

YEOKUM MIDDLE SCHOOL STRATEGIC PLAN

Mission:

The mission of Yeokum Middle School is to prepare our students to be confident, life long learners and contributing members of society by engaging and challenging each student through exploration and discovery in a safe, supportive, and trusting environment.

Strategic Objectives:

- Each student will demonstrate the common core values established by the community emphasizing respect for self and others.
- Each student will exceed established state and community academic standards.
- Each student will have a strong mind, healthy body and confidence in his/her ability to succeed.
- Each student will establish the foundation necessary for life long learning.

Tactics:

1. We will ensure rigorous and relevant academic experiences that satisfies each student's unique needs.
2. We will ensure opportunities for each student to explore and discover strengths and interests
3. We will actively promote the social and emotional development of each student.
4. We will ensure each student feels safe and secure both physically and emotionally.

COMPUTER-BASED TECHNOLOGY RESOURCE USE CONTRACT

This contract is intended to make students and their parents/guardians aware of the Belton School District policy for the use and care of computer-based technology resources.

Computer-based technology resources are placed in the schools and administrative support offices as instructional/administrative/productive tools to support classroom instruction and related administrative support functions. The acquisition and installation of these important resources requires detailed planning and a considerable expenditure of time. Once incorporated into daily teaching/learning activities and administrative support functions these resources must be reliable and ready for use on a day-to-day basis. These resources are generally expensive and costly to maintain, repair and replace. It is essential that the day-to-day use of these resources be carried out in an intelligent and responsible manner by all concerned at every level of instruction/learning.

I/We the undersigned student and parent/guardian understand and accept the following policies and code of conduct for the use and care of computer-based technology resources belonging to the Belton School District.

1. I will only use Belton School District computer-based technology resources as directed by my instructor and/or teacher.
2. I will not manipulate or change any computer-based resource equipment configurations or settings without prior approval from my instructor or teacher.
3. I will not change or modify software configurations or settings without prior approval from my instructor or teacher.
4. I will exercise due care and precaution while using computer-based technology resources to ensure that they are not damaged.
5. I will immediately report to my instructor or teacher all damage or improper performance of any technology equipment or software entrusted to me for my use.
6. I will not be involved in any mischievous actions or misconduct that could result in the damage to or destruction of school computer-based equipment and related software/instructional materials. I will not make any illegal or unauthorized copies of computer diskettes, software programs, files, or instructional materials that I may have access to during the school day.
7. I will not remove any technology resources from any room in the school unless I have written approval from my instructor or teacher.
8. I will conform to any additional rules or procedures relating to the use of technology based hardware and materials as specified orally or in writing to me by my instructor, teacher or school administrator.

I will not access or download any pornographic or vulgar files or graphics under any circumstances. I will not send any E-Mail messages to any person over the Internet or any other on-line service from school equipment unless I have specific case-by-case approval from my teacher or instructor in charge to do so. In those cases I will ensure that such messages are strictly within the guidelines of

appropriate language and phraseology as determined by the school and not me or my peers.

Updated 8/8/02

I understand that improper behavior over a telecommunications network could result in serious criminal charges including felony charges.

Further, as the student of record, I fully understand that if I am found in willful violation of any of the policies or behavior/conduct requirements listed above that I could be subject to disciplinary actions as established by School Board policies and the following guidelines.

First Offense – I know, that on the first occasion of my violating any of the above policies or rules, that I will receive a verbal warning from the instructor or teacher detecting the offense, and my parents/guardian may be notified in writing or by telephone of the infraction depending upon the circumstances and nature of the offense.

Second Offense – In the event that there is a second violation of the above policies or rules outlined above, I understand that I could be subject to more severe discipline in accordance with established School Board policies. My parents/guardian will be informed by letter and telephone. This discipline could include, but is not limited to denial of direct access to selected or all computer-based technology resources in the classrooms, media center, library, or LABS for a designated period of time.

Subsequent Offenses or Incidents of Severe Misconduct – I understand that as a result of a third or subsequent offense of any of the above policies or rules that I will be subject to severe disciplinary action in accordance with Board policy, and that my parents/guardian will be notified by telephone and in writing of my behavior.

Additionally, I understand that my actions of such misconduct could result in expulsion if such action is determined appropriate to the offense.

Further, if as a result of my misconduct, the school district is required to repair, fix, or replace computer-based technology equipment programs at some expense that this expense may be passed on to the student's parent or guardian at the discretion of the Board and superintendent.

In the event egregious misconduct occurs at any time, more severe disciplinary action may be taken in addition to the other prescribed disciplinary action set forth above.

This student contract does not abrogate or contravene other established School Board or district policies or procedures for handling student misconduct or discipline problems. Rather, this contract is in direct support of those policies, rules, and procedures.

Student Signature _____

Date _____

Parent/Guardian Signature _____

Date _____

Administrator Signature _____

Date _____

Updated 8/8/02

FROM THE PRINCIPAL'S DESK

Dear Yeokum Students and parents/guardians,

Welcome to the 2009-2010 school year. Yeokum is an exciting place at a very important time in your life. I look forward to meeting you and experiencing the year together. By working and having fun together, we will have a very productive school year.

In this agenda you will find policies, procedures, and school practices that make Yeokum a great place. Please review this information.

