



2023-2024

STUDENT HANDBOOK

NEOSHO HIGH SCHOOL



MISSION

We prepare the youth of our community to be people who are intelligent, driven, and make lives better for those around them.

VISION

Prepare students to be a workforce that will grow the region and make Neosho School District the district of choice in southwest Missouri.

FOCUS GOALS

Provide access, engagement and rigor to academic pathways that allow all students to fulfill their goals.

Provide and maintain first-class facilities.

Recruit, retain and develop the best team members.

Provide a physically and emotionally safe learning and working environment.

Neosho School District 2023-2024 School Calendar

August				
M	T	W	TH	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	
September				
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29
October				
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			
November				
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	
December				
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

8/8 – 8/9 – Wildcat Academy (New to District)
8/10 – 8/14 – Wildcat Welcome (New to District)
8/15 – 8/18 – All Staff Work Days
8/21 – Students' First Day of School
9/4 – No School – Labor Day
9/11 – No School/Teacher Work Day
10/13 – End of 1st Quarter
10/16 – No School/Teacher Work Day
10/26 – No School – Parent/Teacher Conf.
10/27 – No School
10/30 – No School/Teacher Work Day
11/22 – 11/24 – Fall Break
12/15 End of 2nd Quarter
12/18 – 12/29 – Winter Break

January				
M	T	W	TH	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		
February				
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	
March				
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29
April				
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			
May				
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

1/1 – No School
1/2 – Teacher Work Day
1/3 – Students Return
1/15 – No School/Teacher Work Day
2/16 – No School/Teacher Work Day
2/19 – No School
3/8 – End of 3rd Quarter
3/18 – 3/22 – Spring Break
3/29 – No School
4/5 – No School
4/15 – No School/Teacher Work Day
5/23- End of 4th Quarter
5/23 – Last Day of School – ½ Day
5/24 – Teacher Work Day

 No School
  Teacher Work Day
 No School for Students
  Start/End Days for Students
  ½ Day
  Quarter Ends

Distrito Escolar de Neosho

Calendario Escolar 2023 - 2024

Agosto				
L	M	M	J	V
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	
Septiembre				
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29
Octubre				
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			
Noviembre				
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	
Diciembre				
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

8/8 – 8/9 – Academia de los Wildcat (Bienvenidos al Distrito Escolar)
8/10 – 8/14 – Bienvenidos Wildcat (Nuevo equipo Educativo)
8/15 – 8/18 – Inicia labores el profesorado
8/21 – Primer día de clases
9/4 – No hay clases – Día del trabajo
9/11 – No hay clases/reunión profesores
10/13 – Fin del 1 ^{er} trimestre
10/16 – No hay clases/reunión profesores
10/26 – No hay clases- Reunión de padres de familia
10/27 – No hay clases
10/30 – No hay clases/reunión profesores
11/22 – 11/24 – Vacaciones de otoño
12/15 – Fin del 2 ^{do} Trimestre
12/18 – 12/29 – Vacaciones de invierno

Enero				
L	M	M	J	V
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		
Febrero				
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	
Marzo				
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29
Abril				
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			
Mayo				
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

1/1 – No hay clases
1/2 – Reunión de profesores
1/3 – Regreso a clases para estudiantes
1/15 – No hay clases/reunión profesores
2/16 – No hay clases/reunión profesores
2/19 – No hay clases
3/8 – Fin de 3 ^{er} trimestre
3/18 – 3/22 – vacaciones de primavera
3/29 – No hay clases
4/5 – No hay clases
4/15 – No hay clases/reunión profesores
5/23 – Fin del 4 ^{to} trimestre
5/23 – Último día de clases– ½ día
5/24 – Reunión de profesores

No hay clases

Reunión de profesores
No hay clases para los estudiantes

Inicio/final del año escolar
para estudiantes

½ día

Fin trimestre

NEOSHO HIGH SCHOOL

School Contact Information

Neosho School District Administration Center Phone: (417) 451-8600 Website: neoshosd.org Facebook: facebook.com/neoshosd, Instagram: @neoshosd, Twitter: @neoshosd		
Superintendent	Dr. Jim Cummins	cumminsjim@neoshosd.org
Asst. Superintendent of Operations	Mr. Richie Fretwell	fretwellrichie@neoshosd.org
Asst. Superintendent of Curriculum and Instruction	Mr. Nathan Manley	manleynathan@neoshosd.org

Neosho High School Phone: (417) 451-8670 Website: neoshosd.org Facebook: facebook.com/neoshohs (Follow Us)		
Principal	Trent Barratt	barratttrent@neoshosd.org
Assistant Principal	James Carter	carterjames@neoshosd.org
Assistant Principal	Beth Jones	jonesbeth@neoshosd.org
Assistant Principal	Stephanie Morehead	moreheadstephanie@neoshosd.org
Activities Director	Millie Gillion	gillionmillie@neoshosd.org

GENERAL INFORMATION

CANCELLATION OF SCHOOL

School cancellations take place during extraordinary circumstances such as extreme weather or unsafe road conditions. As a District, we are aware of the hardship that can be caused by an abrupt cancellation. When a cancellation is necessary, we will make every effort to decide in a timely manner and communicate it on all of our platforms.

Every practical means is used to notify parents of an impending school cancellation including *text messaging, *phone calls, **push notifications, website alerts, local tv stations notifications and the use of social media. In the event of a cancellation, we will use these platforms in the following order:

- Calls, texts and push notifications will go out simultaneously.
- Social media including NSD Facebook, Instagram and Twitter
- Local tv stations
- Website

*All parents/guardians listed as the "emergency contact" for a specific child in PowerSchool will be the contact for calls/texts. To adjust who receives these communications, please contact the student's school office.

To receive push notifications from the app, download the **ParentSquare app from your Apple or Google Play store. The NeoshoSD app is no longer applicable as of July 1, 2023. If you have downloaded the NeoshoSD app, you can delete, it as it will no longer be in use.

CHANGE OF ADDRESS OR PHONE NUMBER

It is very important for emergency and administrative reasons that every student maintains an updated address record, including telephone number at the school office. Notify the school immediately if you have a change of address or phone number during the school year.

APPROPRIATE DRESS AND PERSONAL APPEARANCE

Board Policy: JFCA/ JFCA-AP(1)

In order to create the best educational environment for all students that is conducive to learning, the following Dress Code Guidelines should be adhered to by all students:

- As an overall guideline for proper dress, students' clothes should be simple, neat, clean, **not** excessively tight or excessively loose fitting, and should be considered safe, practical, and in good taste. Clothing should not be considered to be distracting or disruptive to the academic process and cannot violate the safety and well-being of the student population. Clothing and accessories cannot appear to be an affiliation of any gang or gang-related activity. Appropriate shoes must be worn at all times (health code regulations).
- Clothes that advertise or display advertisements or messages in regards to alcohol, drugs, or tobacco; nudity or improper language; ethnically derogatory messages/gang or violent images; or double meaning slogans or sayings that can be interpreted to be inappropriate are **NOT** allowed.
- Face paint and costumes that are a disruption to the educational environment will **NOT** be allowed.
- Hats (ball, stocking caps, and cowboy hats) are allowed in the COMMON areas of the building (cafeteria, hallways, etc). However, they are NOT allowed in the classrooms unless teacher permission is given.
- Students are not allowed to use blankets during the school day.
- If students are not properly attired (ex. showing stomach, rear ends, chest areas), students will be asked to change into different clothing and receive a dress code referral (see discipline manual below for additional information).

CONSEQUENCES

It is important to emphasize that any type of extremism of dress (including accessories) that is thought to be causing a disruption or distraction to the educational process, will be dealt with on an individual basis. The outcome for each student will be at the discretion of the administrative staff.

If the student is found to be in violation of the guidelines, he/she will be asked to change clothes. If a student is unable to change his/her clothes, he/she will be sent to ISS for the remainder of the day.

There might be a time (or times) when a student is NOT given a dress code violation when he/she should have received one. All of the faculty and staff are human, and mistakes can be made. If a student was not reprimanded before for wearing the same item of clothing, the defense of "I have worn this before and no one said anything" is NOT a valid defense.

ID BADGES

Students are expected to have their school-issued I.D. Badge in their possession. ID badges allow students to enter the building at select doors during the day.

The school provides the first lanyard to all students FREE of charge. If the pocket sleeve becomes torn, students can purchase a new sleeve in the office. Replacement I.D. badges can be purchased for \$5.00 each.

ELECTRONIC DEVICES

With the addition of chrome books for all students, the need for students to have additional electronic devices has greatly decreased. Students are STRONGLY discouraged from bringing any electronic device **OTHER THAN THE SCHOOL-ISSUED LAPTOP** to school. If the personal item is misplaced, broken, or stolen, NHS is NOT responsible for the item.

Chromebooks should be kept in the case provided to the student by the school district at all times. Students should close the chrome book anytime they are walking in the hallways (between classes, etc.)

1. Students may use devices (cell phones, etc.) prior to the first bell ringing at 7:55 a.m.
2. Students may use the devices during lunch as long as they are in the cafeteria.
3. After the last bell rings at 3:12 p.m.
4. Students must be able to hear announcements, teachers and other students while moving to and from classes.
5. ***Students may NOT play music through speakers in the halls, cafeteria, etc.***

We ask that students use discretion when using devices in the hallways during passing time. Due to the large number of students in the hallways, it is not always safe for students to use electronics during passing time.

It is still STRONGLY suggested that students do NOT leave these items in unlocked lockers, locker rooms, or any other unsecured area. Students should NOT leave these items unattended at any time as there is a possibility of the item(s) being stolen. NHS is NOT responsible for any lost or stolen items.

Due to the increased usage of cellphones during classroom instruction, some teachers are not allowing cell phones to be used, seen, or heard during class. Since this is the individual teacher's instructional time, he/she may set his/her own cell phone usage policy for his/her classroom.

If a student consistently is not prepared for class with their Chromebook and or charger, consequences may be given. Additional consequences are addressed in the discipline handbook.

OFFICE PHONE USE

In the case of an emergency, a phone is available in the high school office for student use at any time! Students may use this phone between classes, at lunch, or with a hall pass and permission from their teacher.

Parents can also call and leave messages for their child at any time. The message will be delivered as soon as the next class begins.

LOCKERS

Lockers in general are not required, but some classes may require students to use a locker. Students are strongly encouraged to have a lock on their locker. Combination locks are available from their teacher.

PE LOCKS and LOCKERS

Lockers and locks (when requested) are also assigned for students in Physical Education. We strongly recommend that students get a lock and locker when taking P.E. and place all of their personal items in them. The locker rooms can be accessed when no one is able to supervise them, and many items have been stolen in the past.

LOST/STOLEN ITEMS

It is still STRONGLY suggested that students do NOT leave any items in unlocked lockers, locker rooms, or any other unsecured area that are not monitored by the student.

Students should NOT leave these items unattended at any time as there is a possibility of the item(s) being stolen.

NHS is NOT responsible for any lost or stolen items. This includes electronic devices, any textbooks, and/or any other personal items that are lost/stolen from an unlocked locker, unmonitored backpack, purse, etc. or any unsecured locations.

PARENT/GUARDIAN PERMISSION FORMS

Students must have a signed permission slip for the following in order to participate in various school-related activities (these are completed with the paperwork received and returned prior to school starting each year):

- Update Student Demographic page
- Technology Student Use Agreement
- Permission to Photograph
- Field Trip Permission Form
- Medical Information Form
- Student Handbook Review and Agreement
- Crowder VoTech Permission to leave form (if applicable)
- Free and Reduced Lunch Form

SCHOOL DANCES AND PROM

The Junior-Senior Prom and other school dances are privileges that are given to students at various times throughout the school year. To keep this a safe, festive, and orderly event, these policies have been adopted:

Only Neosho High School and Central Campus students and their guests ***in good standing*** will be allowed to attend.

Outside guests must be at least high school age and cannot be older than 20 years old. Each outside guest must be cleared by the Administration. A sheet will be given to students PRIOR to purchasing tickets that will need to be filled out. Once the form is returned and/or verified, the NHS student will be notified of the decision and if approved will purchase tickets at that time. The last day to fill out paperwork for an outside date is, at the minimum, the Friday one week prior to the Prom date by 12:30 p.m. For other dances, guidelines from the group sponsoring the dance must be met.

The individual invited cannot have dropped out or been expelled from any high school. If a student has earned his/her G.E.D. or equivalency or is taking courses towards it, he/she is considered a drop-out. The person invited who is in a home school program will be approved to attend on a case-by-case basis. The person cannot have any criminal charges (other than misdemeanors) or have charges pending in an open court case that are felonious.

Administration will check with the invited person's home school and see if the student is in "good standing." If the person is NOT in good standing as reported by his/her principal, the student will not be allowed to attend.

Prom tickets must be purchased in the main HS office. If a Junior or Senior is purchasing a ticket for themselves and another student, both names will be added to the ticket and both students must come into prom together.

STUDENT DRIVING AND PARKING

Students need to be aware that parking on the campus of Neosho High School is **a privilege and not a right**. Students are expected to adhere to safe and cautious driving practices as well as follow school policy on parking on campus.

- Students will be given a sticker/tag indicating which lot they are to park. You are allowed to park in any spot in your ASSIGNED section (except for paint your spot spaces).
- **Students must register the vehicle they drive to school online on our website: neoshosd.org.** If students drive a different car other than those listed on the initial vehicle registration card, they

must report this to the high school office. If a student is driving a car not listed on the card only for a day (or two), there is no need to inform the office.

- In addition to registering their vehicle and displaying the car tag, students who park on district property **must also participate in random drug testing and must fill out and submit the Participation and Consent Form for Eligibility in Extracurricular Activities and Parking on District Property in this handbook** in order to park on district property. Students who participate will follow Wildcat Standards for random drug testing.
- Students **MUST** park on campus in designated student parking. They are not allowed to park across the boulevard or on any other private business property. Additionally, they may **NOT** park in front of or behind the school, at the ag building, or in any area that is not designated as a parking spot (on the grass on senior hill, for example).
- Students' cars parked on school property are subject to be searched by school personnel upon reasonable suspicion.
- Flags: Only U.S. and other countries, Missouri and Neosho School District flags can be displayed on vehicles on school grounds.

Parking Assignments

CTEC, NEWcaps, FLEX, and Cadet Teachers: South lot. Seniors will have a different color sticker to display at all times to be able to recognize that the car belongs to a senior.

Juniors, Sophomores, and Freshman: Parking lot directly behind the visitor's bleachers at the football stadium. Seniors, Juniors, sophomores will have different colored stickers.

