

**LOGAN-ROGERSVILLE HIGH SCHOOL
STUDENT HANDBOOK**

2016-2017

4700 S. STATE HIGHWAY 125

ROGERSVILLE, MO 65742

(417) 753-2813

THIS PLANNER BELONGS TO:

Name

Address

City/State/Zip

Phone Number

TELEPHONE NUMBERS

High School Office	753-2813
District School Police Resource Officer	929-0550
Counselor's Office	753-4808
High School Fax Number	753-3960
Central Office	753-2891

**SCHOOL HOURS ARE FROM 7:30 PM TO 2:30 PM
BUILDING WILL BE SUPERVISED FROM
7:15 AM TO 2:45 PM**

*If a student arrives before 7:15 AM and is not part of a school activity,
then students must wait in the Commons until 7:15 AM.*

PLEASE CALL IN ABSENCES BY 9:00 A.M.

Welcome to Wildcat Nation

The faculty and staff of LRHS would like to extend their welcome to you as we begin the 2016-2017 school year.

Our desire is to equip you with the knowledge and skills necessary to be successful in high school and beyond. We are committed to offering you our best and we trust that you will do the same in return.

This student handbook is provided for your guidance as you go through your high school experience at LRHS. It is your task to become familiar with the policies and responsibilities described within these pages. Keep the handbook throughout the year so you have a reference on policies, procedures, and dates that will be important to you.

We encourage you to take advantage of the opportunities at LRHS and continue to strive for excellence. We are proud to be Wildcats and we are glad you are a part of Wildcat Nation.

Sincerely,

Dr. Teresa J. McKenzie, Principal

Mr. Timothy L. Murphy, Assistant Principal

EQUAL EDUCATIONAL OPPORTUNITIES

The Board supports equal educational opportunity for students free from limitations based upon sex, ethnic or racial background, religious beliefs, or economic and social conditions. This concept of equal educational opportunity serves as a guide for the Board and the staff in making decisions relating to school facilities, employment or personnel, selection of educational materials, equipment, curriculum and regulations affecting students.

**PARENTAL REVIEW OF
STUDENT HANDBOOK
2016-2017**

Dear High School Parent/Guardian:

We ask that you review the Logan-Rogersville High School Student Handbook and School Board policies of the Logan-Rogersville R-VIII School District with your student. Please fill out the form below along with the appropriate signatures and have your student return it to his/her WNT teacher. We appreciate your cooperation in the matter.

My student,

(PLEASE PRINT STUDENT'S FIRST AND LAST NAME)

And I have reviewed and understand the Logan-Rogersville High School Student Handbook, the release of directory information, the general information, and School Board policies of the Logan-Rogersville R-VIII School District for the 2016-2017 school year.

(PARENT/GUARDIAN SIGNATURE) (DATE)

(STUDENT SIGNATURE) (DATE)

.....

STAFF USE ONLY:

The above named student returned this form signed by both parties on

_____.

(DATE)

(WILDCAT NATION TIME TEACHER SIGNATURE)

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HIGH SCHOOL ADMINISTRATIVE PERSONNEL

High School Principal	Dr. Teresa J. McKenzie
Assistant Principal	Mr. Timothy L. Murphy
Office Secretary	Mrs. Cindy Baum
Attendance Secretary	Mrs. Shellie Lawson
Athletic Director	Mr. Joe Spurlin
Counselor (A-G)	Mrs. Kaitlyn Whitehead
Counselor (H-N)	Mrs. Amy Wood
Counselor (O-Z)	Mrs. Gail Meinert
Counselors' Secretary	Mrs. Deanna Gunnels
A+ Program Coordinator	Mr. Brett Wubbena
A+ Program Secretary	Mrs. Kim Cook
Library Aide	Mrs. Kim Hawkins
School Nurse	Mr. Jason Spencer
Technology Director	Mr. Brandon Kovach
Instructional Technology Coach	Mr. Greg Katzin
School Resource Officer	Officer Mark Hall

CENTRAL OFFICE ADMINISTRATORS

Superintendent	Dr. Shawn B. Randles
Assistant Superintendent	Mr. Jason O'Neal
Director of Special Services	Mr. Kevin M. McComas
Director of Curriculum	Dr. Vicki L. Schmitt

2016-2017

SCHOOL CALENDAR

FIRST SEMESTER

Aug. 11	School Begins
Sept. 05	Labor Day (No School)
Oct. 20	Parent/Teacher Conf. (Half Day)
Oct. 21	No School
Oct. 24	No School (Staff Professional Development)
Nov. 23-25	Thanksgiving Vacation (No School)
Dec. 19-20	First Semester Finals
Dec. 21	End of 1st Semester (Half Day)
Dec. 22– Jan 2	Christmas Vacation (No School)

SECOND SEMESTER

Jan. 03	School Resumes
Jan. 16	Martin Luther King, Jr. Day (No School)
Feb. 17	No School (Staff Professional Development)
Feb. 20	Presidents Day (No School)
Mar. 13-17	Spring Break (No School)
Apr. 14	Good Friday (No School)
May 14	Graduation
May 22-23	2 nd Semester finals (Grades 9-11)
May 24	Last Day of School* (Subject to Change)

**2nd semester finals will be the last two full days of the school year.*

- **School will be released at 1:30 PM every Friday for Teacher Collaboration.**
- **Make-up Days:**
1) Jan 16, 2017, 2) Feb. 20, 2017 3) May 15, 2017, 4) May 16, 2017, 5) May 17, 2017, 6) May 18, 2017, 7/8) May 19, 2017, 9/10) May 22, 2017, 11/12) May 23, 2017, 13/14) May 24, 2017

PROGRESS REPORTS 2016-2017

FIRST SEMESTER		SECOND SEMESTER	
Progress Report Printed	Given to Students	Progress Report Printed	Given to Students
09/09/16	9/12/16	01/27/17	01/30/17
10/07/16	10/10/16	02/24/17	02/27/17
11/04/16	11/07/16	03/31/17	04/03/17
12/02/16	12/05/16	04/28/17	05/01/17
01/04/17	Mailed Home	End of Semester	Mailed Home

2016-2017 LRHS Bell Schedules

Regular Bell Schedule (Monday-Thursday)

1 st Period	7:30	8:18
2 nd Period	8:23	9:11
3 rd Period	9:16	10:04
4 th Period	10:09	10:57
Wildcat Nation Time	11:02	11:27
5 th Period	11:31	12:44
(A) Lunch	11:31	11:55
(B) Lunch	11:55	12:20
(C) Lunch	12:20	12:44
6 th Period	12:49	1:37
7 th Period	1:42	2:30

Half Day Bell Schedule

1 st Period	7:30	8:12
2 nd Period	8:17	8:59
3 rd Period	9:04	9:46
4 th Period	9:51	10:33
5 th Period	10:38	11:20
Lunch	11:20	11:45

****Students may leave campus at 11:20 AM if they are not eating school lunch on half days. Bus riders must stay in the Commons until dismissal at 11:45 AM***

1 – Hour Release Bell Schedule (Friday)

1 st Period	7:30	8:12
2 nd Period	8:17	8:59
3 rd Period	9:04	9:46
4 th Period	9:51	10:33
5 th Period	10:38	11:56
(A) Lunch	10:38 -11:04	
(B) Lunch	11:04 -11:30	
(C) Lunch	11:30 -11:56	
6 th Period	12:01	12:43
7 th Period	12:48	1:30

2-Hour Late Start

Logan-Rogersville R-VIII School District may use a 2-Hour Late Start for inclement weather days when a few extra hours would allow the conditions to improve for school to be in session. Families will be notified by phone message and news media. For the high school, a 2-hour late start would make the day 9:30 AM to 2:30 PM. *On Fridays, a 2-hour late start would **not** be an option.

LOGAN-ROGERSVILLE R-VIII SCHOOL DISTRICT MISSION

The mission of the Logan-Rogersville R-VIII School District is to provide all students with the skills and knowledge necessary for successful participation in our changing society.

Visit www.logrog.net for the complete Comprehensive School Improvement Plan.

LRHS MISSION

The mission of Logan-Rogersville High School is to prepare all students for college, career, and life.

LRHS VISION

Logan-Rogersville High School commits itself to continuing the tradition of high performance through the development of respectful, responsible, and focused learners who can acquire, process, and apply information and graduate with a plan for the future.

We are LRHS!

Lifelong Learners

Respectful, Responsible, & Focused

High Achievers

Successful

ADMISSION REQUIREMENTS - Any student who has been promoted from the eighth grade of an accredited school either in Missouri or in any other state, may be admitted to the ninth grade at Logan-Rogersville High School.

DIRECTORY INFORMATION - Directory information may be prepared for mass release (school directory, athletic programs, etc.). **Parents/guardians or eligible students may indicate in writing to the office within ten days of the start of school that they do not wish the information to be published.** Directory information consists of the following: Name of student, Telephone number, Name of parent or Guardian, Gender, Age, Present address, School and Grade. This also includes publication of student photograph.

