalf of the school district or legitimate pedagogical reasons. All other expressive activities involving the district's technology are subject to reasonable prior restraint and subject matter restrictions as allowed by law and Board policies

Violations of Technology Usage Policies and Procedures

Use of technology resources in a disruptive, inappropriate or illegal manner impairs the district's mission, squanders resources and shall not be tolerated. Therefore, a consistently high level of personal responsibility is expected of all users granted access to the district's technology resources. Any violation of district policies or procedures regarding technology usage may result in temporary, long-term or permanent suspension of user privileges. User privileges may be suspended pending investigation into the use of the district's technology resources.

Employees may be disciplined or terminated, and students suspended or expelled, for violating the district's technology policies and procedures. Any attempted violation of the district's technology policies or procedures, regardless of the success or failure of the attempt, may result in the same discipline or suspension of privileges as that of an actual violation. The district will cooperate with law enforcement in investigating any unlawful use of the district's technology resources.

Damages

All damages incurred by the district due to a user's intentional or negligent misuse of the district's technology resources, including loss of property and staff time, will be charged to the user. District administrators have the authority to sign any criminal complaint regarding damage to district technology.

No Warranty/No Endorsement

The district makes no warranties of any kind, whether expressed or implied, for the services, products or access it provides. The district's technology resources are available on an "as is, as available" basis.

The district is not responsible for loss of data, delays, nondeliveries, misdeliveries or service interruptions. The district does not endorse the content nor guarantee the accuracy or quality of information obtained using the district's technology resources.

STUDENT DRUG TESTING (JFCI)

The La Plata R-II School Board recognizes the importance of protecting the health and safety of students from use of illegal drugs, performance-enhancing drugs, and alcohol. The purpose of this policy is to help prevent substance abuse among students, encourage treatment for students with substance abuse problems, and ensure students have the opportunity to attend school and participate in activities in a fair, safe, and healthy environment.

The superintendent or designee is directed to adopt procedures to carry out the policy's intent and may contact the district's attorney for assistance in policy application. The district will use a laboratory certified by the U.S. Department of Health and Human Services.

Covered activities are activities in grades 6-12 regulated by the Missouri State High School Activities Association (MSHSAA), and any other district-sponsored extracurricular activities, excluding all activities in which students receive an academic grade for participation.
Participation day is all calendar days in the period commencing the first day of MSHSAA authorized practice for fall sports and ending on the last day of MSHSAA competition in the spring for which district students participate. For all covered activities not regulated by MSHSAA, a participation day will be defined as any day during the regular academic school year. For example, any day from the first to the last day of the school year.

Random Drug Testing
Participation in extracurricular activities is a privilege and carries with it the responsibility to adhere to high standards of conduct, including refraining from the use of illegal drugs, performance enhancing drugs, and alcohol. To assist students in making healthy and safe choices, the district will conduct random drug testing of students in grades 6-12 as a condition of participation in covered activities.

Drug Testing - Testing for alcohol and illegal or performance-enhancing drugs. Specimens shall be tested for any substance an individual may not sell, possess, use, distribute, or purchase under either Federal or Missouri Law. This includes, but is not limited to, all scheduled drugs as defined by Federal or Missouri Law, including substances which have been classified as controlled under the emergency scheduling authority of the Drug Enforcement Administration; all prescription drugs obtained without authorization; and all prescribed and over-the-counter drugs being used for an abusive purposes, as well as alcohol. This includes, but is not limited to the following substances and their metabolites: cocaine, marijuana, opiates, synthetic opiates, amphetamines, benzodiazepines, barbiturates, methamphetamines, propoxyphene, methadone, phencyclidine, buprenorphine, synthetic cannabinoids, synthetic stimulants, THC, benzoylecgonine, morphine, alcohol, and performance-enhancing drugs, including anabolic steroids. Specimens will not be screened for the existence of any physical conditions other than prohibited drug and alcohol use.

District employees shall not have the authority to waive the testing of any student selected using the random selection process.

Students who test positive through this random testing program will be excluded from participation in covered activities as follows:

First Offense - The first time a student tests positive under the random drug testing program, the student will be prohibited from participating in all covered activities for a minimum of 25

participation days, undergo one substance abuse evaluation session at the student's expense, and pass a district-administered drug test prior to participating in covered activities again. Written confirmation by licensed substance abuse counselor of evaluation session must be submitted to the district prior to the student being reinstated.

Second Offense - The second time a student tests positive under the random drug testing program, the student will be prohibited from participating in all covered activities for a minimum of 180 participation days and must pass a district-administered drug test prior to participating in covered activities again. Student must also undergo appropriate counseling/ treatment for said problem at his/her own expense. A written confirmation by licensed substance abuse counselor of treatment must be submitted to the district prior to the student being reinstated.

