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Lexington High School Student Handbook 2015 - 2016

We have a great deal to be proud of at Lexington High School! This handbook has been developed to provide students and parents with information regarding the policies and procedures at Lexington High School. The laws and procedures outlined in this handbook are enforced in a fair and consistent manner in order to ensure that each student has a safe and secure learning environment to thrive in, keep distracting influences to a minimum. We aim to provide our students with not only a high school diploma, but also the skills necessary to be successful in whatever field they choose after graduation!

Lexington High School provides an opportunity for students to be successful, but students must take advantage of this opportunity and work hard toward their success by being an active participant. We want our students to understand the importance of respect and responsibility, so that they can become productive community members. We also strive to ensure that our students are prepared with the necessary skills to be successful in college, the military, or the workforce. This handbook serves as a guide for our students. Students are encouraged to review and refer to the policies and procedures outlined in this handbook. Students are also encouraged to ask any faculty or staff member questions or concerns relative to information in this handbook.

Dr. Jason Whitt
High School Principal

Mr. Kyle Barkley
Assistant Principal/A. D./A+ Coordinator

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Lexington, MO 64067

Phone Number Fax Number
660-259-4391 660-259-2166

SCHOOL COLORS -- RED & BLUE

SCHOOL MASCOT-- MINUTEMEN

DISTRICT MISSION STATEMENT

To reach, teach and challenge all students, every day, in a safe and caring environment...together.

LHS MISSION STATEMENT

Lexington High School is committed to developing the skills and knowledge students need to find their own path to success.

PBS MATRIX

	All Settings	Classroom	Cafeteria	Halfway	Restroom	Transportation/ Bus	Activities
Be Respectful	Use manners Follow the dress code Respect personal space Use appropriate ways to show affection	Every teacher defines rules based on: Be Respectful Be Responsible Be Kind Be Safe	Clean up after yourself	Use appropriate language Allow for space for traffic and locker use	Flush the toilet Put trash in trash cans	Park in spaces correctly Follow directions first time asked	Show good sportsmanship
Be Responsible	Be prepared with all required materials ready to use Be aware of and follow student code of conduct		Be on time with lunch card ready	Get to class on time Use a hallpass	Return to class promptly	Make sure everyone in the car is wearing their seatbelts	Be on time to every event and practice Follow activity rules
Be Kind	Use polite language		Say please and thank you to the GPA staff	Use quiet voices	Clean up after yourself	Share the road—allow others into the exit line	Show appreciation/support for your teammates, coaches, and sponsors
Be Safe	Pay attention to your surroundings Notify teachers of unsafe conditions		Use food and silverware properly	Always walk	Wash hands	Follow all traffic rules Drive Slowly Remain seated on bus	Always wear required safety gear

VISITORS

Visitors to the Lexington High School MUST enter through the front door, check in at the office, and wear a visitors badge throughout their stay. All visitors must be approved by administration.

ENTERING AND LEAVING SCHOOL

The school day will run from 7:45 am – 2:45 pm, Monday – Friday. Supervision will run from 7:25 am – 3:00 pm, Monday – Friday. The district will not be responsible for supervising students outside of the state times. Parents are NOT to drop off or leave children at the school during unsupervised periods. Immediately upon entering school property, including school buses, students are subject to all school rules. Students are not to leave school property once they have arrived, and are not to check out of school unless absolutely necessary. If it is necessary, the following guidelines MUST be followed before a student can leave:

1. A parent/guardian or individual listed on the student's permission to release form must come in to the school office and sign the student out.
2. In cases of dual or shared custody, the school will release a student to either parent unless the school has a valid court order directing otherwise. Parents are responsible for providing court documents to the school.
3. Students must sign out and in at the school office no matter what time of day they are coming in or leaving.
4. If a student feels ill they **must** meet with a school nurse, **and the nurse will make parent contact** before LHS will allow a student to check out.
5. Students who come or leave without signing in or out will be disciplined under the STUDENT CODE OF CONDUCT as a truancy violation.

STUDENT PLANNERS

All students must use the school provided student handbook to use as a hall pass when passing between classes.

DAILY SCHEDULE

1 st Hour: 7:45 – 8:34	5 th Hour: 10:58 – 12:06 (Lunch)	
2 nd Hour: 8:38 – 9:27	• 1 st Lunch Shift: 10:58 – 11:18	6 th Hour: 12:10 – 12:59
3 rd Hour: 9:31 – 10:20	• 2 nd Lunch Shift: 11:22 – 11:42	7 th Hour: 1:03 – 1:52
4 th Hour: 10:24 – 10:54 (Seminar)	• 3 rd Lunch Shift: 11:46 – 12:06	8 th Hour: 1:56 – 2:45

SEMINAR

Purpose of Seminar

- Seminar time is a school-wide initiative that allows for the utilization of resources for students in need of academic and/or behavioral support. Seminar provides a system of interventions and resources which allows students to make significant progress whether they are at-risk for failure or are gifted and talented students not meeting their full potential. The main benefit of Seminar is to utilize on-going data analysis to inform instructional interventions, flexible use of building personnel with students, as well as collaborative problem-solving among staff and parents to enhance all students' performance.
- Students participating in the A+ program may use this time to tutor and gain tutoring hours.

LHS GRADING SCALE (By Percentages)

A = 100 - 95	A- = 94 - 90	B+ = 89 - 87	B = 86 - 83
B- = 82 - 80	C+ = 79 - 77	C = 76 - 73	C- = 72 - 70
D+ = 69 - 67	D = 66 - 63	D- = 62 - 60	F = 59 - 0

GRADE PERIODS

Student progress will be reported at mid-term and end of the quarter grading period. Grades are cumulative throughout the semester. Semester grades are the only grades placed on a student's permanent record. Mid-term and semester grade cards will be mailed home. If parents have questions concerning their student's progress they are welcome to contact the teacher at school. Parent/teacher conferences will be held as scheduled on the school calendar. For convenience, parents are encouraged to use the S.I.S. Parent Portal to see student grades electronically.

HONOR ROLL

There are four classifications for the honor roll and they are based on a student's GPA in all their high school classes for the grading period.

The classifications are:

A Honor Roll: 4.0 or above GPA	A- Honor Roll: 3.66 – 3.99 GPA
B+ Honor Roll: 3.33 – 3.65 GPA	B Honor Roll: 3.00 – 3.32 GPA

A student cannot have any D or F grades and be eligible for the honor roll.

WEIGHTED COURSES

A grade weighting system will be implemented for the computation of honor roll and class rank. Weighted classes will count as shown below in computation of cumulative and semester grade point averages. Students will be expected to do a significant amount of work outside of the classroom. See the Course Description Guide for a list of weighted classes.

<u>Letter Grade</u>	<u>Percentage</u>	<u>Regular Grade Points</u>	<u>Weighted Grade Points</u>
A	100-95	4.00	4.33
A-	94-90	3.66	4.00
B+	89-87	3.33	3.66
B	86-83	3.00	3.33
B-	82-80	2.66	3.00
C+	79-77	2.33	2.66
C	76-73	2.00	2.33
C-	72-70	1.66	2.00
D+	69-67	1.33	1.33
D	66-63	1.00	1.00
D-	62-60	0.66	0.66
F	59 and below	0	0

Each graduating class's opportunity to take weighted courses will be reviewed annually. The grade point requirements may be adjusted based upon the availability of weighted classes in the curriculum.

DROP/ADD POLICY

Students will be allowed the opportunity to meet with the counselor or principal prior to school starting, to change their schedules. Schedule changes will be allowed for **three days after the** start of school. Only second semester classes may be added or dropped after this time and must be completed by the end of the 1st semester. No class changes once **second** semester starts.

DUAL ENROLLMENT

Selected courses will be offered for high school and college credit through an articulation agreement with Colleges and Universities. Students must have a 3.0 GPA and 95% attendance rate in order to qualify to enroll in dual credit courses.

For more information, please see the counselor or principal.

TECHNICAL CENTER CLASSES

Lexington High School students have the option of taking classes at the Lex La-Ray Technical Center which is directly southeast of the High School. Students are not eligible to take 3-hour career education courses until their junior and senior years.

Please see Educational Planning Guide for more information regarding Career Education courses.

GRADUATION REQUIREMENTS

English – 4 credits	Math – 3 credits	Science – 3 credits	Social Studies – 3 credits
Fine Arts – 1 credit	Practical Arts – 1 credit	Physical Education – 1 credit	Health – ½ credit
Personal Finance – ½ credit	Speech – ½ credit	Electives – 8 credits Highly suggest taking Computer Apps – ½ credit	
Total Credits - 24	<i>Please see Educational Planning Guide for more information regarding graduation requirements.</i>		

GRADUATION CEREMONY

Students who do not meet **all** graduation requirements cannot walk at graduation.

CUM LAUDE

In the interest of encouraging and recognizing outstanding academic achievement, LHS has implemented the cum Laude system with the following weighted GPA requirements:

Summa cum Laude 3.80 or higher	Magna cum Laude 3.66 to 3.79	cum Laude 3.33 to 3.65
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Class rank will still be maintained but not announced at graduation. A student transferring from another school must complete the last four (4) semesters at Lexington High School to qualify for any cum Laude recognition. Honored students will receive medals worn around the neck on a ribbon at the graduation ceremony: Gold for Summa cum Laude, silver for Magna cum Laude and bronze for cum Laude. Honored students will be recognized at graduation by having their names read as they stand. In addition, students with a weighted GPA of 4.0 or above will be named.

NATIONAL HONOR SOCIETY

The election of members into the LHS Chapter of National Honor Society is by a faculty council, appointed by the Principal, of five voting members and the chapter sponsor, who has no vote. Candidates shall have spent at least one year in Lexington High School and shall be members of the sophomore, junior, or senior class. All students who can rise in scholarship to or above a cumulative B+ shall be eligible to candidacy for election to membership. Their eligibility shall then be considered on their Service, Leadership, and Character. Members must then maintain the standards that were the basis for their membership into the chapter. A National Honor Society member who transfers from another school and provides a letter from the former Principal or Chapter Advisor shall automatically be accepted as a member in this chapter and shall have one semester to meet this chapter's membership standards.

COLLEGE VISITS

- Each senior is allowed three (3) college visits during their senior year if they are above the 90% attendance requirement and no failing grades.
- Each junior is allowed two (2) college visits during their senior year if they are above the 90% attendance requirement and no failing grades.