PLEASE NOTE: We request updated information once a year within the scheduling packet. **Throughout the school year it is the responsibility of the parents to keep your students directory information current.**

PARENT PORTAL – Parents/Guardians of students may access the following records via the Logan-Rogersville website, through the parent portal:

- Attendance
- Grades/Homework information
- Lunch information
- Schedule of events
- School calendar

For information regarding the parent portal and how to set up an account, please visit the Logan-Rogersville School district's website at www.logrog.net, or contact the Logan-Rogersville Technology Department at 417-753-3486.

ATTENDANCE

Philosophy: Because many important learning experiences take place within the classroom that cannot be adequately replaced with make-up work, we believe that regular attendance is a necessary and vital part of each student's education.

Regular attendance is defined as missing no more than EIGHT (8) FULL DAYS or the equivalent thereof per semester. **For a student to earn credit in a class at Logan-Rogersville High School, he or she must earn a grade of 60% or higher; and miss no more than NINE periods of the course per semester.**

ABSENTEE POLICY:

1. Attendance at school is the most important part of any student's success in their education program. **Attendance in class is part of each class requirement. Students may fail due to poor class attendance.**
2. School sponsored activities are not counted as an absence.
3. A student who is not in class is truant until he or she checks into the office upon arrival. He/she will be marked **TARDY** if the class has been in session for less than 20 minutes and **ABSENT** if the class has been in session over 20 minutes.
4. Students may need to leave school in case of emergency. In order to identify valid absences, these procedures are established for your guidance and compliance:
 - a. Any student that needs to leave school prior to the end of day, must check out through the main office. Prior to allowing any students to check out, the office must have consent from a parent/guardian. Any student that does not check out through the main office prior to leaving the school property will be marked truant.
 - b. Students who avoid going to an assigned class but do not leave the school will be marked as skipping class and the student will be disciplined according to the Code of Conduct Policy under 31. Use of Unauthorized Area.
 - c. Students are not to leave the school building during their lunch shift. Students who leave without going through proper procedure will be considered truant and may be suspended from school. Special arrangements may be made by a parent in case of an emergency. **Students will not be excused to leave campus or be in the parking during the lunch period.**
5. If a student is absent from school, a parent or guardian must contact the principal's office concerning the reason for the absence. **The school will make an attempt to contact parents or guardians about an absence; however, the primary responsibility of informing the school lies with the parents or guardian. For our records, we must assign a reason for each absence.**
6. Subject to the following conditions students will be allowed and expected to make up any work missed:

REMEMBER: The responsibility for initiating make-up work rests with the student. A student should make arrangements with the teacher when the completed make-up work must be returned to school. If work is not made up within the allotted time, students miss a learning opportunity and may not receive credit.

Those students on out-of-school suspension will be allowed to make-up their missed work during the next available Thursday School. Thursday school will be offered from 2:30 PM-5:30 PM on an as-needed basis.

It will be necessary to make arrangements and keep up in studies as much as possible during confinement in a hospital or at home. Arrangements should be made in advance if possible. Homebound instruction may be used if authorized by a physician and coordinated through the school.

7. When a student is absent five consecutive days with no contact from student or parents, he/she will be dropped from enrollment.

ATTENDANCE CREDIT: An attendance credit shall be defined as meeting the following requirements:

1. A student must be enrolled in two and one-half units of credit per semester. The two and one-half units of credit may not include classes that are audited for no credit of assignments that produce no credit. A correspondence course will not count toward the total credits taken. For example, a student cannot enroll in four classes at Logan-Rogersville High School and enroll in one correspondence course.

2. Students can miss no more than 9 periods per class per semester. A letter will be sent home after the student's 5th absence in a course and a parent meeting will be scheduled if the student reaches the 9th absence in the same course to develop an Attendance Improvement Plan that may include making up time if absences continue.

3. Absences under this policy are intended to be used for unavoidable reasons: a. Illnesses and family emergencies, b. funeral, c. medical and dental appointments, d. court appearances (subpoenas only)

4. Students may take six college visits during high school. To request a college visit day, students will need to pick a form in counseling office. The form must be signed by a parent/guardian, approved by the principal, and turned into the attendance secretary two days prior to the scheduled visit. The bottom of the form is to be returned to the office after the visit with the verification from the college confirming the visit.

5. In the event credit has not been earned due to absences, an appeal may be made to the principal to reinstate said credit. The request must be accompanied with a statement as to the reasons that the student was absent along with any corroborating evidence such as a doctor's excuse, written memorial from a funeral home, etc. The principal's decision may be appealed to the superintendent of schools who will refer the matter to the board of education. The superintendent shall inform the student and his/her parents as to the time and place of the appeal hearing and procedures to be followed. The parent or student must file an appeal within ten days of notification of loss of credit. The committee shall use section 5 as criteria for reinstating credit. The appeal process should be used only when extenuating circumstances are present, such as a long illness and when sufficient evidence exists to reinstate credit.

6. Any absence for a school sponsored activity will not count as an absence. **If a student misses work due to an extracurricular activity and/or school business, for which the student has been properly cleared they are still responsible for the work the day that they return.**

A+ Schools Attendance Policy

The A+ Schools Attendance Policy is not the same as the school district's policy. The mandated policy by the state and can be found in the A+ handbook. For grant eligibility, students must have a four-year attendance percentage of 95%.

EFFECT OF ABSENCES ON ACTIVITIES

Students must be in attendance at least four class periods (not including WNT or Lunch) in order to participate in any school-sponsored or MSHSAA activity that same evening unless prior permission is obtained from the principal. Students must also be present on Friday for at least four class periods in order to participate in activities on Saturday or Sunday.

EXTRACURRICULAR ELIGIBILITY - Students participating in extracurricular activities must adhere to the following guidelines: MSHSAA criterion, 3.0 units of credits per semester, must be enrolled in six classes, must not be on civil probation, must be in regular attendance, and must meet the grade point average of the local district (1.66 on a 4.00 scale). The grade point average will be checked after each nine-week grading period.

SCHOOL DANCES

LRHS has a few school-sponsored dances each year. Student Council organizes most school dances and the Junior Class plans the Junior/Senior Prom. Each dance will have posted behavior expectations. Students will be asked to leave the dance if these rules cannot be followed. Outside food, drinks, or bags will not be allowed into school dances. Some dances may allow outside guests under the age of 21. A guest approval form is located in the high school office and must be submitted to the school resource officer three days prior to the event. Students may be turned away if they arrive one-hour after the start of the dance.

STUDENT DRUG TESTING – (Board Policy: JFCI)

Students involved in extracurricular activities, co-curricular activities and who choose to park on school property will be subject to random student drug testing. This policy is undertaken in furtherance of the government's responsibilities of guardian and tutor of children entrusted to the district's care. Consequences for a drug testing policy violation are explained in the Board Policy.

STUDENT RECORDS - Student records are treated as confidential and are primarily for local school use. School officials shall develop, maintain and not destroy or transfer the original records of information related to each student's educational program and attendance. Custodians of students' records shall not provide access to or release any student record, other than directory information, without written consent of the parent if the student is under 18 years of age, or if the student is 18 years of age or older he/she may grant such consent. Parents and/or legal guardians of students 18 years of age and older who are dependent upon their parents as defined by the Internal Revenue code may have access to their students' records. Any parent, legal guardian, or eligible student may inspect the student's personal record at reasonable times and in the presence of a school counselor or administrator.

FREE AND REDUCED LUNCH ELIGIBILITY – Information for the free and reduced lunch program will be made available in the high school office. New forms must be completed within 30 days at the beginning of the school year.

CARE OF SCHOOL PROPERTY - Students will be held responsible for the proper care of books, equipment and other school property furnished to them by the Board of Education. Students who damage, deface or lose school property will be required to pay for the replacement or repair of such property. Failure to pay imposed costs will result in the students' grades and transcript being withheld by the school.

EMERGENCY DRILLS - Each classroom has instructions posted for fire, tornado and earthquake emergencies. Students should become familiar with these procedures. Drills will be run periodically during the year. A fire drill will be signaled by a siren sound without intercom announcement. A tornado drill will be signaled by a different siren sound and an intercom announcement. Earthquakes will be signaled by a verbal announcement. The all clear will be given by an intercom announcement.

A+ Program - Any student who graduates from Logan-Rogersville High School may be eligible to receive two years of paid tuition from any community college in the state of Missouri pending available legislative funding. To be eligible, students must attend a designated A+ School for three years consecutively, sign an A+ contract, maintain a 2.5 GPA on a 4.0 scale, 95% attendance for 4 years, perform 50 hours of free tutoring, demonstrates good citizenship without violation of the random student drug testing policy (Policy JFCI). In addition, beginning with the class of 2015; Students must achieve a score of Proficient or Advanced on the Algebra I (or other high school math) End of Course (EOC) exam. Good citizenship certification will be based on the discipline code explained in the Logan-Rogersville Student Handbook and the A+ Student & Parent Handbook.

DUAL ENROLLMENT AND ADVANCED PLACEMENT CLASSES - Students interested in attending college classes while still attending LRHS should see the guidance counselor for details. This program is voluntary and all costs, fees, etc. are the responsibility of the student and his/her parent/guardian. When requesting transcripts for dual enrollment classes, students must do so directly through the college granting the credits.