This time of year provides a prime opportunity to set goals. What do you want to accomplish this school year? Please take time to think about this, discuss it with others, and share it with the teachers here at Yeokum. By working together, we can help you be suc-

successful and reach your goals.

The Belton home page, www.beltonschools.org, provides additional information regarding Yeokum Middle School. The school district's and Yeokum's annual report card are located on the district website. The Infinite Campus parent portal is also a great source of information.

Should you ever have any questions or concerns, please don't hesitate to contact your teachers or the Yeokum office.

Have a wonderful school year!

Sincerely,

Michele Norman, Ed.D.

Principal

GENERAL INFORMATION

ATHLETICS/ACTIVITIES

Yeokum Middle School is a member of the Missouri State High School Activities Association. To participate in activities with other schools, a student must adhere to the eligibility requirements set forth by MSHSAA and the Belton Board of Education. (See the Student Athletic Handbook and observe grade requirements.)

ATTENDANCE PROCEDURE

Parents/Guardians are asked to call in ALL absences to the attendance secretary at 348-1042 as early as possible.

If a student is going to be absent for three or more consecutive days, homework assignments can be requested through the office.

Students are responsible for completing work missed during an absence.

Yeokum Middle School has set a goal to have a 95% attendance rate.

BICYCLES, SKATEBOARDS, AND ROLLERBLADES

Bicycle racks are provided for student use. Skateboards, rollerblades, and bicycles are not to be ridden on school property. The school is not responsible for lost or stolen property.

Shoes with wheels are not to be worn to school.

BULLETIN BOARDS

All posters or flyers for activities sponsored by school or non-school groups must receive approval from the building principal prior to being placed in the building.

CAFETERIA/LUNCH

A charge limit of \$5 has been set for middle school students. In order to have a school lunch or breakfast, students must have money in their account, bring cash, or not exceed the \$5 charge limit.

CHARACTERPLUS

Through the Yeokum Strategic Planning process, CharacterPlus was adopted to support the character development of students. With input from parents, students, staff, and community, the following five traits have been identified as important:

- RESPECT
- RESPONSIBILITY
- KINDNESS
- HONESTY
- ACCOUNTABILITY

COUNSELING SERVICES

Counseling services are available for students. Services are not limited to:

1. Assistance with class planning and scheduling
2. Interpretation of test scores

3. Career and occupational information
4. Study helps
5. And home, school, personal or social concerns

All conferences are confidential.

The following support groups may be established:

Substance Abuse, Compassionate Friends, Changing Families, Teen Support.

DRESS CODE

Extremes in apparel or personal appearance the administration feels disrupts the learning process or interferes with the intended function of the school are not acceptable.

As a matter of accepted practice and courtesy, the following policies must be adhered to:

1. Students must wear shoes. (house shoes are unacceptable)
2. Students must not wear hats, caps or any other form of head gear or sunglasses.
3. Students must not wear items that reference or display through statements, signs or pictures: obscenity, profanity, sexual innuendo, violent themes, weapons, drugs, tobacco or alcohol, or an inappropriate slogan.
4. Students must not wear excessively short skirts or shorts.
5. Students must not wear pants, shorts, or skirts below waist level.
6. PROHIBITED Dress Examples: strapless or spaghetti strap apparel, bare midriff, backless, tank tops/sleeveless/muscle shirts, mesh/see-through tops, nightwear, underwear worn as outer garments or in a manner as to promote inappropriate exposure.
7. PROHIBITED: Any item that presents a safety concern (chains, spikes, dangerous jewelry, safety pins, etc.).
8. School District Personnel may restrict any student from attending classes or school activities when student's dress, general appearance, and/or conduct creates safety, health, or discipline problems.

ELECTRONIC DEVICES

Use and/or display of cell phones, electronic games, headphones, MP3/radio/tape/CD players, video games, and all other electronic equipment that could potentially interrupt the learning environment is prohibited during the regular school day (7:30 a.m.-2:30 p.m.). Use and/or display of these devices may result in confiscation and/or disciplinary action. Electronic devices should be turned off and secured in a locker during school hours. Equipment confiscated will be returned to a parent.

If a student possesses electronic pictures or texts, the district will consider it the same as hard-copy possession.

The school will not be responsible for any lost or stolen items.

Telephone Use: Students may use the telephone before and after school. Students will be permitted to use the office telephone during the day in emergency situations only.

GRADE CARDS

Progress reports are issued every three weeks. Grade cards are issued quarterly. First quarter grade cards will be available for parent pickup during parent/teacher conferences. Second through fourth quarter report cards will be mailed home.

HALL PASSES

As a matter of safety, students must have their own YEOKUM STUDENT PLANNER with a hall pass completed in order to be released into the hallways during class time. Students may purchase a replacement planner at a cost of \$6.

Any student in the hallways without a valid hall pass will be subject to disciplinary action.

HEALTH ROOM

Students are NOT allowed to carry any type of medications, except prescription inhalers with consent. Several over-the-counter medications are available in the Health Room if the student has a signed permission form on file. Students who take prescription medication during the school day must have it administered by school personnel in the Health Room. Prescription medication needs to be in the original container with a prescription label on it indicating the name of the student, the name of the medication, and amount and times to be taken.

Students who are sick and/or running a fever before school time should not report to school.

Students are expected to participate in all activities unless excused by a physician or school nurse. Students not able to participate in

physical activities will be assigned other class activities.