Students **are not allowed** to go to their cars during the school day at **ANY TIME** unless they receive permission from the high school office. Students wishing to go to their car must stop by the high school office and obtain a parking lot pass.

Students found in the parking lot during the day without a note from the office (which includes the car pass issued by the office) will receive disciplinary consequences for truancy (as they were out of class/the building without permission from the office).

ATTENDANCE

ATTENDANCE POLICY AND STATE REQUIREMENTS

All absences, no matter what the reason, are counted into the total days allowed. This includes personal, illness, doctor's/dentist's notes, appointments, etc. Any absences above the allowed (8) eight could put the student's credits in jeopardy.

We are aware of extreme circumstances that might cause a child to miss over 8 days of school and will work with the child and parent on attendance concerns. We ask that the parents **COMMUNICATE** with the office so that in the event a student must miss an extended period of time, we can work with the physician and parents to provide school-related services if applicable.

WHAT IS AN ABSENCE?

Any time a student misses **10 minutes** or more of a class, he/she is considered **absent**. The absence is counted as one of the student's 8 allowable absences in that class(es).

PROCEDURE TO RETURN TO SCHOOL AFTER ABSENCE

After a student has missed school, please contact the office 451-8670, send a note with your child the day they return from missing school, or email the NHS front office team.

Please include in every phone call, note, or e-mail to report an absence:

- Student's first and last name
- Parent's name and relationship to the student
- Phone number where a parent can be reached if needed to verify the absence.
- Reason for student missing school
- Date or dates that your child was absent.

ARRIVING LATE OR LEAVING SCHOOL EARLY

It is VERY IMPORTANT that we know when a student is late or needs to leave early. It is an expectation that students check in and/or out at the Welcome Center prior to entering/ leaving school.

Attendance for A+ and other programs are based on time. When a student does not check in or out, the time of actual attendance is affected and can cause a student to lose potential opportunities in regard to programs with attendance expectations attached.

Attendance is reported by minutes and if students do not check in/out, they are counted absent unnecessarily.

PROCEDURE WHEN CHECKING IN LATE OR CHECKING OUT EARLY

If arriving late:

1. Report to the Welcome Center to receive an admission slip. **If students do not check in, a disciplinary consequence will be issued for truancy.**
2. Present a parent note excusing him/her from being late (parents may be called from the Welcome Center to help with check in as well–Student will get a parent on the phone and then we ask that the parent speak to the high school staff member checking the student in.)

If Being Checked Out Early:

1. Present a note from a parent/guardian to the Welcome Center or a parent calls the office to release a student.
2. The student will be called out of class and instructed to report to the Welcome Center to check out.
3. Parent(s) or designees (only those on the approved list on PowerSchool) can check them out from the Welcome Center in person. For the safety of our students and when checking a student out, a **Photo I.D. will be required or a photo through Visitor Aware must be on file.** This allows the office staff to verify that the person who is checking the student out is a person who is allowed access to your child. Students will receive a check out slip to be brought back to school if they are checking back in.

If returning after being checked out earlier in the day:

- Report to the welcome center to check in with the admit presented when the student checked out. If the student does not have the admit, he/she will be given a new one at the welcome center.

ABSENCES THAT DO NOT COUNT AGAINST (8) EIGHT ALLOWABLE ABSENCES

Exempt Absences:

- **Juniors are allowed two college days per YEAR.**
- **Seniors are allowed three college days per YEAR.**

For this to be exempt, students MUST **present a letter on college letterhead to the office upon their return.**

Please be aware that if a student presents a parent note, it will be registered as a personal absence and then will be counted as one of the (8) eight days allowed.

- **School activities:** when a child is traveling with a member of the school staff on a district/school-sponsored event (Ex: Speech/Debate, Music, FFA, sports, etc.) or any approved PRIDE incentives day(s) earned by the student.

- **Weather-related absences:** This will be determined based upon the weather event.
- **If the school nurse informs the office that they are sending a student home due to illness.** There are specific indicators that the school nurse will look for before calling a parent and sending a student home. (Body temperature > (greater than) 100.4 (AAP) is considered a fever). If the nurse does not feel that he/she meets the criteria, the student will be sent back to class.

If the parent and student decide that the student still needs to leave school, please contact the high school office to check him/her out. Please be aware that if the nurse does not see the criteria necessary for this absence to be exempt, the absence will then be entered into power school as an illness and will count as one of the (8) eight allowable days that can be missed.

When a student has been ill and is wanting to return to school the following recommendation is made: The student may return to school if the temperature is (less than) < 100.4 without the use of fever-reducing medication for at least 24 hours.

TRAVEL RESTRICTIONS FOR SCHOOL SPONSORED EVENTS

Students who have missed more than (8) eight absences in any one class will not be able to leave school early or be allowed to miss all day and travel with any school sponsored activity, competition, or sporting event.

It is IMPORTANT to know that students are NOT restricted from participating in the event if the parent will transport the student to the activity AFTER school hours and that the parent has clearly communicated with the coach/activities director prior to the activity. If a parent cannot transport a student, any other responsible adult MAY be allowed to transport the student. This can only occur when the parent has obtained prior permission from the activities director who will then inform the coach.

ATTENDANCE COMMUNICATION

THREE, SIX, EIGHT, AND TEN ABSENCES

Parents/Guardians will receive a phone call and written notice from the school (6, 8, and 10 absences.)

TEN OR MORE ABSENCES

Students who have 10 or more absences during a semester will not be allowed to participate in **prom (2nd semester), paint the hill (12th grade- 2nd semester)**, school-wide celebrations, attendance reward parties, or school incentive trips that happen through a club or organization.

ATTENDANCE APPEALS

If you and your child would like to request an attendance appeal meeting, please call the NHS office to set up a time. If applicable, please bring all doctor's notes if they are not already on file.

TARDIES

WHAT IS A TARDY?

A tardy is defined by the teacher of the classes in which your child is enrolled. For all areas and classes, when a student is not in the classroom when the bell rings, he/she is considered tardy.

Some teachers have additional requirements for students in order to NOT be considered tardy. This will be listed in the individual teacher's syllabus and will be addressed with students during the first few days of class.

Each student is allowed four (4) tardies per quarter (that is a total for all classes NOT 4 in each class).

CONSEQUENCES OF EXCESSIVE TARDIES

When the student receives his/her fifth tardy, he/she will be assigned a date for after-school detention. Each additional tardy will result in additional consequences. Please check the discipline section of this handbook for more specific details.

BEGINNING OF THE SCHOOL DAY TARDIES

If students arrive at school late and they ***are less than 10 minutes late*** to class, they are considered tardy and will receive a tardy note to class. This does NOT require a note from a parent as even with a note, the student is tardy and will receive a tardy.

ACCESS TO THE BUILDING FOR STUDENTS

Doors to the high school will open at 7:00 a.m. Students may enter the building at 7:00 a.m., but are asked to report to the cafeteria and remain in the cafeteria until 7:30 a.m. At 7:30 a.m., students will report to their first hour.

Students are asked to exit the building at 3:12 p.m. on Monday through Friday. If students need to be in the building for a late bus after 3:12 p.m., students are expected to remain in the cafeteria until the bus arrives. All students must be picked up by 4:00 p.m.

ACADEMIC SERVICES

ACADEMIC INTEGRITY

With the technological capabilities and the increased use of artificial intelligence (AI) by students today, anything and everything can be found on the internet. Students typically search for information on the web and then cut and paste parts of that information into their assignment thinking that this is acceptable. Although the internet is the most widely used resource to obtain information, print materials and other sources are often misrepresented as well in a student's work.

The administration and faculty have developed the following definition and policy to eliminate any confusion that one might have as to what is acceptable/unacceptable when using information other than a student's own thoughts in an assignment.

Plagiarism (definition):

- To use or pass off the ideas and/or writings of another as one's own;
- To steal or use another's words/passage(s) or writing as one's own;
- To use another's production without crediting the source;
- To present as new and original an idea or product derived from an existing source.
- To use an artificial intelligence (AI) App or website to complete an assignment

Source: "The Free Dictionary." *The Free Dictionary*. Farlex, Inc., Web. 27 April 2010

<http://www.tfd.com/plagiarize>

"Plagiarize." *Merriam-Webster Online Dictionary*. 2010. Merriam-Webster On-line. 27 April 2010.

www.merriam-webster.com/dictionary/plagiarize

The act of plagiarism includes the following:

- Copying someone else's homework, project, paper, writing, etc. or having another person do your homework for you.
- Failing to cite a source when directly quoting.
- Failing to cite a source when using another person's ideas.
- Writing/Using information from another source without paraphrasing correctly although still giving credit for the information.
- Using AI

CONSEQUENCES OF PLAGIARISM

Each teacher will have defined the consequences for plagiarism in his/her syllabus. Each individual teacher will also discuss the consequences with students when the syllabus is presented.

ACADEMIC REQUIREMENTS

MINIMUM GRADUATION REQUIREMENTS

Graduation requirements must be met in May of the year that the student is set to graduate. If a student does NOT have all of the necessary credits, he/she might not be able to participate in the graduation ceremony with the rest of his/her classmates. Depending upon when he/she is eligible to graduate, he/she might not be able to participate in other senior events. It is extremely important that students and parents stay current with tracking the student's progression to graduation and stay in communication with their counselor to verify that the student is on track to graduate.

English	4 credits
Social Studies**	3 credits
Science	3 credits
Math	3 credits
Physical Education	1 credit
Health	.5 credit
Personal Finance	.5 credit
Speech *	.5 credit
Fine Art	1 credit
Practical Art	1 credit
Electives	6.5 credits
TOTAL	24 credits

**Speech is required for graduation starting with the graduating class of 2025.*

***Must include American History and Government. All students must also pass a test on the U.S. and Missouri Constitution and the Civics test (given in Government class).*

****All students are required to take 4 End of Course exams prior to graduation (English II, Algebra I, Government, and Biology I). The PreACT 8/9, PreACT, and ACT tests will be given/offered to Freshmen, Sophomores, and Juniors respectively. Juniors will take the ASVAB test; seniors are strongly encouraged to take the WorkKeys Assessment (unless funding is not available).*

GRADE POINT AVERAGE

Grade point average is calculated on credits attempted. For each course a student receives a grade in, points are assessed based on the grading scale. For a more detailed explanation of class rank or G.P.A., please see your counselor.

GRADUATION HONORS

The following students will be recognized at graduation for their academic achievements as listed below: *(Students must be full time students all year – full time is 6 or more classes per day – to be eligible)*

- Cum Laude (all students that have a 3.60-3.799 G.P.A.)
- Magna Cum Laude (all students that have a 3.80-3.999 G.P.A with a minimum of 4 Honors or ADV/AP courses)
- Summa Cum Laude (all students that have a 4.0 G.P.A. and above with a minimum of 8 Honors or ADV/AP courses)

BELL SCHEDULE

5-minute passing time

MONDAY BELL SCHEDULE		TUESDAY – FRIDAY BELL SCHEDULE	
Late Start		1 st Hour	7:55 AM – 8:45 AM
1 st Hour	8:32 AM – 9:22 AM	2 nd Hour	8:50 AM – 9:45 AM
2 nd Hour	9:27 AM – 10:17 AM	P.R.I.D.E.	9:50 AM – 10:17 AM
3 rd Hour	10:22 AM – 11:12 AM	3 rd Hour	10:22 AM – 11:12 AM
4 th Hour	11:17 AM – 12:27 PM	4 th Hour	11:17 AM – 12:27 PM
Lunch 1	11:17 AM – 11:37 AM	Lunch 1	11:17 AM – 11:37 AM
Lunch 2	11:42 AM – 12:02 PM	Lunch 2	11:42 AM – 12:02 PM
Lunch 3	12:07 PM – 12:27 PM	Lunch 3	12:07 PM – 12:27 PM
5 th Hour	12:32 PM – 1:22 PM	5 th Hour	12:32 PM – 1:22 PM
6 th Hour	1:27 PM – 2:17 PM	6 th Hour	1:27 PM – 2:17 PM
7 th Hour	2:22 PM – 3:12 PM	7 th Hour	2:22 PM – 3:12 PM

MOCAP PROGRAM

Missouri Course Access and Virtual School Program (MOCAP) was established in 2007 as the state's virtual learning school. It was previously known as Missouri Virtual Instruction Program (MoVIP). Currently, MOCAP offers courses for grades K-12. Students can take courses from any internet-connected computer, available 24-hours a day, seven days a week. MOCAP's mission is to offer Missouri students equal access to a wide range of high-quality courses, and interactive virtual learning that is neither time nor place dependent. The Neosho School District's preferred provider is Edgenuity.

Senate Bill 603 At a Glance

In the spring of 2018, SB 603 was passed, thereby expanding the virtual learning opportunities for students in Missouri. Highlights of this legislation are below.

- The school district must adopt a policy that creates a process for students to enroll in virtual courses and may include consulting with a school counselor.
- The school district must pay for eligible K-12 students to take virtual courses as long as the student: one, resides in the district; two, is currently enrolled in the district and, three, was enrolled full-time in a public school the previous semester. **Exceptions for homeschool students who reside in the district are referenced below in the 'homeschool student' section of this document.
- School districts are not required to pay for courses beyond full-time enrollment. Therefore, if a student is already enrolled in seven courses in a semester during the regular year (or two courses during the summer school session), the district will not be required to pay for additional courses.
- School districts are able to determine a student's eligibility to enroll in a virtual course and can refuse enrollment based on 'the best educational interest of the child'. Should the parent disagree with the district's determination, an appeal may be made to the local school board.

SCHOOL POLICIES AND PROCEDURES

GRADING PROCEDURES

Neosho High School operates on the grading scale similar to colleges. The grade that a student earns and is reported to the parents would be the grade if the semester ended that day.

At the end of nine weeks, the grades do not **"start over"** but are a continuation of the previous work completed.

Grades are stored every two weeks to determine placement into PRIDE (more information in that section of the handbook).

Teachers are expected to update their grade book every (7) seven calendar days. If you are checking PowerSchool and a teacher's grades do not seem to be updated, please contact Mr. Barratt (via email or a phone call).

Students will only receive printed grade reports at the end of the first and second semesters (January and June).

We STRONGLY recommend that all parents obtain a password to be able to access their child's attendance, grades and other information stored in PowerSchool. If you need to obtain your password, please contact the high school or guidance office.

P.R.I.D.E. Putting Responsibility Into Daily Efforts

PRIDE is held Tuesday through Friday 9:52 a.m. to 10:17 a.m.