WEIGHTED COURSES - Beginning in the 2015-2016 school year, some courses at LRHS will qualify for weighted status. These are rigorous courses that require extensive time outside of class and/or college level preparation. Courses must meet a set of criteria and be approved by a committee to earn the weighted status.

CORRESPONDENCE CREDIT - No more than two correspondence credits shall be accepted and credited toward a student's LRHS graduation requirements. Correspondence credit must be approved in advance by the principal and counselor. Correspondence credit must originate from an accredited high school or university program. Correspondence credit, unless taken pass-fail, will be credited toward a student's grade point average.

Logan-Rogersville High School Grading Policy

Purpose of Grading

Logan-Rogersville High School has made a commitment to students and families to provide clear, meaningful, and current information regarding student progress toward essential learning objectives. Grades should be a reflection of what the student knows and is able to do. Teachers use grades and student performance as data for evaluating instructional effectiveness.

The Grading Beliefs of Logan-Rogersville High School

Our beliefs about grading are directly related to our mission statement: preparing all students for college, career, and life. All students need to develop a strong work ethic so they will be successful on their journey through high school and beyond. Being prepared, meeting deadlines, and being able to solve problems are essential employability skills students learn in school.

We believe:

- all assignments should be meaningful and connected to the learning objectives, therefore it is vital for students to complete.
- specific feedback is more descriptive and valuable for improvement than a letter grade, therefore not all practice work will have a recorded grade.
- as professional educators, we must evaluate student work that is going to be part of the permanent grade record.
- extra credit at LRHS is only allowed as an extension of the learning objective and not a replacement of classroom expectations or assignments missed.
- providing additional time and support for students to demonstrate mastery of essential learning objectives is important.
- formative assessments measure the learning process and multiple attempts in the process of learning will be available to students.
- summative assessments measure the amount the student learned at the end of a unit of instruction or end of a course.

Specific content areas will build upon these core building beliefs. Courses will clearly identify the items that are considered formative assignments/assessments and items that are summative. Only grades pertaining to student learning will be part of the permanent record. Multiple opportunities for learning will be available to all students. Course failure is still possible if work is not complete and learning is not demonstrated.

GRADING SCALE - The following grading scale will be used in every class to determine grades:

95-100	A	80-82	B-	68-69	D+
90- 94	A -	78-79	C+	63-67	D
88- 89	B+	73-77	C	60-62	D -
83-87	B	70-72	C-	59-00	F

GRADE POINT SYSTEM / WEIGHTED GRADE POINT SYSTEM

The following system will be used to determine the grade point average (GPA) of each individual student. Final GPA will be determined at the end of the eighth semester. Graduation honors will be determined at the end of the seventh semester.

Regular Grade Point System					
A	4.00	B-	2.66	D+	1.33
A-	3.66	C+	2.33	D	1.00
B+	3.33	C	2.00	D-	0.66
B	3.00	C-	1.66	F	0.00

Weighted Grade Point System					
A	5.00	B-	3.66	D+	2.33
A-	4.66	C+	3.33	D	2.00
B+	4.33	C	3.00	D-	1.66
B	4.00	C-	2.66	F	0.00

GRADUATION HONORS

Graduation honors are determined after the seventh semester of high school is completed (The February ACT testing date is the last score that will be considered towards honors). * Students transferring to Logan-Rogersville High School will not be eligible for graduation honors unless the student has been in attendance within the first 10 days of the beginning of their senior school year.

Graduation Honors (Weighted GPA)

Summa Cum Laude 4.05 or higher

Magna Cum Laude 4.04 - 3.90

Cum Laude 3.89 – 3.75

COLLEGE PREPARATORY STUDIES CERTIFICATE

The Logan-Rogersville Board of Education has made a commitment to continue to recognize students that qualify for the college preparatory certificate even after the program was discontinued by the State Board of Education. To qualify, students must maintain 95% attendance and a 3.66 cumulative GPA over 7 semesters of high school. During high school, students must also earn 4 credits in math, science, and English and 3 credits in Social Studies. A composite score of 21 or higher on the ACT is also required for this recognition.

ACADEMIC AWARDS

Academic Certificate of Distinction: Any student earning a 3.75 on the 4-point scale yearly will be awarded an academic certificate for excellence. For each additional year at 3.66 points or above, the student will be recognized with a distinction certificate.

Academic Excellence Award: Any senior earning a cumulative GPA of 3.90 or above on a weighted 4-point scale over seven semesters shall receive a certificate signifying a commitment to excellence. Students shall receive no grade below a B.

Academic Hall of Fame: Any senior achieving a cumulative GPA of 4.05 or above on a weighted 4-point scale over seven semesters; earned a 28 or above composite score on the ACT, received no grade lower than a B will have his/her name added to the Logan-Rogersville Academic Hall of Fame. Names of recipients will be displayed in the LRHS hallway.

GRADE LEVEL CLASSIFICATION

Students will not be promoted to the next grade unless they have earned the minimum amount of credit for the next level.

Freshmen:	0.0	4.0	Credits
Sophomores:	4.5	11.0	Credits
Juniors:	11.5	18.0	Credits
Seniors:	18.5	26.0	Credits

GRADUATION PARTICIPATION

Students must meet all requirements established by the LR Board of Education and the Missouri Department of Elementary and Secondary Education for graduation by the seniors' final attendance day in order to participate in the commencement ceremony.

EARLY GRADUATION POLICY: *Early graduation is possible for some students after 7 semesters if they meet the following criteria.*

1. Student must be enrolled in an appropriate planned educational experience in college, vocational school, on-the-job training on a minimum of 3/4-time basis, or full time employment.

2. Students must have successfully completed all other graduation requirements.
3. Students must present sufficient proof of their successful completion of their approved planned educational experience. This must be presented to the principal's office the semester before exemption. Students who meet the above requirements shall be eligible to receive their high school diploma with their graduating class.

GRADUATION REQUIREMENTS

Diploma — 26 credits will be required from the following areas:

(Courses in parenthesis are required)

Language Arts (English I, II, & III)	4.0 credits
Social Studies (Am. History, Am. Government)	3.0 credits
Mathematics (Algebra I)	3.0 credits
Science (Biology I)	3.0 credits
Practical Arts (Comp. Apps & Personal Finance)	2.0 credits
Physical Education	1.5 credits
Fine Arts	1.0 credit
Health	0.5 credit
Electives	<u>8.0 credits</u>
Total credits	26 credits

*****Students must pass the Missouri and United States Constitution tests in order to graduate.***

*****If students pass the Computer Applications Proficiency Exam, it will take the place of 1 practical art credit. There are still 26 total credits required for graduation.***

COURSE SYLLABUS

At the beginning of each course, teachers will provide a course syllabus to the students outlining the course objectives, general rules of the classroom, specific course grading procedures. Students are to read and adhere to the guidelines that are set forth in the course syllabus.

SCHEDULE CHANGES

Schedule changes are not permitted because each student has the opportunity to meet with their primary counselor to schedule their courses for the year. Students who have chosen to not turn in scheduling paperwork by the required date are automatically scheduled by their primary counselor and no schedule changes will be permitted. Certain changes will only be made on a case by case basis and only after consulting with the student's counselor and/or administrator and it is determined that the change is necessary. Some examples of permissible changes are:

- Adding a course the student may have failed and needs to re-take.
- Students who do not meet the prerequisites of a course will need to be scheduled in an alternative course.
- A senior needs a course to meet graduation requirements that they have not scheduled.
- A student is requesting to add an upper level course.
- Courses need to be added based on credits required by a college/university that may affect admission status.

Any other changes will not be made, based on the fact that students select their courses. Any changes to schedules made after four weeks will be credited as an "F" (failure) on the student's official transcript.

8th HOUR (CREDIT RECOVERY)

8th Hour is available during the school year to students who may have failed a core

curriculum class (Math, Science, English or Social Studies). The student must meet Credit Recovery guidelines set by Logan-Rogersville High School, and be approved by their counselor and/or administration.

PASS/FAIL CREDIT

Any student may count toward graduation requirements up to one unit of transfer independent study credit on a pass/fail grading system with the advanced approval of the principal and counselor. No grade points will be credited toward the student's total accumulated grade points on the 4-point scale and the unit of credit will not be used to factor the student's grade point average.

TRANSFER OF WEIGHTED OR HONORS CREDIT

Any student transferring to Logan-Rogersville High School from a school with a weighted or honors curriculum will have those courses grade point averages re-calculated to conform to Logan-Rogersville grade point system. These courses will be given a grade point average as if the student earned the grade during his/her first semester of attendance at Logan-Rogersville High School.

SEMESTER EXAMINATIONS

Each student is required to take final semester examinations in each course. In accordance with the Department of Elementary and Secondary Education (DESE) standards, students will be required to take an End of Course exam in select courses. The End of Course Exam will make up 10% of the final grade.