HONOR ROLL

Student honor roll lists are published in the local newspaper and are issued and based on the following:

"A" Honor Roll No grade below an A-

"B" Honor Roll No grade below a B-

LOCKERS

Students will be assigned lockers for the storage of their books, clothing, and personal items. Students are NOT allowed to change lockers or share a locker with another student. Students are NOT to give out their locker combinations to other students. The school is not responsible for lost or stolen items. Students are required to clean out their assigned locker at the end of the year. Maintaining and cleaning out gym lockers is the student's responsibility as well.

Lockers remain the property of the school district and are subject to search at any time.

LOST AND FOUND

Students and staff who find lost articles are asked to bring them to the office. Found articles not claimed within a reasonable time will be given to charity.

PARENT CONFERENCES

Parents may request appointments for conferences with teachers, the counselor, or principal by contacting the office at 348-1042. Conference times must be approved by staff members in order to avoid conflicts in schedules.

SCHOOL DAY

Supervision of students begins at 7:10 a.m. each school day. Parents/Guardians should not drop their children off at Yeokum prior to 7:10 a.m. as supervision is unavailable. School dismisses at 2:30 p.m. each day and supervision is not provided unless students are staying in a school-sponsored after school activity. The district will not be responsible for supervising students outside the above stated times.

SCHOOL TRANSPORTATION

The bus company will send home a list of rules on the first day of school.

SEARCH AND SEIZURE

Searches are for the purpose of school safety and will be conducted periodically and unannounced by school officials. Drug dogs may be used. School officials have the legal right to search the following:

1. Lockers
2. Automobiles on school property
3. Backpacks and purses
4. Clothing
5. Desks
6. Computers
7. And other school property used by students

SIGNING IN/OUT

Yeokum Middle School is a closed campus. The following policies apply to students signing in/out:

1. A parent or designated emergency contact must properly sign a student out in the school office. Please present identification.
2. If a student arrives at school after the 7:30 a.m. bell, they must first report to the office and sign in.
3. Leaving without permission will result in disciplinary action.
4. Once an absence has been determined to be a skip, disciplinary action will result and the Truant Officer may be notified.

VISITORS

Parents or guardians are encouraged to visit school during school hours. All visitors are to check in at the office upon arrival. Visitors will be issued a visitor pass to be worn while on school property.

STUDENT ID CARDS/POSITIVE DISCIPLINE

Yeokum Middle School students will earn privileges through demonstration of positive behavior. The program is designed to create desirable and attainable incentives that reward students.

All students will be given a student ID at the beginning of the year free. A replacement card is \$5. To enjoy the privileges, the student must wear the card visibly, hanging around the neck.

All students will bring their agendas to all classes. Any staff member may place a mark for specific infractions on the citizenship sheet located in the agenda. Likewise, any staff member can remove a mark by observing the student demonstrating kindness, respect, responsibility, accountability, or honesty.

If a student receives 9 marks in a quarter on the citizenship sheet, the card will be taken and returned at the start of the next quarter.

Students wearing their ID Card can have the following incentives:

1. Morning Social Time—Students can go to the Big Gym and play games or socialize at their leisure.
2. Early Dismissal—Students may be dismissed one minute prior to the dismissal bell at the end of the school day.
3. Friday Hat/Pajama Pant Day—Students may wear hats and/or pajama pants on Fridays.
4. Quarterly Field Trips—Students are eligible to attend the quarterly field trip if they also meet the grade, attendance, and behavior requirements of no Ds or Fs, no more than 3 absences, and no workshops/ISS/OSS. The third quarter field trip to Worlds of Fun requires no workshop/ISS/OSS from the beginning of third quarter up until the date of the trip.

YEOKUM CITIZENSHIP REPORT

1ST QUARTER

TEAM: _____ NAME: _____

# of Offenses	1	2	3	4	5	6	7	8	9	10	11	12
Cards	P	P	P	P	P	P	P	P	NC	NC	NC	NC
Date/Code												
Teacher's Initials												

KEY:

D- disrespect

FD- following directions

DC- disrupting class

WT- wasting time

N- writing/passing

S- supplies

H- hallway

NW- not working

O- other _____

CARD WILL BE TAKEN ON 9th OFFENSE AND ALL PRIVILEGES ARE GONE FOR REMAINDER OF THE QUARTER!!

YEOKUM CITIZENSHIP REPORT**2ND QUARTER****TEAM:** _____ **NAME:** _____

# of Offenses	1	2	3	4	5	6	7	8	9	10	11	12
Cards	P	P	P	P	P	P	P	P	NC	NC	NC	NC
Date/Code												
Teacher's Initials												

KEY:

D- disrespect

FD- following directions

DC- disrupting class

WT- wasting time

N- writing/passing

S- supplies

H- hallway

NW- not working

O- other _____

CARD WILL BE TAKEN ON 9th OFFENSE AND ALL PRIVILEGES ARE GONE FOR REMAINDER OF THE QUARTER!!

YEOKUM CITIZENSHIP REPORT**3RD QUARTER****TEAM:** _____ **NAME:** _____

# of Offenses	1	2	3	4	5	6	7	8	9	10	11	12
Cards	P	P	P	P	P	P	P	P	NC	NC	NC	NC
Date/Code												
Teacher's Initials												

KEY:

D- disrespect

FD- following directions

DC- disrupting class

WT- wasting time

N- writing/passing

S- supplies

H- hallway

NW- not working

O- other _____

CARD WILL BE TAKEN ON 9th OFFENSE AND ALL PRIVILEGES ARE GONE FOR REMAINDER OF THE QUARTER!!