The Goals of PRIDE are:

- Provide opportunities for students to achieve proficiency on standards.
- Provide opportunities for students to receive interventions with specific content standards.
- Provide opportunities for athletic required tutoring.
- Provide enrichment opportunities (i.e. Instructional labs).
- Provide opportunities for students to strengthen writing skills.
- Provide opportunities for students to practice presentation skills (i.e. History Day, FBLA, FFA, etc. - **only if not requested**)

Every four weeks, teachers will need to have data from CFA in order to organize students into groups of RTI, Open and Closed rooms. Students are placed in rooms based on their proficiency of learning targets.

CARD STATUS

Every two weeks, grades are stored and used to determine students card status:

GOLD -- To earn a gold card, students must:

- Have all A's, B's, and C's for that specified grading period
- Have NO discipline reports or referrals.
- Miss no more than 8 class periods for that specified grading cycle (2 wks)

BRONZE -- Students who have ONE OR MORE of the following:

- Have D's or F's
- Have discipline within that 2-week cycle.
- Miss more than 8 class periods for that specified grading cycle (2 wks)

ADDITIONAL INCENTIVES

- Students who have 80% or more gold cards per semester will be excused from final exams.
- Students may have opportunities to have choice in where they attend Pride class.

TRANSCRIPTS AND INFORMATION RELEASES

(FERPA—Federal Educational Rights and Privacy Act)

Neosho Policy JO, Procedure JO-AP and Form JO-AFI. For more information, please refer to our website: www.neoshosd.org and refer to policy JO.

TRANSFERRING FROM NEOSHO HIGH SCHOOL

When a student transfers from NHS to another high school or GED program, he/she has to officially check out.

Students that are transferring need to do the following:

- Contact the high school office and receive a withdrawal form.
- Take the withdrawal form to all teachers, library, chromebook office and the office, and then return it to the enrollment office.
- Pay all fees or fines so that paperwork to be sent to the new school will not be held up waiting for payment.
- The student will be given a copy of the withdrawal form to take with them to their new school.
- An official transcript cannot be sent until the school that a student has transferred to sends a signed release (by parent or student depending on the age of the student) requesting the records of the student. Once this request is received, the student's official transcript, current discipline records and attendance will be sent to the new school.

STUDENT SERVICES

FOOD AND DRINK

LUNCH

Neosho High School is a **CLOSED CAMPUS** which does not allow students to leave the campus during their lunch break. In order to allow for student choices other than school provided food, microwaves are available for student use.

Parents or caregivers will not be allowed to bring lunch to students during the 2023- 2024 school year.

Students must report to the cafeteria and remain in that area the entire 20-minute lunch break. Due to the need to have multiple lunch shifts, classes are being conducted during the other lunch periods and hallway traffic causes disruptions to the educational learning environment.

Students are, of course, allowed to use the restrooms located in the FEMA building during lunch. We just ask that students inform the lunchroom teacher/staff that they are going to the restroom and then report directly back to the cafeteria after they are finished.

FOOD OUTSIDE OF LUNCH

Students can have drinks and food that are unopened or have been resealed (drinks) in the hallways or backpacks (plastic bottles with sealed lids like a water bottle). We ask that students do not "store" these items in their lockers.

Food or drink should NOT be consumed in the classroom unless specific permission is given by the instructor.

SNACK/POP MACHINES

Do NOT hit or shake the machines. You will be responsible for any damage caused if you do this. If a snack machine or pop machine is not working, please use the phone number listed on the machine to contact the company for a refund. However, refunds are NOT guaranteed, and students should use the machines at their own risk!

*****In the event that the use of these machines starts being abused or trash becomes an issue, the machines will be shut off for a time deemed appropriate by the administration.***

SCHOOL MEALS ACCOUNTING PROCEDURES:

Parents can monitor their student's lunch account at www.myschoolbucks.com

Parents can use this system to make payments or check student account balances. School meals should be paid in advance. All schools use the My School Bucks Point of Sale (POS) system, a computer system

for collecting and recording lunch money. All student accounts use student ID numbers, including those receiving free or reduced meals (this will assure the confidentiality of all students). Parents may make payments to the school by check or cash or make payments online.

Instructions for making lunch account payments online:

1. Parents will need to know each child's ID number. You may get this number by contacting the school or the food service office (417-451-8603).
2. Be sure to use the same name that the school uses for your student when setting up the account.
3. If you have more than one child in the district, you can handle all online prepayments from the same online account.
4. Payments may be made through an existing PayPal account or with a major credit or debit card.
5. In order to use the online prepayment service, a small convenience fee of \$1.75 will be assessed to cover the bank fees. Parents placing money into multiple accounts will only be assessed the \$1.75 fee once per deposit transaction. The Neosho School District will not profit from the use of this site.

PRICING:

Breakfast will be available at no cost to all students, regardless of their household income. Additionally, students will be able to take advantage of the *Grab-n-Go* breakfast program. *Grab-n-Go* is an alternative meal service model where students pick up conveniently packaged breakfasts from mobile service carts in hallways and/or entryways or in the cafeteria when they arrive at school and before 2nd hour. If students take a second breakfast, the second meal is at full price of \$2.65, regardless of meal status, i.e., free or reduced.

Lunch: If a student takes a second meal, regardless of meal status, i.e., free or reduced, the second meal is at full price.

MEAL PRICES

Building	Breakfast			Lunch			Milk
	Full Price	Reduced	Second Breakfast	Full Price	Reduced	Second Lunch	Per ½ Pint
Elementary	FREE	FREE	\$2.65	\$2.90	\$0.40	\$2.90	\$0.45
Middle School	FREE	FREE	\$2.65	\$3.15	\$0.40	\$3.15	\$0.45
Junior High	FREE	FREE	\$2.65	\$3.15	\$0.40	\$3.15	\$0.45
High School	FREE	FREE	\$2.65	\$3.40	\$0.40	\$3.40	\$0.45
Adults	\$2.65	NA	NA	\$3.50	NA	NA	\$0.45

Good nutrition is an important part of learning. Healthy meals provide fuel for the brain and will help your student have a successful school year. Thank you for your support of the food service program. If there are any questions, or if help is needed, please contact the food service department directly at 417-451-8603.

STUDENT BEHAVIOR GUIDELINES

STUDENT CONDUCT AND BEHAVIOR

Students are always expected to behave in an appropriate manner that is conducive to the learning environment. Students should treat other students, faculty, and staff with respect and should expect the same treatment in return.

ASSEMBLIES AND SPECIAL EVENTS:

At various times throughout the school year, special opportunities are given to participate in assemblies or other activities. Students are asked to adhere to the following expectations during these events:

- Students are to sit in their assigned areas. Due to the closeness in proximity to others around the student, they are expected to face the front and keep their feet on the floor.
- Students should be respectful and listen to those speaking, performing, or being recognized. Students need to refrain from talking as to not distract others around them from being respectful.
- No food, drink, or cell phone use (electronic devices) during assemblies. Students seen with these items will have them confiscated.
- Students need to understand that if their behavior becomes that of needing to be removed from an assembly, disciplinary consequences will be given. In addition, the student(s) will not be allowed to attend the next assembly.
- Students need to exit all assemblies in an orderly fashion.

EXTRACURRICULAR ACTIVITIES CONDUCT

Reference Wildcat Standards

STANDARDS OF PUPIL CONDUCT

Board Policy: JG

The District has the authority to control student conduct which is prejudicial to good order and discipline in the schools as provided by state law. School officials are authorized to hold students accountable for misconduct in school, on school property, during school-sponsored activities, and for conduct away from school or in non-school activities which affect school discipline. More information regarding MSBA Policy 506 can be found on the Neosho School District website.

The Excellence in Education Act of 1985 provides for the establishment of a written policy on discipline. This policy spells out the consequences of failure to obey standards set by the Board of Education. Following are acts of misconduct that violate these standards and the consequences of failure to obey standards. Consequences will be determined by building principals in accordance with school guidelines.

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 comprehensive written code of conduct of the district is composed of this policy and includes, but is not limited to, the following policies, procedures and regulations: JG-R, JGA, JGB, JGD, JGE and JGF. A copy of the district's comprehensive written code of conduct will be distributed to every student and the parents/guardians of every student at the beginning of each school year and will be available in the superintendent's office during normal business hours.

DUE PROCESS

A student has the right to:

1. An explanation of the charges against him/her.
2. An opportunity to present his/her side of the case.
3. An opportunity to appeal as provided by school policy or state laws.

Listed in the next section are infractions of school discipline which have been drawn from "Standards of Pupil Conduct." Penalties to be administered by the building principals **are listed as guidelines to ensure as much fairness and consistency as possible in dealing with our students.** Note that repeated misbehavior results in more severe penalties regardless of whether the referrals are from one teacher or from different teachers. Any infraction of district code of conduct which occurs outside of school but at a school activity may also result in Loss of Privileges.

Please also note that this list is not exclusive or all inclusive. The Administration has discretion to interpret and to modify penalties whenever extenuating circumstances are present or as they see fit. For example, a step one penalty may be repeated if deemed necessary or a step two or three penalty may be used initially if the gravity of the referral should warrant. All serious violations will be reported to authorities and a copy of all referrals will be mailed to parents.

ASD=After School Detention

ISS = In School Suspension

LOP=Loss of Privilege

EDT = Extended Detention

OSS = Out of School Suspension

For violations of school standards involving students in extracurricular activities, see the Wildcat Standards Code of Ethics.

After School Detention (ASD)

ASD will begin at 3:20 p.m. in Room 65. Students are to bring something to work on and are not allowed to talk, write notes, etc. Students who are not at Room 65 by 3:20 p.m. will NOT be admitted and are unexcused. Dismissal time is 4:50 p.m.

Extended Detention (EDT)

Extended Detention begins at 3:20 p.m. and ends at 6:20 p.m. on Monday through Thursday. Students should report to room 65 by 3:20 p.m. Students who are not in this location at the designated time (NHS time) will NOT be admitted and are unexcused. Students may be assigned a half-extended detention (1 ½ hours) or a whole extended detention (3 hours).

Lunch Detention

Lunch detentions are held in the ISS classroom. Students will need to be in the ISS room for 15 minutes to serve a full lunch detention.

In School Suspension (ISS)

ISS is held in Room 65. Students are to report to ISS by 7:55 a.m. each day they are assigned. Students will attend Rtl/closed rooms during Pride time and then promptly return to the ISS room 3rd hour.

Students are expected to complete their work in ISS. If they do not have any work to complete, or have already completed it all, they will need to complete the work that is given to them from the ISS instructor(s).

If a student chooses to walk out of ISS or is removed from ISS, the student will then receive OSS for the remainder of the day. When the student returns to school, he/she must successfully complete one full day of ISS before returning to the regular classroom.

Out of School Suspension (OSS)

If a student receives an out of school suspension, he/she will be allowed to make up his/her work and receive credit in accordance with Board Policy JG-R1.

It is the student's responsibility to get the assignment from the teacher upon return to school OR communicate with the teacher during OSS via email/Canvas. Students must complete and turn in all assignments by the allotted time given to them by each individual teacher. This may vary teacher to teacher. **It is the responsibility of the student to turn the work into the teacher.** The teacher will NOT ask the student for it.

Additionally, **the time the student is on suspension WILL COUNT as part of the 8 allowable absences per semester and will count against attendance incentives** (examples: prom, paint the hill, school-wide celebrations, field trips, etc.). When the student returns to school, he/she must successfully complete one full day of ISS before returning to the regular classroom.

A student who is assigned out of school suspension IS NOT allowed to attend school events/activities on either the Neosho campus or any location where a Neosho High School event is being held during the dates, he/she has been suspended. This includes any weekend events that are held during the student's suspension.

If a scheduled day of school is missed due to weather, the student will need to add one day for every day missed to the day they are to return to school. For example, a student is to return on January 14. School is canceled due to the weather on the 12 and 13. The student is no longer scheduled to return on the 14. He/she will need to add two additional days and return on the 16.

ALCOHOL, DRUGS AND TOBACCO

Use or possession of alcohol or drugs is not permitted at school. These restrictions are in compliance with state and federal laws. Furthermore, the school believes that these practices are injurious to the health of the student. Failure to observe these regulations will result in suspension by the principal with the approval of the superintendent, or expulsion by the school board. Student use or possession of tobacco products, alcohol, drugs, synthetic drugs or related paraphernalia on school premises, school transportation, or at school activities is prohibited. Students in violation of this policy will be subject to disciplinary action including confiscation of items, detention, and/or suspension.

For purposes of this policy, a controlled substance shall include any controlled substance, counterfeit substance or imitation controlled substance as defined in the Narcotic Drug Act, Section 195.010, and RSMo.

SEARCHES OF LOCKERS, STUDENTS, AND CARS:

Board Policy: JFG

School lockers, desks, and classrooms are the property of the Board of Education and are provided for the convenience of students, and as such, are subject to periodic inspection without notice, without student consent, and without a search warrant.

Lockers, desks, and classrooms may be searched by school administrators or staff who have a reasonable suspicion that the location contains drugs, alcohol, material of a disruptive nature, stolen properties, weapons, items posing a danger to the health or safety of students and school employees, or evidence of a violation of school policy.

In addition, the Board of Education authorizes the use of trained dogs to sniff lockers or other school property to assist in the detection of the presence of drugs, explosives, and other contraband.

Students or student property may be searched based on reasonable suspicion of a violation of district rules, policy or state law. Reasonable suspicion must be based on facts known to the administration, credible information provided, or reasonable inference drawn from such facts or information. The privacy and dignity of students WILL be respected. The district may utilize the Newton County drug dogs to conduct random searches throughout the school year. The High School SRO (police officer) will be involved in any situation where a law has been broken (such as drugs, stealing, etc.). Searches of the student shall be carried out in the presence of at least two adult witnesses. Students may be asked to empty pockets, remove jackets, coats, and/or shoes during the search.

During an investigation to determine if there has been a violation of law when a student refuses to allow a search, or where the search cannot safely be conducted, the student may be escorted to the county jail or juvenile office depending on their age. At that time, parents will be contacted and asked to meet their child at the appropriate location. Additionally, a student who refuses to submit to a search will be appropriately disciplined by school administration.

Additionally, cars parked on school lots are also subject to searches based on the criteria set in Board Policy (Policy JFG)

- The school district retains authority to conduct routine patrols of student parking lots and inspections of the exteriors of student automobiles on school property.
- The school district may inspect the interiors of student automobiles whenever a school authority has reasonable suspicion to believe illegal or unauthorized materials are contained inside the automobiles.
- Such patrols and inspections may be conducted without notice, without student consent, and without a search warrant.
- Students must provide access to the interior of their car upon request by a school official. Failure to do so will result in disciplinary actions.

DISCIPLINE POLICIES

VIOLATIONS AGAINST SCHOOL POLICY OR SCHOOL OFFICIALS

Tardiness:

This is NOT PER class but a total per student in all classes per quarter. Students are allowed four “free tardies” each quarter.