END OF COURSE EXAMS:

Algebra I	English II	Algebra II
American Government	Biology I	

ACHIEVEMENT TESTS:

A variety of achievement tests will be administered during each school year to prepare students for college and career readiness. Examples include but not limited to:

Preliminary Scholastic Aptitude Test (PSAT) (Sophomores and Juniors)

Armed Services Vocational Aptitude (ASVAB) (Juniors)

ACT College Entrance Exam – According to the State Board of Education, beginning in 2014-2015 the ACT will be administered to all Grade 11 students in Missouri public schools during a regular school day regardless if students have taken the exam yet or not. There is no cost to the student for this exam. { **Test Date for 2016-2017: Wednesday, April 19, 2017** }

LRHS is also a testing site for the Saturday ACT in October and December test dates. Students must register online for the ACT exam.

OFF CAMPUS SCHOOL PROGRAMS

OTC CAREER CENTER- Qualified high school juniors and seniors can earn up to 36 hours of free college credits in selected and specialized career and technical programs while earning their high school diploma.

ATTENDENCE: The attendance policy governing LRHS will apply to students attending OTC Career Center. Students who exceed the nine day rule, and whose appeal is not upheld by the attendance appeal committee will not be allowed to return to OTC.

TRAVEL: **Any students attending the OTC Career Center MUST utilize the transportation provided by the school district.** Students will be allowed to drive

only in extenuating circumstances and only after a written request to drive has been made by the parent to the principal. After permission is granted by the principal, the student must complete a driving form to which the parent's request will be attached. Any violation of this travel policy may result in the student being suspended or removed from the OTC Career Center at the end of the semester. Any student who has permission to drive to the OTC Career Center shall not transport other students with him/her for any reason. Violation of this section may result in the student being suspended or removed from the OTC Career Center at the end of the semester. Violation of this policy will result in the following: **1st offense:** Warning, **2nd offense:** 1-day ISS (HS Courses), **3rd offense:** 2-days ISS from the OTC Career Center and high school courses.

OTC MIDDLE COLLEGE

OTC Middle College is an alternative high school on a college campus which provides the opportunity to earn a high school diploma, start college early, and participate in a local internship or work experience. Candidates for the OTC Middle College are identified by our counselors and/or administration and have gone through a multi-step process in order to be accepted into the program. All students enrolled will be required to meet OTC Middle College graduation requirements. They are eligible to participate in LR graduation ceremonies and will receive an LR diploma.

GO CAPS GREATER OZARKS CENTER FOR ADVANCED PROFESSIONAL STUDIES

Eleven school districts are teaming with the Springfield Chamber of Commerce to develop an opportunity for students to explore potential careers on location. Students will be learning alongside the experts in the career field. The CAPS concept originated in Blue Springs, Kansas and is beginning to spread across the country. This pilot program is the Springfield area will begin with two career pathways: Medicine/Healthcare and Advanced Manufacturing. The curriculum is driven by leaders in the industry so students are able to learn what it is like to work in the competitive 21st century workplace. GO CAPS is a half-day, off-campus program where students must provide their own transportation. LR students are enrolled in high school courses on campus for the remaining portion of their day. This is a competitive program with limited capacity. An application and interview will be required.

LR CLICK ACADEMY

COMMUNITY LEADERSHIP to IGNITE CAREER KNOWLEDGE (CLICK)

When the traditional high school setting is not working effectively for a student, then some LR students may have the opportunity to attend CLICK.* The LR Click Academy is a full day program which provides an alternate way for students to earn their diploma. Students will be engaged in career development through work experience, attending OTC Career Center, or being involved in community projects for half of their day. The other portion will focus on students obtaining their graduation requirements through an online curriculum program. A limited number of students are accepted into this program by completing the application, interviewing with the LR CLICK academy staff, and a recommendation by administration or their counselor.

COUNSELING CENTER - The Logan-Rogersville School district believes that the guidance and counseling program is an integral part of the total educational process. The guidance and counseling department works with the students in a variety of areas ranging from academic and vocational planning, testing, and personal issues. The counseling department provides valuable information to help

to promote an environment that allows the students to develop emotionally, socially, and academically while at Logan-Rogersville High School.

Digital Citizenship

As part of preparing students for college, career, and life, LRHS expects our students to be good digital citizens. Social Media is a powerful communication tool that can impact an individual, friends, family, etc. A good digital citizen knows how to harness the power of technology safely, respectfully, and responsibly. Social Media refers to the use of web-based and mobile technologies to turn communication into interactive dialogue. Examples of Social Media include but are not limited to: Facebook, Twitter, YouTube, Blogs, Instagram, After School, Kik, Snapchat, Tumblr.

If you participate on a social media site, you must keep the following guidance in mind:

*** Remember to THINK**

T – is it true?

H – is it helpful?

I – is it inspiring?

N – is it necessary?

K – is it kind?

*** EVERYTHING YOU POST IS PUBLIC INFORMATION**- any text or photo placed online is completely out of your control the moment it is placed online-even if you limit access to your site. Information (including pictures, videos, comments, and posts) may be accessible even after you remove it.

*** WHAT YOU POST MAY AFFECT YOUR FUTURE.** Many employers and schools admissions officers review social media sites as part of their overall evaluation of an applicant. Carefully consider how you want people to perceive you before you give them a chance to misinterpret your information (including pictures, videos, comments, and posts).

***NEVER POST** anything in relation to your home address, local address, phone number(s), date of birth or other personal, private information. Always exercise caution when posting your whereabouts or plans for the night.

***BE AWARE** of who you add as a friend to your site(s) – many people are looking to take advantage of students.

*** PROTECT YOURSELF AT ALL TIMES!** While you want to be honest about yourself, don't provide anything that scam artists or identity thieves could use against you.

GET INVOLVED

#WeAreLR

STUDENT ORGANIZATIONS

ACADEMIC BOWL
ARCHERY
ART CLUB
BASS FISHING
BOWLING
CHESS CLUB
DECA
FELLOWSHIP OF CHRISTIAN ATHLETES
FAMILY CONSUMER & CAREER LEADERS OF AMERICA
FUTURE BUSINESS LEADERS OF AMERICA
FFA
FUTURE TEACHERS OF AMERICA
HISTORY CLUB
KEY CLUB
LIT CLUB
MATH CLUB
NATIONAL ART HONOR SOCIETY
NATIONAL FORENSICS LEAGUE
NATIONAL HONOR SOCIETY
PEP CLUB
TRAP & SKEET
SCIENCE CLUB
STUDENT COUNCIL
WORLD LANGUAGE CLUB

Library Media Center

Using the Library Media Center (LMC) is a vital part of the educational process at LRHS. Therefore, it is to the student's advantage to be familiar with the LMC early in his or her academic career. Students coming to the LMC from the classroom must present a student pass upon arrival. To use computers at the LMC, students must have a signed technology user policy on file.

Loan Periods

A due date is stamped in the front of each book

<i>Fiction & Non-fiction Books</i>	<i>3 weeks</i>
<i>Reference</i>	<i>Overnight</i>

Renewals and Returns

All materials may be renewed. Place returning materials in the book drop at the circulation desk or outside the LMC doors. Students can renew or return books before school, after school, during lunch, or between classes.

Late and Overdue Book Policy

Late notices are given to advisory teachers. *Students must take action when given a late notice.* Books being used for a class projects still must be renewed.

Lost Books

Contact Mrs. Graham to arrange for a replacement if a book is lost.

Books that are 45 days late will be declared lost:

- Charged \$2 per book lost processing fee (non-refundable)
- Book replacement prices are added to the student's record
- The borrower will not be allowed to check out books until the fine is cleared
- Any unpaid damaged, lost, or late fees will be rolled over to the following year

Holds

We have a very current collection of YA books. See Mrs. Graham to place a book on hold if a book is checked out to another student. When the book arrives, a notice will be given during advisory.

Library Databases

The databases are located on the LRHS library web page:

www.lrhslibrary.weebly.com

To access databases, use the user name and password below.

User Name: Irschools

Password: wildcats

eBooks and Audiobooks

From the library web page, students can also download eBooks or Audiobooks for fourteen (14) days.

HEALTH SERVICES - Students who become ill at school should report to the nurse's office. If the student is considered too ill to return to class, a parent or guardian will be contacted. Students may be released to go home or to see a doctor with parent's consent. **Any student who is on medication that must be taken during school hours should leave the labeled medication, together with a note from the parents, with the nurse. All injuries, no matter how slight, should be reported to the nurse's office.**

IMMUNIZATIONS - The parent or guardian of every student enrolled in the Logan-Rogersville school system shall furnish to the school superintendent, or his designee, satisfactory evidence of immunizations or exemption from immunizations against Diphtheria, tetanus, Pertussis, Hepatitis B, Polio, Rubella (Measles), and Rubella (German Measles). **Beginning 2016, students must have proof of the**

meningitis vaccination prior to their 12th grade year. Students will not be allowed to attend school until their shots are current. The school nurse shall maintain current immunization records on each student enrolled.

COMPUTERS - Any student using a school computer must have agreed to adhere to the Acceptable Use Policy (School Board Policy: EHB & EHBA).