YEOKUM CITIZENSHIP REPORT

4TH QUARTER

TEAM: _____ **NAME:** _____

# of Offenses	1	2	3	4	5	6	7	8	9	10	11	12
Cards	P	P	P	P	P	P	P	P	NC	NC	NC	NC
Date/Code												
Teacher's Initials												

KEY:

- D- disrespect
- DC- disrupting class
- N- writing/passing
- H- hallway
- O- other _____
- FD- following directions
- WT- wasting time
- S- supplies
- NW- not working

CARD WILL BE TAKEN ON 9th OFFENSE AND ALL PRIVILEGES ARE GONE FOR REMAINDER OF THE QUARTER!!

STUDENT DISCIPLINE - POLICIES AND PROCEDURES

All students are expected to comply with the policies and procedures of the school.
 THE SCHOOL RESOURCE OFFICER IS AVAILABLE FOR ANY UNLAWFUL OFFENSES COMMITTED BY STUDENTS.

BUILDING STUDENT EXPECTATIONS

Expectations for student behavior are posted throughout the building.

ASSAULTS, FIGHTS AND/OR HAZING

In order to provide a safe learning environment for all students, the Belton No. 124 District prohibits all forms of hazing, bullying and student intimidation. Students participating in or encouraging inappropriate conduct will be disciplined in accordance with JG-R. Such discipline may include, but is not limited to, suspension or expulsion from school and removal from participation in activities. Students who have been subjected to hazing or bullying are instructed to promptly report such incidents to a school official.

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

Hazing—For purposes of this policy, hazing is defined as any activity, on or off school grounds, that a reasonable person believes would negatively impact the mental or physical health or safety of a student or put the student in a ridiculous, humiliating, stressful or disconcerting position for the purposes of initiation, affiliation, admission, membership or maintenance of membership in any group, class, organization, club or athletic team including, but not limited to, a grade level, student organization or school-sponsored activity.

Hazing may include those actions that subject a student to extreme mental stress including, but not limited to, sleep deprivation, physi-

cal confinement, forced conduct that could result in extreme embarrassment or criminal activity, or other stress-inducing activities. Hazing may also include, but is not limited to: acts of physical brutality; whipping; beating; branding; exposing to the elements; forcing consumption of any food, liquor, drug or other substance; forcing inhalation or ingestion of tobacco products; or any other forced physical activity that could adversely affect the physical health or safety of an individual.

Hazing may occur even when all students involved are willing participants. Hazing does not occur when a student is required to audition or try out for an organization when the criteria are reasonable, approved by the district and legitimately related to the purpose of the organization.

Bullying—For purposes of this policy, bullying is defined as 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; or threats of retaliation for reporting such acts. Bullying may also include cyberbullying or cyberthreats. Cyberbullying is sending or posting harmful or cruel text or images using the Internet or other digital communication devices. Cyberthreats are online materials that threaten or raise concerns about violence against others, suicide or self-harm. Students involved with cyberbullying or cyberthreats while at school or using the district's equipment or Internet access will be subject to appropriate discipline.

CORPORAL PUNISHMENT

No person employed by or volunteering on behalf of the Belton 124 School District shall administer or cause to be administered corporal punishment upon a student attending district schools.

REPORTING AND RECORDS

In compliance with state law, the Board of Education establishes explicit channels of communication between teachers, administrators, law enforcement officials and other schools concerning acts of school violence and other behaviors that endanger the welfare or safety of students, staff or patrons of the district.

The Board of Education directs the superintendent or designee to compile and maintain records of any serious violation of the district's discipline policy for each student enrolled in the district. Such records shall be made available to teachers and other school district employees with a need to know, and shall be provided within five (5) business days of receiving the request, in accordance with state law, to any school district in which the student subsequently attempts to enroll. If a student is placed in another school by the CD, the records will be transferred to the new school within two (2) business days after notification by the CD. Personally identifiable student records will only be released or destroyed in accordance with state and federal law.

Rates and durations of, and reasons for, suspensions of ten (10) days or longer and expulsions of students shall be reported pursuant to Department of Elementary and Secondary Education (DESE) data reporting requirements.

STUDENT DISCIPLINE—POLICY JG

It is essential that the district maintain a classroom environment that allows teachers to communicate effectively with all students in the class and allows all students in the class to learn. To assist district staff in maintaining the necessary classroom environment, the Board of Education has created a discipline code that addresses the consequences, including suspension or expulsion, for students whose conduct is prejudicial to good order and discipline in the schools or impairs the morale or good conduct of other students. The Board authorizes the immediate removal of a student upon a finding by a principal or superintendent that the student poses a threat of harm to self or others, as evidenced by the prior conduct of such student. Any such removal will be subject to the appropriate due process procedures and in accordance with law.

These policies, regulations and procedures will apply to all students in attendance in district instructional and support programs as well as at school-sponsored activities. All district staff are required to enforce these policies, regulations and procedures in a manner that is fair and developmentally appropriate and that considers the student and the individual circumstances involved.

Off-campus misconduct that adversely affects the educational climate will also be subject to these policies, regulations and procedures. Students who have been charged, convicted or pled guilty in a court of general jurisdiction for commission of a felony may be suspended in accordance with law.

