

Vision: The Mountain View-Birch Tree School District is two communities working as one to develop caring and responsible citizens.



Mission: Our mission is to empower and inspire all students to be successful before and after graduation. We strive to improve the quality of life through rigor, relevance, and relationships.

Mountain View-Birch Tree R-III School District

To: Board of Education Members

From: Lanna Tharp, Superintendent

Re: Board Meeting Materials

Date Printed: January 12, 2024

Board Meeting Date: January 18, 2024

Enclosed please find the following Board packet information:

1. School Board Meeting Agenda
2. Explanation of School Board Meeting Agenda Items
3. Minutes of Previous Meeting
4. Copy of Monthly Bills
5. Monthly Financial Report
6. MSBA Policies
7. Food Service Report
8. Administrative Reports

502 N. Elm, Mountain View, MO 65548 Phone: 417-934-5408

website: <https://home.liberty.mvbt.k12.mo.us/>

Superintendent: Mrs. Lanna Tharp email: ltharp@liberty.mvbt.k12.mo.us

Assistant Superintendent: Mr. Ryan Chowning email: rchowning@liberty.mvbt.k12.mo.us

Marsha Webb: Secretary to the Superintendent Rhonda Henry: Bookkeeper Tressa Henry: Accountant

MOUNTAIN VIEW-BIRCH TREE R-III SCHOOL DISTRICT
REGULAR SCHOOL BOARD MEETING
Thursday, January 18, 2024
6:00 P.M.
Birch Tree Elementary School Media Center

- I. Determination of Quorum/Call Meeting to Order**
- II. Pledge of Allegiance:** Mrs. Renshaw
- III. Public Comment:** The Board will listen to the statement of any person speaking his/her opinion on any given agenda item.
- IV. Approval of Consent Agenda Items**
 - A. Minutes of Previous Meeting: Approval of last month's board meeting minutes
 - B. Approval of Payment of Monthly Bills.
 - C. Monthly Administrative/Principal Reports
- V. Adoption of Agenda**
- VI. Student Time**
 - A. Birch Tree Elementary Student
 - B. Liberty Middle School Student
- VII. Committee Reports**
 - A. MSBA Delegate Report/Training and Meetings - - MSBA Board Delegate
- VIII. Old Business**
 - A. None
- IX. New Business**
 - A. Items extracted from consent agenda
 - B. Exceptions to monthly bills: Payment related to individuals related to Board members
 - C. Monthly Financial Report and Budget Amendments
 - D. Board Candidate Filing Update and Ballot Approval
 - E. School Calendar Discussion for 2024-2025 School Year
 - F. Mental Health Grant for the 2023-2024 School Year (Review of services)
 - G. Policy Updates
- X. Other Business**
 - A. None
- XI. Monthly Program Report/Review**
 - A. Food Service
- XII. Administrators' Reports**
 - A. Principals report on each of their buildings
- XIII. Move To Closed Session, Closed Vote, Closed Record**

The Board hereby gives notice to meeting in Closed Session to consider the following items pursuant to RSMo 610.021 (3) (9) (13) (14)
- XIV. Return to regular session**
- XV. Adjourn**

MOUNTAIN VIEW-BIRCH TREE R-III BOARD OF EDUCATION MEETING

Explanation of Agenda Items

REGULAR SESSION

Thursday, January 18, 2024

6:00 P.M.

Birch Tree Elementary School Media Center

The information found on the following pages is provided for the Board Members to have advanced preparation to assist in making decisions and voting on issues relating to the publicly posted School Board Agenda. Information regarding state law and board policy have been included, as applicable, as well as an explanation of agenda items and the superintendent's recommendation for the agenda items.

I. Determination of Quorum/Call Meeting To Order

II. Pledge of Allegiance

- a. Mrs. Renshaw will lead the pledge

III. Public Comment

According to Board policy BDDH: "A specifically designated time will be set aside for public comments at regular meetings of the Board of Education. The following rules will be applied to the public comment portion of the meeting:

- The Board will establish a time limit for the public comment period.*
- No individual will be permitted to speak more than once during this period.*
- The individual must reside in the district or be a landowner of the district.*
- The Board will establish a uniform time limit for each speaker.*
- Only items from the posted agenda may be discussed."*

IV. Approval of Consent Agenda Items

"The consent agenda allows members to vote on a group of items (en bloc) without discussion. This is a good way to dispose of business that is noncontroversial. "The presentation of the consent agenda is established by a special rule of order and should be taken up before committee reports.....If the consent agenda includes the approval of the minutes, then it should be taken up before any business is transacted."

Consent Agenda Items include:

Minutes of previous meeting

Monthly bills- - Identify and remove bills that must be approved individually

Monthly Administrative/Principal Reports'

V. Adoption of Agenda

"The agenda shouldn't tie the hands of the assembly, prevent members from bringing up business, or enable a small group to railroad through their pet projects." "Agendas should have flexibility to provide for unseen things that may come up in a meeting."

VI. Student Time

- a. Birch Tree Elementary Student Time
- b. Liberty Middle School Student Time

VII. Committee Reports

"If a committee report includes a recommendation of action that it wants the organization to take, its report should include a motion at the end of the report by the committee chairperson." "A motion from a committee of more than one does not need a second....."

- a. MSBA delegate report regarding meetings or issues related to MSBA

VIII. Old Business

Discuss items tabled from previous school board meetings or issues ongoing from meeting to meeting.

- a. None

IX. New Business

a. Items extracted from consent agenda

Exceptions to monthly bills and any other item that was extracted from the consent agenda

b. Exceptions to monthly bills

This is where bill payment is approved for individuals related to board members. Additionally, any bill paid to an entity where a board member or a board member's relative is at least a part-owner should be paid here.

c. Monthly Financial Report and Budget Amendments

The board packet also includes a new financial report statement showing fund balances at the end of the prior month which reflects our current balances. It is summarized as follows:

Month ending December 2023

Balances:	Incidental Fund (Fund 1): \$5,772,127.93
	Teacher's Fund (Fund 2): \$100,412.24
	Debt Service Fund (Fund 3): \$0
	Capital Projects Fund (Fund 4): \$2,475,705.06

Total (All Funds): \$8,348,245.23

Previous Year's Total (All Funds): \$8,088,702.08

d. Board Candidate Filing Update and Ballot Approval

Board policy (BBBB- School Board Ballot Issues) states the following:

Certification of Ballot Language

The Board will approve ballot language before any ballot issue is submitted to the election authority for inclusion on the ballot. The superintendent is authorized to have ballot language drafted or reviewed by an attorney prior to Board approval. In accordance with law, the superintendent or designee will notify the election authority of the ballot issue and provide the language for the ballot no later than 5:00 p.m. on the tenth Tuesday prior to the election. The superintendent or designee may send the required notices by facsimile transmission as long as the election authority receives the original copy of the notice within three business days of the facsimile.

Certifying the Election

Not later than 5:00 p.m. on the tenth Tuesday prior to the election, the district must notify the election authority (county clerk or election commission) in writing of the election, specifying the name of the school district and providing the legal notice required to be published prior to the election (date and time of the election and sample ballot). The notice may be accepted by facsimile if the original copy of the notice and certified copy of the legal notice to be published are received within three business days from the facsimile transmission.

No Election Held

No election will be held if, after the last date of candidate filing, the number of candidates who have filed is equal to the number of positions to be filled by the election. However, if the number of candidates filing exceeds the number of positions, the election will be held even if a sufficient number of candidates withdraw so that the number of candidates remaining after the filing deadline is equal to the number of positions to be filled. The district will publish a notice that contains the names of candidates who will take office. The notice will be published no later than April 1 in a qualifying newspaper of general circulation.