The visits will be considered a verified absence (Career Education) as long as they follow these guidelines:

1. Must provide a written or typed note within three days of the visit. The note is to be signed by the student and parents and will include the date of the scheduled visit, the name of college/university, and the reason for the visit.
2. Complete a form initialed by all the student's teachers, and signed by administration for approval before going on the college visit.
3. Must provide a signature and written statement from the college/university representative that verifies the student visited their school. The statement must include the name of the college/university, date of the visit and the reason for the visit.

It is possible that extenuating circumstances could arise which might compel a student to make more than two (2) or three (3) college visits. Should this occur, the student and his parents/guardians will request that the student be granted an exception to the three visit rule.

The principal maintains discretion regarding the granting of additional college visit days.

Students are asked to refrain from scheduling college visits during December and May.

BUS REGULATIONS

1. Students who live one mile or more from the High School are eligible to ride at no charge.
2. The driver is in charge of the students on the bus.
3. Students must board the bus at their school building of attendance or at their home.
4. A student refusing to cooperate and who creates disturbances will be denied the privilege of riding the bus.
5. Student Discipline Policy will be enforced pertaining to any incidents on the bus or at the bus stop.

AUTOMOBILE REGULATIONS

Prior to utilizing school parking students will be required to register their vehicle with the High School office and purchase a parking pass for \$4.00 This pass must be displayed on the rear view mirror at all times while parked on campus. Failure to register vehicles and purchase a parking pass will result in will result in disciplinary actions which may include a warning, detention, or loss of parking privileges. Driving a car on school grounds is a privilege and good driving habits should be followed at all times. The speed limit on school property is 10 MPH. Students are not to drive in front of the building; this is a drop-off/pick-up zone. After students have parked their cars, they are to come into the building immediately and are not to return to their cars until they leave school. Students are not to be in their cars during school hours. Students moving to or from the Tech Center must go directly between buildings. Stopping at their cars is prohibited. Students in violation will be disciplined according to the Student Code of Conduct which could include ISS and/or loss of driving/parking privileges on school property. Students traveling between schools during the school day (A+ Tutors and Teacher Assistants) must enter through the front doors of the High School.

LUNCH PROGRAM

Lexington school uses a computerized lunch card program. Students will be issued a computerized lunch card at the beginning of the year. Each family purchasing breakfasts and/or lunches will be able to pick up a lunch envelope at the office. Please send the money or check with the information on the envelope fully completed. Money must be deposited in the office by 10:00 am to receive credit for that day. You may use one envelope per family as long as the students are attending LHS.

- Students will **NOT** be allowed to make charges on their accounts. Lexington High School has a closed lunch program. No student will be allowed to leave the campus to eat lunch elsewhere, nor are visitors allowed to eat lunch with students.

- If a student is brought a lunch, it will be left in the office until the student’s lunch period. Each student is required to eat his/her lunch in the cafeteria during his/her assigned lunch period.
- Inappropriate behavior in the lunch room could result in lunch detentions or other appropriate disciplinary action.

FOOD SERVICE PRICES

<u>Breakfast Prices</u>	<u>Lunch Prices</u>
Student: \$1.65	Student: \$2.20
Adult: \$2.30	Adult: \$3.00

FREE AND REDUCED MEALS

Children need healthy meals to learn. The Lexington R-V School District offers healthy meals every school day. Your child(ren) may qualify for free or reduced price meals. All children in households getting Food Stamps, Temporary Assistance, or the Food Distribution Program on Indian Reservations can get free meal regardless of income. Also, your child(ren) can get free meals if your household income is within the free limits on the Federal Income Eligibility Guidelines. Foster children that are under the legal responsibility of a foster care agency or court, are eligible for free meals. Any foster child in the household is eligible for free meals regardless of income. Homeless, Runaway and Migrant Child may be eligible. Please contact the school liaison at 259-4369 to see if you are eligible.

STUDENT BILLS

All student bills or fines levied will follow the student throughout their attendance and enrollment at Lexington R-V. Students cannot participate in a school sponsored activity, graduation ceremonies, receive their diploma, have records transferred, or receive grade cards until all money owed is paid.

ATTENDANCE POLICY

ATTENDANCE POLICY OVERVIEW

- An absence for any reason will be counted as an absence.
- **NO** distinction will be made to determine if the absence was excused or unexcused.
- Students will be permitted a **maximum of six (6)** total absences per class per semester. Students who are absent for more than six (6) class periods during the semester will not be eligible to earn credit for that course unless a waiver is granted through the appeals process.
- It is the parent/guardian’s, emancipated minor’s or homeless student’s responsibility to appeal in writing if their student/self has gone over the six (6) total absences per period limit.
- There will not be “Seat Time” available for students going over the six (6) day limit.
- It is the responsibility of the parent/guardian to notify the high school office by 9:00 am if their child will be absent due to illness or other significant reason

Steps	Outcome	Options
4 th Absence	• Email or Letter to parent.	
6 th Absence	• Email or Letter to parent.	
7 th Absence	• Certified letter sent to parent. • Credit Denied until appeal is reviewed.	May appeal in writing to HS principal.
8 th Absence	• Contact District Social Worker • Call to Juvenile Office or Division of Family Services. • Possible Referral to Truancy Court.	

ATTENDANCE POLICY PURPOSE

It is the purpose of this attendance policy to improve student learning, raise student achievement, and maximize the learning potential of all students at Lexington High School. Students having an IEP, 504 Plan, IHP or other documented medical diagnosis that allows for excessive absences will be exempt from the excessive absence appeal process if the student's plan addresses reduced attendance.

COMPULSORY ATTENDANCE

Missouri State Law requires all children between 7 and 17 years of age to regularly attend a public, private, parochial, parish, home school or a combination of such schools for the duration of the entire school term. Parents, guardians or other persons having legal custody of a student may obtain a court order requiring the student to attend school until the student receives a high school diploma or its equivalent, or reaches the age of 18. Once enrolled in the district, the district expects the student to attend regularly, and for the student's parent or guardian or other adult having charge, control or custody of the student, to communicate regularly and honestly with the district regarding the student's absences. Because the Lexington R-V School District Board of Education 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.

EXCESSIVE ABSENCES

Students are allowed six (6) absences per semester in a class. When a student has accumulated seven (7) total absences in a class during the semester, the student will not be eligible to earn credit for that class unless a waiver is granted through the appeals process. In order to comply with state law, the school will notify the County Juvenile Office and/or the Division of Family Services, whichever applies, after the student's 8th absence for students under the age of seventeen.

ILLNESS

If a child becomes ill during the school day they must first see the school nurse then the parent will be notified. If the parents cannot be reached, the emergency number on your child's registration card will be called. Each parent should make sure that a local emergency number is listed (if at all possible) and that these numbers are kept up-to-date.

TRUANCY

Students will be considered truant if absent from school/class without the knowledge of parents/guardians or school administration. Absences due to truancy cannot be appealed.

PROCEDURES

The high school office will record each student's absence by course period. **When a student has accumulated four (4) and six (6) total absences in a class during the semester, the school will send a letter to the parent or guardian informing the parent or guardian that, in accordance with the published policies and regulations of the Board of Education, the student is in danger of not earning credit for the class due to excessive absences during the semester. However, if the parent or guardian cannot be reached, the school administration will enforce the policy as written.**

The school will notify the parent or guardian by certified mail that the student has accumulated seven (7) total absences and is not eligible to earn credit for the class unless a waiver is granted through the appeals process. Such notification shall include an Attendance Appeal Form. **A student who has accumulated seven (7) absences will receive a status of NC (No credit). The student must maintain a passing grade during the grading period to receive a grade of NC. If the student has not maintained a passing grade during the semester, the student will earn an F (Failure).** A student will not be denied an education at Lexington High School, even though he or she will not earn credit for the class as a result of having missed a substantial portion of the instructional program during the semester.

EXCEPTIONS

Approved, school sponsored, out-of-school activities (field trips, sporting events, etc.) will not be counted as absences for purposes of the excessive absence regulation. Absences resulting from significant, acute or chronic medical conditions may provide the basis for an exception as approved by the administration or an appeal. Therefore, all such conditions should be verified in writing by a physician or other health care official.

ATTENDANCE APPEAL PROCESS

IT IS THE RESPONSIBILITY OF THE PARENT OR GUARDIAN TO INITIATE THE APPEAL PROCESS.

Students absent in excess of the six (6) day limit need to appeal to the high school principal at least 2 weeks prior to the end of the semester. Both the student and parent must attend the appeal and bring all necessary documentation. Students who exceed the six (6) day absence limit during the last two weeks of the semester must make a written appeal to the high school principal by the last day of the semester.

Upon the parent or guardian's request and submission of the appeal form, the Attendance Appeals Committee shall meet to consider appeals regarding exceptions to the excessive absence regulation and the denial of credit. The committee may include, but is not limited to, the principal, an assistant principal, a counselor, and teachers. Other persons may be designated to serve as deemed appropriate.

Students who have accumulated seven (7) total absences, in any one class, or who anticipate accruing seven (7) or more total absences attributable to illness or other valid reason may appeal to the Attendance Appeals Committee for the purpose of requesting one (1) or more of the following:

1. An exception to this excessive absence regulation for unavoidable absence due to illness or other valid reasons;
2. An extension of the number of absences that shall accumulate before credit will be denied.

The committee will consider all the facts under the circumstances of each case in deciding whether to grant or deny the appeal. Relevant factors may include, but are not limited to the following:

1. The reason(s) for the accumulated absences;
2. The extent to which the reasons for each absence were documented at the time the absence occurred and/or at the time of appeal;
3. The distribution of absences during the semester, i.e., whether sporadic throughout the semester or occurring as consecutive absences;

4. The duration of each period of absence;
5. The pattern of attendance prior to the accrual of absences in question;
6. Whether all class work has been satisfactorily completed; and
7. The extent to which class essential learning outcomes have been mastered for that course.

A parent or guardian who anticipates his or her child missing seven (7) or more class sessions of any class due to hospitalization, prolonged illness, or other valid reason may request an exception to the excessive absence policy in writing prior to the accumulation of the seven (7) absences. If the parent or guardian does not submit such request prior to the date on which the seven (7) absences have accumulated, the parent or guardian should request an appeal of the automatic denial of credit in the same manner as for any other appeal under the excessive absence regulation.