5 th Tardy	ASD and/or lunch detention	1 session
6 th Tardy	ASD and/or lunch detention	2 sessions
7 th Tardy	EDT and/or lunch detention, phone call home	1 session
8 th Tardy	ISS and additional lunch detentions as needed	1 day
Additional Tardies	ISS and additional lunch detentions as needed	Minimum of 2 days

Truancy:

which includes but is not limited to the following:

***Being in a location other than class without permission from a faculty member.**

***Not providing a verified excuse from a parent/guardian in a timely manner.**

***Not checking in at the Welcome Center PRIOR to going to class**

1 st referral	ASD	2 Sessions
2 nd referral	EDT	2 Sessions
3 rd referral	ISS	3 days
4 th referral	ISS	5 days minimum

Additional Referrals	ISS	Minimum of 5 days ISS
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Truancy--off campus

which includes but is not limited to the following:

***Students who provide a forged note**

***Not checking out of the office PRIOR to leaving the building**

1 st referral	ISS	2 days
2 nd referral	ISS	3 days
3 rd referral	ISS	4 days
4 th referral	ISS	5 days minimum
Additional Referrals	ISS	Minimum of 5 days ISS

Academic Dishonesty/Misconduct:

Including but not limited to not turning in multiple assignments, cheating, and plagiarism

1 st referral	No credit for work, grade reduction, replacement assignment, parent contact, ASD	1 session
2 nd referral	No credit for work, grade reduction, replacement assignment, parent contact, ASD	2 sessions

Missed or Removed from After School Detention (ASD)*

* a student can reschedule ONE TIME PER semester but must reschedule 24 hours before the date he/she is scheduled to serve ASD.

1 st referral	ASD	2 sessions
2 nd referral	EDT	1 session
3 rd referral	ISS	1 day
4 th referral	ISS	2 days
Additional Referrals	ISS	Minimum of 3 days ISS

Missed or Removed from Extended Detention (EDT)**

**A student can reschedule ONE TIME PER semester but must reschedule 24 hours before the date they are to serve. Parents must call and leave a message.

1 st referral	EDT	2 sessions
2 nd referral	ISS	1 day minimum
Additional Referrals	ISS	Minimum of 2 days ISS

Removed or Leaving ISS

1 st referral	OSS for the remainder of the day and an additional day of ISS	
Additional Referrals	OSS for the remainder of the day and an additional 2 days of ISS	

VIOLATIONS AGAINST GOOD ORDER AND PUBLIC DECENCY**Profanity/Obscenity (on school grounds) / Disruptive Conduct and Speech**

1 st referral	ASD	1 session
2 nd referral	ASD	2 sessions
3 rd referral	EDT	1 session
Additional referrals	ISS/OSS	3-5 days minimum

Dress Code Infractions

If a student refuses to change clothes or they are unable to change clothes, the student will be sent to ISS for the remainder of the day.

1 st referral	Warning, change of clothing, and/or phone call home	
2 nd referral	ASD and change of clothing	1 session
3 rd referral	EDT and change of clothing	1 session
Additional Referrals	ISS and change of clothing	2 days

Inappropriate Use of Bathrooms

which includes but is not limited to the following:

- Multiple people in a bathroom stall
- Hanging out in the bathroom

1 st referral	ASD	1 session
2 nd referral	EDT	1 session
3 rd referral	ISS	2 to 5 days
4 th referral	OSS	3 to 5 days

Inciting/Initiating a Public Disturbance/False Report (Threat to Order)--

Giving a statement that is false that leads to misrepresentations of facts that are detrimental to others or inciting a fight.

1 st referral	ISS	1-2 days
2 nd referral	OSS	3 days
3 rd referral	OSS	10 days

Public Display of Affection

Anything that is deemed inappropriate for a school setting (kissing, hugging, "hanging on to each other," etc.)

1 st referral	ASD	1 session
2 nd referral	ASD	2 sessions
3 rd referral	EDT	1 session
4 th referral	ISS	1 day
5th referral	ISS	Minimum of 2 days ISS

Inappropriate Use of Technology

Accessing pornographic/inappropriate material/websites/apps or using school devices inappropriately, including email

1 st referral	ASD and LOP	2 sessions and up to 1 week
2 nd referral	EDT and LOP	1 session and up to 2 weeks
3 rd referral	ISS	Up to 2 weeks
4 th referral	OSS	Minimum of 2 weeks

Cellular Phones/Electronic Devices

Use of the device in classes which is a violation of class rules (follows defiance consequences)

1 st referral	ASD	1 session and student can pick up
2 nd referral	ASD	2 sessions, student can pick up after parent phone call
3 rd referral	EDT	1 session. Parent must pick up phone.
Additional referrals	ISS/OSS	3-5 days minimum. Parent must pick up phone.

Technology Misconduct: Electronic Device (school or personal)

Class 1 Inappropriate Use: Any use of an electronic device to record, publish or display audio or visual images of faculty, staff, students or other persons when the subject would have a reasonable expectation of privacy is strictly prohibited, regardless of the material. Individuals have a reasonable expectation of privacy, specifically with respect to this policy only, in a restroom or locker room, but other locations may also be subject to the same reasonable expectation of privacy. This policy also applies to areas of the body over which a person has a reasonable expectation of privacy. This policy is applicable to all district locations and facilities and also to extracurricular and district-related activities that are and are not on the premises of the district.

Offense	Elementary	Middle	Jr. High	High School
1st	1-180 days OSS	1-180 days OSS	1-180 days OSS	1-180 days OSS

Technology Misconduct: Electronic Device (school or personal)

Class 2 Inappropriate Use (school or personal): Act of using an electronic device to record, publish or display audio or visual images of faculty, staff or other students in or around school premises in areas where no reasonable expectation of privacy exists, without prior approval of school personnel, and recorded, published or displayed material depicts things such as, but not limited to faculty or staff in the classroom; acts of violence; disruptions to the school environment; or other acts prohibited by the district disciplinary guidelines.

Offense	Elementary	Middle	Jr. High	High School
1st	1-3 days ISS / 1-3 days OSS	1-3 days ISS / 1-3 days OSS	1-3 days ISS / 1-3 days OSS	1-3 days ISS / 1-3 days OSS
2nd	3-7 days OSS	3-7 days OSS	3-7 days OSS	3-7 days OSS
3rd	10 days OSS	10 days OSS	10 days OSS	10 days OSS

Lying/Providing False Information

1 st referral	ASD and parent contact	1 session
2 nd referral	ASD and parent contact	2 sessions

Defiance/Disrespect to School Personnel

not doing as instructed, being disrespectful in speaking or actions, etc.

1 st referral	ASD	1 session
2 nd referral	ASD	2 sessions
3 rd referral	EDT	1 session
Additional referrals	ISS/OSS	3-5 days minimum

**Open Defiance (refusal to cooperate at all with administration/staff) will result in OSS 5–10 days.

Threats to/Assault on School Personnel

1 st referral	OSS	10 days with referral to superintendent
2 nd referral	OSS	10 days with referral for long-term suspension

VIOLATIONS AGAINST PERSONS**Scuffling (Pushing, Shoving, Name Calling)**

1 st referral	ASD	2 sessions
2 nd referral	EDT	1 session
3 rd referral	ISS	3-5 days minimum
4 th referral	OSS	3-5 days

Fighting

Both students actively engaged in the fight. Does not matter who started it.

1 st referral	OSS	3-10 days with referral to superintendent
2 nd referral	OSS	5-10 days with referral to superintendent
3 rd referral	OSS	10 Days with referral to the superintendent for long-term suspension

Physical Assault

- Unprovoked -- one-sided confrontation (body contact). Student is attacked and does NOT retaliate.
- Provoked -- student has been provoked through bullying, harassment, etc.

1 st referral	ISS/OSS Police notified	3-10 days with referral to superintendent
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Sexually Inappropriate Behavior

Unwelcome physical contact of a sexual nature or that is based on gender, race, color, religion, sex, national origin, ancestry, disability or any other characteristic protected by law. Examples include, but are not limited to: feeling, grabbing, touching; Sexual Harassment (physical, verbal or any inappropriate item sent via electronic devices) and/or body to body contact whether the touching occurred through or under clothing.

1 st Referral	ISS/OSS	3-10 days with referral to superintendent
2 nd Referral	OSS	Up to 10 days with referral to the superintendent

Harassment (Including Sexual Harassment)

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 include, but are not limited to, racial comments or jokes; requests for sexual favors and other unwelcome sexual advances; graffiti; name calling; or threatening, intimidating or hostile acts based on a protected characteristic. (Board Policy AC)

1 st referral	ISS	2-5 days
2 nd referral	ISS / OSS	3-10 days

Verbal Assault/Bullying

Bullying – In accordance with state law, bullying is defined as intimidation, unwanted aggressive behavior, or harassment that is repetitive or is substantially likely to be repeated and causes a reasonable student to fear for his or her physical safety or property; that substantially interferes with the educational performance, opportunities or benefits of any student without exception; or that substantially disrupts the orderly operation of the school. Bullying includes, but is not limited to: physical actions, including violence, gestures, theft, or property damage; oral, written, or electronic communication, including name-calling, put-downs, extortion, or threats; or threats of reprisal or retaliation for reporting such acts.

Placing someone in reasonable apprehension of physical harm by intimidation, terrorizing, defaming, humiliating, teasing, gossiping, etc. (School Board Policy JFCF)

1 st referral	ISS	3 days minimum
2 nd referral	ISS	5 days minimum
3 rd referral	OSS	3-10 with referral to superintendent

Cyber-bullying

Defined in board policy as a form of bullying committed by transmission of a communication including, but not limited to, a message, text, sound or image by means of an electronic device including, but not limited to, a telephone, wireless telephone or other wireless communication device, computer or pager. The district has jurisdiction over cyber bullying that uses the district's technology resources or that originates on district property, at a district activity or on district transportation. Even when cyberbullying does not involve district property, activities or technology resources, the district will impose consequences and discipline for those who engage in cyberbullying if there is a sufficient nexus to the educational environment, the behavior materially and substantially disrupts the educational environment, the communication involves a threat as defined by law, or the district is otherwise allowed by law to address the behavior. It includes the Intimidation or harassment of a student or multiple students perpetuated by individuals or groups. Bullying includes but is not limited to: physical actions, including violence, gestures, theft, or damaging property; oral or written taunts, including name-calling, put-downs, extortion, or threats; threats of retaliation for reporting such acts; sending or posting harmful or cruel text or images using the Internet or other digital communication devices; sending or posting materials that threaten or raise concerns about violence against others, suicide or self-harm. (School Board Policy JFCF)

1 st referral	ISS or OSS	3-10 days
2 nd referral	OSS	3-10 days with referral to the superintendent

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

Students who possess, display, or transmit between parties 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.

1 st referral	Confiscation and ISS	3-5 days
2 nd referral	Confiscation and ISS or OSS	3-10 days

Stealing and/or Possession of Stolen Property

Law enforcement will be involved

1 st referral	ISS/OSS and restitution	3 days minimum
2 nd referral	OSS and restitution	5 days minimum

VIOLATIONS AGAINST PROPERTY**Littering/Cafeteria Infraction**

(leaving tray, throwing food, etc.)

1 st referral	ASD and student will clean up mess	1 session
2 nd referral	ASD and student will clean up mess	2 sessions
3 rd referral	ISS and/or OSS and student will clean up mess	Minimum of 1 day

Trespassing

1 st referral	Contact Resource officer. Charges could be pressed, and appropriate school discipline will be assessed.
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Vandalism/Unauthorized Marking and Willful Property Damage (Including Chromebooks)

Restitution for damages will be part of the discipline and must be taken care of prior to the end of the school year or grades will be held.

1 st referral	ASD and clean up	2 sessions
2 nd referral	EDT and clean up	1 session
Additional Referrals	ISS and/or OSS and clean up	3-10 days

VIOLATIONS AGAINST PUBLIC HEALTH AND SAFETY**Tobacco/Vape Possession and/or Use (Including paraphernalia)**

Use of and/or possession on district property, district transportation, or at any district activity. This will also include Loss of Privileges at principal's discretion. If the student is under 18 years of age, a report will be sent to the juvenile office.

1 st referral	Lesson on Tobacco/Vape Use, ISS, confiscation, and police involvement	1 session
2 nd referral	ISS, confiscation, and police involvement	3-5 days
3 rd referral	ISS, confiscation, and police involvement	5 days minimum
4 th referral	OSS, confiscation, and police involvement	3-10 days

Alcohol/Drugs/Drug Sales

Possession, use and/or under the influence of alcohol, drugs or synthetic drugs, paraphernalia or distribution of any items associated with or communicated as drugs or drug paraphernalia at school or on district property or at any district activity or on district transportation. (Board Policy JFCH)

1 st referral	OSS, confiscation, and police involvement	10 Days with referral to superintendent
2 nd referral	OSS, confiscation, and police involvement	10 days referral to superintendent

Weapon Possession

Possession or use of any weapon as defined in Board Policy JFCJ and/or possession or use of ammunition or a component of a weapon.

1 st referral	OSS, confiscation, and police involvement	10 days with referral to Superintendent
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Driving Infractions

Students must drive carefully. With the number of cars that exit the parking lot each day, the slightest amount of careless driving could result in an accident. Any student who is observed squealing tires, driving recklessly, speeding, etc. could result in a traffic ticket from the School Resource Officer and the City of Neosho and disciplinary consequences.

1 st referral	Warning, phone call home	
2 nd referral	Suspension of Driving and Parking on school property- Student checks in with the front office, phone call home	1 Week
3rd referral	Suspension of Driving and Parking on school property, law enforcement will be involved	The remainder of the semester

APPENDICIES

BOARD POLICIES AND SCHOOL DISTRICT INFORMATION

ABSENCES AND EXCUSES

Board Policy: JED

Regular and punctual patterns of attendance will be expected of each student enrolled in the school district. Students should strive to maintain a good attendance record, because there is a direct relationship between school attendance and grades, citizenship and success in school.

It is recognized that absence from school may be necessary under certain conditions. However, every effort should be made by students, parents/guardians, teachers and administrators to keep absences and tardiness to a minimum.

Frequent absences of students from regular classroom learning experiences disrupt the continuity of the instructional process. The benefit of regular classroom instruction is lost and cannot be entirely regained. The school cannot teach students who are not present. The entire process of education requires a regular continuity of instruction, classroom participation, learning experiences and study in order to reach the goal of maximum educational benefits for each individual student. The regular contact of the students with one another in the classroom and their participation in well-planned instructional activities under the supervision of a competent teacher are vital to this purpose.