Board policy stipulates several things that must be done regarding board elections:

1. The board has already approved the board candidate filing period of December 5 to December 26.
2. The board must approve the ballot language (the names that will appear on the ballot) prior to 5:00 p.m. on the tenth Tuesday prior to the election. The tenth Tuesday prior to the election is January 23. We have three individuals signed up for two vacancies, so we will need an election.
3. The district must certify the ballot language in the county courthouses of the counties represented in the district by 5:00 p.m. on the tenth Tuesday prior to the election—January 23.
4. The individuals who win the election must be sworn in, on or before April 10.

We've taken care of #1. For #2, we need vote to approve the names of the individuals that have signed up for the school board election. I will need to take care of #3 by going to the three county clerk's offices prior to January 23.

Our scheduled school board meeting in April is on the 11th. By law, the winners of the election need to be sworn in as board members on or before April 16. We will swear in the new board members on April 11th,

According to state law, the annual organizational meeting of the Board of Education shall be held within 14 days after the annual Board election. The newly elected members shall qualify by taking the oath of office as prescribed in Article VII, Section 11 of the Constitution of Missouri. The Board secretary shall administer the oath to the new members.

The Board shall organize by the election of a president and vice president, and the Board shall, on or before July 15 of each year, elect a secretary and a treasurer who shall assume their respective duties on July 15. The secretary and treasurer may or may not be members of the Board. The superintendent, who will serve as temporary chairperson, shall conduct the election of the president and vice president.

Recommendation: Approve the names of the individuals that have signed up for the board election in the order in which they signed up (Gaylon Noble, Michael Smith, Jennifer Foster) and certify that an election is needed since three candidates signed up for two vacancies.

e. School Calendar Discussion for the 2023-2024 School Year

We will discuss options and feedback from staff, parents, and the community regarding the calendar.

f. Immediate Responsive Services Grant (Mental Health)

Since the beginning of the school year, we have contracted with an outside counselor, Debbie Shockley. Since the beginning of the year, she has counseled several students and staff members. Ms. Shockley sees many of the students on a regular basis and some just for a few visits. She is on our campuses on Tuesdays and Thursdays. (Staff sessions are being funded through the Teacher Retention Grant.)

This grant will expire September 30, 2024.

- 54 Elementary Sessions (grief, anger managements, dysfunctional family situations, emotional regulation).
- 114 High School/Middle School Sessions (grief, anger management, cutting, depression, anxiety, family trauma, etc.)
- 15 staff sessions

g. Policy Updates (MSBA)

Policy GBEBB: Drug Free Workplace

MSBA has revised this policy to specifically address employee use and possession of marijuana.

MSBA has maintained alignment of this policy with the language of the federal Drug-Free Workplace Act. This Act requires recipients of federal contracts and grants to have specific policy language and also requires these employers to provide employees with written notice of the requirements. MSBA's GBEBB-AF1 is a sample notice your district may use.

Policy GBEBB-2 (Employee Alcohol and Drug Testing) was last revised 10-15-20. MSBA is proposing we adopt GBEBB-2 AP1 (Testing Procedures for Employees other than drivers) and GBEBB AP2 (Testing procedures for Drivers)

GBEBB-2-AP(1)

MSBA has modified this policy to make it clear that district employees who test positive for marijuana when tested under reasonable suspicion of impairment will be disciplined and may be terminated under federal and state law, even those with valid, state-issued medical marijuana cards.

The district is subject to the federal Drug-Free Workplace Act that requires employers who have federal contracts, directly or through the state, to prohibit the unlawful manufacture, distribution, dispensation, or use of a controlled substance in the workplace.

The Missouri Constitution, art. XIV, sec. 1 7(d), allows employers to prohibit employees—even those with a state-issued medical marijuana card—from being under the influence of marijuana while at work. The employer may discipline employees, up to and including termination from employment, for working or attempting to work while under the influence of marijuana. If such a policy is in place, employees cannot bring a claim against the employer for wrongful discharge, discrimination, or any similar cause of action or remedy. However, "under the influence" is not defined.

Most employees who take medical marijuana are capable of performing their jobs and show no signs of being under the influence. Districts should not ask employees (other than drivers) if they have a marijuana card or consume marijuana medicinally and should not take action if they are told that employees consume marijuana on their own time, off of

school property. However, the district can and should take action when employees are showing signs of being under the influence while present on district property or performing their district duties.

AND

GBEBB-AP2

All district employees are prohibited from possessing, using, or distributing marijuana in the workplace. Further, employees cannot work under the influence of marijuana. Employees who drive for the district are subject to more restrictions. Drivers cannot use marijuana at all because they are subject to federal drug-testing laws. Per the U.S. Department of Transportation, consequences will be imposed for a positive test result even if the driver holds a valid, Missouri-issued medical marijuana card.

The following is the U.S. Department of Transportation's statement on medical marijuana:

We want to make it perfectly clear that the state initiatives will have no bearing on the Department of Transportation's regulated drug testing program. The Department of Transportation's Drug and Alcohol Testing Regulation – 49 C.F.R. Part 40 – does not authorize the use of Schedule I drugs, including marijuana, for any reason.

Therefore, Medical Review Officers (MROs) will not verify a drug test as negative based upon learning that the employee used "recreational marijuana" when states have passed "recreational marijuana" initiatives.

We also firmly reiterate that an MRO will not verify a drug test as negative based upon information that a physician recommended that the employee use "medical marijuana" when states have passed "medical marijuana" initiatives.

Policy JFCH (Student and Alcohol and Drug Use), along with JFCH-AP1 (Procedures for In-School Drug Use Cases

JFCH

MSBA has modified this policy to make it clear that students will not be allowed to possess, distribute, or use marijuana of any kind on district property or at a district activity.

There are several laws that prevent students from possessing, distributing, or using the substances covered in this policy. The possession, distribution, and use of marijuana is illegal under federal law. Further, under the Missouri Constitution, no person under 21 may possess recreational marijuana, and students who are unemancipated and younger than 18 are not allowed to possess medical marijuana even if they have a medical marijuana card. Public use of recreational marijuana is prohibited, and medical marijuana cannot be smoked in public.

JFCH-AP(1) - Explains the responsibilities of school personnel who suspect a student of drug abuse, the course of action if a student admits involvement with drugs, the responsibilities of school personnel if a student is found using, possessing, selling, transferring, manufacturing, or distributing drugs or paraphernalia, and the responsibilities of school personnel if they suspect a student is under the influence of drugs.

Policy JFCI-1 (Student alcohol and Drug Testing) and JFCI-AP1 (District Does not Perform Random Drug Testing)

MSBA also has a version of this policy if the district would like to start performing student random drug testing. I recommend sticking with the version below and to not perform random drug testing for students.

JFCI-1

This policy was previously supplemental, and not all districts will have a copy in their manual. MSBA is offering this policy to all districts but encourages districts to read this policy carefully before adopting it.

There are two versions of this policy. This version (Version 1) authorizes the district administration to require students to submit to drug or alcohol testing when the administrator has reasonable suspicion that a student is under the influence of drugs or alcohol. Version 2 includes the same language but also authorizes the administration to require random drug testing as a condition of participating in extracurricular activities governed by the Missouri State High School Activities Association (MSHSAA) in grades nine through twelve.

MSBA has created administrative procedures to address the details of these drug testing programs.