The appeal committee will take into consideration valid absences that include any of the following:

1. **Doctor, dental, counseling, or other healthcare appointments.**
2. **Hospitalization or placement in a healthcare facility.**
3. **Absences related to a student's disability or medical condition (per an IEP, 504 Plan, IHP or other documented medical diagnosis that does not already allow for excessive absences by addressing reduced attendance).**
4. **Funeral Services.**
5. **Family emergencies as approved by the administration.**
6. **Court appearances.**
7. **Religious observations.**
8. **Licensing exams.**
9. **College or other school visits (2 per junior, 3 per senior) .**
10. **Deployment or return from deployment of a parent or guardian to a combat zone or combat support posting, at the discretion of the school administration.**
11. **Absences for any other valid reason that are pre-arranged and/or approved by the administration.**

The parent or guardian of a student who has accumulated seven (7) total absences may submit an appeal to the Attendance Appeals Committee requesting credit for the courses in question. The appeal may be submitted on the district's Attendance Appeal Form provided to the parent or guardian, or in other written or typed form that provides the following information:

1. Date of appeal.
2. A complete explanation of the reason(s) why the appeal should be granted.
3. Any appropriate documentation.
4. Signature of the parent or guardian.

Within one (1) week of the Appeal Committee's final decision, the student, parent or guardian will be notified. If the parent or guardian does not agree with the final decision of the Appeal Committee, he or she may appeal the matter to the superintendent or designee for further review and consideration.

Possible Outcomes of Appeal

All students will be afforded due process as guaranteed by constitutional provisions. The results of the appeal will be one of the following:

Credit: The committee found that sufficient evidence to prove that the student had absences due to circumstances beyond his/her control. Credit will be awarded immediately.

Denial of Credit: The committee found no substantiating evidence to validate the excessive number of absences. Credit is denied.

Probation: The committee found that there was some evidence of circumstances beyond the control of the student, such that the student would not have missed excessively if those circumstances had not presented themselves. Credit will be held pending satisfactory attendance during the probationary period. However, if the student fails to meet attendance criteria while on probation, then the student will lose credit from the previous semester and may put themselves in position to lose credit for the current semester.

Probation with Retention/Summer School: Retention of the student in the current grade level and/or require Summer School for credit recovery as long as a 50% grade in maintained.

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

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.

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 attendance policy.

Tardy – A student is tardy if the student arrives after the expected time. 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. (If less than 20 minutes late.)

Dropped Student

High school students who miss ten (10) consecutive days or twenty (20) total days per semester or year without parent contact will be dropped from enrollment. Students may not re-enroll until a conference has taken place with the student, parent, counselor, and/or administrative approval.

Extra-Curricular Activities: Absences due to students representing the Lexington R-V School District, as approved by the principal, for school sponsored/sanctioned activities, will not count toward absences; however students must have all class assignments completed upon returning from the activity. Students that are absent on the day of a school activity may not participate in that activity without prior administrative approval. Students may not participate until they have attended a full day of school. For example, if a student is absent on Friday they will not be eligible to participate in activities on Monday.

MAKE-UP WORK POLICY

- 1) **Make-Up Work:** Students are solely responsible for getting their missed assignments. Teachers are not responsible for telling a student about their make-up work, unless asked. Teachers may assign alternative assignments for any absence. No make-up work will be given for trancies.
- 2) Students are not to be dismissed from one class to make-up work in another class.
- 3) Students will be allowed the same amount of days missed to make-up work. One day of absence is equal to one day of make-up work, if not completed within that time, work may not be accepted.

- 4) For long term absences, the parent will make special arrangements for the make-up work, which might include students being assigned to Homebound Instruction.
- 5) A reward system for excellent attendance will be used to promote a positive attitude toward school attendance.

TARDINESS

Students must be in an assigned classroom when the bell rings. A student who arrives late to school, or who is not in the classroom when the bell rings must immediately report to the high school office. Tardy students will not be admitted into the classroom without a tardy slip from the office.

- 1st – 4th tardy: Warning, Conference with principal or designee.
- 5th – 7th tardy: 60 minute after school detention
- 8th and more tardies: ISS and/or Saturday Detention

DISCIPLINE POLICY

Development of good discipline is one of the most important goals of education. Discipline of misconduct, not specifically listed in the regulations, could warrant discipline up to and including expulsion following provision of all due process procedures. Discipline is the development of self-control, character, and proper consideration for other people. The objective of the Student Code of Conduct is to establish rules with regard to the conduct of all students at Lexington High School. The rules have been deemed appropriate and necessary for the maintenance of a wholesome school climate for all students. The Missouri Safe Schools Act mandates that discipline records will be forwarded to the succeeding school when a student transfers from LHS. Policy JG.

DETENTIONS

Detentions assigned by the office will be after school from 2:50 – 3:50 pm on Tuesdays and Thursdays. Students are to bring study materials or something to read. The discipline for a missed detention is one-day of ISS. Lunch detentions may also be given during the school day.

IN SCHOOL SUSPENSION (ISS)

A student may be assigned to ISS consequently for actions and/or behavior that is deemed unnecessary or inappropriate for school.

ISS provides students with an opportunity to explore alternatives to unacceptable behavior in a restrictive environment by being removed from the regular school setting from 7:45 AM to 2:45 PM on each assigned day. A full time staff member supervises the ISS room, class assignments are provided and students are expected to complete all schoolwork. The number of times or days a student may be assigned ISS is unlimited. If a student is removed from ISS due to behavioral reasons, he/she will be sent home OSS and may serve another full day of ISS.

OUT-OF-SCHOOL SUSPENSION (OSS)

Out-of-school suspension is the removal of a student from the regular school environment. The suspension could be short term (1-10 days) or long term (more than 10 days). Any student whose conduct is prejudicial to good order and discipline or which tends to impair the morale or good conduct of the students may be suspended by the principal or assistant principal for up to 10 days, and referred to the Superintendent of Schools with a recommendation for Long Suspension or Expulsion from school. Parents will be notified of the suspension before the student will be allowed to leave the building, except in extreme situations. Students under suspension will be expected to make up work missed and will receive 70% credit. In addition, they are not allowed to be on or around the school campus unless permission is obtained through the principal's office. This also pertains to any extracurricular activities sponsored by the school, at home or away. **Readmission to school will be made by the principal after a parental conference has occurred.**

STUDENT EXPULSION

Action taken to permanently deprive a student of the privilege of attending school will be considered expulsion. Only the Board of Education has the authority to expel a student from school. If a student consistently refuses to conform to school policies/regulations, the principal may recommend to the Superintendent of Schools that the student should be expelled from school. The Superintendent will in turn notify the Board if he/she is in agreement with the proposal. The Board will then set a date for the hearing.

RIGHT OF APPEAL

Students and parents do have the right of appeal regarding decisions made in discipline issues. This appeal must be made in writing and directed to the Superintendent of Schools. Parents and teachers are to be aware that the next level of authority to which the appeal is made may decrease or increase the consequences, as they deem necessary.

SCHOOL DRESS POLICY

Students will dress in a manner that will not be distracting or disruptive to the educational environment. Teachers and administrators will determine whether a student's dress or appearance is distractive or disruptive to the educational process. All dress must be appropriate, promote good health and safety, and enhance a positive school environment. The following guidelines are to advise students and parents of acceptable dress while at school:

1. Messages on clothing, jewelry, and personal belongings that relate to drugs, alcohol, tobacco, sex, vulgarity, violence or violent acts, or that which reflects adversely upon persons because of their race, sex, color, creed, national origin or ancestry are not permitted.
2. All clothing must be worn appropriately. Clothing or appearance that sets an individual or group apart (gang-related) from the rest of the LHS student body is not permitted.
3. Specific items that are prohibited are hats and/or head coverings (unless pre-approved), wallet chains, chains that connect piercings, chains that connect from one part of the clothing to another part of the clothing, pajamas and soft soled house slippers.
4. No tops with spaghetti straps (two inches width required), halter tops, see-through tops, low cut tops, sleeveless shirts with loose-fitting arms, or midriff tops (no bare midriffs). When student is standing, the shirt must touch the top of the jeans, slacks, shorts or skirt.
5. No mesh shirts unless they are fully lined. No undergarments of any kind may be visible.
6. Shorts and skirts must be appropriate length. Holes in clothing above the fingertips are not allowed.
7. Any clothing that is determined to be too revealing or is determined to be harassment is also prohibited.

Should a student refuse to comply with the policies, the student will call their parent/guardian; then they will be assigned to the ISS room until the parent/guardian brings in alternative clothing or the student decides to change.

STUDENT CODE OF CONDUCT

The Student Code of Conduct is designed to foster student responsibility, respect for others, and to provide for the orderly operation of district schools. No code can be expected to list each and every offense that may result in disciplinary action; however, it is the purpose of this code to list certain offenses which, if committed by a student, will result in the imposition of a certain disciplinary action. Any conduct not included 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 Lexington R-V 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 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. In addition, 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, if appropriate.

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 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.

PROHIBITED CONDUCT

The following are descriptions of prohibited conduct as well as 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. 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.

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:	No credit for the work, grade reduction, or replacement assignment.
Subsequent Offense:	No credit for the work, grade reduction, course failure, or removal from extracurricular activities.

ARSON – Starting or attempting to start a fire or causing or attempting to cause an explosion.

First Offense:	In-school suspension, 1-180 days out-of-school suspension or expulsion. Restitution if appropriate. Contact Law Enforcement.
Subsequent Offense:	1-180 days out-of-school suspension or expulsion. Restitution if appropriate. Contact Law Enforcement.

ASSAULT

- 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 degree.

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

- Knowingly causing or attempting to cause serious bodily injury or death to another person, recklessly causing serious bodily injury to another person, or any other act that constitutes assault in the first or second degree.

First Offense:	10-180 days out-of-school suspension or expulsion. Contact Law Enforcement.
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Subsequent Offense:	Expulsion. Contact Law Enforcement.
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AUTOMOBILE/VEHICLE MISUSE – Un-courteous 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:	Suspension or revocation of parking privileges, detention, or in-school suspension. Vehicle towed at student expense.
Subsequent Offense:	Revocation of parking privileges, detention, in-school suspension, or 1-10 days out-of-school suspension. Vehicle towed at student expense.

BULLYING AND CYBERBULLYING (see Board policy JFCF) – Intimidation or harassment of a student or multiple students perpetuated by individuals or groups. Bullying includes, but is not limited to: physical actions, including violence, gestures, theft, or damaging property; oral or written taunts, including name-calling, put-downs, extortion, or threats; threats of retaliation for reporting such acts; sending or posting harmful or cruel text or images using the Internet or other digital communication devices; sending or posting materials that threaten or raise concerns about violence against others, suicide or self-harm. Students will not be disciplined for speech in situations where the speech is protected by law.