Building principals are responsible for the development of additional regulations and procedures regarding student conduct needed to maintain proper behavior in schools under their supervision.

Teachers have the authority and responsibility to make and enforce necessary rules for internal governance in the classroom, subject to review by the building principal.

STUDENT DISCIPLINE—REGULATION JG

The Student Code of Conduct is designed to foster student responsibility, respect for others, and to provide for the orderly operation of district schools. No code can be expected to list each and every offense that may result in disciplinary action; however, it is the purpose of this code to list certain offenses which, if committed by a student, will result in the imposition of a certain disciplinary action. Any

conduct not included herein, an aggravated circumstance of any offense, or any action involving a combination of offenses may result in disciplinary consequences that extend beyond this code of conduct as determined by the principal, superintendent and/or Board of Education. In extraordinary circumstances where the minimum consequence is judged by the superintendent or designee to be manifestly unfair or not in the interest of the district, the superintendent or designee may reduce the consequences listed in this policy, as allowed by law. This code includes, but is not necessarily limited to, acts of students on school property, including playgrounds, parking lots and school transportation, or at a school activity, whether on or off school property.

It is the policy of the Belton No. 124 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.

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.

Participation in Activities

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 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.
2. The student is under the direct supervision of another adult designated by the student's parent, legal guardian or custodian. The designation must be made in advance and in writing to the principal of the school that suspended the student.
3. The student is in 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.

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

Prohibited Conduct

The following are descriptions of prohibited conduct as well as potential consequences for violation. In addition to the consequences specified here, school officials will notify law enforcement and document violations in the student's discipline file pursuant to law and Board policy.

Academic Dishonesty – Cheating on tests, assignments, projects or similar activities; plagiarism; claiming credit for another person's work; fabrication of facts, sources or other supporting material; unauthorized collaboration; facilitating academic dishonesty; and other misconduct related to academics.

First Offense: No credit for the work, grade reduction, or replacement assignment.

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

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

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

Second Offense: 1-180 days out-of-school suspension or expulsion. Restitution if appropriate.

Assault

- a. 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.

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

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

- b. Attempting to kill or cause serious physical injury to another; killing or causing serious physical injury to another.

First Offense: Expulsion

Bullying (see Board policy JFCF) – Repeated and systematic intimidation, harassment and attacks on a student or multiple students, perpetuated by individuals or groups. Bullying includes, but is not limited to: physical violence, verbal taunts, name-calling and put-downs, hazing, cyberthreats, cyberbullying, threats, extortion, theft, damaging property, and exclusion from a peer group.

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

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

Bus or Transportation Misconduct (see Board policy JFCC and procedure JFCC-AP) – 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.

Dishonesty – Any act of lying, whether verbal or written, including forgery.

First Offense: Nullification of forged document, conference, detention, in-school suspension, or 1-10 days out-of-school suspension.

Subsequent Offense: Nullification of forged document, detention, in-school suspension, 1-180 days of out-of-school suspension, or expulsion.

Disrespectful or Disruptive Conduct or Speech (see Board policy AC if illegal harassment or discrimination is involved) – Verbal, written, pictorial or symbolic language or gesture that is directed at any person that is in violation of district policy or its otherwise rude, vulgar, defiant, in violation of district policy 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 conference, detention, in-school suspension, or 1-10 days out-of-school suspension.

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

Drugs/Alcohol (see Board policies JFCH and JHCD)

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

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

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

- b. Possession of or Attendance While Under the Influence of or Soon After Consuming Any Unauthorized Prescription Drug, Alcohol, Narcotic Substance, Unauthorized Inhalants, Counterfeit Drugs, Imitation Controlled Substances or Drug-Related Paraphernalia, Including Controlled Substances and Illegal Drugs Defined as Substances Identified Under Schedules I, II, III, IV or V in Section 202(c) of the Controlled Substances Act

First Offense: Immediate 10-day out-of-school suspension which can only be reduced to 5 days if the student agrees to drug/alcohol assessment and the student follows through with the recommendations. The student will be required to be involved with the IMPACT program upon return to school after the suspension attending a specified number of group sessions as determined at the time of readmittance.

Second Offense: Immediate 10-day out-of-school suspension with a recommendation to the superintendent for 1-180 days suspension or expulsion.

- c. Sale, Purchase or Distribution of Any Prescription Drug, Alcohol, Narcotic Substance, Unauthorized Inhalants, Counterfeit Drugs, Imitation Controlled Substances or Drug-Related Paraphernalia, Including Controlled Substances and Illegal Drugs Defined as Substances Identified Under Schedules I, II, III, IV or V in Section 202(c) of the Controlled Substances Act

First Offense: Immediate 10-day out-of-school suspension with a recommendation to the superintendent for 1-180 suspension or expulsion.

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

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

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

Failure to Meet Conditions of Suspension – Coming within 1,000 feet of any public school in the district while on suspension for an offense that requires reporting to law enforcement or for an act of school violence or drug-related activity defined by district policy as a

serious violation of the district's discipline policy. See the section of this regulation titled, "Prohibition against being on or near School Property during Suspension."

In determining whether to suspend or expel a student, consideration shall be given to whether the student poses a threat to the safety of any child or school employee and whether the student's presence within 1,000 feet of the school is disruptive to the educational process or undermines the effectiveness of the school's discipline policy.