Third Offense - Students with three positive random drug test results will be prohibited from participating in all covered activities for the rest of their enrollment with the district.
A positive test through this random testing program will not result in suspension from school or academic sanctions. The district will not report results to law enforcement.

Suspicion-Based Drug Testing
Suspicion-based drug testing, unlike random drug testing, may only be used when there is reasonable suspicion the student is under the influence of or has recently consumed alcohol or any drug prohibited by district policy. Students testing positive will be disciplined in accordance with the district's discipline policy and may also be excluded from extracurricular activities as determined by the district. A student who refuses to submit to testing may still be disciplined under the district's discipline code for being under the influence of alcohol or drugs.

STUDENT DRUG TESTING PROCEDURES (JFCI-AP)

Definitions
Covered Activities - Activities in grades 6-12 regulated by the Missouri State High School Activities Association (MSHSAA) and any other district-sponsored extracurricular activity, excluding all activities in which students receive an academic grade for participation.

Drug Testing - Testing for alcohol and illegal or performance-enhancing drugs. Specimens shall be tested for any substance an individual may not sell, possess, use, distribute, or purchase under either federal or Missouri law. This includes, but is not limited to, all scheduled drugs as defined by federal or Missouri law, including substances which have been classified as controlled under the emergency scheduling authority of the Drug Enforcement Administration; all prescription drugs obtained without authorization; and all prescribed and over-the-counter drugs being used for an abusive purposes, as well as alcohol. This includes, but is not limited to the following substances and their metabolites: cocaine, marijuana, opiates, synthetic opiates, amphetamines,
benzodiazepines, barbiturates, methamphetamines, propoxyphene, methadone, phencyclidine, buprenorphine, synthetic cannabinoids, and synthetic stimulants, THC, benzoylecgonine, morphine, alcohol, and performance-enhancing drugs, including anabolic steroids. Specimens will not be screened for existence of any physical conditions other than prohibited drug and alcohol use.

Participation Days - All calendar days in the period commencing the first day of MSHSAA authorized practice for fall sports and ending on the last day of MSHSAA competition in the spring for which district students participates. For all covered activities not regulated by MSHSAA, a participation day will be defined as any day during the regular academic school year. For example, any day from the 1st to the last day of the school year.

I. General Procedures for All Student Drug Testing

Specimen Collection

Urine specimen will be collected using a method intended to minimize the intrusiveness of the procedure. The superintendent or designee will appoint a same-sex employee or contracted test administrator (the monitor) to accompany the student to a bathroom or locker room. The student will provide specimen behind a closed stall door. The monitor shall supervise collection from outside the closed stall door, listening for normal sounds of urination. The monitor shall also verify warmth and appearance of the specimen. If at any time the monitor suspects the specimen is being tampered with, the monitor may end the collection process and notify the superintendent or designee, who will determine whether a new specimen should be obtained.

Protection of Information (Privacy)

Each randomly selected student will be assigned a specimen number that shall serve as the identifier for all materials sent to the lab. Student and his or her parent/guardian shall have access to the specimen number. Either immediately before or shortly after specimen collection, students selected for testing will provide to the district, in a sealed envelope, a list of any medications they have taken in the last 30 days, including legally prescribed and over-the-counter medications. Parents/guardians are responsible for submitting a separate list to the district, also in a sealed envelope, of medications the student has taken within the last 30 days, which will be used by the testing facility for confirmation purposes in event of a

positive test result. The sealed envelopes will only be opened in event of a positive test result. If specimen does not test positive, envelopes will be shredded without being opened.

The laboratory will report positive test results directly to the superintendent or designee. The superintendent or designee will only notify the student, appropriate extracurricular sponsor(s)/coach(es), parent/guardian of the student, and other person(s) the superintendent or designee determines need to know the information to implement district policies or procedures. All files pertaining to drug testing will be kept confidential and separate from the student's other education records, and only school personnel with a need to know the information will have access to the information.

Positive Test Results

If a positive test result occurs, the result will be verified on the same specimen. Following a confirmed positive result, the student and his or her parent/guardian shall be given opportunity to submit additional information to district administration or laboratory. District administration may consult with the laboratory in determining whether the positive result was caused by something other than consumption of prohibited substances.

II. Random Drug Testing

Notification and Consent

An orientation session shall be held before commencement of random drug testing to inform students and parents/guardians of specimen collection process, privacy arrangements, and drug testing procedures to be used. Students wishing to participate in covered extracurricular activities shall receive a copy of the drug testing policy and related administrative procedures. Additionally, each student shall be required to return a signed drug testing consent form to the coach or activity sponsor by the beginning date for practice or interscholastic contest established by MSHSAA. If there is no established beginning date for practice for the activity, the signed consent form must be returned within five calendar days of the first participation day. A signed consent form shall be valid for all covered activities and will remain effective until revoked in writing by the parent/guardian. Students who do not return the signed consent form shall not be allowed to participate in covered activities.