DISTRICT REPORT CARD

A school accountability report card for each school building in the district and the district as a whole will be produced in accordance with law and made available to the public. The district will provide information included in the report card to parents/guardians, community members, the print and broadcast news media, and legislators by December 1 annually or as soon thereafter as the information is available to the district. The district will distribute the information in substantive official communications such as student report cards. The district will make reasonable efforts to supply copies of the reports or other information regarding the reports to businesses such as real estate and employment firms, so that parents/guardians and businesses from outside the district that may be contemplating relocation have access to this information. (§ 160.522, RSMo.)

DEVELOPMENT OF RULES AND PROCEDURES

Board Policy: JED

The superintendent, with the assistance of building-level administrators and other administrative and professional staff, shall establish rules and procedures for student attendance within the district. The primary purpose of the district's attendance rules and procedures shall be to change behavior, not to punish students. Such rules and procedures shall be published on the district's website and in appropriate handbooks and shall be subject to review by the Board of Education.

The building administration will maintain a comprehensive system of attendance records for each student. Each teacher is responsible for the accurate reporting of daily attendance in the classroom. The building principal is responsible for supplying information to parents/guardians about student absences and for submitting attendance information to the superintendent's office.

If a student in foster care is absent from school due to a decision by a court or child-placing agency to change the student's placement or due to a verified court appearance or related court-ordered activity, the grades and credit of the student will be calculated as of the date the student left school, and no lowering of the student's grades shall occur as a result of the absence under these circumstances.

ELECTRONIC COMMUNICATION

Board Policy: GBH

Staff members are encouraged to communicate with students and parents/guardians for educational purposes using a variety of effective methods, including electronic communication. As with other forms of communication, staff members must maintain professional boundaries with students while using

electronic communication regardless of whether the communication methods are provided by the district or the staff member uses his or her own personal electronic communication devices, accounts, webpages or other forms of electronic communication.

The district's policies, regulations, procedures and expectations regarding in-person communications at school and during the school day also apply to electronic communications for educational purposes, regardless of when those communications occur. Staff communications must be professional, and student communications must be appropriate. (See policy GBH for more information).

EMERGENCY DRILLS

The superintendent or designee, in cooperation with the building principals, will develop emergency drills for fires, tornados, bus emergencies, bomb threats and armed intruder/active shooter situations. Additional emergency drills may be developed and practiced at the discretion of the superintendent. Instruction on all emergency drills shall be given early in the school year, and emergency drills shall be held regularly throughout the year. The district will conduct emergency drills as required by law and policy and will ensure that the number of emergency drills conducted are sufficient to give instruction and practice in proper actions by staff and students during lockdown, shelter-in-place and evacuation. Emergency exiting procedures will be posted near the door in each building.

The superintendent or building principal will schedule and execute emergency drills. Principals which schedule emergency drills will provide the superintendent advance notice of the drills. The district will cooperate and coordinate emergency drills with other community agencies such as the fire department, law enforcement officials, emergency medical services and local emergency planning committees. Pursuant to law, armed intruder/active shooter drills will be conducted and led by law enforcement professionals.

Emergency evacuation drills on school buses will be conducted for all students in grades kindergarten through six at least once per semester with the first drill completed prior to October 31 annually.

FEDERAL PROGRAMS (COMPLAINTS REGARDING)

Board Policy: KL

The Board is interested in resolving concerns regarding federal programs including, but not limited to, allegations that the district has violated a federal statute or regulation that applies to particular federal programs administered by the district or the Missouri Department of Elementary and Secondary Education (DESE) in accordance with Title I, Parts A, B, C, D; Title II; Title III, Part A.2; Title IV, Part A; Title VI; and Title VII, Part C of the No Child Left Behind Act.

The superintendent or designee is authorized to contact the district's private attorney for assistance in determining whether a violation has occurred. The superintendent or designee is authorized to immediately make changes to bring the district into compliance with federal law if the investigation determines that the law has been violated.

NOTICE

The district will notify all parents/guardians of the process for filing a complaint with the district, including the process outlined in this policy. In addition, the district will provide all parents/guardians a copy of DESE's No Child Left Behind Act of 2001 Complaint Procedures. If a person files a complaint regarding one of the listed federal programs, the person will be provided another copy of DESE's No Child Left Behind Act of 2001 Complaint Procedures if the issue is not resolved at the district level.

PROCESS FOR RESOLVING A CONCERN OR COMPLAINT

The following steps are to be followed by parents/guardians, students or the public when concerns or complaints arise regarding the operation of the school district that cannot be addressed through other established procedures.

1. Concerns or complaints should first be addressed to the teacher or employee directly involved.
2. Unsettled matters from (1) above or concerns or complaints regarding individual schools should be presented in writing to the principal of the school. If the complaint is regarding a federal program

listed above, the complaint must specify the federal law or regulation alleged to have been violated and the facts supporting the allegation. The principal will provide a written response to the individual raising the concern within five business days of receiving the complaint or concern unless additional time is necessary to investigate, or extenuating circumstances exist.

3. Unsettled matters from (2) above or concerns or complaints regarding the school district in general should be presented to the superintendent or designee in writing. The superintendent or designee will provide a written response to the individual voicing the concern within five business days of receiving the concern or complaint, unless additional time is necessary to investigate, or extenuating circumstances exist.
4. If the matter cannot be settled satisfactorily by the superintendent or designee, a member of the public may request that the issue be put on the Board agenda, using the process outlined in Board policy. In addition, written comments submitted to the superintendent or the secretary of the Board that are directed to the Board will be provided to the entire Board. If the Board decides to hear the issue, the Board's decision is final. Otherwise, the superintendent's decision on the issue is final.
5. For most complaints, the Board's decision is final. However, if the complaint involves one of the federal programs listed above, the individual may appeal the issue to DESE.

DOCUMENTATION AND RELEASE OF INFORMATION

The district will maintain a copy of the complaint and documentation of any written resolution, when applicable, in accordance with law. If the complaint involves a federal program listed above, the superintendent or designee will complete a written summary of the investigation and, if a violation has occurred, a description as to how the matter was resolved. The written summary must be completed within 45 calendar days of the complaint being filed with DESE if the complaint is first filed with DESE.

Records will be released upon request when required by law. In situations where a violation of law has been alleged or determined or documents include legal advice or work product, the superintendent or designee will have the district's attorney review the documents before they are released to DESE, the person complaining or any other person.

HARASSMENT AND RETALIATION

Board Policy: AC

(Notice of Nondiscrimination)

General

The Neosho School District Board of Education is committed to maintaining a workplace and education environment that is free from discrimination and harassment in admission or access to, or treatment or employment in, its programs, services, activities and facilities. In accordance with law, the district strictly prohibits discrimination and harassment against employees, students or others on the basis of race, color, religion, sex, national origin, ancestry, disability, age, genetic information or any other characteristic protected by law in its programs, activities or in employment. The Board also prohibits retaliatory actions against those who report or participate in the investigation of prohibited discrimination or harassment. The Neosho School District is an equal opportunity employer.

Facilities

The district also provides equal access to the Boy Scouts of America, the Girl Scouts of the United States of America and other designated youth groups in accordance with federal law.

School Nutrition Programs

No person shall, on the basis of race, color, national origin, sex, age or disability, be excluded from participation in, be denied benefits of or otherwise be subject to discrimination under a school nutrition program for which the district receives federal financial assistance from the U.S. Department of Agriculture (USDA) Food and Nutrition Services. School nutrition programs include the National School Lunch Program, the Special Milk Program, the School Breakfast Program and the Summer Food Service Program.

Individuals with Disabilities

The district will identify, evaluate and provide a free, appropriate education to all students with disabilities in accordance with law. Anyone who knows or believes that a child may have a disability, regardless of whether the child is currently enrolled in the Neosho School District, is encouraged to contact the district's compliance officer listed below.

Anyone who, because of a disability, requires an auxiliary aid or service for effective communication or requires a modification of policies or procedures to participate in a program, service or activity should contact the compliance officer listed below as soon as possible, but no later than 48 hours before the scheduled event.

Reporting

The district's nondiscrimination policy and grievance forms are located on the district's website at www.neoshosd.org or at any district office.

The following compliance officer has been designated to address inquiries, questions, and grievances regarding the district's nondiscrimination policies:

Neosho School District
c/o Special Services Director
418 Fairground Road
Neosho, MO 64850
Phone: 417-451-8682
Fax: 417-451-8684

In the event that the compliance officer is unavailable or is the subject of a grievance that would otherwise be made to the compliance officer, reports should instead be directed to the acting compliance officer:

Neosho School District
c/o Superintendent
418 Fairground Road
Phone: 417-451-8600
Fax: 417-451-8604
cumminsjim@neoshosd.org

Inquiries may also be made to the U.S. Department of Education's Office for Civil Rights, the U.S. Equal Employment Opportunity Commission, the Missouri Commission on Human Rights, the USDA or the U.S. Department of Justice if applicable.

Office for Civil Rights Commission Phone: 816-268-0550 TDD: 800-877-8339 Email: OCR.KansasCity@ed.gov	Equal Employment Opportunity Phone: 800-669-4000 TTY: 800-669-6820 Email: info@eeoc.gov
U.S. Department of Agriculture Director Office for Civil Rights Room 326-W, Whitten Building 1400 Independence Avenue SW Washington, DC 20250-9410 Voice and TDD: 202-720-5964	U.S. Department of Justice Phone: 202-514-4609 TTY: 202-514-0716 Email: AskDOJ@usdoj.gov
Missouri Commission on Human Rights Phone: 877-781-4236 TDD: 800-735-2966 Relay Missouri: 711 or 866-735-2460 Email: mchr@labor.mo.gov	

Notice of Obligation to Identify and Provide Education and Assistance to Students

Missouri school districts are responsible for meeting the educational needs of an increasingly diverse student population by providing a wide range of resources and support to ensure that all students have the opportunity to succeed and be college prepared and career ready. Our school district has programs designed to help meet the unique educational needs of children working to learn the English language, students who are advanced learners, students with disabilities, homeless students, the children of migrant workers, and neglected or delinquent students. For more information, contact Rebecca Sears at 417-451-8600.

HEALTH SERVICES

Board Policies: JHC; JHCD; JHCD-AP(1)

The Neosho School District student health services mission is to help each student attend school in optimum health; obtain academic success and lifelong achievement from the school experience.

A RN, LPN, or trained Health Assistant is assigned to each school. Nurses supervise the health services at their assigned buildings. All students and employees shall serve under the direction of the RN supervisor, the building Principal and the District Administrator. The health nurse, Principal, RN or district Administrator will make all parent/guardian contacts regarding student health.

A Health Inventory form is to be completed by parent/guardian at the time of enrollment and annually. Emergency Contact information and Confidential Health information must be kept updated to assure each student receives needed health services.

Parents/guardians should notify the school nurse or Principal of any health concern that could require emergency services, (history of food allergies, environmental allergies, asthma, seizures, diabetes, etc.), interfere with the student's educational process or require health intervention during the school day.

The students with chronic health condition will have an Emergency Action Plans (EAP) and Individual Health Plan written.

Health Services conduct the following health screenings:

Dental: A profession Dental team with the permission of the parent/guardian does dental screenings. Parents receive a letter with recommendations. If fluoride is applied, the school nurse or assistant will perform a second treatment.

Vision Screenings: Students receive a vision screening by health services in the fall. All students who have results outside of normal limits are rescreened. If a student fails the second screening, a referral recommendation is sent home to the parent/guardian.

Scoliosis Screenings: This screening is done on 6th grade girls and 8th grade boys. All students who have results outside of normal limits are rescreened. If a student fails the second screening, a referral recommendation is sent home to the parent/guardians.

The district maintains prefilled epinephrine auto syringes and asthma-related rescue medication for an emergency, according to Missouri State Law. (Policy JHCD)

Immunizations

Missouri law requires that all students to have on file evidence of required immunization prior to attending school. (Policy JHCB). Parents/guardians should bring immunization record or proof of exemption at time of enrollment and obtain additional immunizations as required by state law, or evidence of immunity to the disease.

Medication

- Elementary and/or middle school students may be permitted to carry and to self-administer medications -- prescription or over the counter (OTC). High School students may carry one dose of

OTC medication. Prescription medication is checked in with the high school nurse, and the students receive in the health office.

- All medication is required to be in original container, prescription and OTC. Must have a legible label properly affixed with student's name, name of medication, date and dosage, time to be given and prescriber's name. Medication will only be given according to label instructions. District personnel will not administer the first dose of any medication. Medication must be brought to school by parent/guardian and given to school nurse or the principal. Medication will not be accepted if not in original container and properly labeled. Parent/Guardian must sign a permission form before any medication will be given at school, with the exception of emergency medication and first aid topical (creams, lotions, ointments).
- Health Services shall not knowingly administer medication that exceeds the recommended daily dosage as indicated by medical or pharmaceutical text. Health Services shall have the right to refuse to administer any medication deemed unsafe.
- The label on prescription medication may serve as physician order.

Illness and Injuries

- **Fever:** Body temperature > than 100.4 (AAP) is considered a fever. Parent/guardian will be notified to pick up student from school. May return to school if temperature is < 100.4 without use of fever reducing medication.
- **Vomiting:** Nurse evaluation, one time vomiting may not indicate need to send child home. If vomiting continues, parent/guardian will be notified to pick up from school.
- **Diarrhea:** Greater than three loose watery stools in one day. Nurse evaluation is possible infectious, parent/guardian will be notified.
- **Stomachache:** Nurse evaluation
- **Headache:** Attempt will be made to relieve headache without medication, (water, deep breathing) and rest. If no relief, parent will be notified.
- Minor playground injuries, treated according to injury, parent/guardian notification if evaluation indicates.

Communicable diseases:

Treatment according to communicable disease handbook by the Missouri Department of Health.

Head Lice

According to District Policy, the Parent of any student with active live lice will be notified and request to pick up student and treatment performed before child returns to school. Child will be able to return to school after treatment. Student will check with school nurse before going to classroom.

Facts about Head Lice

1. Lice and Nits do not jump. The only way a nit or louse can make it to your head is if it is placed there via a vessel (hat, brush/comb, hair accessory, etc.).
2. Lice cannot live without a human. Nits do not live in the grass, animals, or on inanimate objects. They survive on human blood only. No human host means no feast.
3. Lice is an equal opportunity offender. Lice are found in all socioeconomic areas, and no amount of money can buy protection.
4. Schools do not exclude for lice because it is not contagious and does not impair cognitive ability.

ADMINISTRATION OF MEDICATIONS TO STUDENTS

Board Policy JHCD

Definitions

Authorized Prescriber – Includes a healthcare provider licensed or otherwise authorized by state law to prescribe medication.