First Offense: Verbal warning, detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.

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

False Alarms (see also "Threats or Verbal Assaults") – Tampering with emergency equipment, setting off false alarms, making false reports; communicating a threat or false report for the purpose of frightening; or disturbing people, disrupting the educational environment or causing the evacuation or closure of school property.

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

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

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

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

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

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

First Offense: Principal/Student conference, loss of privileges, detention, or in-school suspension.

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

Hazing (see Board policy JFCF) – Any activity that a reasonable person believes would negatively impact the mental or physical health or safety of a student or put the student in a ridiculous, humiliating, stressful or disconcerting position for the purposes of initiation, affiliation, admission, membership or maintenance of membership in any group, class, organization, club or athletic team including, but not limited to, a grade level, student organization or school-sponsored activity. Hazing may occur even when all students involved are willing participants.

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

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

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. Warning, principal/student conference, detention, or in-school suspension.

Second Offense: Confiscation. Principal/student conference, detention, in-school suspension, or 1-10 days out-of-school suspension.

Public Display of Affection – Physical contact that is inappropriate for the school setting, including, but not limited to, kissing and groping.

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

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

Secret Organization/Gang Activity (see Board policy JFCEA) – Use of hand signals, graffiti or the presence of any apparel, jewelry, accessory or manner of grooming which, by virtue of its color, arrangement, trademark, symbol, or any other attribute that indicates or implies membership or affiliation with a secret or discriminatory group, organization, society, fraternity, sorority or gang.

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

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

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

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

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

Sexual Harassment (see Board policy AC)

- a. Use of unwelcome verbal, written or symbolic language based on gender or of a sexual nature. Examples of sexual harassment include, but are not limited to, sexual jokes or comments, requests for sexual favors and other unwelcome sexual advances.

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

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

- b. Unwelcome physical contact based on gender or of a sexual nature. Examples include, but are not limited to, touching or fondling of the genital areas, breasts or undergarments, regardless of whether the touching occurred through or under clothing.

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

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

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

First Offense: Confiscation. Principal/student conference, detention, in-school suspension, or 1-180 days out-of-school suspension.

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

Technology Misconduct (See Board policy EHB and regulation EHB-R)

1. Attempting, regardless of success to: gain unauthorized access to a technology system or information; use district technology to connect to other systems in evasion of the physical limitations of the remote system; copy district files without authorization; interfere with the ability of others to utilize district technology; secure a higher level of privilege without authorization; introduce computer viruses, hacking tools, or other disruptive/destructive programs onto or using district technology; or evade or disable a filtering/blocking device.

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

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

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

First Offense: Confiscation, principal/student conference, detention, or in-school suspension.

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

3. Violation other than those listed in (1), (2) or of Board policy EHB and regulation EHB-R.

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

Subsequent Offense: Restitution. Loss of user privileges, in-school suspension, 1-180 days out-of-school suspension, or expulsion.

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

First Offense: Confiscation. Principal/student conference, detention, or in-school suspension.

Second Offense: Confiscation. Principal/student conference, detention, in-school suspension, or 1-10 days out-of-school suspension.

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

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

Second Offense: Return of or restitution for property. 1-180 days out-of-school suspension or expulsion.

Threats or Verbal Assault – Verbal, written, pictorial or symbolic language or gestures that create a reasonable fear of physical injury or property damage.

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

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

Tobacco

- a. Possession of any tobacco products on school grounds, school transportation or at any school activity.

First Offense: Confiscation of tobacco product. Principal/Student conference, detention or in-school suspension.

Subsequent Offense: Confiscation of tobacco product. Detention, in-school suspension, or 1-10 days out-of-school suspension.

- b. Use of any tobacco products on school grounds, school transportation or at any school activity.

First Offense: Confiscation of tobacco product. Principal/Student conference, detention, in-school suspension, or 1-3 days out-of-school suspension.

Subsequent Offense: Confiscation of tobacco product. In-school suspension or 1-10 days out-of-school suspension.

Truancy (see Board policy JEDA) – Absence from school without the knowledge and consent of parents/guardians and the school administration; excessive non-justifiable absences, even with the consent of parents/guardians.

First Offense: Principal/Student conference, detention, or 1-3 days in-school suspension.

Subsequent Offense: Detention or 3-10 days in-school suspension.

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

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

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

Vandalism (see Board policy ECA and procedure ECA-AP1) – 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, in-school suspension, 1-180 days out-of-school suspension, or expulsion.

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

Weapons (see Board policy JFCJ)

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

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

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

First Offense: One (1) calendar year suspension or expulsion, unless modified by the Board upon recommendation by the superintendent.

Subsequent Offense: Expulsion.

WEAPONS

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

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

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

1. A firearm as defined in 18 U.S.C. § 921.
2. A blackjack, concealable firearm, firearm, firearm silencer, explosive weapon, gas gun, knife, knuckles, machine gun, projectile weapon, rifle, shotgun, spring gun, switchblade knife, as these terms are defined in § 571.010, RSMo.
3. A dangerous weapon as defined in 18 U.S.C. § 930(g)(2).
4. All knives and any other instrument or device used or designed to be used to threaten or assault, whether for attack or defense.
5. Any object designed to look like or imitate a device as described in 1-4.