Drug Testing is Not Required

Please note that, most of the time, drug testing is not necessary. If an administrator has evidence that a student has consumed drugs or alcohol, the administrator does not need additional evidence to take action. Drug testing is one of many tools available to determine whether a student is under the influence of prohibited substances.

Training

MSBA strongly encourages administrators to receive professional training on drugs and alcohol and the signs that indicate that a student may be under their influence. This training can assist administrators in deciding whether there is reasonable suspicion to conduct drug testing.

Marijuana

Please note that MSBA has also addressed the use of marijuana in this policy. It is MSBA's position that students who come to school under the influence of marijuana can be disciplined even if they have a valid, Missouri-issued medical marijuana card. Marijuana is still illegal at the federal level, and students need to come to school unimpaired and ready to learn. Some attorneys disagree with this approach. Please consult your district's private attorney prior to adopting this policy language. MSBA recommends that districts provide professional training to employees such as administrators, school resource officers, or school nurses on the signs that a student is under the influence.

A+ Scholarships

High school students are eligible to participate in the A+ Scholarship program, which requires that students refrain from the use of alcohol and drugs (see policy JFCL). Districts that participate in the A+ Scholarship program will be required to exclude students from the program when a reasonable suspicion drug or alcohol test comes back positive.

JFCI-AP1

This procedure was previously considered supplemental, and not all districts will have a copy in their manuals. MSBA is now offering this procedure to all districts. This procedure covers reasonable suspicion drug testing only. The previous content of this procedure covering random drug testing has been moved to version two of JFCI-AP1. Districts that perform random drug testing of students in extracurricular activities in addition to reasonable suspicion testing should choose version 2 of this procedure.

Please note that districts can discipline students for coming to school under the influence of drugs or alcohol even if the student has not been tested. For example, if a student appears to be under the influence and smells of alcohol, is caught with the substance, or is witnessed consuming it by someone credible, that is enough to discipline the student.

That said, there are situations where a definitive drug test can be helpful. Even if your district does not routinely require students to submit to drug tests, MSBA recommends that the district consider this procedure so that there is guidance in place in case there is a situation where a drug test would be helpful.

A+ Scholarships

High school students are eligible to participate in the A+ Scholarship program, which requires that students refrain from the use of alcohol and drugs (see policy JFCL). The district will be required to exclude students from the program when a reasonable suspicion drug or alcohol test comes back positive.

Policy JFG (Searches of Students)

MSBA has modified this policy to make it clear that students will not be allowed to possess, distribute, or use marijuana of any kind on district property or at a district activity. There are several laws that prevent students from possessing, distributing, or using the substances covered in this policy.

The possession, distribution, and use of marijuana is illegal under federal law. Further, under the Missouri Constitution, no person under 21 may possess recreational marijuana, and students who are unemancipated and younger than 18 are not allowed to possess medical marijuana even if they have a medical marijuana card. Public use of recreational marijuana is prohibited, and medical marijuana cannot be smoked in public.

The district respects the privacy of students. However, to maintain a safe learning environment and properly investigate potential misconduct, district personnel may search student property or district property used by students and, in some limited situations, may require students to undergo drug and/or alcohol testing. All searches will be conducted professionally and in accordance with law. The superintendent or designee is directed to provide staff with appropriate training and is authorized to contact the district's attorney for advice prior to conducting any search.

Regulation JG-R1 (Student Discipline)

MSBA has modified the alcohol/drug section of this policy for clarity and to address medical marijuana and generative artificial intelligence (AI). Many districts have contacted MSBA with questions about AI policies. MSBA is developing

responsible, research-based policies to address AI in schools, which will take some time. Given the demand, MSBA has decided to issue policy changes addressing AI as they become ready rather than wait to issue them all as a set. MSBA has begun by revising this regulation to remove any doubt that unauthorized use of AI constitutes academic dishonesty.

We are including the following provisional definitions to help districts interpret the changes to this regulation. These definitions have not been finalized but are provided to enhance the district's understanding of this topic:

Generative AI – Any software or hardware whose primary purpose is to accept input, process the input through one or more algorithms, and use the result to generate new output that resembles human-made intellectual or creative work. Examples of generative AI include large language models (chatbots) such as ChatGPT.

Unauthorized Use of Generative AI – Any use that has not been specifically authorized for an assignment by the teacher giving the assignment. Even when AI use is authorized, exceeding the authorized use of AI may be considered unauthorized use. Some tools capable of generative AI may nevertheless be used without specific authorization as long as no Generative AI functions are used. For example, a calculator may have one or more generative AI functions, but the calculator can still be used for typical mathematical calculation, and a laptop may be used to appropriately browse the web, but not to browse websites that interface with generative AI. In case of any doubt, students should seek clarification or specific authorization from the teacher who gave the relevant assignment.

Policy JHCD (Administration of Medications to Students), JHCD-AP1, and JHCD-AP-2

JHCD

MSBA has included a more definitive statement prohibiting medical marijuana on school grounds even if a student has a valid, Missouri-issued medical marijuana card.

If a parent/guardian requests that their child use or be administered medical marijuana as an accommodation for a disability, the district should go through the process of determining whether the student has a disability. If so, the district should use the Section 504 process to determine what a reasonable accommodation would be. However, to the best of MSBA's knowledge, courts have not considered possession or being administered an illegal drug a reasonable accommodation so far.

MSBA has moved language about cannabidiol (CBD) products from its former subsection with marijuana to the definition of "medications" because the Department of Health and Senior Services is no longer issuing hemp extract registration cards. CBD is now considered legal at both the state and federal levels. This does not mean the district must administer CBD or any other over-the-counter product. This policy states that the district will not administer medication that is not approved by the U.S. Food and Drug Administration (FDA), and most CBD products (and herbal substances and essential oils also referenced in the "medications" definition) do not have FDA approval.

MSBA has also revised this policy to make it clearer and easier to use in part by moving the complicated legal details of student self-administration of medication to an administrative procedure.

JHCD-AP1 Administration of Medications

MSBA has modified this procedure for consistency with JHCD and the Department of Health and Senior Services' Medication Manual.

JHCD-AP(2) Administration of Medications to Students (Self-Administration of Medication)

MSBA created this NEW procedure by moving policy components related to student self-administration of medication from policy JHCD to this standalone procedure.

This procedure reinforces that students cannot possess or self-administer marijuana at school or district activities. The possession, distribution, and use of marijuana is illegal under federal law. Further, under the Missouri Constitution, no person under 21 may possess recreational marijuana, and students who are unemancipated and younger than 18 are not allowed to possess medical marijuana. Their parents/guardians must possess the drug and administer it to them. Public use of recreational marijuana is prohibited, and medical marijuana cannot be smoked in public. For these reasons, this procedure prohibits self-administration of medical marijuana.

Administrative Procedure KG-AP(1) Community Use of District Facilities

MSBA has modified this procedure to make it clear that marijuana, including medical marijuana, is not allowed on district property.

Policy KK Visitors to District Property and Events and Administrative Procedure KK-AP1 (Public Conduct on District Property)

We last revised Policy KK on 3-12-2020. It's just being referenced, since it's associated with the modified administrative procedure KK-AP1

MSBA has modified this policy to make it clear that visitors on district property or at district activities cannot possess, use, distribute, or be under the influence of marijuana even though Missouri law allows adults to possess and use marijuana. Districts may use this policy to prevent obviously impaired visitors from being on district property. It also allows the district to remove visitors who are openly using or sharing marijuana.

Even if a visitor using marijuana tells the district that the use is for a disability, the district can require the visitor to refrain from using marijuana on district property.