Diabetes Medical Management Plan – A document developed by the student's personal health care team that sets out the health services needed by the student at school and that is signed by the student's personal health care team and parent/guardian.

Medications – For the purposes of this policy, medications include prescription drugs and over-the-counter drugs, including herbal preparations and vitamins. Medications also include substances that claim or purport to be medicinal or performance enhancing.

General

The Neosho School District is not legally obligated to administer medication to students unless specifically included in a Section 504 plan or an individualized education program (IEP). However, the Board recognizes that some students may require medication for chronic or short-term illnesses to enable them to remain in school and participate in the district's education services. Parents/Guardians are encouraged to submit any relevant information regarding the medications their student needs, including a diabetes medical management plan or other information the district may use to develop an IEP, Section 504 Plan or individualized health plan (IHP). The district will review all information submitted by the parents/guardians and work with them to create a plan to meet the student's medical needs while at school or school activities.

The district prohibits students from possessing or self-administering medications while on district grounds, on district transportation or during district activities unless explicitly authorized in accordance with this policy. The superintendent, in collaboration with the district nursing staff, will establish administrative procedures for storing and administering medications in compliance with this policy and pursuant to state and federal law. Medications will only be administered at school when it is not possible or effective for the student to receive the medication at home.

The administration of medications is a nursing activity that must be performed by or under the supervision of a registered professional nurse. A registered professional nurse may delegate the administration of medication to a licensed practical nurse or unlicensed personnel who are trained by the nurse to administer medications. The registered professional nurse is responsible for developing written procedures for training unlicensed personnel in the administration of medications and for supervising the administration of medication by others. In accordance with law, any trained or qualified employee will be held harmless and immune from civil liability for administering medication in good faith and according to standard medical practices. A qualified employee is one who has been trained to administer medication according to standard medical practices.

The nurse or designee must maintain thorough documentation of all medications administered to students. Nurses must use reasonable and prudent judgment to determine whether to administer particular medications to students while also working in collaboration with parents/guardians and the school administration. In carrying out their legal duty to protect the health, welfare and safety of students, nurses will, when necessary, clarify authorized prescriber orders and respond in accordance with such clarifications.

The district shall not knowingly administer medications in an amount exceeding the recommended daily dosage listed in the *Physician's Desk Reference (PDR)* or other recognized medical or pharmaceutical text. Except for the medications that are only used in an emergency situation, the district will not knowingly administer the first dose of any medication. Parents/Guardians are encouraged to arrange to administer prescription medications themselves when possible.

Staff, students and all other individuals are prohibited from possessing or administering any medication, while on district grounds, on district transportation or during district activities, that is illegal pursuant to state or federal law.

Over-the-Counter Medications

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

Prescription Medications

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

Possession and Self-Administration of Medications

The district will permit a student to possess and self-administer medications as required by law, except for substances that are illegal under state or federal law, and as allowed in this section. Permission to possess and self-administer medications may be revisited if there is evidence that the student is not handling or administering the medication appropriately or that the student's actions may be harming his or her own health or the health and safety of other persons. Such permission is required for students to possess and self-administer medications while at school, at a district-sponsored activity and on district-sponsored transportation. Such permission shall be effective only for the same school and school year for which it is granted.

A student with an IEP or Section 504 plan may possess and self-administer medications in accordance with the IEP or Section 504 plan. Students who do not have an IEP or Section 504 plan may possess and self-administer medications in accordance with 1) or 2) below:

- **Students with Diabetes:** Upon written request of the parent/guardian and upon authorization by a student's diabetes medical management plan, the district will permit a student with diabetes to perform blood glucose checks, administer insulin through the student's insulin delivery systems, treat hypoglycemia and hyperglycemia, and otherwise attend to the care and management of the student's diabetes. The district will permit the student to possess on his or her person at all times all necessary supplies and equipment to perform these monitoring and treatment functions. The student shall have access to a private area for performing diabetes care tasks should the parent/guardian or student request such access. Students with diabetes who wish to possess and self-administer medications are subject to the same requirements (below) as students with other health conditions.
- **Students with Other Chronic Health Conditions:** Students may possess and self-administer medications for the treatment of asthma, anaphylaxis and other chronic health conditions in accordance with this policy and law. The district will not permit students to possess and self-administer medications unless all of the following requirements are met:
 - The medication was prescribed or ordered by the student's physician.
 - The physician has provided a written treatment plan for the condition for which the medication was prescribed or authorized that includes a certification that the student is capable of and has been instructed in the correct and responsible use of the medication and has demonstrated to the physician or the physician's designee the skill level necessary to use the medication.
 - The student has demonstrated proper self-administration technique to the school nurse.
 - The student's parent/guardian has signed a statement authorizing self-administration and acknowledging that the district and its employees or agents will incur no liability as a result of any injury arising from the self-administration of such medication unless such injury is a result of negligence on the part of the district or its employees or agents.

Emergency Medications

All student-occupied buildings in this district are equipped with prefilled epinephrine auto syringes and asthma-related rescue medications. The school nurse or another employee trained and supervised by the school nurse may administer these medications when they believe, based on training, that a student is having a life-threatening anaphylactic reaction or life-threatening asthma episode. A prescription or written permission from a parent/guardian is not necessary to administer this medication in an emergency situation.

Epinephrine and asthma-related rescue medications will only be administered in accordance with written protocols provided by an authorized prescriber. The Board will purchase an adequate number of prefilled epinephrine auto syringes and asthma-related rescue medications based on the recommendation of the school nurse, who will be responsible for maintaining adequate supplies and replacing expired syringes and medications.

The school principal or designee will maintain a list of students who cannot, according to their parents/guardians, receive epinephrine or asthma-related rescue medications. A current copy of the list will be kept with the devices at all times.

Consequences

Students who possess or consume medications in violation of this policy while on district grounds, on district transportation or during a district activity may be disciplined up to and including suspension or expulsion. Employees who violate this policy may be disciplined up to and including termination. District administrators will notify law enforcement when they believe a crime has occurred.

PARENT AND FAMILY INVOLVEMENT GOALS AND PLANS

Board Policy IGBC

The Neosho School District Board of Education believes that engaging parents/families in the education process is essential to improved academic success for students. The Board recognizes that a student's education is a responsibility shared by the district, parents, families and other members of the community during the entire time a student attends school. The Board believes that the district must create an environment that is conducive to learning and that strong, comprehensive parent/family involvement is an important component. Parent/Family involvement in education requires a cooperative effort with roles for the Department of Elementary and Secondary Education (DESE), the district, parents/families and the community.

The Board of Education recognizes the importance of eliminating barriers that impede parent/family involvement, thereby facilitating an environment that encourages collaboration with parents, families and other members of the community. Therefore, the district will develop and implement a plan to facilitate parent/family involvement that shall include the following six (6) goals:

1. Promote regular, two-way, meaningful communication between home and school.
2. Promote and support responsible parenting.
3. Recognize the fact that parents/families play an integral role in assisting their children to learn.
4. Promote a safe and open atmosphere for parents/families to visit the schools their children attend, and actively solicit parent/family support and assistance for school programs.
5. Include parents as full partners in decisions affecting their children and families.
6. Use available community resources to strengthen and promote school programs, family practices and the achievement of students.

The district's plan for meeting these goals is to:

1. Provide activities that will educate parents regarding the intellectual and developmental needs of their children at all age levels. This will include promoting cooperation between the district and other agencies or school/community groups (such as parent-teacher groups, Head Start, Parents

as Teachers, etc.) to furnish learning opportunities and disseminate information regarding parenting skills and child/adolescent development.

2. Implement strategies to involve parents/families in the educational process, including:
 - Keeping parents/families informed of opportunities for involvement and encouraging participation in various programs.
 - Providing access to educational resources for parents/families to use together with their children.
 - Keeping parents/families informed of the objectives of district educational programs as well as of their child's participation and progress within these programs.
3. Enable families to participate in the education of their children through a variety of roles. For example, parents/family members should be given opportunities to provide input into district policies and volunteer time within the classrooms and school programs.
4. Provide professional development opportunities for teachers and staff to enhance their understanding of effective parent/family involvement strategies.
5. Perform regular evaluations of parent/family involvement at each school and at the district level.
6. Provide access, upon request, to any instructional material used as part of the educational curriculum.
7. If practical, provide information in a language understandable to parents.

TITLE I, MIGRANT EDUCATION (MEP) AND LIMITED ENGLISH PROFICIENCY (LEP) PROGRAMS

The Board also recognizes the special importance of parent/family involvement to the success of its Title I, MEP and LEP programs. Pursuant to federal law, the district and parents will jointly develop and agree upon a written parental involvement policy that will be distributed to parents participating in any of these programs.

Title I Program Parent Involvement

The district and parents of children participating in the Title I program will jointly develop and agree upon a written parent involvement policy that will describe how the district will:

1. Involve parents in the joint development of the Title I program plan and in the process of reviewing the implementation of the plan and suggesting improvements.
2. Provide the coordination, technical assistance and other support necessary to assist participating schools in planning and implementing effective parental involvement activities to improve student academic achievement and school performance.
3. Build the schools' and parents' capacity for strong parental involvement.
4. Coordinate and integrate Title I parental involvement strategies with those of other educational programs.
5. Conduct, with the involvement of parents, an annual evaluation of the content of the parental involvement policy and its effectiveness in improving the academic quality of the schools served. This will include identifying barriers to greater participation by parents in activities authorized by law, particularly by parents who are economically disadvantaged, have disabilities, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background. The district will use the findings of such evaluation to design strategies for more effective parental involvement and to revise, if necessary, the parental involvement policies.
6. Involve parents in the activities of the schools served.

Each school receiving Title I funds will jointly develop with and distribute to parents of children participating in the Title I program a written parental involvement policy agreed upon by such parents in accordance with the requirements of federal law:

1. The policy must be made available to the local community and updated periodically to meet the changing needs of parents and the school.

2. The policy shall contain a school-parent compact that outlines how parents, the entire school staff and students will share the responsibility of improved student academic achievement and the means by which the school and parents will build and develop a partnership to help children.
3. Each school participating in the Title I program will convene a meeting annually to inform parents about Title I and to involve parents in the planning, review and improvement of Title I programs, including the planning, review and improvement of the school parental involvement policy.

Migrant Education Program Parent Involvement

Parents of students in the MEP will be involved in and regularly consulted about the development, implementation, operation and evaluation of the Migrant Education Program.

Parents of MEP students will receive instruction regarding their role in improving the academic achievement of their children.

Limited English Proficiency Program Parent Involvement

Pursuant to federal law, parents of LEP students will be provided notification regarding their child's placement in and information about the district's LEP program.

Parents will be notified of their rights regarding program content and participation.

Policy Evaluation

The district, with parent/family involvement, will review and evaluate the content and effectiveness of this policy and each school-level policy at least annually. The district will revise this policy as necessary to improve or create practices that enhance parent/family involvement.

PUBLIC INFORMATION PROGRAM

Board Policy KB-AP

In addition to the information addressed in the district's communication plan and notices provided to district employees, the district will provide information to the public and the media as required by law, including the Missouri Sunshine Law. This information will include, but not be limited to the state children's health insurance program, MO HealthNet for Kids (MHK), to parents/guardians enrolling students in the district. If a parent/guardian indicates on an application for free and reduced-price meals that a child does not have health insurance, the district will notify the parent/guardian that the MHK program is available if household income is within eligibility standards. (§ 208.658, RSMo.) Please see Policy KB-AP(1) for more information.

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 standards adopted by the Missouri State Board of Education.

End-of-course (EOC) assessments will be administered in accordance with law and the rules of the Department of Elementary and Secondary Education (DESE). In courses where EOC assessments are given, the superintendent will determine what percent of the course grade will be decided by performance on EOC assessments.

If a student is taking a course that requires an EOC assessment and is failing the course or for some other reason may be required to retake the course, the district may choose to delay administration of the EOC assessment until the student has completed the course the second time. A team consisting of the course instructor, the principal, and a counselor will determine when delayed administration of an EOC assessment is appropriate. In the case of a student with an individualized education program (IEP), the IEP team will make the determination.

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

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

TEACHING ABOUT HUMAN SEXUALITY

Board Policy IGAEB

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

The district is required to notify the parent/guardian of each student enrolled in the district of the basic content of the district's human sexuality instruction to be provided to the student and of the parent's/guardian's right to remove the student from any part of the district's human sexuality instruction. The district is required to make all curriculum materials used in the district's human sexuality instruction available for public inspection as a public record prior to the use of such materials in actual instruction.

REPORTING AND INVESTIGATING CHILD ABUSE/NEGLECT

DESCRIPTOR CODE: JHG

The Neosho School District and its employees will take action to protect students and other children from harm including, but not limited to, abuse and neglect, and will respond immediately when discovering evidence of harm to a child. Employees must cooperate fully with investigations of child abuse and neglect. The district prohibits discrimination, negative job action or retaliation against any district employee who, in good faith, reports alleged child abuse or neglect, including alleged misconduct by another district employee.

Employees failing to follow the directives of this policy or state or federal law will be subject to discipline including, but not limited to, termination, and may be subject to criminal prosecution.

Definitions

Abuse – Any physical injury, sexual abuse or emotional abuse inflicted on a child other than by accidental means by those responsible for the child's care, custody and control or by any other person, except that discipline including spanking, administered in a reasonable manner, shall not be construed as abuse. Physical injury, sexual abuse and emotional abuse are defined by the Children's Division (CD) of the Department of Social Services in 13 C.S.R. 35-31.010.

Child – Any person under 18 years of age.

Neglect – The failure to provide, by those responsible for the care, custody and control of the child, the proper or necessary support, education as required by law, nutrition or medical, surgical or any other care necessary for the child's well-being.

Those Responsible for the Care, Custody and Control of the Child – Includes, but is not limited to, any person exercising supervision over a child for any part of a 24-hour day as well as any adult who has access to the child.

Public School District Liaison

The superintendent shall designate a specific person or persons to serve as the public school district liaison(s) and forward that information to the local division office of the CD. The liaison(s) shall develop

protocols in conjunction with the chief investigator of the local division office to ensure information regarding the status of a child abuse or neglect investigation is shared with appropriate school personnel. The liaison(s) will also serve on multidisciplinary teams used in providing protective or preventive social services along with law enforcement, the juvenile officer, the juvenile court and other agencies, both public and private.