Pursuant to the Missouri Safe Schools Act and the federal Gun-Free Schools Act of 1994, any student who brings or possesses a

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

Students with disabilities who violate this policy will be disciplined in accordance with policy JGE.

NOTICES

ASSESSMENT PARTICIPATION

Statewide Assessments

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

The School Board authorizes the superintendent to establish a process designed to encourage the students of this district to give their best efforts on each portion of any statewide assessment, which may include, but is not limited to, incentives or supplementary work as a consequence of performance.

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

National Assessment of Educational Progress

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

NO CHILD LEFT BEHIND COMPLAINT PROCEDURE

This complaint resolution procedure applies to all programs administered by the Missouri Department of Elementary and Secondary Education under the No Child Left Behind Act (NCLB).

A complaint is a formal allegation that a specific federal or state law or regulation has been violated, misapplies, or misinterpreted by school district personnel or by Department of Education personnel.

Any parent or guardian, surrogate parent, teacher, administrator, school board member, or other person directly involved with an activity, program, or project operated under the general supervision of the Department may file a complaint. Such a complaint must be in writing and signed; it will provide specific details of the situation and indicate the law or regulation that is allegedly being violated, misapplied, or misinterpreted.

The written, signed complaint must be filed and the resolution pursued in accordance with local district policy KL.

If the issue cannot be resolved at the local level, the complaint may file a complaint with the Missouri Department of Education. If there is not evidence that the parties have attempted in good faith to resolve the complaint at the local level, the Department may require the parties to do so and may provide technical assistance to facilitate such resolution.

Any persons directly affected by the actions of the Department may file a similarly written complaint if they believe state or federal laws or regulations have been violated, misapplies, or misinterpreted by the Department itself.

Anyone wishing more information about this procedure or how complaints are resolved may contact local district or Department personnel.

NON-DISCRIMINATION POLICY

The Belton No. 124 School District Board of Education is committed to maintaining a workplace and educational environment that is free from illegal discrimination or harassment in admission or access to, or treatment or employment in, its programs, activities and facilities. Discrimination or harassment against employees, students or others on the basis of race, color, religion, sex, national origin, ancestry, disability, age or any other characteristic protected by law is strictly prohibited in accordance with law. The Belton No. 124 School District is an equal opportunity employer. Students, employees and others will not be disciplined for speech in circumstances where it is protected by law. The Board also prohibits:

1. Retaliatory actions based on making complaints of prohibited discrimination or harassment or based on participation in an investigation, formal proceeding or informal resolution concerning prohibited discrimination or harassment.
2. Aiding, abetting, inciting, compelling or coercing discrimination or harassment.
3. Discrimination or harassment against any person because of such person's association with a person protected from discrimination or harassment due to one (1) or more of the above-stated characteristics.

All employees, students and visitors must immediately report to the district for investigation of any incident or behavior that could constitute illegal discrimination or harassment.

Additional Prohibited Behavior

Behavior that is not unlawful or does not rise to the level of illegal discrimination or harassment might still be unacceptable for the workplace or the educational environment. Demeaning or otherwise harmful actions are prohibited, particularly if directed at personal characteristics including, but not limited to, socioeconomic level, sexual orientation or perceived sexual orientation.

Consequences

Employees who violate this policy will be disciplined, up to and including employment termination. Students who violate this policy will be disciplined, which may include suspension or expulsion. Patrons, contractors, visitors or others who violate this policy may be prohibited from school grounds or otherwise restricted while on school grounds. The superintendent or designee will contact law enforcement or seek a court order to enforce this policy when necessary or when actions may constitute criminal behavior.

In accordance with law and district policy, any person suspected of abusing or neglecting a child will be reported to the Children's Division (CD) of the Department of Social Services.

Definitions

Discrimination – Conferring, refusing or denying benefits or providing differential treatment to a person or class of persons in violation of law based on race, color, religion, sex, national origin, ancestry, disability, age or any other characteristic protected by law, or based on a belief that such a characteristic exists.

Harassment – A form of discrimination, as defined above, that occurs when the school or work environment becomes permeated with intimidation, ridicule or insult that is sufficiently severe or pervasive enough that it unreasonably alters the employment or educational environment.

Behaviors that could constitute illegal harassment include, but are not limited to, the following acts if based on race, color, religion, sex, national origin, ancestry, disability, age or any other characteristic protected by law or a belief that such a characteristic exists: graffiti; display of written material or pictures; name calling; slurs; jokes; gestures; threatening, intimidating or hostile acts; theft; or damage to property.

Sexual Harassment – A form of discrimination, as defined above, on the basis of sex. Sexual harassment is unwelcome conduct that occurs when a) benefits or decisions are implicitly or explicitly conditioned upon submission to, or punishment is applied for refusing to comply with, unwelcome sexual advances, requests for sexual favors or conduct of a sexual nature; or b) the school or work environment becomes permeated with intimidation, ridicule or insult that is based on sex or is sexual in nature and that is sufficiently severe or pervasive enough to alter the conditions of participation in the district's programs and activities or the conditions of employment. Sexual harassment may occur between members of the same or opposite sex. The district presumes a student cannot consent to behavior of a sexual nature with an adult regardless of the circumstance.

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

1. Sexual advances and requests or pressure of any kind for sexual favors, activities or contact.
2. Conditioning grades, promotions, rewards or privileges on submission to sexual favors, activities or contact.
3. Punishing or reprimanding persons who refuse to comply with sexual requests, activities or contact.
4. Graffiti, name calling, slurs, jokes, gestures or communications of a sexual nature or based on sex.
5. Physical contact or touching of a sexual nature, including touching of intimate parts and sexually motivated or inappropriate patting, pinching or rubbing.