Marijuana is a controlled substance, and under federal law, the possession and use of controlled substances is a crime. Districts are not required to allow criminal activity on their property. The Missouri Constitution, art. XIV, § 2.3(1)(g), allows the district to prohibit possession or use of recreational marijuana on district property, and medical marijuana cannot be smoked in a public place (art. XIV, § 1.7(2)(3)).

Recommendation: Approve the changes, additions, and deletions made by MSBA to the board policies above.

X. Other Business

- a. None

XI. Monthly Program Report/Review

- a. Food Service: A report will be available by the board meeting to provide an overview of services provided at MVBT.

XII. Administrators' Reports

Administrators' Reports are enclosed in board packet. Additions or questions regarding Administrators' Reports should be discussed at this time.

- a. Each administrator will report on things occurring at their school.

XIII. Move To Closed Session, Closed Vote, Closed Record

"I make a motion to go into closed session for the purpose of consideration of agenda items as authorized in RSMo Section 610.021 (3), (9),(13), & (14)
RSMo 610.021.

(3) Hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded. However, any vote on a final decision, when taken by a public governmental body, to hire, fire, promote or discipline an employee of a public governmental body shall be made available with a record of how each member voted to the public within seventy-two hours of the close of the meeting where such action occurs; provided, however, that any employee so affected shall be entitled to prompt notice of such decision during the seventy-two-hour period before such decision is made available to the public. As used in this subdivision, the term "personal information" means information relating to the performance or merit of individual employees;

(9) Preparation, including any discussions or work product, on behalf of a public governmental body or its representatives for negotiations with employee groups;

(13) Individually identifiable personnel records, performance ratings or records pertaining to employees or applicants for employment, except that this exemption shall not apply to the names, positions, salaries and lengths of service of officers and employees of public agencies once they are employed as such, and the names of private sources donating or contributing money to the salary of

a chancellor or president at all public colleges and universities in the state of Missouri and the amount of money contributed by the source;
(14) Records which are protected from disclosure by law;

Recommendation - - Move to go into Closed Session, Closed Record, Closed Vote
pursuant to RSMo 610.021 (3), (9), (13), (14).

XIV. Return to regular session

XV. Adjourn



Mountain View – Birch Tree R-III School District

1054 Old Hwy 60
Mountain View, MO 65548
Phone (417) 934-5408 Fax (417) 934-5404

MINUTES OF BOARD MEETING

Meeting Place: Liberty Middle School Media Center
Type of Meeting: Regular Meeting
Time and Date: 6:00 p.m. December 22, 2023

Present	Members	Absent
Jennifer Foster Board President, Presiding		
Eric Wells Board Vice-President		
Shelly Mantel Delegate		
	Beverly Denton	
Mikael Orchard (via Facetime)		
Josh Roberts		
John Thompson		
Lanna Tharp Superintendent of Schools		
Rhonda Henry Board Secretary/Treasurer		

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**Mountain View – Birch Tree R-III
School District
1054 Old Hwy 60
Mountain View, MO 65548
Phone (417) 934-5408 Fax (417) 934-5404**

Continuation of regular district board meeting held on December 22, 2023

I. Determination of Quorum

The Mountain View-Birch Tree R-III Board of Education met in regular session at 6:00 p.m. on December 22, 2023, in the Liberty Middle School Media Center. A quorum was present with Jennifer Foster, Shelly Mantel, Mikael Orchard (via Facetime), Josh Roberts, John Thompson and Eric Wells in attendance. Beverly Denton was absent.

II. Mrs. Heiney led The Pledge of Allegiance.

III. Public Comment

There were no requests for public comment.

IV. Consent Agenda

Josh Roberts made a motion, seconded by Eric Wells, to approve the following items on the consent agenda. The motion passed unanimously.

- A. Minutes of the November 16 Regular Board meeting
- B. Payment of bills in the amount of \$899,419.87
- C. Monthly Administrative/Principal Reports

V. Adoption of Agenda

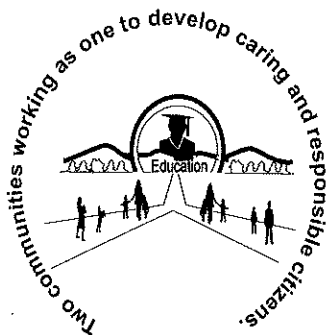
John Thompson made a motion, seconded by Josh Roberts, to approve the Adoption of Agenda with the change of moving item G. Annual Audit before item D. under New Business. The motion passed unanimously.

VI. Student Time

- A. Mrs. Heiney presented the LMS newspaper and a video.

VII. Committee Reports

- A. Shelly Mantel gave a MSBA Delegate report.



Mountain View – Birch Tree R-III School District

1054 Old Hwy 60

Mountain View, MO 65548

Phone (417) 934-5408 Fax (417) 934-5404

Continuation of regular district board meeting held on December 22, 2023

VIII. Old Business

- A. None

IX. New Business

- A. There were no items extracted from the consent agenda.
- B. Eric Wells made a motion, seconded by John Thompson, to approve payment of \$75.00 for supply to Angel Garden for flowers. The motion passed with five members in favor. Shelly Mantel abstained.

Eric Wells made a motion, seconded by Josh Roberts, to approve payment of \$554.94 for supply to Brown's Farm & Garden. The motion passed with five members in favor. Mikael Orchard abstained.

John Thompson made a motion, seconded by Eric Wells, to approve payment of \$37.41 for travel reimbursement to Travis Wilbanks. The motion passed with five members in favor. Josh Roberts abstained.

- C. Mrs. Tharp presented the November 2023 financial report. The balance in all funds for November 2023 was \$8,580,021.17.
- G. Mikael Orchard made a motion, seconded by John Thompson, to approve the final audit as presented by the school's auditor. The motion passed unanimously.
- D. Mrs. Tharp and the calendar committee are working on the calendar for the 2024-2025 school year.
- E. Mrs. Tharp and the administrators discussed the CSIP and building level improvement plans.
- F. Shelly Mantel made a motion, seconded by Eric Wells to approve the list as presented by Mr. Daniels to graduate at the end of the first semester. The motion passed unanimously.
- H. Mrs. Heiney discussed LMS schedule changes for next school year.



Mountain View – Birch Tree R-III School District

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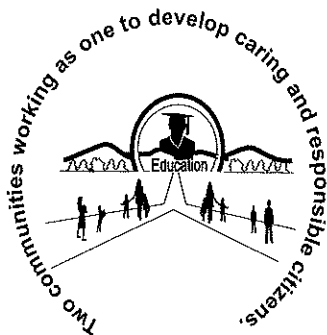
Continuation of regular district board meeting held on December 22, 2023

- I. Mrs. Tharp provided an overview of the Annual Performance Report released by DESE.
- X. Other Business
 - A. None
- XI. Monthly Program Reports
 - A. A Transportation program evaluation is included in the board packet.
 - B. JC Hoagland put together a slideshow which was presented to the board for the Athletic Program.
- XII. Administrators' Report
 - A. Mr. Daniels, Mrs. Heiney, Mrs. Jester, Mrs. Medina, Mrs. Renshaw, Mr. Chowning and Mrs. Tharp gave administrative reports.