ACCEPTABLE USE POLICY - Use of all computers and Internet resources by students, faculty, staff, parents, and community members of the Logan-Rogersville R-VIII school district and shall be for, or in support of educational development; and limited high-quality self-discovery activities. Computer and internet resources shall not be used for purposes which:

- Do not support educational purposes
- Advocate, condone, or violate federal or state law
- Are harmful or harassing to others
- Disrupt normal network or computer use and/or service
- Include commercial and/or political lobbying activities
- Are profane or obscene (pornography)

Use and access of school computers and internet resources is a privilege and not a right. **Violation of the Acceptable Use Policy may result in revocation of user's school computer privileges and Internet access, disciplinary action as deemed appropriate by the administration, and legal action when appropriate.**

CAMERAS: The security of our high school is important. Therefore, security cameras are in operation in all areas open to students including, but not limited to, parking lots, hallways, classrooms, gyms, cafeterias and libraries.

STUDENT PICTURE ID CARDS :

Students are to be in possession of a student I.D. and must be able to produce their I.D. when asked by a faculty member. The school will provide each student a permanent I.D. that can be utilized in the Library and Cafeteria. I.D. can be replaced in the main office for \$3.00.

HALL PASSES: Any student not in his/her assigned classroom during class time will be required to have a hall pass.

EXPECTATIONS FOR STUDENT APPEARANCE (DRESS CODE)

Dress and grooming are the responsibility of the student and the student's parents. When dress and grooming disrupt the learning process for the individual student, other students, or the learning climate of the school, it becomes a matter of administrative action involving the student and/or parent. The following are offered as appearance expectations at LRHS:

A. No jeans or pants can be worn with holes or tears above the knee. No halter tops, bare midriffs or shirts with bare sides can be worn. **Pants will be worn appropriately, not below the waistline (sagging or baggies, etc.)**

B. Appropriate undergarments must be worn at all times. Clothing that exposes cleavage is not appropriate in a school setting and will not be permitted at LRHS.

C. Clothing is generally acceptable for school wear as long as it does not jeopardize anyone's health or safety, does not disrupt the teaching/learning process, does not create school disorder, and is not immodest in any respect (students are to wear shoes or sandals and keep the midriff and undergarments covered). Bare midriff, one-shoulder, backless, or strapless tops or dresses are not acceptable school attire. Underwear may not be worn as outerwear or exposed to view. Clothing with spaghetti straps or that may display any parts of undergarments

is inappropriate. Caps, hats, other head wear, sunglasses, or chains are not to be worn during the school hours (7:30 AM-2:30 PM). Students may not wear attire that is perceived to be gang-related or promote gang or violent activity. Students may not wear clothing or accessories which display words or images advertising directly or indirectly alcohol, tobacco, drugs or related products or which promote the use of these products or which are profane, obscene, or double-meaning T-shirts. Common sense and reasonable attitude should eliminate the need to correct students' personal appearance

SCHOOL MEAL PRICES:

School meal prices will be set at \$1.25 for students for breakfast and \$1.60 for adult breakfasts. Lunch prices will be \$2.35 for students and \$2.60 for adults. All students will be expected to use their student ID cards when purchasing food through the cafeteria. These prices are set for the 2015-2016 school year and may change from year to year.

LUNCH PERIODS: Logan-Rogersville High School has closed lunch periods and all students will stay on campus in the commons area unless their school day is over and they are leaving for the day. **Students are expected to stay in the lunch room during their lunch periods. Students found outside of the lunchroom during their lunch periods, without prior administrative approval, will be subject to disciplinary actions.** Any student caught leaving the campus during lunch will be subject to suspension from school for truancy.

USE OF LOCKERS: The school cannot assume responsibility for the loss of students' personal property or books and materials that are loaned to students. The school cannot assume responsibility for any item in student lockers. Lockers are issued for the purpose of protecting such articles. Lockers are the property of the Board of Education and may be subject to search at the discretion of school officials.(SBP:JFG) Students are responsible for keeping their lockers clean and free of debris and graffiti.

SPECTATOR REGULATIONS: The following regulations are recommended to keep extra-curricular activities at a high level of sportsmanship. 1. All artificial noisemakers are prohibited indoors. 2. No banners or posters may be displayed unless approved in advance by the athletic director/principal. 3. Official LRHS cheerleaders are the only people authorized to lead cheers. 4. All spectators shall remember that our opponents and their fans are guests in our school and community and shall conduct themselves within the bounds of good taste. Violations of any of the above may result in expulsion from the premises and may be dealt with more severely depending upon the circumstances.

VISITORS POLICY: Parents are always welcome to visit schools in the Logan-Rogersville R-VIII School District and the Board and administration encourage parents to make significant contributions to the instructional program. Due to crowded conditions and specific learning activities in the classroom, visitors other than parents will not be allowed in the building except on official school business as determined by the building administrator. The Board discourages using the school as a site for non-custodial parent/child visitation. The building administrator may deny the non-custodial parent any contact with the child for any reason without the approval of the custodial parent or legal guardian. Students are not permitted to have visitors during the school day due to liability. Exceptions may be made by the building administrator. Persons who the administration feels will disturb or hinder school activities and the instructional process will not be allowed into the building.

Visitors approved to visit the school, who cause a disturbance, and who will not leave the school premises upon request, will cause the building administrator to refer charges to the proper legal authorities. **All visitors in the building are required to check in at the office upon arrival and obtain a visitor's pass. The visitor's pass is to be worn in a way that it is visible. All visitors must be prepared to show proper identification.**

SOLICITATIONS (by students): The school district shall not participate in any charity solicitations.

TELEPHONE AND MESSAGE POLICIES: The school phones are not for student use except in case of an emergency. They are for official school business only. Students may use the school phone if it is for school business. In the case that a student must be contacted during school hours, a message may be left in the office. As time allows, the message will be delivered to the student.

DELIVERY OF FLOWERS, BALLOONS, ETC: In the event that flowers, balloons, or other such remembrances are delivered to school, they will be held in the school office until the close of the school day at which time the student may claim their delivery. Students will be notified, if time permits, that a delivery is in the office for them.

PART-TIME STUDENTS: All part-time students must have leaving early forms on file in the office by the first day of school. Students on early release from school should leave the building and grounds immediately following their final class and should not return to school property before 2:30 p.m. Any student needing to stay on school property when he/she does not have an assigned class must have a valid reason for staying and have permission from the principal's office. Any student not leaving school property within a reasonable amount of time after his/her last class may be subject to disciplinary action.

TRANSPORTATION

DROP OFF & PICK UP

The pick-up and drop off location is behind the high school. **The areas located between the Ag building and our main facility, as well as the road between the tennis courts and gym area are designated fire lanes and must be kept accessible at all times.**

AUTOMOBILES:

1. During the school hours parking in front of the high school is strictly prohibited. This drive is the designated bus loading zone. Parents wishing to drop off or pick up students may do so in the northeast parking lot in the designated drop/pick-up area.
2. Any student needing to go to his/her car or move his/her car during the school day must have permission from the HS Office.
3. It is forbidden for any student to pick up other students who boarded a bus or are in the act of boarding a bus.
4. All vehicles must be registered and display a parking permit in the front windshield (Lower Right-hand Corner). The cost is \$5.00 per vehicle for a parking permit. The year, make, model, and color of the vehicle must be registered with the high school office.
5. Upon arriving at school, drivers are asked to park their vehicles and leave the parking lot at once. Sitting in vehicles during school hours is strictly forbidden.
6. Students are to park their cars in the parking lots in designated areas only and in such a way that they do not block others.

Students who do not comply with these regulations will be subject to disciplinary action.

SCHOOL TRANSPORTATION SERVICES: The local administration has a measure of responsibility in training pupils to be good bus passengers and to observe certain rules for good discipline and safety. Bus regulations will be passed out by either the Director of Transportation or the driver during the first week of school. **Students who ride buses are not to get off the bus at the bus exchange points and get into private vehicles for the remainder of their journey to school or returning home.**

STUDENT CODE OF CONDUCT

Behavior and Discipline Policies

Students of Logan-Rogersville High School are expected to be **respectful, responsible** and **focused** in all aspects of school. The Student Code of Conduct is the general rules and procedures of the school and the specific classroom rules that have been established by the Board of Education, administration, and classroom teachers. Students that do not meet the behavior expectations will be subject to these consequences.

STUDENT DISCIPLINE - The Student Code of Conduct is designed to foster student responsibility, respect for the rights of 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, or an aggravated circumstance of any offense or an 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.

SAFE SCHOOLS ACT (1996)

Under the terms of the Safe Schools Act (1996), the Logan-Rogersville High School is required to do the following with regard to serious violations of school discipline policy: All serious violations of school discipline policy (including, but not limited to assault, fighting, possession of a weapon, possession of sale/transfer of alcohol/drugs, stealing, etc.) will be reported to Greene County Sheriff's Department and, for students age 16 and under, the juvenile authorities. In addition to transcripts and attendance records, student discipline records.

Weapons are defined to mean one or more of the following: A firearm; a blackjack, concealed firearm, firearm, firearm silencer, explosive device, gas, gun, knife, knuckles, machine gun, projectile weapon, rifle, shotgun, spring gun, switchblade knife; all knives and any instrument or device used or designated to be used to threaten or assault, whether for attack or defense; any object designed to look like or imitate a device as described above.
(SBP: JFCJ)

SOCIAL MEDIA

Social media has many educational benefits, but when social media postings violate the law, district policies or create a disruption to the school community and/or work environment, administration may have an obligation to respond and

take appropriate action, including but not limited to investigation, removal of posts, discipline, and/or referral to law enforcement.