Grievance – A verbal or written report (also known as a complaint) of discrimination or harassment made to the compliance officer.

Compliance Officer

The Board designates the following individuals to act as the district's compliance officers:

Discrimination and Harassment

Section 504 and ADA

Assistant Superintendent of Human Resources, Dr. Tanya Shippy	Assistant Superintendent of Special Services, Dr. Sandy Clutter
Belton School District No. 124	Belton School District No. 124
110 W. Walnut	110 W. Walnut
Belton, MO 64012-4808	Belton, MO 64012-4808
Phone: 816-348-1000; Fax: 816-348-1068	Phone: 816-348-1000; Fax: 816-348-1068

SPECIAL EDUCATION SERVICES

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 Belton School District #124 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 Belton School District #124 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 Belton School District #124 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 Belton School District #124 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 in the office of the Assistant Superintendent for Special Services during business hours.

This notice will be provided in native languages as appropriate.

STUDENT RECORDS

The Family Education Rights and Privacy Act (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. Parents or eligible students should submit to the school principal or appropriate school official a written request that identifies the record(s) they wish to inspect. The school official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.
2. The right to request the amendment of the student's education records that they parent or eligible student believes are inaccurate, misleading or in violation of the student's privacy. Parents or eligible students should write the principal or appropriate official, clearly identify the part of the record they want changed and specify why it is inaccurate, misleading or in violation of the student's privacy. 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 consent to disclosures of personally identifiable information contained in 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 has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her responsibility as authorized by the district. Upon request, the school discloses education records without consent to officials of another school district in which a student seeks or intends to enroll.

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. Complaints should be directed to: Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue, SW, Washington, DC 20202-4605.

The district has determined that the following information regarding the district's students is not harmful or an invasion of privacy and therefore will release this information without first obtaining parental consent. If a parent, guardian, person acting as a student's parent in absence of a parent or guardian, or the student (if 18 or older) does not want the district to release the information listed below, they must notify the district in writing within ten (10) days of receiving this handbook.

The following information may be released without obtaining parental consent:

Students in kindergarten through eighth grade – Student's name; parent's name; date and place of birth; grade level; bus assignment; enrollment status (e.g., full-time or part-time); participation in school-based activities and sports; weight and height of members of athletic teams; dates of attendance; honors and awards received; artwork or coursework displayed by the district; most recent previous school attended; and 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.

SURVEYING, ANALYZING OR EVALUATING STUDENTS

The Protection of Pupil Rights Amendment (PPRA) affords parents certain rights pertaining to the district's collection and use of information for marketing purposes as well as how the district conducts surveys and certain physical exams. These include the right to:

1. Give consent before students are required to submit to a survey that concerns one (1) 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:
 - a. Political affiliations or beliefs of the student or student's parent
 - b. Mental or psychological problems of the student or student's family
 - c. Sex behavior or attitudes
 - d. Illegal, antisocial, self-incriminating or demeaning behavior
 - e. Critical appraisals of other individuals with whom respondents have close family relationships
 - f. Legally recognized privileged or analogous relationships, such as those of lawyers physicians and ministers.
 - g. Religious practices, affiliations or beliefs of the student or the student's parent.
 - h. Income, other than as required by law to determine program eligibility.
2. Receive notice and an opportunity to opt a student out of:
 - a. Any other protected information survey, regardless of the funding source.
 - b. Any nonemergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent and not necessary to protect the immediate health and safety of a student, or any physical exam or screening permitted or required under state law, except for hearing, vision or scoliosis screenings.
 - c. Activities involving collections, disclosure or use of personal information obtained from students for marketing, selling or otherwise distributing the information to others.
3. Inspect, upon request and before administration or use:
 - a. Protected information surveys of students.
 - b. Instruments used to collect personal information from students for any of the above marketing, sales or other distribution purposes.
 - c. Instructional material used as part of the education curriculum.

If you wish to review any survey instrument or instructional material used in connection with any protected information or marketing survey, please contact the following school official:

Dr. Michele Norman, Principal

613 Mill Street

Belton, MO 64012

(816-348-1042)

SEVENTH GRADE SCHEDULE

7:15	Students Enter the Building
7:28	Warning (Bell)
1st Hour	7:30 – 8:18
2nd Hour	8:22 – 9:10
3rd Hour	9:14 – 10:02
4th Hour	10:06 – 10:54
Pirate Time	10:58 – 11:24
5th Hour	11:28 – 12:42
Lunch	11:28 – 11:50
Lunch	12:46 – 1:34
6th Hour	12:46 – 1:34
7th Hour	1:38 – 2:30
2:30	Dismissal Bell

8TH GRADE SCHEDULE

7:15	Students enter the building
7:28	Warning (Bell)
1st Hour	7:30 – 8:22
2nd Hour	8:26 – 9:14
3rd Hour	9:18 – 10:06
4th Hour	10:10 – 10:58
5th Hour	11:02 – 12:16
Lunch	11:02 – 11:24
Lunch	11:54 – 12:16
6th Hour	12:50 – 1:38
7th Hour	1:42 – 2:30
2:30	Dismissal Bell