Adjournment to Closed Session

Josh Roberts made a motion at approximately 8:03 p.m., seconded by Eric Wells, to go into closed session for the purpose of consideration of agenda items as authorized in RSMo Section 610.021, subsection (1), (3), (8), and (9). The motion passed as follows:

Jennifer-yea	Shelly-yea	Josh-yea	Eric-yea
	Mikael-yea	John-yea	



Mountain View – Birch Tree R-III School District

1054 Old Hwy 60
Mountain View, MO 65548
Phone (417) 934-5408 Fax (417) 934-5404

Continuation of regular district board meeting held on December 22, 2023

CLOSED SESSION

Eric Wells made a motion, seconded by John Thompson, to accept the resignations from Cory Wynne, PT Driver effective November 17, 2023, Andrea Farris, SE Aide effective December 15, 2023 and Christian Radford, SE Aide effective January 12, 2024. The motion passed as follows:

	Shelly-yea	Josh-yea	Eric-yea
Jennifer-yea	Mikael-yea	John-yea	

Josh Roberts made a motion, seconded by Eric Wells, to employ James Blunk, PT Driver/Custodian, Shelly Harrill, Soccer Coach, Matthew Ledgerwood, SE Aide, and Shelby Acklin, BT Teacher. The motion passed as follows:

	Shelly-yea	Josh-yea	Eric-yea
Jennifer-yea	Mikael-yea	John-yea	

John Thompson made a motion, seconded by Josh Roberts, to employ Caitlyn Cooper, SE Aide. The motion passed as follows:

	Shelly-yea	Josh-yea	Eric-abstain
Jennifer-yea	Mikael-yea	John-yea	

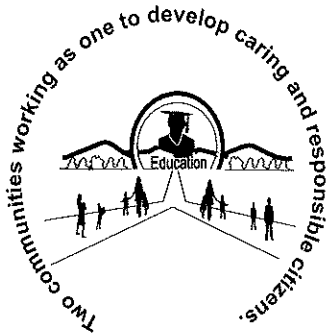
Shelly Mantel made a motion, seconded by John Thompson, to add Lyla Cornman and Joyous Radomsky to the Certified Substitute List. The motion passed as follows:

	Shelly-yea	Josh-yea	Eric-yea
Jennifer-yea	Mikael-yea	John-yea	

Rhonda Henry left the meeting at approximately 8:13 p.m. Jennifer Foster recorded the minutes.

Eric Wells made a motion, seconded by Josh Roberts, to employ Lanna Tharp for the 2025-2026 school year. The motion passed as follow:

	Shelly-yea	Josh-yea	Eric-yea
Jennifer-yea	Mikael-yea	John-yea	



**Mountain View – Birch Tree R-III
School District**
1054 Old Hwy 60
Mountain View, MO 65548
Phone (417) 934-5408 Fax (417) 934-5404

Continuation of regular district board meeting held on December 22, 2023

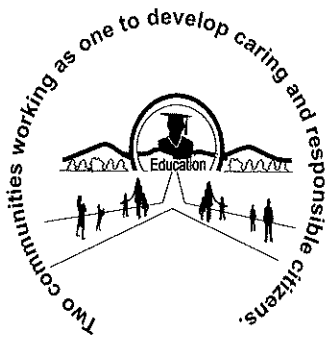
CLOSED SESSION

Eric Wells made a motion, seconded by John Thompson, to return to regular session. The motion passed as follows:

Jennifer-yea	Shelly-yea Mikael-yea	Josh-yea John-yea	Eric-yea
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Jennifer Foster, Board President

Rhonda Henry, Board Secretary



**Mountain View – Birch Tree R-III
School District
1054 Old Hwy 60
Mountain View, MO 65548
Phone (417) 934-5408 Fax (417) 934-5404**

Continuation of regular district board meeting held on December 22, 2023

Shelly Mantel made a motion at approximately 9:20 p.m., seconded by John Thompson, to adjourn the meeting. The motion passed as follows:

Jennifer-yea	Shelly-yea	Josh-yea	Eric-yea
	Mikael-yea	John-yea	

Jennifer Foster, Board President

Rhonda Henry, Board Secretary

Mountain View-Birch Tree R-III
502 N Elm St
Mountain View, MO 65548

Dated : 1/11/2024 2023-2024
Time : 11:33 Page 1

Board Monthly Report

Selection Criteria : Check # = 158599 |

Check #	Vendor Name	Invoice Description	Check Amount	Line Amount
0000158599	BROWNS FARM & GARDEN	OM SUPPLY	18.57	18.57

Check #	Vendor Name	Invoice Description	Check Amoun	Line	Amount
		MS SUPPLY			12.90
		MS SUPPLY			5.99
		MS SUPPLY			7.98
		FACS SUPPLY			37.79
		FACS SUPPLY			20.99
		FACS SUPPLY			29.98
		FACS SUPPLY			12.28
		FACS SUPPLY			9.40
		FACS SUPPLY			6.28
		FACS SUPPLY			22.99
		BT SIGN HOLDERS			53.38
		HS SCIENCE SUPPLY			12.99
		HS SCIENCE SUPPLY			12.99
		HS SCIENCE SUPPLY			33.46
		HS SCIENCE SUPPLY			26.99
0000158470	AMAZON CAPITAL SERVICES	HS SCIENCE SUPPLY	2,290.97		51.28
		HS SCIENCE SUPPLY			67.96
		HS SCIENCE SUPPLY			13.98
		MS HOLIDAY CAL SUPPLY			294.45
		MV SANTA SHOP SUPPLY			638.71
		PD HS SUPPLY			6.48
		NU MV SUPPLY			34.88
		NU MV SUPPLY			6.10
		BE RETIREMENT CLOCKS			231.08
		EA SUPPLY			99.98
		EA SUPPLY			28.24
		BL MV SUPPLY			75.81
		OM SUPPLY			138.89
		OM SUPPLY			50.00
		TECH ANALOG TESTER			104.95
		PT SUPPLY			56.96
		PAT BOOKS			84.83
	AMAZON CAPITAL SERVICES	PT STOP SIGNS			116.25
	AMAZON CAPITAL SERVICES	PT SUPPLY			172.40
	HOWELL OREGON ELECTRIC	OM ELECTRIC			5,582.78
	HOWELL OREGON ELECTRIC	OM ELECTRIC			1,789.50
	HOWELL OREGON ELECTRIC	OM ELECTRIC			4,922.35
	US CELLULAR	CELL PHONE			101.96
	MCCA	OM SUPPLY			337.72
	ZORO	OM REFUND			(19.98)
	AMAZON CAPITAL SERVICES	OM SUPPLY			139.00
	AMAZON CAPITAL SERVICES	OM SUPPLY			29.94
	AMAZON CAPITAL SERVICES	OM SUPPLY			50.99
	AMAZON CAPITAL SERVICES	OM VINYL			42.05
	AMAZON CAPITAL SERVICES	OM VINYL			47.47