Random Selection

District administration will randomly select 5 to 50 percent of participating students for drug testing periodically throughout the school year. The random selection process will result in an equal probability any participating student could be chosen. District employees shall not have the authority to waive the testing of any student selected using the random selection process.

Testing

Specimens shall be tested for any substance an individual may not sell, possess, use, distribute, or purchase under either federal or Missouri law. This includes, but is not limited to, all scheduled drugs as defined by federal or Missouri law, including substances which have been classified as controlled under the emergency scheduling authority of the Drug Enforcement Administration; all prescription drugs obtained without authorization; and all prescribed and over-the-counter drugs being used for an abusive purposes, as well as alcohol. This includes, but is not limited to the following substances and their

metabolites: cocaine, marijuana, opiates, synthetic opiates, amphetamines, benzodiazepines, barbiturates, methamphetamines, propoxyphene, methadone, phencyclidine, buprenorphine, synthetic cannabinoids, and synthetic stimulants, THC, benzoylecgonine, phencyclidine, morphine, alcohol, and performance-enhancing drugs, including anabolic steroids. Specimens will not be screened for existence of any physical conditions other than prohibited drug and alcohol use.

Consequences

Following a confirmed positive test result, superintendent or designee will immediately suspend the student from all covered activities and will schedule a conference with the student, the parent/guardian, and extracurricular sponsor(s)/coach(es). Offenses accumulate throughout grades 7-12. Depending on timing of the drug test, student may be excluded from participation in activities at the end of the school year, over the summer, and/or into the beginning of the next school year.

First Offense - The first time a student tests positive under the random drug testing program, the student will be prohibited from participating in all covered activities for a minimum of 25 participation days, undergo one substance abuse evaluation session at the student's expense, and pass a district-administered drug test prior to participating in covered activities again. Written confirmation by licensed substance abuse counselor of evaluation session must be submitted to district administration prior to the student being reinstated.

Second Offense - The second time a student tests positive under the random drug testing program, the student will be prohibited from participating in all covered activities for a minimum of 180 participation days and must pass a district-administered drug test prior to participating in covered activities again. The student must also undergo appropriate counseling/treatment for said problem at his/her own expense. A written confirmation by licensed substance abuse counselor of treatment must be submitted to district administration prior to the student being reinstated.

Third Offense - Students with three positive test results will be prohibited from participating in all covered activities for the rest of their enrollment with the district.

Refusal to Submit or Falsifying Results

A student refuses to submit for drug testing when he or she fails to provide adequate urine for testing when notified of need to do so or engages in conduct clearly obstructing the testing process. A participating student who refuses to submit to drug testing or who takes deliberate action to falsify results will be suspended from all covered activities for one calendar year (i.e., 365 calendar days) and will forfeit eligibility for all awards and honors given for covered activities from which the student was suspended.

Self-Reporting

When a student, of his or her own volition, self-reports consuming illegal or performance-enhancing drugs or alcohol in violation of district policy to an administrator, coach or extracurricular sponsor before receiving notification she or he will be tested, that student shall be allowed to continue to participate in covered activities under the same restrictions imposed on a student who had an initial positive test even if the student had tested positive previously. A self-report is considered the same as testing positive for the purpose of future positive tests. A student may only take advantage of self-reporting once between seventh and twelfth grade.

III. Suspicion-Based Drug Testing

A student may be required to submit to a drug test when there is reasonable suspicion the student is under the influence of or has recently consumed alcohol or any drug prohibited by district policy. Staff members will report such suspicions to the building administrator or designee as soon as possible. The superintendent or designee will determine if reasonable suspicion exists. The district's attorney may be consulted as necessary.

Consequences

Students who test positive under this section will be disciplined in accordance with the district's discipline policy and may also be temporarily or permanently excluded from all district extracurricular activities in accordance with other district policies or practices.

Refusal to Submit or Falsifying Results

A student refuses to submit for suspicion-based drug testing when he or she fails to provide adequate urine for testing when notified of need to do so or engages in conduct clearly obstructing testing process. A student who refuses to submit to testing or takes deliberate action to falsify results may still be disciplined under the district's discipline policy for being under the influence of alcohol or drugs. A student who takes deliberate action to falsify results may also receive additional disciplinary consequences.