REPORTING TO LAW ENFORCEMENT - It is the policy of the Logan-Rogersville R-VIII School district to report all crimes occurring on school grounds to law enforcement, including, but not limited to, the crimes the district is required to report in accordance with law. A list of crimes the district is required to report is included in policy JGF.

The principal shall also notify the appropriate law enforcement agency and superintendent if a student is discovered to possess a controlled substance or weapon in violation of the district's policy. In addition, the superintendent shall notify the appropriate division of the juvenile or family court upon suspension for more than ten (10) days or expulsion of any student who the district is aware is under the jurisdiction of the court.

MISSOURI SCHOOL VIOLENCE HOTLINE NUMBER
1-866-748-7047

TIPS REPORT INCIDENT powered by Awareity, Inc.— Report school incidents to school officials online anytime. The link is located at the bottom of the school website or visit <http://logrog.net/TIPS.html>

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. In addition, Logan-Rogersville High School will receive discipline records from other schools for students transferring to Logan-Rogersville High School. This code includes, but is not necessarily limited to, acts of students on school parking lots, school transportation, or at school activities, whether on or off school property.

DUE PROCESS - All students are entitled to due process according to Missouri law. This means that there are certain procedures that school officials will follow prior to taking appropriate disciplinary actions. Some of the procedures are explained below: 1) The student will be given notice of the charges against him/her 2) The student will have the opportunity to present his/her version of the incident 3) Based on the findings, if the administrator elects to suspend the student he/she will be told the dates and duration of the suspension.

AFTER SCHOOL DETENTION (ASD) - Detention will be held after school from 2:35 – 3:30 pm. Failure to attend an after school detention will result in serving additional days of detention, In-School Suspension, or Out-of-School Suspension.

THURSDAY SCHOOL- Thursday School is designed to give students a place where they are able to make up any missed work due to a suspension. It is the student's responsibility to obtain all missed work and to sign up for Thursday School in advance to insure proper supervision is provided. This opportunity for students will run from 2:35 PM- 5:30 PM on an as-needed basis.

IN-SCHOOL SUSPENSION - (ISS): Students who are assigned ISS for any disciplinary problem will be allowed to make up work for their credit when arrangements have been made by the student to obtain assignments from his/her teachers at the time of suspension. Specific procedures/rules for ISS are given to

the student at the time of the suspension. Students may not attend or participate in school sponsored activities during the day they were serving ISS.

RULES OF ISS -

1. Report to ISS room by 7:30 am.
2. Tardiness to ISS may result in another day of ISS.
3. Come prepared to ISS. Please bring books and supplies.
4. Breaks are taken as a group.
5. Student cell phones will be taken and returned at the end of the school day.
6. The following are not permitted in ISS: drinks, food, Ipods, cell phones, etc.

OUT-OF-SCHOOL SUSPENSION – Students on suspension may not attend or participate in any school functions or be on school campus, while serving their suspension.

- A) SHORT-TERM SUSPENSION 1-10 DAYS (OSS) -**The student will be afforded the appropriate due process procedure. It is the responsibility of the student to obtain any work that was missed during a suspension. Students may earn credit on missed work during our Thursday School period (2:30 PM-5:30 PM). Thursday School will be offered on an as-needed basis. Students wanting to use this opportunity will need to sign up in advance.
- B) LONG-TERM SUSPENSION 11-180 DAYS (OSS) -** The superintendent of schools is permitted by law to suspend a student for up to 180 school days. The student shall be informed of the nature of the offense and afforded the appropriate due process procedure. If the superintendent determines that a long-term suspension is in order, the student will be informed of the length and place of the suspension. A suspension exceeding ten school days may be appealed to the board of education through the superintendent of schools. The appeal must be made in writing. The student will be notified of options to continue his/her education.

REMOVAL FROM CLASS - The student may be removed from class for the remainder of the school year at the discretion of a school official based upon the student's behavior in class. This action must be preceded by the teacher contacting the parent(s). The behavior of the student may be such that in the opinion of the school official the student may be removed for a short period of time not to exceed three class periods.

EXPULSION - The Logan-Rogersville School Board of Education authorizes the expulsion of students. The student will be afforded the appropriate due process procedure. The student and parent(s) will be notified in writing that a hearing will take place to consider evidence and statements concerning the reason for such action. Following this procedure, if the superintendent of schools determines that the expulsion is appropriate, he will make that recommendation to the board of education in which the authority for expulsion rests.

RESTITUTION - The student and/or parent will be responsible for replacing or repairing damaged property in full.

MULTIPLE OFFENSES - Any student who commits more than one of the following offenses may receive a more severe punishment even though the violation may be the first offense for that particular incident. The principal may use discretion in determining punishment for any violation depending on the nature and severity of

the incident. All actions taken by school officials in a disciplinary case must be kept on record in the principal's office.

SEARCH AND SEIZURE - See Policy JFG and JFG-R.

Students have no expectation of privacy in lockers, desks, computers or other district provided equipment or areas. Students are permitted to park on school premises as a matter of privilege, not of right. The school retains the authority to conduct routine patrols of the student parking lots. 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 turn up evidence that the student has violated or is violating either the law or the rules of the school. Law enforcement officials shall be contacted upon refusal by the student. Upon refusal disciplinary action may occur. (Policy: JFG)

PARTICIPATION IN ACTIVITIES (JG-R) – Any student assigned to after school detention or in-school suspension will not be eligible to participate in any school related activities until the discipline has been fully served. Students who are suspended or expelled for any reason are prohibited from attending or taking part in any district-sponsored activity, regardless of location, or any activity that occurs on district property. Students who violate this provision will be required to leave the activity and may face further discipline, including an additional period of suspension or expulsion.

PROHIBITION AGAINST BEING ON OR NEAR SCHOOL PROPERTY DURING SUSPENSION - All students who are suspended or expelled are prohibited from being on school property for any reason unless permission is granted by the superintendent or designee.

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

1. The student is under the direct supervision of the student's parent, legal guardian or 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.
3. The student is enrolled in and attending an alternative school that is located within 1,000 feet of a public school in the district.
4. The student resides within 1,000 feet of a public school in the district and is on the property of his or her residence.

CODE OF CONDUCT

The following are descriptions of prohibited conduct as well as potential consequences for such violations. All consequences must be within the ranges established in this regulation. In addition to the consequences specified here, school officials will notify law enforcement and document violations in the student's discipline file pursuant to law and Board policy.

1. ACADEMIC HONESTY:

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; facilitation 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.

2. ARSON:

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

First Offense: Detention, ISS, 1-180 days of out-of-school suspension, or expulsion, restitution if appropriate.

Subsequent Offense: 1-180 days out-of-school suspension or expulsion, restitution if appropriate.

3. ASSAULT:

1. Using physical force, such as hitting, striking and/or attempting to cause injury to another person; placing a person in reasonable apprehension of imminent physical injury; physically injuring another person; 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: Student/Principal Conference, Detention, ISS, 1-180 days OSS, or expulsion.

Subsequent Offense: ISS, 1-180 days OSS, or expulsion.

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

First Offense: 10-180 days OSS or Expulsion

Subsequent Offense: Expulsion

4. AUTOMOBILE/VEHICLE MISUSE :

Unsafe driving on or around school 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 school property.

First Offense: Detention, suspension or revocation of parking privileges, ISS, or 1-10 days of OSS.

Subsequent Offense: Revocation of parking privileges, in-school suspension, or 1-180 days out-of-school suspension.

5. BULLYING AND CYBERBULLYING (see Board policy JCFB):

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 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, ISS, or 1-180 days out-of-school suspension.

Subsequent Offense: 1-180 days of OSS.

6. BUS/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.

BUS CONDUCT AND PROCEDURES FOR REMOVAL:

1. Students may be removed immediately for violations of safety procedures, or failing to respond to the driver's directions concerning safety.
2. Students will be given a warning by the driver before removal from bus for violations other than safety rules and regulations.
3. Students may be removed from the bus for damaging or defacing any part of a bus.
4. Violation of bus rules or behavior which is not considered safe while waiting for the bus, on the bus, or immediately after leaving the bus will result in the following action:

First Offense – Warning by the driver and administration.

Second Offense – Three day suspension from the school bus.

Third Offense – Six day suspension from the school bus.

Fourth Offense – Long term suspension from the school bus. **(High school students may also be subject to disciplinary action by the building principals for inappropriate conduct along with the bus suspension.)**

7. CELL PHONES:

Students are not to use or have cell phones visible for personal use during class time. The following consequences will result:

1st Offense – 1 hour of ASD, the phone will be released after detention is served.

2nd Offense and subsequent offense – A parent must pick up the phone in the office, ISS.

*In the event that a student needs to check a message during school hours the office will be considered a **safe zone** where that message can be viewed. Failure to follow these guidelines can result in confiscation of the item. **Students are allowed to use their cell phones before and after school, in between classes and during their lunch period.***

8. DISHONESTY: Any act of lying, whether verbal or written, including forgery.

First Offense: Nullification of forged document, Principal/Student conference, ISS, or 1-10 days OSS.