Check #	Vendor Name	Invoice Description	Check Amoun	Line	Amount
	HOWELL OREGON ELECTRIC	OM ELECTRIC			137.50
	US CELLULAR	CELL PHONE			203.93
	US CELLULAR	CELL PHONE			101.96
	4 IMPRINT	PD SWEATSHIRTS			169.33
	4 IMPRINT	PD SWEATSHIRTS			0.00
	WALMART	PD HS SUPPLY			32.99
	AMAZON CAPITAL SERVICES	PD HS SUPPLY			7.49
	AMAZON CAPITAL SERVICES	PD HS SUPPLY			6.48
	AMAZON CAPITAL SERVICES	PD HS SUPPLY			9.99
	4 IMPRINT	PD SWEATSHIRTS			169.32
	AMAZON CAPITAL SERVICES	PD MS SUPPLY			145.63
	4 IMPRINT	PD SWEATSHIRTS			169.31
	AMAZON CAPITAL SERVICES	PD BT SUPPLY			37.99
	AMAZON CAPITAL SERVICES	PD BT SUPPLY			9.99
	4 IMPRINT	PD SWEATSHIRTS			169.32
	AMAZON CAPITAL SERVICES	HS/MS HYGIENE GRANT !			1,265.35
	AMAZON CAPITAL SERVICES	HS/MS HYGIENE GRANT !			1,265.35
	AMAZON CAPITAL SERVICES	GU MS SUPPLY			114.77
	AMAZON CAPITAL SERVICES	GU BT SUPPLY			17.88
	AMAZON CAPITAL SERVICES	GU BT SUPPLY			12.91
	AMAZON CAPITAL SERVICES	NU BT SUPPLY			17.79
	AMAZON CAPITAL SERVICES	NU BT SUPPLY			15.53
	AMAZON CAPITAL SERVICES	NU BT SUPPLY			15.00
	AMAZON CAPITAL SERVICES	MV ART SUPPLY			9.99
	AMAZON CAPITAL SERVICES	MV ART SUPPLY			11.00
	AMAZON CAPITAL SERVICES	MV ART SUPPLY			12.97
	AMAZON CAPITAL SERVICES	MV ART SUPPLY			70.80
	AMAZON CAPITAL SERVICES	MV ART SUPPLY			11.79
	AMAZON CAPITAL SERVICES	MV ART SUPPLY			0.00
	AMAZON CAPITAL SERVICES	MV ART SUPPLY			0.00
	AMAZON CAPITAL SERVICES	MV ART SUPPLY			11.46
	AMAZON CAPITAL SERVICES	MV ART SUPPLY			11.46
	AMAZON CAPITAL SERVICES	MV ART SUPPLY			28.14
	AMAZON CAPITAL SERVICES	MV ART SUPPLY			14.59
	AMAZON CAPITAL SERVICES	MV ART SUPPLY			13.54
	AMAZON CAPITAL SERVICES	MV ART SUPPLY			35.44
	AMAZON CAPITAL SERVICES	MV ART SUPPLY			10.42
	AMAZON CAPITAL SERVICES	MV ART SUPPLY			0.00
	AMAZON CAPITAL SERVICES	MV ART SUPPLY			0.00
0000158471	AMAZON CAPITAL SERVICES	MV ART SUPPLY	22,369.31		20.83
	AMAZON CAPITAL SERVICES	MV ART SUPPLY			52.11
	AMAZON CAPITAL SERVICES	MV ART SUPPLY			26.05
	AMAZON CAPITAL SERVICES	MV ART SUPPLY			20.83
	AMAZON CAPITAL SERVICES	MV ART SUPPLY			31.06
	AMAZON CAPITAL SERVICES	HS SCIENCE SUPPLY			59.35

Check #	Vendor Name	Invoice Description	Check Amoun	Line Amount
	AMAZON CAPITAL SERVICES	HS SCIENCE SUPPLY		50.95
	AMAZON CAPITAL SERVICES	HS SCIENCE SUPPLY		15.82
	AMAZON CAPITAL SERVICES	HS SCIENCE SUPPLY		4.94
	AMAZON CAPITAL SERVICES	HS SCIENCE SUPPLY		38.36
	AMAZON CAPITAL SERVICES	HS SCIENCE SUPPLY		33.63
	SAMS CLUB	SR CONCESSIONS		101.78
	SAMS CLUB	SR CONCESSIONS		232.48
	SAMS CLUB	SR CONCESSIONS		453.06
	AMAZON CAPITAL SERVICES	SE MV SUPPLY		108.99
	AMAZON CAPITAL SERVICES	HS FB CHEER BOWS		21.99
	AMAZON CAPITAL SERVICES	HS FB CHEER BOWS		0.00
	CHEERLEADING COMPANY	MS BB CHEER		47.94
	CHEERLEADING COMPANY	MS BB CHEER		23.97
	CHEERLEADING COMPANY	MS BB CHEER		15.98
	CHEERLEADING COMPANY	MS BB CHEER		65.89
	CHEERLEADING COMPANY	MS BB CHEER		16.00
	ACADEMY SPORTS	MS CHEER SHOES		37.99
	ACADEMY SPORTS	MS CHEER SHOES		113.97
	ACADEMY SPORTS	MS CHEER SHOES		75.98
	ACADEMY SPORTS	MS CHEER SHOES		37.99
	ACADEMY SPORTS	MS CHEER SHOES		37.99
	ACADEMY SPORTS	MS CHEER SHOES		75.98
	ACADEMY SPORTS	MS CHEER SHOES		21.74
	AMAZON CAPITAL SERVICES	MS GIFT CARDS		900.00
	AMAZON CAPITAL SERVICES	VO AG SUPPLY		271.42
	AMAZON CAPITAL SERVICES	MS SUPPLY		455.11
	AMAZON CAPITAL SERVICES	BT SUPPLY		28.35
	AMAZON CAPITAL SERVICES	BT SUPPLY		56.97
	AMAZON CAPITAL SERVICES	BT SUPPLY		59.96
	AMAZON CAPITAL SERVICES	BT SUPPLY		24.00
	AMAZON CAPITAL SERVICES	BT SUPPLY		0.00
	AMAZON CAPITAL SERVICES	BT SUPPLY		19.64
	MCCA	HS BB CHEER FEE		25.00
	WALMART	FACS SUPPLY		198.97
	WALMART	MS COOKING LABS REFU		(8.65)
	WALMART	MS COOKING LAB SUPPL'		80.01
	WALMART	MS COOK LABS SUPPLY		102.49
	AMAZON CAPITAL SERVICES	MS SUPPLY		257.83
	AMAZON CAPITAL SERVICES	MS SUPPLY		247.16
	AMAZON CAPITAL SERVICES	MS SUPPLY		21.89
	AMAZON CAPITAL SERVICES	MS SUPPLY		8.79
	AMAZON CAPITAL SERVICES	MS SUPPLY		8.82
	AMAZON CAPITAL SERVICES	MV KIND SUPPLY		14.68
	AMAZON CAPITAL SERVICES	MV SUPPLY		42.99
	AMAZON CAPITAL SERVICES	MV SUPPLY		7.89