Training

The superintendent or designee shall implement annual training necessary to assist staff members in identifying possible instances of child abuse and neglect, including annual updates regarding any changes in the law. Such training shall:

1. Provide current and reliable information on identifying signs of sexual abuse in children and danger signals of potentially abusive relationships between children and adults.
2. Emphasize how to establish an atmosphere of trust so that students feel that their school has concerned adults with whom they feel comfortable discussing matters related to abuse.
3. Emphasize that all mandatory reporters shall, upon finding reasonable cause, directly and immediately report suspected child abuse or neglect. These reports must be made even if the person suspected of abusing the child is another mandated reporter, such as another school employee.
4. Emphasize that no supervisor or administrator may impede or inhibit any reporting under state law.
5. Emphasize that no person making a report in accordance with law shall be subject to any sanction, including any adverse employment action, for making such a report.

Reporting Child Abuse/Neglect

The Board of Education requires its staff members to comply with the state child abuse and neglect laws and the mandatory reporting of suspected neglect and/or abuse. Any school official or employee acting in his or her official capacity who knows or has reasonable cause to suspect that a child has been subjected to abuse or neglect, or who observes the child being subjected to conditions or circumstances that would reasonably result in abuse or neglect, shall directly and immediately make a report to the CD, including any report of excessive absences that may indicate educational neglect. No internal investigation shall be initiated until such a report has been made, and even then, the investigation may be limited if the report involves sexual misconduct by a school employee. Employees who make such reports to the CD must notify the school principal or designee that a report has been made. The principal or designee will notify the superintendent or designee and the district liaison(s) about the report.

The school principal or designee may also notify law enforcement or the juvenile office when appropriate. If an employee has reason to believe that a victim of such abuse or neglect is a resident of another state or was injured as a result of an act that occurred in another state, then, in addition to notifying the Missouri CD pursuant to this policy, he or she may also make a report to the child protection agency with the authority to receive such reports, pursuant to law, in the other state.

The reporting requirements are individual, and no supervisor or administrator may impede or inhibit any reporting under this section. No employee making a report in accordance with law shall be subject to any sanction, including any adverse employment action, for making such a report. Further, the superintendent and other district administrators shall ensure that any employee mandated by law to make a report shall have immediate and unrestricted access to the communication technology necessary to make an immediate report. Employees shall also be temporarily relieved of other work duties for such time as is required to make any mandated report.

Reporting Allegations of Sexual Misconduct by a School Employee

The district takes all allegations of sexual misconduct seriously, regardless of the source. However, an allegation of sexual misconduct by a school employee is particularly serious. In accordance with law, if a student report alleged sexual misconduct on the part of a school district employee to an employee of this

district, the employee who receives the report and the superintendent shall immediately report the allegation to the CD as set forth in law, regardless of whether the employee or superintendent has reasonable cause to suspect abuse. For the purposes of this policy, the term "sexual misconduct" is defined as engaging in any conduct with a student, on or off district property, that constitutes 1) the crime of sexual misconduct; 2) illegal sexual harassment as defined in policy AC, as determined by the district; or 3) child abuse involving sexual behavior, as determined by the CD.

The CD will investigate all allegations of sexual misconduct involving district employees. The district may investigate the allegations for the purpose of making employment decisions.

Investigating Child Abuse/Neglect

In general, the CD investigates reports of child abuse and neglect. However, state statute requires the district to initially investigate allegations of child abuse by district employees in situations other than sexual misconduct to ensure that the allegations are not made for the purpose of harassing district staff.

When the CD receives a child abuse report alleging that an employee of the district has abused a student in situations other than those involving sexual misconduct, the report shall be immediately referred to the superintendent (or the president of the School Board in situations concerning the superintendent), who will conduct an initial investigation. If the initial investigation determines that the report relates to a spanking by a certificated district employee or the use of reasonable physical force against a student for the protection of persons or property by any district personnel administered pursuant to district policy, or if it is determined that the sole purpose of the report is to harass a district employee, the report will be investigated as detailed below in accordance with law. All other reports of any nature will be immediately returned to the CD for investigation.

Harassment, Spanking or Protection of Persons or Property by District Staff

If a report to the CD relates to a spanking by a certificated district employee or the use of reasonable physical force against a student for the protection of persons or property by any district personnel administered pursuant to district policy, or if it is determined that the sole purpose of the report is to harass a district employee, the superintendent, Board president or a designee of either will notify law enforcement of the county in which the alleged incident occurred. The district will jointly investigate the matter with the law enforcement officer. The superintendent, Board president and their designees are authorized to contact and utilize the district's attorney to assist in the investigation.

Once the investigation is concluded, the law enforcement officer and the investigating district personnel will issue separate reports of their findings, no later than seven days after the district receives notice of the allegation from the CD. The reports must contain a statement of conclusion as to whether the preponderance of evidence supports a finding that the alleged incident of child abuse is substantiated or unsubstantiated. The Board will consider the separate reports and will issue its findings and conclusions, if any, within seven days after receiving the last of the two reports. The findings and conclusions will be made as required by state law and will be sent to the CD.

Referral to the Office of Child Advocate for Children's Protection and Services

If the CD determines that a report of child abuse or neglect is unsubstantiated, the district or a district employee may request that the report be referred to the Office of Child Advocate for Children's Protection and Services for additional review.

Information from the Children's Division

In accordance with law, as mandated reporters district employees reporting child abuse and neglect are entitled upon request to information on the general disposition of a report of child abuse or neglect and may receive findings and information concerning the case at the discretion of the CD. The CD will also notify the district when a student is under judicial custody or when a case is active regarding a student.

Any information received from the CD will be kept strictly confidential in accordance with law and will only be shared with district employees who need to know the information to appropriately supervise the student or for intervention and counseling purposes. All written information received by any public school district

liaison or the district shall be subject to the provisions of the Family Educational Rights and Privacy Act (FERPA). Information received from the CD will not be included in the student's permanent record.

Immunity

In accordance with law, any person who in good faith reports child abuse or neglect; cooperates with the CD or any law enforcement agency, juvenile office, court, or child-protective service agency of this or any other state in reporting or investigating child abuse or neglect; or participates in any judicial proceeding resulting from the report will be immune from civil or criminal liability.

Any person who is not an employee of the district and who in good faith reports to a district employee a case of alleged child abuse by any district employee will be immune from civil or criminal liability for making such a report or for participating in any judicial proceedings resulting from the report.

SAFETY INFORMATION

Board Policy: EBC

As part of the implementation of the district's adopted crisis intervention plan, the superintendent or designee has the responsibility for developing and maintaining the district's emergency preparedness plans and emergency drill schedules.

TRANSPORTATION SERVICES

Board Policy: EEA

The Board, in accordance with state law, may provide free transportation for eligible students attending the district's schools. The superintendent shall ensure that the transportation services of the district meet all of the requirements established by the Missouri Department of Elementary and Secondary Education as well as the policies that pertain directly to the qualifications of transportation operators and operational procedures adopted by the Board of Education.

Resident students living three and one-half miles or more from school will be entitled to free transportation to and from school. The Board of Education may also provide transportation to resident students who live less than three and one-half miles from school.

Transportation for a student with a disability will be provided if the IEP team determines that such transportation is necessary as a related service due to the student's disability. Transportation for special education students or students classified as homeless will be provided in accordance with law.

The superintendent shall ensure that the transportation services of the district meet all state and federal laws as well as other requirements of the Board of Education. Students may be transported in leased vehicles, private vehicles, common carriers or other contracted transportation as allowed by law and permitted by the Board. All district employees or other persons who drive district-owned or district-leased transportation or who transport students in private vehicles as an agent for the district must meet applicable state and federal laws as well as district policies and procedures.

The superintendent will present to the Board a plan for student transportation services for the district no later than the end of October of each year for initial approval and no later than the end of June for the final approval of modifications made during the school year. The plan should follow the procedures set by the State Board of Education.

The superintendent or designee shall provide for the proper accounting of student transportation records and reports in the school district and shall be responsible for preparing and submitting to the State Board of Education the necessary reports for apportioning state transportation aid, in addition to reports for statistical purposes and for the proper maintenance and administration of the district's transportation services.

School officials must provide safe transportation of district students to and from school. Drivers, students and district personnel will follow all laws and district policies and procedures.

District vehicles carrying students will be considered extensions of the school environment. Any student whose conduct on district transportation is improper or jeopardizes the safety of other students may be suspended from district transportation services and may be disciplined in accordance with district policy. Uniform rules of conduct and disciplinary measures will be enforced. Students with disabilities will be disciplined according to law.

Access to all district transportation is limited to authorized riders and staff. All district staff and drivers shall report any instance of trespass to appropriate administrators and law enforcement agencies.

District vehicles will be used solely for district-sponsored activities, including district extracurricular activities and organizations.

STUDENT CONDUCT ON SCHOOL TRANSPORTATION

Board Policy: JFCC/JFCC-AP(1)

Students, parents/guardians, bus drivers and school officials must work together to provide for the safe transportation of students. The school buses, bus stops, and all other forms of transportation provided by the district or provided incidental to a school activity are considered school property. Students are subject to district authority and discipline while waiting for, entering and riding district transportation. The superintendent or designee will create and enforce administrative procedures detailing the conduct expected of students and will make that information available to students and parents.

Students who fail to observe district rules or fail to contribute to a safe transportation environment will be subject to disciplinary action including, but not limited to, suspension of the privilege of riding the bus. Students with disabilities will be disciplined in accordance with their Individualized Education Program (IEP) or applicable law. The bus driver or other authorized personnel shall report all misbehavior or dangerous situations to the principal as soon as possible.

All persons riding in school district vehicles shall adhere to the following rules. The driver, sponsor or chaperones are to follow the school bus discipline procedure for student violations of this procedure and students who violate these rules may be denied access to school transportation for a specified period of time in relation to the severity of the violation.

Video cameras may be in operation on the school buses.

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

15. Students shall keep feet off the seats.
16. The student discipline code will apply to students using school transportation services. This includes conduct occurring at or in the close vicinity of a bus stop while students are waiting for the bus, or immediately after the students have disembarked.

VISITORS

Board Policy: KK

Students will NOT be checked out of school by anyone who is NOT listed on the student profile of the student section of the school software.

Parents/Guardians and patrons of the district are welcome to visit district schools and attend district events; however, all visitors during business hours, including Board members, must sign or check in at the building office prior to proceeding elsewhere in the building. The district discourages parents/guardians or others from using district property or events as places for visiting students and may refuse the use of district property for that purpose.

The principal or designee of each school building will post appropriate signs to direct visitors to designated doors nearest the building office. It is the responsibility of all district employees to direct visitors to the office and report any person in violation of district rules.

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

APPROPRIATE BEHAVIOR

The Neosho School District believes that district events are a vital part of the total educational program and should be used as a means for developing positive social interaction, good sportsmanship and appropriate behavior, in addition to knowledge and skills. Well-organized and well-conducted programs contribute to the morale of the student body and strengthen school-community relations.

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

REGISTERED SEX OFFENDERS AND PERSONS PROHIBITED ON OR NEAR DISTRICT PROPERTY

Sex offenders required to be listed on the Missouri Highway Patrol's sex offender registry, or who have pled guilty, pled nolo contendere or been convicted of crimes for which the law currently requires offenders to be listed, regardless of when those crimes were committed, are not allowed on district property or transportation or at district activities, regardless of whether those activities are held on or off district property, unless access is required by law.

In accordance with law, the district also prohibits all persons who have pled guilty or nolo contendere to or who have been convicted of or found guilty of violating the following provisions from being on or within 500 feet of any school building, district property, district activity or any vehicle used to transport students:

1. Any of the provisions in Chapter 566 of the Missouri Revised Statutes
2. Incest, § 568.020, RSMo.
3. Endangering the welfare of a child in the first degree, § 568.045, RSMo.
4. Use of a child in a sexual performance, § 573.200, RSMo.
5. Promoting a sexual performance by a child, § 573.205, RSMo.
6. Sexual exploitation of a minor, § 573.023, RSMo.

7. Promoting child pornography in the first degree, § 573.025, RSMo.
8. Furnishing pornographic material to minors, § 573.040, RSMo.
9. Any offense committed in another state, a foreign country, or under tribal, federal or military jurisdiction that, if committed in this state, would be a violation listed above.

Despite the prohibitions in this section, the superintendent may grant permission for a parent, guardian or custodian of a student to be on district property for the limited purpose of attending meetings with district staff or in other situations where the student may benefit. Permission will be granted sparingly, if ever, and only in situations where the parent, guardian or custodian will be supervised at all times or will not be alone with a child. If the superintendent does not grant permission, the parent, guardian or custodian may seek permission from the Board. The superintendent will inform the principal and other relevant district staff of the scope of the permission granted.

This section may not apply to a student entitled by law to be on district property for educational services if the student's presence is necessary to obtain those services and the student is not otherwise prohibited by law from being on district property. The exceptions cited in this section do not apply if the person is otherwise prohibited or banned from district property by other sections of this policy.

DISRUPTIVE CONDUCT

If a visitor's conduct becomes disruptive, threatening or violent, the superintendent, principal or a designee of either may require the visitor to leave. The superintendent or designee may inform the visitor that he or she is not welcome back on district property or at district events indefinitely or for a specific period of time. During any period of prohibition, the visitor will not be allowed on district property. The superintendent may make exceptions for parents, guardians or custodians of students enrolled in the district if the person's presence is necessary to transport the student or may benefit the student educationally, or in situations where the parent, guardian or custodian will be supervised at all times. The superintendent may make an exception for visitors to attend a meeting of the Board or its committees but is not obligated to do so. This paragraph does not apply if the person is otherwise prohibited or banned from district property by other sections of this policy.

ENFORCEMENT

If a visitor prohibited from district property or events under this policy is on district property, district staff will contact law enforcement and/or escort the person from district grounds and inform the person of the district policy prohibiting his or her presence.

The superintendent, principal or a designee of either may file a report or sign a complaint with law enforcement on behalf of the district. The Board grants the superintendent or designee the authority to consult an attorney for guidance or to seek a court order banning the visitor from district property. A visitor denied access to district property may communicate with the Board in writing but will not be allowed back onto district property unless allowed by the Board.

VOLUNTEERS

Board Policy: IICC-AP(1)

The Board of Education recognizes that community and parent volunteers make valuable contributions to the district's schools and encourages volunteer participation in district programs. Further, parent and community involvement are essential components of high student achievement. The Board endorses a volunteer program and expects its professional staff to encourage and strengthen community and parent involvement in the schools.

The superintendent or designee will create appropriate procedures for attracting, screening and training community and parent volunteers. Volunteering in the district is a privilege, not a right. The district will conduct screening and criminal background checks before any volunteer is placed in a position where he or she will be left alone with a student. The district may decline the services of any volunteer for any legal reason. All information collected on volunteers will be considered confidential to the extent allowed by law and will only be used to protect the students or minimize disruption to the educational environment.