Subsequent Offense: Nullification of forged document, Detention, ISS, 1-180 days of OSS, or expulsion.

9. DISRESPECTFUL 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 and that is rude, vulgar, defiant, or considered inappropriate in educational settings or that materially and substantially disrupts classroom work, school activities or school functions. Students will not be disciplined for speech in situations where it is protected by law.

First Offense: Principal/student conf., detention, ISS, or 1-10 days OSS.

Subsequent Offense: Detention, ISS, 1-180 days OSS or expulsion.

10. DRUGS/ALCOHOL (see Board policies JFCH & JHCD, JFCI)

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

First Offense: ISS, 1-180 days OSS.

Subsequent Offense: 1-180 days OSS or Expulsion.

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 substance 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 of the Controlled Substances Act.

First Offense: ISS, 1-180 days OSS.

Subsequent Offense: 11-180 days OSS or Expulsion

3. Sale, purchase or distribution of any prescription drug, alcohol, narcotic substance, unauthorized inhalants, counterfeit drugs, imitation controlled substances or drug-related paraphernalia, including controlled substance and illegal drugs defined as substances identified under schedules I, II, III, IV, or V in section 202 of the Controlled Substances Act.

First Offense: 1-180 days OSS or expulsion.

Subsequent Offense: 1-180 days OSS or Expulsion

11. EXTORTION:

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

First Offense: Principal/student conf., detention, ISS, or 1-10 days OSS.

Subsequent Offense: ISS, 1-180 days OSS, or expulsion.

12. FAILURE TO CARE FOR OR RETURN DISTRICT PROPERTY:

Loss of, failure to return, or damage to district property including, but not limited to books, computers, calculators, uniforms, and sporting and instructional equipment.

First Offense: Restitution. Principal/Student Conf., Detention, ISS

Subsequent Offense:

13. FAILURE TO MEET CONDITIONS OF SUSPENSION :

See section of this regulation entitled, "Prohibition against Being on or near School Property during Suspension"

First Offense: Verbal warning, detention, 1-180 days OSS, or expulsion.

Subsequent Offense: Verbal warning, 1-180 days OSS, or expulsion. Report to law enforcement for trespassing if expelled.

14. FALSE ALARMS:

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 or causing the evacuation or closure of school property.

First Offense: Restitution. Principal/Student conference, detention, ISS, 1-180 days OSS, or expulsion

Subsequent Offense: Restitution. Detention, ISS, 1-180 days OSS, or expulsion

15. **FIGHTING** (see also, “**Assault**”) :

Mutual combat in which both parties have contributed to the conflict either verbally or by physical action.

First Offense: Principal/Student Conf, Detention, ISS or 1-180 days OSS.

Subsequent Offense: ISS or 1-180 days OSS, or expulsion.

16. **GAMBLING:**

Betting on an uncertain outcome, regardless of stakes; engaging in any game of chance or activity in which something of real or symbolic value may be won or lost. Gambling includes, but is not limited to, betting on outcomes of activities, assignments, contests and games.

First Offense: Principal/student conf, Detention, ISS or 1-180 days OSS

Subsequent Offense: 1-180 days OSS

17. **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 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 conf, detention, ISS, or 1-180 days of OSS, or expulsion.

Subsequent Offense: ISS, 1-180 days OSS or expulsion.

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 included, but are not limited to, touching or fondling of the genital areas, breasts or undergarments, regardless of whether the touching occurred through or under the clothing.

First Offense: Detention, ISS, 1-180 days OSS or expulsion.

Subsequent Offense: 1-180 days of OSS or Expulsion.

18. **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 purpose 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 school-sponsored activity. Hazing may occur even when all the students involved are willing participants.

First Offense: Detention, ISS or 1-180 days of OSS.

Subsequent Offense: 1-180 days OSS or expulsion.

19. **INAPPROPRIATE DRESS:**

Wearing clothes which are inappropriate in the school setting as defined in the Student Handbook.

First Offense: Verbal warning, principal/student conference, detention.

Subsequent Offense: Detention and conference with parents or guardians.

20. INCENDIARY DEVICES:

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.

First Offense: Confiscation. Principal/student conf, detention or ISS

Subsequent Offense: Confiscation. Principal/student con, detention, ISS, or 1-10 days of OSS

21. 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 conf, detention, ISS, or 1-180 days of OSS.

Subsequent Offense: Detention, ISS, 1-180 days OSS or expulsion.

22. Sexting and/or Possession of Sexually Explicit, Vulgar or Violent Material:

Students may not possess or display, electronically or otherwise, sexually explicit, vulgar or violent material including, but not limited to, pornography or depictions of nudity, violence or explicit death or injury. This prohibition does not apply to curricular material that has been approved by district staff for its educational value. Students will not be disciplined for speech in situations where it is protected by law.

First Offense: Confiscation. Principal/Student Conf., Detention, ISS or 1-180 days OSS.

Subsequent Offense: Confiscation. Detention, ISS, 1-180 OSS, or Expulsion.

23. SEXUAL ACTIVITY :

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

First Offense: 1-180 days OSS or expulsion.

Subsequent Offense – 1-180 days OSS or expulsion.

24. TARDY POLICY :

A student is tardy when he/she is not in the room when the bell has stopped ringing. Teachers may define a tardy in more restrictive terms depending on the nature of the classroom. Such restrictions must be given to the student in the form of a policy statement the first week of classes. Tardies are considered a component of achievement. A student who is tardy is disruptive to the classroom. The tardy policy will be as follows:

First Offense (4 Tardies): Two Days ASD or Two Morning Detentions

Second Offense (6 Tardies): One Day ISS

Third Offense (9 Tardies): Two Days ISS

Fourth Offense (12 Tardies): Three Days ISS and Required Parent Conference with Administration

Subsequent Offense – Additional ISS or OSS

25. TECHNOLOGY MISCONDUCT (Board policy EHB, KKB & 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; to interfere with the ability of others to utilize district technology; secure a higher level of privileges 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, ISS, or 1-180 days of OSS.

Subsequent Offense: Restitution. Loss of user privileges, 1-180 days OSS, or expulsion.

2. Using, displaying or turning on pagers, phones, personal digital assistants, personal laptops or any other electronic communication devices during the regular school day, including instructional class time, class change time, breakfast or lunch.

First Offense: Verbal warning, Principal/student conference, or ISS

Subsequent Offense – ISS, 1-180 days of OSS, and conference with parents and/or guardian.

3. Violation other than those listed in 1 or 2 or of Board policy EHB and Procedure EHB-AP.

First Offense: Restitution. Principal/student conference, detention, ISS, or 1-180 days OSS.

Subsequent Offense: Restitution. Loss of user privileges, ISS, 1-180 days of OSS, or expulsion.

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

First Offense: Confiscation. Principal/student conference, ISS

Subsequent Offense: Confiscation. Principal/student conf, detention or ISS, or 1-10 days of OSS

26. **THEFT:** Theft, attempted theft or knowing possession of stolen property.

First offense: Return of or restitution for property. Principal/student conference, In-school suspension, or 1-180 days OSS.

Subsequent Offense: Return of or restitution for property. 1-180 days OSS or Expulsion.

27. **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: ISS, or 1-180 days OSS or expulsion.

Subsequent Offense: 1-180 days OSS, or expulsion.

28. **TOBACCO:**

1. Possession of any tobacco products, electronic cigarettes, or other nicotine-delivery products on district property, district transportation or at any district activity.

First Offense: Confiscation. Principal/student conf, detention or ISS

Subsequent Offense: Confiscation. ISS or 1-10 days of OSS

2. 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 used in accordance with district policy JHCD.

First Offense: Confiscation. Conference, detention, ISS or 1-3 days OSS

Subsequent Offense: Confiscation. ISS or 1-10 days of OSS

29. **TRUANCY (see Board policy JED):**

Absence from school without the knowledge and consent of parents/guardians

and/or the school administration; excessive non-justifiable absences, even with the consent of parents/guardians. Students are required to have authorization from the office before leaving the premises even if they have been notified with an emergency message.

First Offense: Principal/student conference, detention, 1-3 days ISS

Subsequent Offense: Detention, ISS or 1-10 days of OSS.

30. 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 facility through an unauthorized entrance; assisting unauthorized persons to enter a district facility through any entrance.

First Offense: Principal/student conf, detention, ISS, or 1-180 days OSS.

Subsequent Offense: 1-180 days OSS or Expulsion.

31. USE OF UNAUTHORIZED AREA:

During school hours, students in the parking lot, in a vehicle, other locations in the building, or in any other unauthorized area without the permission of proper school officials.

First Offense: Verbal warning, principal/student conf, detention, or ISS.

Subsequent Offense: ISS, 1-180 days OSS, and conference with parents or guardians.

32. VANDALISM (see Board policy ECA) :

Willful damage or the attempt to cause damage to real or personal property belonging to the school, staff or students.

First Offense: Restitution. Principal/Student conference, detention, ISS, or 1-180 days OSS or expulsion

Subsequent Offense: Restitution. ISS, 1-180 days OSS or expulsion

33. WEAPONS (see Board Policy JFCJ) :

1. 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: 1-180 days OSS or expulsion.