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

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.

CELL PHONE MISUSE

Students may use cell phones before and after school, during passing periods, and at lunch. Classrooms will be designated as a No Cell Phone Zone.

First Offense:	1 st offense: The cell phone will be confiscated and parent(s)/guardian(s) will be notified. <i>Students are to pick up their cell phone in the office and a 60 minute after school detention will be issued.</i>
Second Offense:	2 nd offense: The cell phone will be confiscated and parent(s)/guardian(s) will be notified to pick it up and one day ISS.
Third Offense:	3 rd or more offense: The cell phone will be confiscated and parent(s)/guardian(s) will be notified to pick it up and two days ISS.
NOTE:	If student refuses to turn over their cell phone, the parent(s)/guardian(s) will be called and student will be sent home OSS and student will be required to

	complete one day of ISS when they return.
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DISHONESTY – Any act of lying, whether verbal or written, including forgery.

First Offense:	Nullification of forged document. Principal/Student conference, detention, or in-school suspension.
Subsequent Offense:	Nullification of forged document. Detention, in-school suspension, or 1-180 days out-of-school suspension.

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 directed at any person that is in violation of district policy or is otherwise rude, vulgar, defiant, considered inappropriate in educational settings or that materially and substantially disrupts classroom work, school activities or school functions. Students will not be disciplined for speech in situations where it is protected by law.

First Offense:	Principal/Student conference, detention, in-school suspension, or 1-10 days out-of-school suspension.
Subsequent Offense:	Detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.

DRUGS/ALCOHOL (see Board policies JFCH and JHCD)

1. Possession, sale, purchase or distribution of any over-the-counter drug, herbal preparation or imitation drug or herbal preparation.

First Offense:	In-school suspension or 1-180 days out-of-school suspension. Contact Law Enforcement.
Subsequent Offense:	1-180 days out-of-school suspension or expulsion. Contact Law Enforcement.

2. Possession of or attendance while under the influence of or soon after consuming any unauthorized prescription drug, alcohol, narcotic substance, unauthorized inhalants, counterfeit drugs, imitation controlled substances or drug-related paraphernalia, including controlled substances and illegal drugs defined as substances identified under schedules I, II, III, IV or V in section 202(c) of the Controlled Substances Act.

First Offense:	In-school suspension or 1-180 days out-of-school suspension.
Subsequent Offense:	11-180 days out-of-school suspension or expulsion.

4. Sale, purchase or distribution of any prescription drug, alcohol, narcotic substance, unauthorized inhalants, counterfeit drugs, imitation controlled substances or drug-related paraphernalia, including controlled substances and illegal drugs defined as

substances identified under schedules I, II, III, IV or V in section 202(c) of the Controlled Substances Act.

First Offense:	1-180 days out-of-school suspension or expulsion.
Subsequent Offense:	11-180 days out-of-school suspension or expulsion.

ELECTRONIC DEVICES MISUSE

Handheld video games (Nintendo DS, etc.), radios, CD players, MP3 players, and other electronic entertainment mediums are to be used with prior administrative or designee approval.

First Offense:	Electronic device being confiscated and parent(s)/guardian(s) will be notified to pick up the electrical device.
Subsequent Offense:	1 day ISS and the electronic device confiscated.

EXTORTION – Threatening or intimidating any person for the purpose of obtaining money or anything of value.

First Offense:	Principal/Student conference, detention, in-school suspension, or 1-10 days out-of-school suspension.
Subsequent Offense:	In-school suspension, 1-180 days out-of-school suspension, or expulsion.

FAILURE TO 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:	Restitution. Principal/Student conference, detention, or in-school suspension.
Subsequent Offense:	Restitution. Detention or in-school suspension.

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

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 or disturbing people, disrupting the educational environment or causing the evacuation or closure of district property.

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

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

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

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:	Principal/Student conference, loss of privileges, detention, or in-school suspension.
Subsequent Offense:	Principal/Student conference, loss of privileges, detention, in-school suspension, or 1-10 days out-of-school suspension.

HARASSMENT, INCLUDING SEXUAL HARASSMENT (see Board policy AC)

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

2. 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:	In-school suspension, 1-180 days out-of-school suspension, or expulsion. Contact Law Enforcement.
Subsequent Offense:	1-180 days out-of-school suspension or expulsion. Contact Law Enforcement.

HAZING (see **Board policy JFCF**) – 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 may occur even when all students involved are willing participants.

First Offense:	In-school suspension or 1-180 days out-of-school suspension. Contact Law Enforcement.
Subsequent Offense:	1-180 days out-of-school suspension or expulsion. Contact Law Enforcement.

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:	Confiscation. Warning, principal/student conference, detention, or in-school suspension. Contact Law Enforcement.
Subsequent Offense:	Confiscation. Principal/Student conference, detention, in-school suspension, or 1-10 days out-of-school suspension. Contact Law Enforcement.

MISBEHAVIOR DURING IN-SCHOOL SUSPENSION – Out-of-school suspension, 1-10 days for each offense, additional days, Saturday School.

MISSED DETENTION – In-school suspension, Saturday School, possible out-of-school suspension, additional detention.

NUISANCE ITEMS – Possession or use of items such as toys, games, and portable media players that are not authorized for educational purposes.

First Offense:	Confiscation. Warning, principal/student conference, detention, or in-school suspension.
Subsequent Offense:	Confiscation. Principal/Student conference, detention, in-school suspension, or 1-10 days out-of-school suspension.

PUBLIC DISPLAY OF AFFECTION – Physical contact that is inappropriate for the school setting including, but not limited to, kissing and groping.

First Offense:	Principal/Student conference, detention, or in-school suspension.
Subsequent Offense:	Detention, in-school suspension, or 1-10 days out-of-school suspension.

SATURDAY SCHOOL/DETENTION VIOLATION – In-school suspension or out-of-school suspension for each offense.

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:	Confiscation. Principal/Student conference, detention, or in-school suspension. Contact Law Enforcement.
Subsequent Offense:	Confiscation. Detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion. Contact Law Enforcement.

SEXUAL ACTIVITY – Acts of sex or simulated acts of sex including, but not limited to, intercourse or oral or manual stimulation.

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

TECHNOLOGY MISCONDUCT (See Board policies EHB and KKB and procedure EHB-AP)

1. Attempting, regardless of success, to: gain unauthorized access to a technology system or information; use district technology to 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 district technology; secure a higher level of privilege without authorization; introduce computer viruses, hacking tools, or other disruptive/destructive programs onto or using district technology; or evade or disable a filtering/blocking device.

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

2. 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:	Confiscation, principal/student conference, detention, or in-school suspension.
Subsequent Offense:	Confiscation, principal/student conference, detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.

3. 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:	Restitution. Principal/Student conference, detention, or in-school suspension.
Subsequent Offense:	Restitution. Loss of user privileges, in-school suspension, 1-180 days out-of-school suspension, or expulsion.

4. Use of audio or visual recording equipment in violation of Board policy KKB.

First Offense:	Confiscation. Principal/Student conference, detention, or in-school suspension.
Subsequent Offense:	Confiscation. Principal/Student conference, detention, in-school suspension, or 1-10 days out-of-school suspension.

THEFT – Theft, attempted theft or knowing possession of stolen property.

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

THREATS OR VERBAL ASSAULT – Verbal, written, pictorial or symbolic language or gestures that create a reasonable fear of physical injury or property damage.

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

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:	Confiscation of tobacco product. Principal/Student conference, detention, or in-school suspension.
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Subsequent Offense:	Confiscation of tobacco product. Detention, in-school suspension, or 1-10 days out-of-school suspension.
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- Use 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:	Confiscation of tobacco product. Principal/Student conference, detention, in-school suspension, or 1-3 days out-of-school suspension.
Subsequent Offense:	Confiscation of tobacco product. In-school suspension or 1-10 days out-of-school suspension.

TRUANCY (In School or Out of School) OR TARDINESS (see Board policy JED and procedures JED-AP1 and JED-AP2) – 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:	Principal/Student conference, detention, or 1-3 days in-school suspension.
Subsequent Offense:	Detention or 3-10 days in-school suspension, and removal from extracurricular activities.

UNAUTHORIZED ENTRY – Entering or assisting any other person to enter a district facility, office, locker, or other area that is locked or not open to the general public; entering or assisting any other person to enter a district facility through an unauthorized entrance; assisting unauthorized persons to enter a district facility through any entrance.

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

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

WEAPONS (see Board policy JFCJ)

- Possession or use of any 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:	In-school suspension, 1-180 days out-of-school suspension, or expulsion.
Subsequent Offense:	1-180 days out-of-school suspension or expulsion.

2. Possession or use of a firearm as defined in 18 U.S.C. § 921 or any instrument or device defined in § 571.010, RSMo., or any instrument or device defined as a dangerous weapon in 18 U.S.C. § 930(g)(2).

First Offense:	One calendar year suspension or expulsion, unless modified by the Board upon recommendation by the superintendent.
Subsequent Offense:	Expulsion.

3. Possession or use of ammunition or a component of a weapon.

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

WEAPONS IN SCHOOL

The possession or use of a weapon by any person, except where authorized by law, will be prohibited in all school buildings, on or about school grounds, and at all school activities. A weapon will be defined as any instrument or device customarily used for attack or defense against an opponent, adversary, or victim; or any instrument or device used to inflict physical injury or harm to another person; or any instrument or device defined as a dangerous weapon in 18 U.S.C. 930. Toy, "look alike," or imitation weapons are included in this policy. Violators of this policy will be referred to the appropriate legal authorities. In addition, any student who violates this policy will be subject to suspension and/or expulsion from school. In accordance with federal law, any student who brings or possesses a weapon (as defined in 18 U.S.C. 921) on school property will be suspended from school for at least one calendar year. The suspension may be modified on a case-by-case basis upon recommendation by the superintendent to the Board of Education.

DANCE POLICY

All students must be in good standing in the areas of discipline and citizenship, have a 90% attendance rate, and have their student bills paid in order to attend school-sponsored dances. Guests to Lexington High School dances:

1. Must be in high school or under 21 years old.
2. If from another school, that student must receive approval to attend the LHS dance from their administration and Lexington Administration. (Form provided in HS principal's office and MUST be completed by guest before the dance.)
3. Must be signed up prior to the dance.
4. Guests will be asked to show proof of age with proper ID.