Check #	Vendor Name	Invoice Description	Check Amoun	Line Amount
	AMAZON CAPITAL SERVICES	MV SUPPLY		7.99
	AMAZON CAPITAL SERVICES	MV SUPPLY		8.99
	AMAZON CAPITAL SERVICES	MV SUPPLY		35.52
	AMAZON CAPITAL SERVICES	MS HEADPHONES/ RACK		309.48
	AMAZON CAPITAL SERVICES	MS HEADPHONES/ RACK		59.95
	AMAZON CAPITAL SERVICES	MS MATH SUPPLY		34.99
	AMAZON CAPITAL SERVICES	FACS FELT REFUND		(12.90)
	AMAZON CAPITAL SERVICES	FACS FELT		12.90
	AMAZON CAPITAL SERVICES	FACS FELT		0.00
	AMAZON CAPITAL SERVICES	FACS FELT		0.00
	AMAZON CAPITAL SERVICES	FACS FELT SHEETS		(39.38)
	AMAZON CAPITAL SERVICES	FACS FELY SHEETS		0.00
	AMAZON CAPITAL SERVICES	FACS FELY SHEETS		25.98
	AMAZON CAPITAL SERVICES	FACS FELY SHEETS		9.40
	AMAZON CAPITAL SERVICES	FACS FELY SHEETS		0.00
	AMAZON CAPITAL SERVICES	FACS FELY SHEETS		0.00
	AMAZON CAPITAL SERVICES	FACS FELY SHEETS		0.00
	AMAZON CAPITAL SERVICES	VO 50/50 GRANT LAPTOI		992.11
	AMAZON CAPITAL SERVICES	HS SCIENCE REFUND		(137.71)
	AMAZON CAPITAL SERVICES	MV SUPPLY		420.68
	AMAZON CAPITAL SERVICES	MV SUPPLY		0.00
	AMAZON CAPITAL SERVICES	MV SUPPLY		0.00
	AMAZON CAPITAL SERVICES	MV SUPPLY		0.00
	AMAZON CAPITAL SERVICES	MV SUPPLY		0.00
	AMAZON CAPITAL SERVICES	MV SUPPLY		0.00
	AMAZON CAPITAL SERVICES	MV SUPPLY		0.00
	AMAZON CAPITAL SERVICES	MV SUPPLY		0.00
	AMAZON CAPITAL SERVICES	MV SUPPLY		0.00
	AMAZON CAPITAL SERVICES	MV SUPPLY		0.00
	AMAZON CAPITAL SERVICES	MV SUPPLY		0.00
	AMAZON CAPITAL SERVICES	MV SUPPLY		0.00
	AMAZON CAPITAL SERVICES	MV SUPPLY		0.00
	AMAZON CAPITAL SERVICES	MV SUPPLY		0.00
	AMAZON CAPITAL SERVICES	MV SUPPLY		0.00
	AMAZON CAPITAL SERVICES	MV SUPPLY		0.00
	AMAZON CAPITAL SERVICES	MV SUPPLY		0.00
	AMAZON CAPITAL SERVICES	MV SUPPLY		0.00
	AMAZON CAPITAL SERVICES	MV SUPPLY		0.00
	AMAZON CAPITAL SERVICES	MV SUPPLY		0.00
	AMAZON CAPITAL SERVICES	MV SUPPLY		0.00
	AMAZON CAPITAL SERVICES	MV SUPPLY		0.00
	AMAZON CAPITAL SERVICES	MV NACHO CHEESE WAR		196.00
	AMAZON CAPITAL SERVICES	MV ART SUPPLY		21.96
	AMAZON CAPITAL SERVICES	MV ART SUPPLY		59.99

Check #	Vendor Name	Invoice Description	Check Amoun	Line Amount
	AMAZON CAPITAL SERVICES	MV ART SUPPLY		0.00
	AMAZON CAPITAL SERVICES	MV ART SUPPLY		13.85
	AMAZON CAPITAL SERVICES	MV ART SUPPLY		22.38
	AMAZON CAPITAL SERVICES	MV ART SUPPLY		21.72
	AMAZON CAPITAL SERVICES	MV ART SUPPLY		67.96
	AMAZON CAPITAL SERVICES	MV ART SUPPLY		55.04
	AMAZON CAPITAL SERVICES	MV ART SUPPLY		16.78
	AMAZON CAPITAL SERVICES	MV ART SUPPLY		13.98
	AMAZON CAPITAL SERVICES	MV SANTA SHOP REFUND		(431.30)
	AMAZON CAPITAL SERVICES	GU MV REFUND		(40.98)
	AMAZON CAPITAL SERVICES	HS HOMELESS SUPPLY		57.64
	AMAZON CAPITAL SERVICES	HS HOMELESS SUPPLY		32.94
	AMAZON CAPITAL SERVICES	HS HOMELESS SUPPLY		0.00
	AMAZON CAPITAL SERVICES	HS HOMELESS SUPPLY		27.99
	AMAZON CAPITAL SERVICES	HS HOMELESS SUPPLY		8.20
	AMAZON CAPITAL SERVICES	HOMELESS SUPPLY		24.00
	AMAZON CAPITAL SERVICES	HOMELESS SUPPLY		51.27
	AMAZON CAPITAL SERVICES	HOMELESS SUPPLY		0.00
	AMAZON CAPITAL SERVICES	OM SUPPLY		14.39
	AMAZON CAPITAL SERVICES	OM HEATERS		127.49
	AMAZON CAPITAL SERVICES	OM WET FLOOR SIGNS		59.78
	AMAZON CAPITAL SERVICES	OM CAN OPENER BLADE		38.95
	AMAZON CAPITAL SERVICES	OM CRACK MONITORING		63.30
	AMAZON CAPITAL SERVICES	MS LABELS		37.99
	AMAZON CAPITAL SERVICES	PAT BOOKS REFUND		(84.83)
	AMAZON CAPITAL SERVICES	PAT BOOKS		124.75
0000158480	BIG RIVER COMMUNICATIONS	OM TELEPHONE	390.00	390.00
0000158481	BRIGHTSPEED	OM TELEPHONE	864.09	864.09
0000158482	CITY OF BIRCH TREE	BT W/S/TRASH	690.90	395.90
	CITY OF BIRCH TREE	BT W/S/TRASH		295.00
	CITY OF MOUNTAIN VIEW	PT/MV W/S/TRASH		40.00
	CITY OF MOUNTAIN VIEW	PT/MV W/S/TRASH		1,260.24
	CITY OF MOUNTAIN VIEW	PT/MV W/S/TRASH		616.11
	CITY OF MOUNTAIN VIEW	PT/MV W/S/TRASH		499.05
0000158483	CITY OF MOUNTAIN VIEW	PT/MV W/S/TRASH	6,306.19	86.66
	CITY OF MOUNTAIN VIEW	PT/MV W/S/TRASH		468.92
	CITY OF MOUNTAIN VIEW	PT/MV W/S/TRASH		2,628.73
	CITY OF MOUNTAIN VIEW	PT/MV W/S/TRASH		677.98
	CITY OF MOUNTAIN VIEW	PT/MV W/S/TRASH		28.50
0000158484	MCI	OM TELEPHONE	93.04	93.04
0000158485	PITNEY BOWES BANK INC PURCH	OM POSTAGE	1,024.00	1,024.00
0000158486	PITNEY BOWES GLOBAL FINANCIAL	OM POSTAGE MACHINE	437.37	437.37
0000158487	SPECTRUM RESEARCH INC	BE TIMECLOCK SVC	109.40	109.40
	WALMART	BOE MEET SUPPLY		32.09
	WALMART	ACT PREP NIGHT SUPPLY		40.75