Subsequent Offense: 1-180 days OSS 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 (1) 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: ISS, 1-180 days OSS or expulsion.

Subsequent Offense: 1-180 days OSS or expulsion.

SPECIAL DISCIPLINE POLICIES / CITIZENSHIP VIOLATIONS

Board of Education policy concerning alcohol and drug use in extra-curricular activities

It is policy of the Board of Education that drugs and alcohol are not to be sanctioned for use at any school sanctioned activity or possessed or used by any student while on the premises of the school. The Board of Education recognizes that it has no right to interfere with the student

and the student's activities while away from school property and while not participating in a sanctioned school activity. However, the school administrators and teachers may under the terms of this policy, determine and proscribe, in writing, rules and regulations which are to be met by the student participating in the school activity. Accordingly, the following guidelines are to be used.

1. Any student suspended from classes because of alcohol, prescription, non-prescription, imitation or anabolic steroids use and/or possession of it shall be considered ineligible for extra-curricular activities for a period of 30 school days. Extra-curricular activities shall include, but shall not be limited to, music, service organizations and clubs, athletics, cheerleading and pom-pom activities, and any other activity which represents the school outside the normal school day. A second suspension shall result in the student being dismissed from the activity or from the organization he or she is a member of at the time of the incident.
2. Any student that is on a long term out-of-school suspension of 45 school days or more for drug use, possession of or distribution of drugs shall be immediately dismissed from any activity or organization he or she is presently a member of at the time of suspension.
3. Teachers and school administrators who are supervising a school activity shall, in writing, proscribe the training rules governing participation in the activity. A copy of these rules shall be presented to the school principal for review and approval, and thereafter, a copy of the rules shall be given to the student at the beginning of the activity. If the proscribed activity rules are broken, the activity director shall apply punishment in conformity with this policy. In the event any student or a parent of a student shall seek review of the punishment as is proscribed herein, then in that event, the student and/or parent shall be governed by policies pertaining to review of administrative decision as is set forth in this policy manual. Activity directors shall have discretion in applying this policy; however, such discretion shall be exercised within the guidelines set forth herein. (SBP: IGD-R)

8/11/16

Family Educational Rights and Privacy Act (FERPA) Notice for Directory Information

The Family Education Rights and Privacy Act (FERPA) require each local education agency (LEA) to provide parents and eligible students' effective notice of their rights under FERPA pertaining to directory information on an annual basis. This notice serves to provide the required annual notification to parents and eligible students regarding their rights under FERPA pertaining to directory information.

FERPA requires that the Logan-Rogersville R-VIII School District, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, the Logan-Rogersville R-VIII 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 Logan-Rogersville R-VIII School District to include this type of information from your child's education records in certain school publication. 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 three directory information categories – 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 the Logan-Rogersville R-VIII School District to disclose directory information from your child's education records without your prior written consent, you must notify the District in writing within ten (10) school days after the release date of this notice. The Logan-Rogersville R-VIII School District has designated the following information as directory information:

- Student's name
- Parent's name
- Grade level
- Participation in school-based activities and sports
- Weight and height of members of athletic teams
- Degrees, honors, and awards received
- Artwork or coursework displayed by the district
- Most recent educational agency or institution attended
- Photographs, videotapes, digital images and recorded sound unless such photographs, videotapes, digital images and recorded sound would be considered harmful or an invasion of privacy.
- Student's and parent's address (limited directory information per Board Policy JO)
- Student's and parent's telephone number (limited directory information per Board Policy JO)
- Student's and parent's email address (limited directory information per Board Policy JO)

Notification of Rights for Elementary and Secondary Schools Under the Family Educational Rights and Privacy Act (FERPA)

The Family Educational Rights and Privacy Act (FERPA) require each local education agency (LEA) to provide parents and eligible students' effective notice of their rights under FERPA on an annual basis. This notice serves to provide the required annual notification to parents and eligible students regarding their rights under FERPA.

FERPA affords parents and students over 18 years of age ("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 of the day the school receives a request for access. Parents or eligible students should submit to the school principal a written request that identifies the record(s) they wish to inspect. A 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.
2. The right to request the amendment of the student's education records that the parent or eligible student believes is inaccurate, misleading, or otherwise in violation of the

- student's privacy rights under FERPA. Parents or eligible student who wish to ask the school to amend a record should write the school principal, 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 advise them 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.
3. The right to provide written consent before the school discloses personally identified information (PII) from the student's education records, except to the extent that FERPA authorizes disclosure without consent. 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 or function for which the school would otherwise use its own employees and who is under the direct control of the school with respect to the use and maintenance of PII from education records, such as an attorney, auditor, medical consultant, or therapist; or 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. Upon request, the school discloses education records without consent to the 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.
 4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the school 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**

Notification of Rights under the Protection of Pupil Rights Amendment (PPRA)

The Protection of Pupil Rights Amendment (PPRA) requires each local education agency (LEA) to provide parents and students effective notice of their rights under PPRA on an annual basis after any substantive change in district policy relating to PPRA. This notice serves to provide the required annual notification to parents and students regarding their rights under PPRA.

The Protection of Pupil Rights Amendment (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 education curriculum.

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

The Logan-Rogersville R-VIII School District has developed and adopted these policies, in consultation with parents, regarding these rights, as well as arrangements to protect student privacy in the administration of protected information surveys and the collection, disclosure, or use of personal information for marketing, sales, or other distribution purposes. The District will directly notify parents of these policies at least annually at the start of each school year and after any substantive changes. The Logan-Rogersville R-VIII School District will also directly notify, through U.S. Mail or email, parents of students who are scheduled to participate in the specific activities or surveys noted below and will provide an opportunity for the parent to opt his or her child out of participation of the specific activity or survey. The Logan-Rogersville R-VIII School District will make this notification to parents at the beginning of the school year if the District has identified the specific or approximate dates of the activities or surveys at that time. For surveys and activities scheduled after the school year starts, parents will be provided reasonable notification of the planned activities and surveys listed below and will be provided an opportunity to opt their child out of such activities and surveys. Parents will also be provided an opportunity to review any pertinent surveys. Following is a list of the specific activities and surveys covered under this requirement:

- Collection, disclosure, or use of personal information for marketing, sales, or other distribution.
- Administration of any protected information survey not funded in whole or in part by ED.
- Any non-emergency, invasive physical examination or screening as described above.

Parents who believe their rights have been violated may file a complaint with: Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue SW, Washington, DC 20202

PUBLIC NOTICE

All responsible public agencies are required to locate, evaluate, and identify children with disabilities who are under the jurisdiction of the agency, regardless of the severity of the disability, including children attending private schools, children who live outside the district but are attending a private school within the district, highly mobile children, such as migrant and homeless children, children who are wards of the state, and children who are suspected of having a disability and in need of special education even though they are advancing from grade to grade. The Logan-Rogersville R-VIII School District assures that it will provide a free, appropriate public education (FAPE) to all eligible children with disabilities between the ages of 3 and 21 under its jurisdiction. Disabilities include autism, deaf/blindness, emotional disorders, hearing impairment and deafness, mental retardation/intellectual disability, multiple disabilities, orthopedic impairment, other health impairments, specific learning disabilities, speech or language impairment, traumatic brain injury, visual impairment/blindness and young child with a developmental delay.

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

The Logan-Rogersville R-VIII School District has developed a Local Compliance Plan for the implementation of State Regulations for the Individuals with Disabilities Education Act (IDEA). This plan contains the agency's policies and procedures regarding storage, disclosure to third parties, retention and destruction of personally identifiable information and the agency's assurances that services are provided in compliance with the General Education Provision Act (GEPA). This plan may be reviewed at the Logan-Rogersville Central Office Monday-Friday from 8:00 a.m. to 4:00 p.m.

This notice will be provided in native languages as appropriate.

LOGAN-ROGERSVILLE R-VIII SCHOOL DISTRICT

PUBLIC NOTICE OF ADA/SECTION 504 REQUIREMENTS

The Logan-Rogersville R-VIII School District does not discriminate on the basis of disability in admission to, access to, or operation of its programs, services or activities. The Logan-Rogersville R-VIII School District does not discriminate on the basis of disability in its hiring or employment practices.

This Notice is provided as required by Title II of the Americans with Disabilities Act of 1990.

Section 504 of the Rehabilitation Act of 1973 was designed to protect the rights of individuals with disabilities. For further information regarding procedures, contact the office listed below.

Questions, concerns, complaints, or requests for additional information regarding the ADA may be forwarded to Logan-Rogersville R-VIII School District's designated ADA Compliance Coordinator.

Kevin McComas
Director of Special Services
Logan-Rogersville R-VIII School District
100 E. Front St.
Rogersville, MO 65742
Phone: (417) 753-2891
Days/Hours available: Monday through Friday 8:00 a.m. to 4:00 p.m.

Individuals who need auxiliary aids for effective communication in programs and services of Logan-Rogersville R-VIII School District are invited to make their needs and preferences known to the ADA Compliance Coordinator.

This notice will be provided in native languages as appropriate.