PROM POLICY

Attending Prom is a privilege for LHS juniors and seniors. LHS freshmen and sophomores may attend Prom if invited by an LHS junior or senior. A student must have a 90% attendance rate during the school year to be eligible to attend. If a student transfers to LHS during their junior or

senior year they must have an attendance rate of 90% while attending LHS. The guidelines for the dance policy also apply to prom.

Students are expected to wear formal attire. Formal prom attire may be classified as a tuxedo or dress suit, including a tie or bow tie, a dress shirt, which may include a vest or cummerbund, and dress shoes.

FIELD TRIP POLICY

A tentative list of students who are going on a field trip must be submitted to all appropriate teachers at approximately two weeks prior to the field trip taking place. A teacher, with administrator approval, may have a student removed from the list if he/she:

- is currently having difficulty academically in a class.
- has been absent more than a reasonable amount of days.
- has been a chronic discipline problem

NETWORK ACCEPTABLE USE POLICY

The Lexington R-V School District provides students and staff with a service called "the network." The network is a computer service which includes the use of computers, servers, and the Internet. Learning is enhanced through technology's endless possibilities. Students and teachers have opportunities to gather information, communicate with people all over the world, and create their own products. However, some of the network's systems may contain offensive material. Even though it is impossible to have control over all the information on the network, the district has in place several ways to prevent access to inappropriate materials and to provide for a positive, productive educational experience.

The privilege of using the network is conditional upon following these guidelines and rules. Please read this document carefully. When signed by the user and guardian (if necessary) it becomes a legally binding contract.

Terms and conditions of the contract:

- I. **Personal responsibility:** As a representative of this school, the user will accept personal responsibility for their reporting any misuse of the network to the appropriate individuals (supervising teacher, principal, and/or technology director). Misuse can come in many forms, but it is commonly viewed as any message(s) sent or received that indicate or suggest pornography, unethical or illegal solicitation, racism, sexism, inappropriate language, and other issues described below.
- II. **Acceptable Use:** The use of an assigned account must be in support of education and research and with the educational goals and objectives of the Lexington R-V School District. The user is personally responsible for this provision at all times when using the network.
 - Use of the organization's networks or computing resources must comply with rules appropriate to that network.
 - Transmission of any material in violation of any United States or other state law is prohibited. This includes, but is not limited to, copyrighted material, threatening or obscene material, or material protected by trade secret.
 - Use of the network by commercial agencies with the intent of profiting is generally not acceptable.
 - Use of the network for product advertisement or political lobbying is prohibited.
 - The user understands that the inappropriate use of electronic information resources can be a violation of local, state, and federal laws and that he or she can be prosecuted for violating those laws.
- III. **Privileges:** The use of the network is a privilege, not a right, and inappropriate use will result in a cancellation of those privileges. The district has the right to decide what uses are appropriate and their decisions are final. The staff or faculty of Lexington R-V School District may request at any time that the system administrator deny, revoke, or suspend specific user accounts. The district also reserves the right to periodically monitor individual use.

IV. Network Etiquette and Privacy: The user is expected to abide by the generally accepted rules of network etiquette. These rules include, but are not limited to, the following:

- Be polite. Do not send or encourage others to send abusive messages.
- Use appropriate language. Never swear, use vulgarities, or any other illegal or unethical language. Illegal activities of any kind are strictly forbidden.
- Privacy. Do not reveal your own personal information or personal information of others over the network.
- Disruptions. Do not use the network in any way that would disrupt use of the network by others.
- Network protection. Do not use questionable diskettes or software not licensed by the district on any district computer. Use caution when using e-mail to avoid potential problems.

V. Services: The Lexington R-V School District makes no warranties of any kind, whether expressed or implied, for the service it is providing. Lexington R-V School District will not be responsible for any damages suffered while on the network. These damages include loss of data as a result of delays, non-deliveries, mis-deliveries, or service interruptions caused by the system or human errors and omissions. Use of any information acquired from the network is at the user's own risk. Lexington R-V School District specifically disclaims any responsibility for the accuracy of information obtained through its services.

VI. Security: Security on any computer system is a high priority because there are so many users. If the user identifies a problem with security on the network, he or she will notify the appropriate people at once. The user will never demonstrate the problem to other users. The user will never reveal or use another's account without the written permission of that person. All use of the system will be under the user's own account.

VII. Vandalism: Vandalism is defined as any malicious attempt to harm or destroy data of another user or any other agencies or networks connected to the system. This includes, but is not limited to, the uploading or creation of computer viruses, tampering with system files, and entering into areas of the network which is considered off-limits. Any violation will result in the loss of network services, disciplinary action, and legal referral.

VIII. Updating: The network may occasionally require new registration and account information from the user to continue service. The user must notify the system administrator of any changes in the user's account information.

IX. Consequences of Violations: Consequences of violations of this contract may include, but are not limited to:

1. Suspension from all or some network resources;
2. Revocation of some or all network resources;
3. In-School Suspension;
4. Out-of-School Suspension;
5. School Expulsion;

6. Legal action and prosecution by law enforcement authorities.

The district has the right to restrict or terminate network access to any or all users at any time and for any reason. The district further has the right to monitor network activity in any form that it sees fit in order to maintain the integrity of the network.

STUDENT ALCOHOL/DRUG ABUSE

The Lexington R-V School District acknowledges the fact that possession and/or use of illicit drugs is wrong and harmful. Therefore, the use, sale, transfer, possession of, or being under the influence of alcoholic beverages or 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, or off school property at 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. For the purpose of this policy a controlled substance will include any controlled substance, counterfeit substance, or imitation controlled substance as defined in the Narcotic Drug Act, Section 195.010, RSMo. **All medications** prescribed by an authorized prescriber, as well as all non-prescription medications, will be cleared with the school nurse or respective principal or superintendent before being taken. In the absence of a physician's instructions, parental permission in writing is required for any student medication to be possessed or taken by the student while under the jurisdiction of any district. The school administration or teachers have the right to conduct searches, which are reasonable in scope, on persons reasonably suspected to be in violation of this policy during or after school hours on school property, or at any school event, whether at the school or at some alternate location. Searches will be conducted in accordance with Board policy JFG.

Any student, who after being given an opportunity to present his or her version of the incident, is found by the administration and/or staff to be in violation of this policy will be subject to disciplinary action up to and including suspension, expulsion, or other discipline as provided in the district's discipline policy, and referral for prosecution. Strict compliance is mandatory. All controlled substances will be turned over to the local law enforcement agency. Students with disabilities who violate this policy will be disciplined in accordance with policy JGE. Such students with disabilities who knowingly possess or use illegal drugs or sell or solicit the sale of a controlled substance while at school or at a school function may be placed in an appropriate interim alternative educational setting for the same amount of time that students without disabilities would be subject to discipline but for not more than 45 calendar days. Controlled substances and illegal drugs are defined as substances identified under schedules I, II, III, IV or V in section 202c of the Controlled Substances Act, but do not include substances that are legally possessed or used under authority of the Controlled Substances Act or any other federal law. The district, pursuant to the requirement of the 1989 amendments of the Drug-Free Schools and Communities Act, and for the purpose of preventing the use of illicit drugs and alcohol by students, will provide age-appropriate, developmentally-based drug and alcohol education and prevention programs to all students in all grades from early childhood level through grade 12. Such programs will (a) inform students that drugs and alcohol are harmful and dangerous; (b) address the legal, social, and health consequences of drug and alcohol use; and (c) provide information about effective techniques for resisting peer pressure to use illicit drugs or alcohol. The district will provide information about drug and alcohol counseling and rehabilitation and re-entry programs that are available to students. Students may be required to participate in such programs in order to avoid suspension or expulsion if they are found to be in violation of this policy.

DIRECTORY INFORMATION

The *Family Educational Rights and Privacy Act* (FERPA), a Federal law, requires that Lexington R-V School District, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, Lexington R-V School District may disclose appropriately designated "directory information" without written consent, unless you have advised the District to the contrary in accordance with District procedures. The primary purpose of directory information is to allow the Lexington R-V School District to include this type of information from your child's education records in certain school publications.

Examples include:

- A playbill, showing your student's role in a drama production;
- The annual yearbook;
- Honor roll or other recognition lists;
- Graduation programs; and

- Sports activity sheets, such as for wrestling, showing weight and height of team members.

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks. In addition, two federal laws require local educational agencies (LEAs) receiving assistance under the *Elementary and Secondary Education Act of 1965* (ESEA) to provide military recruiters, upon request, with the following information – names, addresses and telephone listings – unless parents have advised the LEA that they do not want their student's information disclosed without their prior written consent.

If you do not want Lexington R-V School District to disclose directory information from your child's education records without your prior written consent, you must notify the District in writing by September 1, 2014. Lexington R-V School District has designated the following information as directory information:

- Student's name
- Address
- Telephone listing
- Electronic mail address
- Photograph
- Date and place of birth
- Grade level
- Major field of study
- Dates of attendance
- Participant in officially recognized activities and sports
- Weight and height of members of athletic teams
- Degrees, honors, and awards received
- The most recent educational agency or institution attended

RECORDING BY OUTSIDE ENTITIES

The Lexington R-V School District prohibits the use of video or audio recording equipment on district property or at district activities by outside entities without permission from the superintendent or designee unless otherwise authorized by law. This prohibition shall not apply to:

1. Performances or activities to which the general public is invited such as athletic competitions, concerts and plays.
2. Recording of staff for the sole purpose of professional training or development.
3. Open meetings of the Lexington R-V School District Board of Education or committees appointed by or at the direction of the Board.
4. Outside entities, including student-initiated groups, using or renting district facilities in accordance with Board policies and established administrative procedures.

RECORDING BY DISTRICT PERSONNEL

The district may make audio or visual recordings to provide security, to maintain order, for professional staff development use or for other purposes related to furthering the educational mission of the district. This may include the use of video equipment in school buildings and on district transportation. No recording equipment will be placed in areas of the building where the occupant would have a reasonable expectation of privacy, such as restroom facilities or locker rooms. Recordings by or on behalf of district personnel that include students will be considered student records and will be maintained in accordance with the Family Educational Rights and Privacy Act (FERPA) and other applicable laws.