Although volunteers will provide support services, they are not substitutes for the professional building staff. Volunteers will work under the direction and supervision of district staff.

Definitions

Volunteer – Any parent or person in the community who provides uncompensated service to the district. As used in this procedure, a “volunteer” does not include students participating in a district-sponsored program, such as tutoring or acting as an office or teaching assistant.

Chaperone – A volunteer, usually a parent or guardian, who assists the district staff and is under the direct control of district staff but is never left alone with a student. Chaperones include room parents or persons who volunteer to assist with field days, field trips, class parties or other special occasions.

Screened Volunteer – A volunteer who may periodically be left alone with students. Usually, screened volunteers commit to assist the school on a regular basis. Examples of a screened volunteer include persons who regularly assist in the office or library, mentor or tutor students, coach or supervise a school-sponsored activity before or after school, or chaperone students on an overnight trip.

All Volunteers

Volunteering in the district is a privilege, not a right. The Board, superintendent, principal or designee may decline or terminate the services of a volunteer for any legal reason. It shall be the responsibility of the building principal or designee to approve all screened volunteers to be placed in his/her building. Teachers may select and organize chaperones, unless otherwise directed by the principal.

All volunteers must receive training appropriate to the function they will serve while volunteering. If a volunteer is disruptive or acts inappropriately around the students, the teacher or principal will refuse the volunteer's services and notify the superintendent or designee immediately.

Volunteers will provide support services but are not substitutes for the professional staff. Volunteers will work under the direction and supervision of district and building staff. Even screened volunteers who are left alone with a student will have an employee contact person or supervisor to monitor activities with students.

All volunteers will be given a copy of the following rules:

1. Volunteers must follow the same dress code applicable to students.
2. Volunteers will not lend money or bring gifts other than stickers and greeting cards to individual students unless authorized by the building principal or designee.
3. Volunteers will not transport students.
4. Volunteers will keep all information obtained from a student's education record confidential.
5. Volunteers will not photograph or videotape students unless authorized by the building principal or designee.
6. Volunteers will not date students, have sexual relationships with students or arrange to meet students outside the regular school day or during school-sponsored events or activities.
7. Volunteers will not dress students, change diapers, provide personal hygiene assistance or supply medication to students.
8. Volunteers will use universal precautions to avoid contact with body fluids.
9. Volunteers will receive district policies and procedures on computer use and will sign an authorized user form prior to having access to the district's computers.
10. Volunteers will not discriminate against or harass any person and will report all harassment or discrimination observed, in accordance with district policy.
11. Volunteers will not search students or student property.

12. Volunteers will not direct a student to remove an emblem, insignia or garment, including a religious emblem, insignia or garment. If the volunteer believes a student's clothing is disruptive or promotes disruptive behavior, the volunteer will contact a staff member immediately.
13. Volunteers must sign in and out of the office when entering or leaving the school and must document the hours volunteered in the school.
14. Volunteers must report suspected cases of abuse or neglect to the building principal.
15. Volunteers will follow all the policies, procedures and other rules established in the district and all applicable laws.

Screened Volunteers

1. District staff must direct persons wishing to serve as a screened volunteer to the superintendent or designee office for volunteer certification. Supervisors of activities that may require overnight volunteers are encouraged to recruit and certify volunteers at the beginning of the school year because the process may take several weeks or months to complete.
2. Screened volunteers must consent to and complete a criminal background check prior to being left alone with a student and may be required to submit additional information at the superintendent or designee discretion. All information collected regarding screened volunteers will be considered confidential to the extent allowed by law and will only be used to protect the students or minimize disruption to the educational environment.
3. Only screened volunteers may have access to student education records. However, such access is limited to instances where access is necessary for the volunteer to assist the district, and such access must be supervised by staff members.
4. The building principal or designee will provide appropriate training for all screened volunteers.

SURVEYING, ANALYZING, OR EVALUATING STUDENTS

Board Policy: JHDA

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

In general, the district will not collect, disclose or use personal student information for the purpose of marketing or selling that information or otherwise providing the information to others for that purpose. In the rare case where the district may collect information from students for the purpose of marketing or selling that information, parents may inspect any instrument used before the instrument is administered or distributed to a student, upon request and in accordance with Board policy.

CONSENT REQUIRED

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

1. Political affiliations or beliefs of the student or the student's parent.
2. Mental or psychological problems of the student or the student's family.
3. Sex behavior or attitudes.
4. Illegal, antisocial, self-incriminating or demeaning behavior.
5. Critical appraisals of other individuals with whom respondents have close family relationships.
6. Legally recognized privileged or analogous relationships, such as those of lawyers, physicians and ministers.
7. Religious practices, affiliations or beliefs of the student or the student's parent.

8. Income other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program.

NOTICE AND OPPORTUNITY TO OPT OUT

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

1. Any other protected information survey, as defined above, regardless of the funding source.
2. Any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent and not necessary to protect the immediate health and safety of a student, or any physical exam or screening permitted or required under state law, except for hearing, vision or scoliosis screenings.
3. Activities involving the collection, disclosure or use of personal information obtained from students for marketing, selling or otherwise distributing information to others.

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

NOTIFICATION OF POLICY AND PRIVACY

In accordance with law, parents will be directly notified of this policy at least annually at the beginning of the school year and within a reasonable period of time after any substantive change in the policy.

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

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

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 Neosho 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, 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 Neosho 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 Neosho 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 Neosho 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 notice will be provided in native languages as appropriate.



NEOSHO
SCHOOL DISTRICT

Neosho School District
Administrative Center

To parents and employees:

Asbestos is an issue we have been dealing with for many years. The Asbestos Hazard Emergency Response Act of 1986 (referred to as AHERA) was enacted by Congress in 1987. AHERA was enacted to determine the extent of and develop solutions for any problem schools may have with asbestos.

We continue to have our facility inspected by the Asbestos Program Manager and their representatives. In addition, a certified inspector inspects the facilities every three years as required by AHERA. All areas at this time are in good condition (non-friable) and show no change.

A copy of the asbestos management plan is available for your inspection in our administrative offices during regular office hours. Our Asbestos Program Manager will answer all inquiries regarding the plan.

We will continue to implement the asbestos management plan. Our intent is not only complying with; but also exceeding federal, state and local regulations in this area. We plan on taking whatever steps are necessary to ensure our children and our employees have a healthy, safe environment in which to learn and work.

Sincerely,

Asbestos Program Manager



Neosho School District
Administrative Center

Dear Parent or Guardian:

Our district is required to inform you of information that you, according to the Every Student Succeeds Act of 2015 (Public Law 114-95), have the right to know.

Upon your request, our district is required to provide to you in a timely manner, the following information:

- Whether your student's teacher has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction.
- Whether your student's teacher is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived.
- Whether your student's teacher is teaching in the field of discipline of the certification of the teacher.
- Whether your child is provided services by paraprofessionals and, if so, their qualifications.

In addition to the information that parents may request, a building receiving Title I.A funds must provide to each individual parent:

- Information on the level of achievement and academic growth of your student, if applicable and available, on each of the State academic assessments required under Title I.A.
- Timely notice that your student has been assigned, or has been taught for 4 or more consecutive weeks by, a teacher who has not met applicable State certification or licensure requirements at the grade level and subject area in which the teacher has been assigned.

Sincerely,

Superintendent of Schools
Neosho School District

Missouri Department of Elementary and Secondary Education Every Student Succeeds Act of 2015 (ESSA) COMPLAINT PROCEDURES

This guide explains how to file a complaint about any of the programs¹ that are administered by the Missouri Department of Elementary and Secondary Education (the Department) under the Every Student Succeeds Act of 2015 (ESSA)².

Missouri Department of Elementary and Secondary Education Complaint Procedures for ESSA Programs Table of Contents	
General Information 1. What is a complaint under ESSA? 2. Who may file a complaint? 3. How can a complaint be filed?	
Complaints filed with LEA 4. How will a complaint filed with the LEA be investigated? 5. What happens if a complaint is not resolved at the local level (LEA)?	Complaints filed with the Department 6. How can a complaint be filed with the Department? 7. How will a complaint filed with the Department be investigated? 8. How are complaints related to equitable services to nonpublic school children handled differently?
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1. **What is a complaint?**
For these purposes, a complaint is a written allegation that a local education agency (LEA) or the Missouri Department of Elementary and Secondary Education (the Department) has violated a federal statute or regulation that applies to a program under ESSA.
2. **Who may file a complaint?**
Any individual or organization may file a complaint.
3. **How can a complaint be filed?**
Complaints can be filed with the LEA or with the Department.
4. **How will a complaint filed with the LEA be investigated?**
Complaints filed with the LEA are to be investigated and attempted to be resolved according to the locally developed and adopted procedures.
5. **What happens if a complaint is not resolved at the local level (LEA)?**
A complaint not resolved at the local level may be appealed to the Department.
6. **How can a complaint be filed with the Department?**
A complaint filed with the Department must be a written, signed statement that includes:
 1. A statement that a requirement that applies to an ESSA program has been violated by the LEA or the Department, and
 2. The facts on which the statement is based and the specific requirement allegedly violated.
7. **How will a complaint filed with the Department be investigated?**
The investigation and complaint resolution proceedings will be completed within a time limit of forty-five calendar days. That time limit can be extended by the agreement of all parties.

The following activities will occur in the investigation:

1. **Record.** A written record of the investigation will be kept.
 2. **Notification of LEA.** The LEA will be notified of the complaint within five days of the complaint being filed.
 3. **Resolution at LEA.** The LEA will then initiate its local complaint procedures in an effort to resolve the complaint at the local level.
 4. **Report by LEA.** Within thirty-five days of the complaint being filed, the LEA will submit a written summary of the LEA investigation and complaint resolution. This report is considered public record and may be made available to parents, teachers, and other members of the general public.
 5. **Verification.** Within five days of receiving the written summary of a complaint resolution, the Department will verify the resolution of the complaint through an on-site visit, letter, or telephone call(s).
 6. **Appeal.** The complainant or the LEA may appeal the decision of the Department to the U.S. Department of Education.
8. **How are complaints related to equitable services to nonpublic school children handled differently?**
In addition to the procedures listed in number 7 above, complaints related to equitable services will also be filed with the U.S. Department of Education, and they will receive all information related to the investigation and resolution of the complaint. Also, appeals to the United States Department of Education must be filed no longer than thirty days following the Department's resolution of the complaint (or its failure to resolve the complaint).

9. How will appeals to the Department be investigated?

The Department will initiate an investigation within ten days, which will be concluded within thirty days from the day of the appeal. This investigation may be continued beyond the thirty-day limit at the discretion of the Department. At the conclusion of the investigation, the Department will communicate the decision and reasons for the decision to the complainant and the LEA. Recommendations and details of the decision are to be implemented within fifteen days of the decision being delivered to the LEA.

10. What happens if a complaint is not resolved at the state level (the Department)?

The complainant or the LEA may appeal the decision of the Department to the United States Department of Education.

¹ Programs include Title I. A, B, C, D, Title II, Title III, Title IV.A, Title V
Revised 4/17

² In compliance with ESSA Title VIII- Part C. Sec. 8304(a)(3)(C)

Local education agencies are required to disseminate, free of charge, this information regarding ESSA complaint procedures to parents of students and appropriate private school officials or representatives.



FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

The Family Educational Rights and Privacy Act (FERPA) is a comprehensive law that applies broadly to information collected in public agencies or schools that receive federal education funds; thus, FERPA applies to information collected and maintained by public elementary, secondary, and postsecondary education institutions. The school district must have prior written information (consent) from a parent or a student that has turned 18 years of age, before disclosing any information upon request. FERPA defines education records as information:

- Directly related to a student, specifically any information recorded in any way, including, but not limited to: **verbal conversation, handwriting, print, computer media, video or audio tape, film, microfilm, and microfiche**
- Maintained by education agencies or institutions, or by parties acting for the agency or institutions, or by parties acting for the agency or institutions (e.g., special education schools, and health or social services institutions)
- Information should not be disclosed (verbal or written) which could identify a student as one who receives special services outside the scope of those who need to know in order to provide such services. This includes but is not limited to such examples as: **1. Conversations with family and friends, 2. Conversations with staff members without "need to know," 3. Newsletters, 4. Memos to staff, 5. Faculty bulletin boards, 6. Newspaper articles and/or photos.**



Trauma-Informed Schools Initiative Publication

Pursuant to Missouri Senate Bill 638, Section 161.1050, the Missouri Department of Elementary and Secondary Education (DESE) has established the “Trauma-Informed Schools Initiative.”

For the purposes of this initiative, the following terms are defined as follows:

- “Trauma-informed approach” -an approach that involves understanding and responding to the symptoms of chronic interpersonal trauma and traumatic stress across the lifespan.
- “Trauma-informed school” -a school that:
 - a. realizes the widespread impact of trauma and understands potential paths for recovery.
 - b. recognizes the signs and symptoms of trauma in students, teachers and staff.
 - c. responds by fully integrating knowledge about trauma into its policies, procedures and practices; and
 - d. seeks to actively resist re-traumatization.

For more information or to learn more about the The Missouri Model: A Developmental Framework for Trauma-Informed please visit:

<http://dmh.mo.gov/trauma/MO%20Model%20Working%20Document%20february%202015.pdf>

INFORMATION FOR SCHOOL-AGE YOUTH



IF YOU LIVE IN ANY OF THE FOLLOWING SITUATIONS:

In a shelter



In a motel or campground due to the lack of an alternative adequate accommodation



In a car, park, abandoned building, or bus or train station



Doubled up with other people due to loss of housing or economic hardship

You may qualify for certain rights and protections under the federal McKinney-Vento Act.

Eligible students have the right to:

- Receive a free, appropriate public education.
- Enroll in school immediately, even if lacking documents normally required for enrollment.
- Enroll in school and attend classes while the school gathers needed documents.
- Enroll in the local school; or continue attending their school of origin (the school they attended when permanently housed or the school in which they were last enrolled), if that is their preference.
 - * If the school district believes that the school selected is not in his/her best interest, then the district must provide the student with a written explanation of its position and inform the student of his/her right to appeal its decision.
- Receive transportation to and from the school of origin, if requested.
- Receive educational services comparable to those provided to other students, according to the students' needs.

If you believe you may be eligible, contact the local liaison to find out what services and supports may be available.



Local Liaison

Nathan Manley, Neosho School District
417-451-8600, ext. 1186

State Director

Misty Dothage, DESE
573-522-8763

If you need further assistance with your educational needs,
contact the National Center for Homeless Education:

1-800-308-2145 * homeless@serve.org * <http://nche.ed.gov>