STUDENT DRUG TESTING (JFCI-AFI)
(Consent Form)

I, _____ , [student's name] have received, read, understand and agree to abide by the La Plata R-II School District drug testing policy and procedures. As a condition of participating in activities in the La Plata R-II School District, I agree to provide urine specimens when directed and authorize the district to have specimens tested for illegal drugs, performance-enhancing drugs, and alcohol* as stated in the district policy and procedures. I also authorize release of information concerning results of such a test to the La Plata R-II School District and to my parents/guardians.

_____ _____
Student Signature Date

I, _____ , [name of parent/guardian] have received, read, understand and agree to abide by the La Plata R-II School District drug testing policy and procedures. As a condition of my student's participation in activities in the La Plata R-II School District, I authorize the district to collect urine specimens from my student and authorize the district to have specimens tested for illegal drugs, performance-enhancing drugs, and alcohol* as stated in the district policy and procedures. I also authorize release of information concerning results of such a test to the La Plata R-II School District.

_____ _____
Signature of Parent/Guardian Date

This consent form will remain in effect for duration of the student's enrollment within the La Plata R-II School District unless revoked in writing by the parent/guardian.

* Samples shall be tested for any substance an individual may not sell, possess, use, distribute, or purchase under either Federal or Missouri Law. This includes, but is not limited to, all scheduled drugs as defined by Federal or Missouri Law, including substances which have been classified as controlled under the emergency scheduling authority of the Drug Enforcement Administration; all prescription drugs obtained without authorization; and all prescribed and over-the-counter drugs being used for an abusive purposes, as well as alcohol. This includes, but is not limited to the following substances and their metabolites: cocaine, marijuana, opiates, synthetic opiates, amphetamines, benzodiazepines, barbiturates, methamphetamines, propoxyphene, methadone, phencyclidine, buprenorphine, synthetic cannabinoids, and synthetic stimulants, THC, benzoylecgonine, morphine, alcohol, and performance-enhancing drugs, including anabolic steroids.

Samples will not be screened for the existence of any physical conditions other than prohibited drug and alcohol use.

La Plata R-II Field Trip Permit

Dear Parent/Guardian:

Through-out the school year we often take field trips for educational purposes. We use school transportation or sometimes even use walking if it is to an area close to school. By signing the form below, you agree to allow your student(s) to attend the trips we sponsor for our students.

PARENT/ GUARDIAN APPROVAL:

I give permission for (students name[s]) ______________________________________ to participate in the school sponsored field trips.

____
(Parent/Guardian Signature)

____
(Date)

PLEASE LIST 2 EMERENCY CONTACT NUMBERS

Name ____________________________________ Phone Number ________________

Name ____________________________________ Phone Number ________________

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FOR OUT OF TOWN TRIPS ONLY

In a medical emergency, your child will be taken by ambulance to the closest hospital or trauma center. It is assumed all medical fees are the parents' responsibility.

Your permission is requested for the teacher or Principal to sign any medical forms which are needed. This will assure that treatment of an injury can begin as soon as possible. Please sign this request, thereby granting your permission for school personnel to act in your behalf in the case of a medical emergency.

Parent/Guardian Signature ____ Date ________________

Comments____

____

____

Technology Usage
(Student User Agreement)

We have read and discussed the Computer/Internet Policy in the student handbook. The school will maintain a filter on all computers that students may use to access the Internet, thus greatly reducing the likelihood of inappropriate material being viewed by the student. Students will act in an ethical and responsible manner, following all guidelines above, and will be subject to appropriate discipline, including suspension or expulsion from school and/or revoking of computer privileges for any wrong doing.

We understand that the student's use of the district's technology resources is not private and that the school district may monitor all uses of district technology resources, including all data stored on the district's technology resources –including deleted files- pursuant to state and federal law, even if the district's technology resources are accessed remotely.

I, the parent, agree to be responsible for any unauthorized costs arising from the use of the district's technology resources by my child. I agree to be responsible for any damages caused by my child.

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

_____ _____
Parent/Guardian Signature Student Signature

To view the complete Acceptable Use Policy for the La Plata R-II School District please contact the superintendent or technology coordinator at 201 W. Moore St. or call 332-7001.

STUDENT HANDBOOK AGREEMENT

DATE:_____

We have read the 2024-2025 La Plata Junior/Senior High School Student/Parent Handbook and we understand the policies and procedures outlined in the handbook.

_____ **Parents have signed online during registration**
Student Signature

If you have any questions about this handbook please feel free to call the High School Principal at 332-7001.

STUDENT INDIVIDUAL CAREER ACADEMIC PLAN (ICAP) SIGNATURE

This form needs to be completed by all 9th-12th grade students.

All students ICAP can be viewed online at www.missouriconnections.org.

We have read and approved _____ (student's name) 4-year

Individual Career Academic Plan. Today's date is _____/_____/_____.

_____ **Parents have signed online during registration**
Student Signature