RECORDING BY STUDENTS

The Lexington R-V School District prohibits the use of video or audio recording equipment on district property or at district activities by students except:

1. If required by a school-sponsored class or activity.

2. At performances or activities to which the general public is invited such as athletic competitions, concerts and plays.
3. At open meetings of the Board of Education or committees appointed by or at the direction of the Board.
4. As otherwise permitted by the building principal.

RECORDING OF MEETINGS

The Board of Education prohibits the use of audio, video or other recording devices at meetings held pursuant to the Individuals with Disabilities Education Act (IDEA) or Section 504 of the Rehabilitation Act of 1973, as well as other meetings between district employees and parents/guardians. Exceptions to this prohibition will be made only in accordance with Board policy and law. Requests for such exceptions must be made within a reasonable period of time prior to the scheduled meetings. This prohibition does not apply to conversations held within view of district security cameras.

AUDIO AND VISUAL RECORDING

The district has established limits on the use of recording equipment in order to minimize disruption and protect instructional time essential to improving student achievement. Any recording activity, even activity permitted under this policy, will be prohibited if the activity creates a disruption to the education process.

Definitions:

Visual Recording – Registering visual images on film, tape, digitally or by other mechanical or electronic means.

Audio Recording – Registering sounds on tape, digitally or by other mechanical or electronic means.

Outside Entity – Any individual, group, organization or corporation other than the administration, officers, staff or students of the Lexington R-V School District or individuals authorized to act for the district.

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. 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. Students who park vehicles on school property waive any expectation of privacy they have in the vehicle.

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.

INTERVIEW WITH POLICE OR JUVENILE OFFICERS/OTHER LAW ENFORCEMENT OFFICIALS

Law enforcement officials may wish to interview students regarding their knowledge of suspected criminal activity and may wish to interrogate students who are themselves suspected of engaging in criminal activity. Such interviews and interrogations are discouraged during class time, except when law enforcement officials have a warrant or other court order or when an emergency or other exigent circumstances exist. It is the responsibility of the principal or designee to take reasonable steps to prevent disruption of school operations while at the same time cooperating with law enforcement efforts.

When law enforcement officials find it necessary to question students during the school day or during periods of extracurricular activities, the school principal or designee will be present and the interview will be conducted in private. The principal will verify and record the identity of the officer or other authority and request an explanation of the need to question or interview the student at school. The principal ordinarily will make reasonable efforts to notify the student's parents/guardians unless the interviewer raises a valid objection to the notification.

REMOVAL OF STUDENTS FROM SCHOOL BY LAW ENFORCEMENT OFFICIALS

Before a student at school is arrested or taken into custody by a law enforcement official or other legally authorized person, the principal will verify the official's identity. To the best of his or her ability, the principal will verify the official's authority to take custody of the student. The school principal will attempt to notify the student's parents/guardians that the student is being removed from school.

INTERVIEW WITH THE CHILDREN'S DIVISION

Representatives of the Children's Division (CD) of the Department of Social Services may meet with students on campus. The district liaison will work with CD to arrange such meetings so they are minimally disruptive to the student's schedule. If the student is an alleged victim of abuse or neglect, CD may not meet with the student in any school building or child care facility where the abuse of the student allegedly occurred. The principal will verify and record the identity of any CD representatives who request to meet with or take custody of a student.

CONTACTS BY GUARDIAN AD LITEM AND COURT-APPOINTED SPECIAL ADVOCATE

When a court-appointed guardian ad litem or special advocate finds it necessary to interview a student during the school day or during periods of extracurricular activities, the school principal or designee must be notified. The principal will verify and record the identity of the individual through the court order that appoints him or her. The interview must be conducted in a private setting and with the least disruption to the student's schedule.

ADMINISTERING PRESCRIPTION MEDICINES TO STUDENTS

All medications must be delivered to the school principal or designee by the parent/guardian in a properly labeled container from the pharmacy or in the manufacturer's original packaging. All medications must be accompanied by a written administration request from the parent/guardian. Medications will be stored in an environmentally appropriate locked area to which the school nurse and school principal have keys. The school nurse will maintain proper documentation of all medications and their administration. Documentation will minimally include the:

- Student's name

- Prescriber's name
- Pharmacy
- Prescription number
- Name of the medication
- Dosage
- Date and time administered
- Reasons for not giving medications as prescribed (e.g., vomiting, spills, refusal)
- Name and signature of person who actually administered the medication

Students shall be provided privacy when receiving medications. The school nurse will work with the student, parents/guardians and teachers in determining how best to deliver the medication to the student during the school day. If the district maintains epinephrine premeasured auto-injection devices, a list of students whose parents/guardians indicate that they cannot receive epinephrine will be kept with the devices.

HANDLING AND DISPOSAL OF MEDICATIONS

- Schedule II controlled substances shall be inventoried upon receipt and daily by the person administering the drug.
- The record of the drug count shall be maintained in a log or on the student's medication record.
- Any count discrepancies shall be reported to the school nurse for further investigation.
- Controlled substances shall be kept in double-locked storage, such as a locked box within a locked cabinet, to which the school nurse and the school principal or designee shall have keys.
- Expiration dates on all medications will be checked on a routine basis.
- Parents/Guardians may retrieve their student's medications from the school at any time during school hours.
- When possible, all unused, discontinued or expired medication shall be returned to the parent/guardian and the return documented.
- The school nurse may destroy medications if the parent/guardian consents, if a witness observes and if the destruction is properly documented.
- All medications shall be returned to the parent/guardian or destroyed at the end of the school year.

ADMINISTERING OVER-THE-COUNTER MEDICINE TO STUDENTS

A district Medication Permit must be completed and signed by the students' parent/guardian before administration of medication. A prescription is not required as long as one administers the specified over-the-counter medication according to the specific directions outlined on the manufacturer's label and pursuant to established district administrative procedures. These OTC medications are ibuprofen, Tylenol/acetaminophen and cough drops. The parent/guardian must provide a new unopened bottle or box to remain in the health office until it is no longer needed. Students may not possess prescription medicine or over-the-counter medicine at school, on school property, or at school events. A physician for a student with a chronic health condition may recommend self-administration of medication. See the school nurse for the requirements of this policy. Policy JHCD.

HEAD LICE

In keeping with the Lexington R-V School District's policy of avoiding the unnecessary exclusion of students from school, the district will not exclude otherwise healthy students from school due to nit infestations. Students with head lice infestations will be excluded from school only to the minimum extent necessary for treatment. To avoid the unnecessary exclusion of students from school, the administration provides the following procedure:

1. Schools will not perform routine school-wide head lice screening. However, should multiple cases be reported, the nurse will identify the population of students most likely to have been exposed and arrange to have that population of students examined.

2. If the school nurse or teacher discovers head lice or nits on a student, the parent/guardian of that student will be notified, and other students who reside with the infected student will also be checked.
3. The school nurse will instruct the parent/guardian concerning various shampoos, sprays and other appropriate treatments that can be purchased to eliminate head lice or nits and will also give information concerning necessary procedures to be taken in the home to ensure that the head lice are eliminated.
4. When a student who had a live head lice infestation returns to school, the student will be examined by the school nurse. If live head lice are found at the time, the parent/guardian will again be called and reinstructed concerning treatment. The student may be excluded from school to allow for additional treatment. This process will continue until the student is free of head lice.
5. A student who was identified as having nits but not a live head lice infestation will be re-examined within five (5) calendar days of the initial identification. If this examination reveals nits are still present, the parent/guardian will again be instructed on treatment options. This process will repeat until the student is free of nits.
6. The school nurse will keep accurate and confidential records of students infected with head lice or nits.
7. If it appears the parent/guardian of an infested student is failing to secure timely treatment for the infestation after having been given notice of the existence of head lice or nits in accordance with these procedures, the nurse will notify the school principal, who may report the matter to the Children's Division (CD) of the Department of Social Services.

The school nurse will develop education programs regarding the diagnosis, treatment and prevention of head lice for staff, students, parents and the community.

HUMAN SEXUALITY CURRICULUM

The Board of Education recognizes that parents/guardians are the primary source of sexuality education for their children. The Board also recognizes that effective sexuality education, taught in concert with parents/guardians, helps students avoid risks to their health and academic success and prepares them to make informed decisions as adults. Therefore, pursuant to requirements of state law, if the district chooses to use any course materials and instruction relating to human sexuality and sexually transmitted diseases the materials and instruction shall be medically and factually accurate and shall:

1. Present abstinence from sexual activity as the preferred choice of behavior in relation to all sexual activity for unmarried students because it is the only method that is 100 percent effective in preventing pregnancy, sexually transmitted diseases and the emotional trauma associated with adolescent sexual activity. Students shall be advised that teenage sexual activity places them at a higher risk of dropping out of school because of the consequences of sexually transmitted diseases and unplanned pregnancy.
2. Stress that sexually transmitted diseases are serious, possible health hazards of sexual activity. Students shall be provided with the latest medical information regarding exposure to human immunodeficiency virus (HIV), acquired immune deficiency syndrome (AIDS), human papilloma virus, hepatitis and other sexually transmitted diseases.
3. Present students with the latest medically factual information regarding both the possible side effects and health benefits of all forms of contraception, including the success and failure rates for the prevention of pregnancy and sexually transmitted diseases, or present students with information on contraceptives and pregnancy in a manner consistent with the provisions of the federal abstinence education law.
4. Include a discussion of the possible emotional and psychological consequences of preadolescent and adolescent sexual activity and the consequences of adolescent pregnancy, as well as the advantages of adoption, including the adoption of special needs children, and the processes involved in making an adoption plan.
5. Teach skills of conflict management, personal responsibility and positive self-esteem through discussion and role playing at appropriate grade levels to emphasize that the student has the power to control personal behavior. Students shall be encouraged to base their actions on

reasoning, self-discipline, sense of responsibility, self-control and ethical considerations, such as respect for one's self and others. Students shall be taught not to make unwanted physical and verbal sexual advances or otherwise exploit another person. Students shall be taught to resist unwanted sexual advances and other negative peer pressure.

6. Advise students of the laws pertaining to their financial responsibility to children born in and out of wedlock and advise students of the provisions of chapter 566, RSMo., pertaining to statutory rape.

The district will not permit a person or entity to offer, sponsor or furnish in any manner any course materials or instruction relating to human sexuality or sexually transmitted diseases to its students if the person or entity is a provider of abortion services. District personnel or district agents will not encourage students to have an abortion. Students may be separated by gender for human sexuality instruction. Instruction in human sexuality is to be appropriate to the age of the students receiving such instruction. The district is required to notify the parent/guardian of each student enrolled in the district of the basic content of the district's human sexuality instruction to be provided to the student and of the parent's/guardian's right to remove the student from any part of the district's human sexuality instruction. The district is required to make all curriculum materials used in the district's human sexuality instruction available for public inspection as a public record prior to the use of such materials in actual instruction.

IMMUNIZATIONS

Missouri School Law states it is unlawful for a student to attend school unless the student has been immunized against diphtheria, tetanus, pertussis, polio, rubeola (measles), mumps, and rubella (German measles). Students born after January 1, 1990 must be immunized against Hepatitis B. Any student in noncompliance is prohibited from enrolling in or attending school. Please inform the School Nurse of any immunizations your child receives during the school year. The Board of Education Policies and Regulations are available for review and reference at the Board of Education Building and in the office of each attendance center. For assistance with accessibility to our school facilities, programs and activities please call the school office at 259-4391. For communication auxiliary aid and services, please contact the High School office at 259-4391 or the Board of Education office at 259-4369. The Lexington School District uses Relay, Mo. 1-800-735-2966 (TDD).

NOTICE OF NONDISCRIMINATION

Applicants for admission and employment, students, parents, employees, sources of referral of applicants for admission and employment, and all unions or professional organizations holding collective bargaining or professional agreements with Lexington R-V School District are hereby notified that this institution does not discriminate on the basis of race, color, national origin, age, sex, or disability in admission or access to, or treatment of employment in its programs and activities. Any person having inquiries concerning Lexington R-V School District's compliance with the regulations implementing Title VI, of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, or Title II of the Americans with Disabilities Act of 1990 (ADA) is directed to contact the Director of Special Services at 100 S. 13th Street, Lexington, MO, 64067, 816-259-4369. The Director of Special Services has been designated by Lexington School District to coordinate the district's efforts to comply with regulations implementing Title VI, Title IX, Section 504, and the ADA.

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, highly mobile children, such as migrant and homeless children, and children who are suspected of having a disability and in need of special education even though they are advancing from grade to grade. The Lexington R-V

assures that it will provide a free, appropriate public education (FAPE) to all eligible children with disabilities between the ages of 3 and 21 under its jurisdiction. Disabilities include autism, deaf/blindness, emotional disorders, hearing impairment and deafness, mental retardation, multiple disabilities, orthopedic impairment, other health impairments, specific learning disabilities, speech or language impairment, traumatic brain injury, visual impairment/blindness and young child with a developmental delay.

The Lexington R-V 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 Lexington R-V school district assures that personally identifiable information collected, used, or maintained by the agency for the purpose 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 Lexington R-V 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 by the board of education from 8:00 a.m. to 4:00 p.m.

Local school districts in the State of Missouri are required to conduct an annual census of all children with disabilities or suspected disabilities from birth to age twenty-one (21) that reside in the district. This census must be compiled by December 1 or each year. This information is treated as confidential and must include: name of child; parent/legal guardian's name/address; birth date and age of the child; the child's disability; and the services provided to the child. If you have a child with a disability or know of a child with a disability who is not attending the public school, please contact the Director of Special Services, phone; (660) 259-4369, fax: (660) 259-4992, 2323A High School Drive, Lexington, MO 64067.

COMPLAINT RESOLUTION PROCEDURE FOR NO CHILD LEFT BEHIND PROGRAMS

This complaint resolution procedure applies to all program administered by the Missouri Department of Elementary and Secondary Education under the No Child Left Behind Act (NCLB). A complaint is a formal allegation that a specific federal or state law or regulation has been violated, misapplies, or misinterpreted by school district personnel or by Department of Education personnel. Any parent or guardian, surrogate parent, teacher, administrator, school board member, or other person directly involved with an activity, program, or project operated under the general supervision of the Department may file a complaint. Such a complaint must be in writing and signed; it will provide specific details of the situation and indicate the law or regulation that is allegedly being violated, misapplied, or misinterpreted. The written, signed complaint must be filed and the resolution pursued in accordance with local district policy: (KL) Problems or questions concerning individual schools shall be presented in writing to the principal of the school. Unsettled matters or problems and questions concerning the school district shall be presented in writing to the superintendent. If the matter cannot be settled satisfactorily by the superintendent, it may be brought to the Board of Education.

If the issue cannot be resolved at the local level, the complainant may file a complaint with the Missouri Department of Education. If there is not evidence that the parties have attempted in good faith resolve the complaint at the local level, the Department may require the parties to do so and may provide technical assistance to facilitate such resolution. Any persons directly affected by the actions of the Department may file a similarly written complaint if they believe state or federal laws or regulations have been violated, misapplies, or misinterpreted by the Department itself.

Anyone wishing more information about this procedure or how complaints are resolved may contact the Lexington R-V School District at 660-259-4369 or Department personnel.

ASSESSMENT PROGRAM

The district will use assessments as one (1) indication of the success and quality of the district's education program. Further, the Board recognizes its obligation to provide for and administer assessments as required by law. The Board directs the superintendent or designee to create procedures governing assessments consistent with law and Board policy. In cooperation with the administrative and instructional staff, the Board will annually review student performance data and use this information to evaluate the effectiveness of the district's instructional programs, making adjustments as necessary. The district will comply with all assessment requirements for students with disabilities mandated by federal and state law, including the Individuals with Disabilities Education Act (IDEA).

DISTRICT ASSESSMENT PROGRAM

The superintendent or designee shall ensure that the district has a written assessment plan that will test competency in the subject areas of English, reading, language arts, science, mathematics, social studies and civics, as required by law.

The purposes of the district wide assessment plan are to facilitate and provide information for the following:

1. Student Achievement – To produce information about relative student achievement so that parents/guardians, students and teachers have a baseline against which to monitor academic progress. Within the limitations of group testing instruments, the information should be useful to serve as a validation device for other measures of student progress.
2. Student Guidance – To serve as a tool for implementing the district's student guidance program.
3. Instructional Change – To provide data that will assist in the preparation of recommendations for instructional program changes to:
 - a. Help teachers with instructional decisions, plans and changes regarding classroom objectives and program implementation.
 - b. Help the professional staff formulate and recommend instructional policy.
 - c. Help the Board of Education adopt instructional policies.
4. School and District Evaluation – To provide indicators of the progress of the district toward established goals.
5. Adequate Yearly Progress – To determine student progress toward meeting the goals established by the Missouri State Board of Education pursuant to the No Child Left behind Act.
- 6.

There shall be broad-based involvement in the development of the assessment program and its implementation. Instructional staff will be given training and responsibilities in coordinating the program. Every effort will be made to ensure that testing contributes to the learning process rather than detracts from it. Efforts shall also be made to incorporate necessary culture-free and culture-fair tests to assure that measurements are reasonably accurate.

ENGLISH PROFICIENCY ASSESSMENTS

The district will annually assess the English reading, writing and oral language skills of its students with limited English proficiency.

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). In courses where EOC assessments are given, the superintendent will determine what percent of the course grade will be decided by performance on EOC assessments.

If a student is taking a course that requires an EOC assessment and is failing the course or for some other reason may be required to retake the course, the district may choose to delay administration of the EOC assessment until the student has completed the course the second time. A team consisting of the course instructor, the principal and a counselor will determine when delayed administration of an EOC assessment is appropriate. In the case of a student with an Individualized Education Program (IEP), the IEP team will make the determination. The School Board authorizes the superintendent to establish a process designed to encourage the students of this district to give their best efforts on each portion of any statewide assessment, which may include, but is not limited to, incentives or supplementary work as a consequence of performance.

The district's policy on student participation in statewide assessments shall be provided at the beginning of the school year to each student and the parent, guardian or other person responsible for every student under 18 years of age. The policy will also be kept in the district office and be available for viewing by the public during business hours of the district office.

NATIONAL ASSESSMENT OF EDUCATIONAL PROGRESS

If chosen, the district will participate in the National Assessment of Educational Progress (NAEP) as required by law.

RIGHTS UNDER FERPA FOR ELEMENTARY AND SECONDARY SCHOOLS

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

1. The right to inspect and review the student's education records within 45 days after the day the Lexington R-V School District receives a request for access.
2. Parents or eligible students should submit to the school principal or appropriate school official a written request that identifies the records they wish to inspect. The school official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.
3. The rights to request the amendment of the student's education records that the parent or eligible student believes are inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.
4. Parents or eligible students who wish to ask the school to amend a record should write the school principal (or appropriate school official), clearly identify the part of the record they want changed, and specify why it should be changed. If the school decides not to amend the record as requested by the parent or eligible student, the school will notify the parent or eligible student of the decision and of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.
5. The right to provide written consent before the school discloses personally identifiable information (PII) from the student's education records, except to the extent that FERPA authorizes disclosure without consent.

6. One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the school as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel) or a person serving on the school board. A school official also may include a volunteer or contractor outside of the school who performs an institutional service of function for which the school would otherwise use its own employees and who is under the direct control of the school with respect to the use and maintenance of PII from education records, such as an attorney, auditor, medical consultant, or therapist; a parent or student volunteering to serve on an official committee, such as a disciplinary or grievance committee; or a parent, student, or other volunteer assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.
7. Upon request, the school discloses education records without consent to officials of another school district in which a student seeks or intends to enroll, or is already enrolled if the disclosure is for purposes of the student's enrollment or transfer. (NOTE: FERPA requires a school district to make a reasonable attempt to notify the parent or student of the records request unless it states in its annual notification that it intends to forward records on request.)
8. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the Lexington R-V School District to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:

Family Policy Compliance Office
 U.S. Department of Education
 400 Maryland Avenue, SW
 Washington, DC 20202

Staff members are expected to maintain courteous and professional relationships with students at all times. All staff members have a responsibility to provide an atmosphere conducive to learning through consistently and fairly applied discipline and the maintenance of physical and emotional boundaries with students. These boundaries must be maintained regardless of the student's age, the location of the activity, whether the student allegedly consents to the relationship or whether the staff member directly supervises the student. Maintaining these boundaries is an essential requirement for employment in the district.

PPRA affords parents certain rights regarding our conduct of surveys, collection and use of information for marketing purposes, and certain physical exams. These include the right to: Consent before students are required to submit to a survey that concerns one or more of the following protected areas ("protected information survey") if the survey is funded in whole or in part by a program of the U.S. Department of Education (ED)-

1. Political affiliations or beliefs of the student or student's parent;
2. Mental or psychological problems of the student or student's family;
3. Sex behavior or attitudes;
4. Illegal, anti-social, self-incriminating, or demeaning behavior;
5. Critical appraisals of others with whom respondents have close family relationships;
6. Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
7. Religious practices, affiliations, or beliefs of the student or parents; or
8. Income, other than as required by law to determine program eligibility.

Receive notice and an opportunity to opt a student out of -

1. Any other protected information survey, regardless of funding;
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, except for hearing, vision, or scoliosis screenings, or any physical exam or screening permitted or required under State law; and

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

Inspect, upon request and before administration or use -

1. Protected information surveys of students;
2. Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; and
3. Instructional material used as part of the educational curriculum.

These rights transfer to from the parents to a student who is 18 years old or an emancipated minor under State law.

ACCOUNTABILITY REPORT CARDS - PUBLIC INFORMATION

The district will abide by the Missouri Sunshine Law when making records available to the public. In particular, the following information will be available to the public at the district's administrative offices:

1. Information on the methods and materials used to teach reading in kindergarten through fourth grade in terms understandable to a layperson.
2. The number and percentage of students receiving remediation because they have not met reading standards on the state-mandated reading assessment. The information shall be presented in a way that does not permit personal identification of any student or educational personnel.
3. Information on eligibility for free and reduced-price school meals.
4. All human sexuality curriculum materials. Parents will be notified regarding the basic content of sexuality instruction and of their right to remove the student from any aspect of the program.
5. Information on procedures for filing a harassment or discrimination complaint will be posted in all buildings in addition to being available in the district office.
6. Information regarding schools identified for improvement, corrective action, restructuring or as persistently dangerous under federal law and an explanation of any options that parents have as a result, including public school choice and supplemental educational services.

The following information will be available to the public at the district's administrative offices as well as by the other methods specified:

1. All written Board policies, related documents and district handbooks will be available on the district's website if the district maintains a website. Copies of the district's discipline policies will also be provided to the student and parent or legal guardian of every student enrolled in the district at the beginning of every school year.
2. A school accountability report card for each school building in the district and the district as a whole will be produced in accordance with law and made available to the public. The district will provide information included in the report card to parents, community members, the print and broadcast news media, and legislators by December 1 annually or as soon thereafter as the information is available to the district. The district will distribute the information in substantive official communications such as student report cards. The district will make reasonable efforts to supply copies of the reports or other information regarding the reports to businesses such as real estate and employment firms, so that parents and businesses from outside the district that may be contemplating relocation have access to this information.\
3. Information on the district's obligations under the Individuals with Disabilities Education Act (IDEA) will be provided to the public by conducting the following activities prior to November 1 each year:
 - Publish one (1) public notice in local newspapers that describes the school district's responsibility to provide special education and related services to children ages three to twenty-one. The notice must also describe the district's responsibility to refer infants and toddlers suspected of having a disability to the state early intervention system.
 - Air one (1) public notice on local radio and/or television stations during general viewing/listening hours that describes the school district's responsibility to

provide special education and related services to children ages three to twenty-one.

- Place posters/notices in all administrative offices of each building operated by the school district that describe the district's responsibility to provide special education and related services to children ages three to twenty-one.
 - Provide written information through general distribution to the parents/guardians of students enrolled in the school district that describes the school district's responsibility to provide special education and related services to children ages three to twenty-one.
4. 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.

The Lexington R-V School District will implement and maintain procedures necessary to comply with the Asbestos Hazard Emergency Response Act of 1986 (AHERA) by adhering to the following guidelines:

1. Use specifically accredited/certified persons to conduct inspections on all school buildings for asbestos-containing material.
2. Take appropriate action to control the release of asbestos fibers, upon completion of inspection.
3. Describe corrective steps and long-range maintenance in a management plan, to be made available to all concerned persons and filed with the appropriate state agencies.
4. Post warning(s) on all areas containing asbestos, and send a written notice to parents and employees, apprising them of the conditions.

Any further information concerning the school district's procedures for asbestos control can be found in the school district offices.

EMERGENCY DRILLS

Emergency preparedness drills (fire, severe weather, tornado, bus evacuation, bomb threat, lockdown, shelter-in-place and evacuation) will be developed by the superintendent or designee in cooperation with the building principals. A sufficient number of drills will be conducted in each building to give instruction and practice in proper actions by staff and students. Emergency exiting procedures will be posted near the door in each instructional area. Instruction in fire drills shall be given early in the school year, and drills shall be held regularly throughout the year. The decision to call for and execute drills will be the responsibility of the superintendent and/or the building principal. The district will cooperate and coordinate drills with other community agencies such as the fire department, law enforcement officials, emergency medical services and local emergency planning committees.

DISTRICT EMERGENCY PLANS

It shall be the responsibility of the building principal, in cooperation with the appropriate emergency preparedness officials, to determine shelter areas in the school building or outside that are best suited for the protection of students from severe storms, tornadoes or other emergencies, as well as determine the safest routes to reach those areas. In addition, the district will work with emergency preparedness officials to address off-site emergencies that may occur, such as accidents involving school transportation or emergencies on field trips. Students and staff members may be retained for safety reasons at the school buildings or another safe place during actual emergency conditions. The district plan will include information on communicating with parents and instructions on how parents will locate their students in an emergency. During actual emergency conditions, emergency personnel and emergency vehicles will have priority near the schools.

PROGRAMS FOR STUDENTS WITH DISABILITIES

It is the policy of the Board of Education to provide a free and appropriate education for students with disabilities, including those who are in need of special education and related services.

GENERAL

Any individual who knows or believes that a student has a disability and is in need of accommodation should contact the school's principal or district administration immediately. All complaints regarding discrimination will be resolved in accordance with policy AC. Anyone who has a complaint or suspects discrimination should contact the compliance officer identified in policy AC. The district will notify all parents and students of its obligations under this policy and the law. Unless the parents of the child have initially consented in writing to the district's offer to provide special education and related services, the district cannot, and will have no obligation to, provide special education services pursuant to the Individuals with Disabilities Education Act (IDEA), and the child will not receive the protections of the IDEA.

STUDENTS ELIGIBLE FOR SPECIAL EDUCATION SERVICES UNDER THE IDEA

The district's programs and services available to meet the needs of students with disabilities will be in accordance with applicable federal and state laws governing special education services, including the State and Local Plans for the implementation of Part B of the IDEA. However, if the State of Missouri does not receive or accept federal IDEA Part B funds, nothing in this policy shall be read to require anything, procedurally or substantively, that is not required by the governing law.

STUDENTS PLACED IN PRIVATE SCHOOLS BY THEIR PARENTS

In general, the Lexington R-V School District has no obligation to provide a free, appropriate public education (FAPE) or special education and related services to any student enrolled in a private school by his or her parents. The district will expend a proportionate amount of its IDEA Part B funds on the group of privately placed students as a whole, as required by law. Parents of a student previously enrolled in the district who choose to unilaterally place the student in a private school without district consent due to a dispute regarding FAPE will not be reimbursed for tuition costs except as required by law.

EVALUATION AND IDENTIFICATION

The special education director will develop and implement procedures governing the evaluation of students to determine their eligibility for special education services in accordance with the law and state and local plans. Further, the Board authorizes the special education director to use a discrepancy model, including the use of professional judgment or a response to intervention (RTI) model, for identifying students with specific learning disabilities (SLD).

INDEPENDENT EVALUATIONS

An Independent Educational Evaluation (IEE) will be provided as required by the IDEA. Applicable procedures, evaluator criteria and cost guidelines governing the IEE process are available through the district's special services office. The Board delegates the authority to make changes to these procedures, evaluator criteria and cost guidelines to the superintendent or designee. These items will adhere to rules published in the State and Local Plans for Compliance with Part B of the IDEA.

EXTENDED SCHOOL YEAR

Extended school year (ESY) services may be necessary to provide a child with a disability a free and appropriate public education pursuant to law. The individualized education program (IEP) team will consider ESY services for all special education students eligible for services under the

IDEA, but ESY services will only be provided if the student is found eligible in accordance with this policy. A student will be eligible for ESY services if, based on the available data, the student needs services beyond the regular school day/term to avoid regression that will interfere with the student's ability to continue to progress in the curriculum. This determination will be based on consideration of the following:

1. The nature and severity of the student's disability.
2. The areas of learning crucial to the child's attainment of self-sufficiency and independence.
3. The student's progress.
4. The student's behavioral and physical needs.
5. Opportunities the student will have to practice skills outside of the classroom setting without ESY services.
6. Availability of alternative resources.
7. Areas of curriculum that need continuous attention.
8. Ability of the student's parents to provide educational structure.
9. Particular curricular or vocational needs of the student.

The length, nature and type of ESY services will be determined by the IEP team and addressed in each student's IEP. If at the time the IEP is developed it is unreasonable to predict eligibility for ESY services, the IEP team will meet after sufficient time has passed for the team to make an informed decision about ESY services, but not later than six (6) weeks prior to the end of the regular school term.

MEDIATION

The Board of Education authorizes the special education director to legally bind the school district to a mediation agreement developed in accordance with the IDEA and Missouri law and further authorizes the special education director to contact an attorney for legal advice prior to making any decisions. In the absence of the special education director, the process coordinator is authorized to perform his or her duties under this section.

RESOLUTION

The Board of Education designates the special education director to represent the school district in resolution meetings and gives the special education director decision-making authority on behalf of the district. The special education director has the authority to sign and legally bind the district to a settlement agreement reached at the resolution meeting. In the absence of the special education director, the process coordinator is authorized to perform his or her duties under this section. All other settlement agreements must be approved by the Board.

ACCOMMODATION OF STUDENTS WITH DISABILITIES INCLUDING THOSE NOT ELIGIBLE FOR SPECIAL EDUCATION SERVICES UNDER THE IDEA

The district seeks to identify, evaluate and provide free and appropriate educational services in the least restrictive environment to all qualified students with disabilities within the definitions of Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act (ADA). No qualified student with a disability shall, on the basis of disability, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any district program, including nonacademic services and extracurricular activities. Students with disabilities may be eligible for accommodation under this policy even though they are not eligible for services pursuant to the IDEA. The district will initiate a referral if a student requiring accommodation is also believed to be a student with a disability under the IDEA. Implementation of an IEP in accordance with the IDEA satisfies the district's obligation to provide a free and appropriate education under Section 504.