Check #	Vendor Name	Invoice Description	Check Amount	Line Amount
	WALMART	MV ART SUPPLY		30.64
	WALMART	MV ART SUPPLY		0.00
	WALMART	MV ART SUPPLY		0.00
	WALMART	MV ART SUPPLY		41.05
	WALMART	MV ART SUPPLY		41.05
	WALMART	MV ART SUPPLY		41.05
	WALMART	MV ART SUPPLY		9.14
	WALMART	MV ART SUPPLY		29.63
	WALMART	MV ART SUPPLY		9.78
	WALMART	MV ART SUPPLY		110.13
	WALMART	MV ART SUPPLY		16.79
	WALMART	MV ART SUPPLY		28.28
	WALMART	MV ART SUPPLY		28.28
	WALMART	MV ART SUPPLY		28.28
0000158488	WALMART	MV ART SUPPLY	2,766.38	8.17
	WALMART	MV ART SUPPLY		28.59
	WALMART	MV ART SUPPLY		52.06
	WALMART	MVE FALL FESTIVITIES		151.22
	WALMART	HS SUPPLY		118.48
	WALMART	MS TEACH INCENTIVE		38.80
	WALMART	MS PARENT NIGHT SUPP		33.50
	WALMART	MS CONCESSIONS		370.33
	WALMART	MS CONCESSIONS		400.59
	WALMART	MS STAFF SUPPLY		137.38
	WALMART	MS CONCESSION		560.50
	WALMART	FACS SUPPLY		66.91
	WALMART	PT WIPERS/ PARTS		199.50
	WALMART	PAT MEET SUPPLY		10.64
	WALMART	PAT MEET SUPPLY		0.00
	WALMART	PAT TACO SUPPLY		27.19
	WALMART	PAT TACO SUPPLY		75.58
	COMMERCE BANK	PT BUS TITLE/ REG		43.60
	HOWELL OREGON ELECTRIC	OM ELECTRIC		4,196.73
	HOWELL OREGON ELECTRIC	OM ELECTRIC		1,390.98
	HOWELL OREGON ELECTRIC	OM ELECTRIC		3,994.59
	AMAZON CAPITAL SERVICES	OM LEAF BLOWER REFUI		(139.00)
	HOWELL OREGON ELECTRIC	OM ELECTRIC		182.95
	COMMERCE BANK	SRO 2017 FORD EXPLORE		7,995.00
	AMAZON CAPITAL SERVICES	BT FILE CABINET		189.99
	AMAZON CAPITAL SERVICES	BT FILE CABINET		0.00
	WIPEBOOK CORPORATION	MS WIPEBOOK FLIPCHAR		166.98
0000158489	COMMERCE BANK	SRO 2017 FORD EXPLORE	29,058.25	10,000.00
	SIMMONS BANK CARD	65.93		57.02
	SIMMONS BANK CARD	65.93		10.58
	SAMS CLUB	MS CONCESSION		259.12

Check #	Vendor Name	Invoice Description	Check Amount	Line Amount
	COMMERCE BANK	OM VEHICLE LICENSE SR		8.50
	COMMERCE BANK	OM VEHICLE LICENSE SR		6.00
	COMMERCE BANK	OM VEHICLE LICENSE SR		48.50
	COMMERCE BANK	OM VEHICLE LICENSE SR		12.00
	COMMERCE BANK	OM VEHICLE LICENSE SR		1.75
	COMMERCE BANK	OM VEHICLE LICENSE SR		0.00
	COMMERCE BANK	SAM ANNUAL REGISTRAT		599.00
	WALMART	GU HS SUPPLY		33.96
0000158536	ALL PEST & TERMITE	OM PEST CONTROL	600.00	600.00
0000158537	ALLEN CHARLOTTE	SP/L MS TRAVEL	115.20	115.20
	APPLE MARKET	BOE MEETING SUPPLY		29.90
	APPLE MARKET	MS CONCESSIONS		27.98
	APPLE MARKET	MS CONCESSIONS		54.18
	APPLE MARKET	MS POPCORN BAR		48.37
	APPLE MARKET	MS CONCESSION		22.54
	APPLE MARKET	MS CONCESSIONS		22.13
	APPLE MARKET	MS CONCESSIONS		35.51
0000158538	APPLE MARKET	HS SUPPLY	545.75	22.26
	APPLE MARKET	HS FACULTY SUPPLY		205.27
	APPLE MARKET	SR CONCESSION		3.18
	APPLE MARKET	SR CONCESSION		19.20
	APPLE MARKET	FACS SUPPLY		8.09
	APPLE MARKET	OM MEETING SUPPLY		21.97
	APPLE MARKET	OM CUPS		10.14
	APPLE MARKET	PT SUPPLY		15.03
0000158539	APPTEGY INC	APPTEGY ANNUAL FEE	9,400.00	9,400.00
0000158540	BATTERY OUTFITTERS INC	PT PARTS	99.84	99.84
	BAYADA HOME HEALTH CARE	PR NU SVCS		360.00
0000158541	BAYADA HOME HEALTH CARE	PR NU SVCS	2,415.00	0.00
	BAYADA HOME HEALTH CARE	PR NU SVCS		2,055.00
	BAYADA HOME HEALTH CARE	PR NU SVCS		0.00
0000158542	BIRCH TREE LUMBER	OM SUPPLY	15.35	15.35
	BSN SPORTS LLC	HS BSB BLEACHERS		7,500.00
	BSN SPORTS LLC	HS BSB BLEACHERS		450.00
	BSN SPORTS LLC	BTE SAFETY FENCE		2,400.00
	BSN SPORTS LLC	BTE SAFETY FENCE		540.00
	BSN SPORTS LLC	BTE SAFETY FENCE		382.20
	BSN SPORTS LLC	BTE SAFETY FENCE		0.00
	BSN SPORTS LLC	SAFETY GRANT WINDSCR		2,800.00
	BSN SPORTS LLC	HS B BB HOODIE/ PANT		684.00
	BSN SPORTS LLC	HS B BB HOODIE/ PANT		646.00
	BSN SPORTS LLC	HS B BB HOODIE/ PANT		83.76
	BSN SPORTS LLC	HS GOLF BAG		160.00
	BSN SPORTS LLC	HS GOLF BAG		16.00
	BSN SPORTS LLC	HS BSB HAT		688.00

Check #	Vendor Name	Invoice Description	Check Amoun	Line Amount
	BSN SPORTS LLC	HS BSB HAT		42.42
0000158543	BSN SPORTS LLC	HS FB SUPPLY	27,623.29	10.00
	BSN SPORTS LLC	HS FB SUPPLY		7.00
	BSN SPORTS LLC	BE EMPLOYEE VESTS		6,141.00
	BSN SPORTS LLC	MS BSB JERSEYS		1,344.00
	BSN SPORTS LLC	MS BSB JERSEYS		84.96
	BSN SPORTS LLC	HS SHOOTOUT SHIRTS		1,853.70
	BSN SPORTS LLC	HS SHOOTOUT SHIRTS		429.00
	BSN SPORTS LLC	HS SHOOTOUT SHIRTS		50.10
	BSN SPORTS LLC	HS SHOOTOUT SHIRTS		139.97
	BSN SPORTS LLC	MS BBB POSSESSION ARF		115.99
	BSN SPORTS LLC	MS BBB POSSESSION ARF		11.60
	BSN SPORTS LLC	MS B BB SUPPLY		20.20
	BSN SPORTS LLC	MS B BB SUPPLY		201.89
	BSN SPORTS LLC	MS B BB PANTS		775.00
	BSN SPORTS LLC	MS B BB PANTS		46.50
0000158544	BYRNE ENTERPRISES INC	HS B BB SHIRTS	1,337.15	1,337.15
0000158545	CAPEDER DARAH K	TALK TO READ STIPEND	130.00	130.00
0000158546	CENTRAL STATES BUS	PT BUS PARTS	445.58	445.58
0000158547	CLAIM CARE INC	MEDICAID	1,028.88	1,024.45
	CLAIM CARE INC	MEDICAID		4.43
0000158548	COLLINS BRUCE	MVE PLAYGROUND INST,	3,000.00	3,000.00
0000158549	COLLINS KENNITH	MVE PLAYGROUND INST,	3,000.00	3,000.00
0000158550	COUNTRYSIDE PROPANE	OM CYLINDERS	24.00	24.00
	COUNTY FUELS LLC	OM GAS/PT DIESEL/PT TANK		2,336.59
0000158551	COUNTY FUELS LLC	OM GAS/PT DIESEL/PT T/	36,288.25	9,866.86
	COUNTY FUELS LLC	OM GAS/PT DIESEL/PT TANK		24,084.80
0000158552	CURRENT WAVE	EA NEWSPAPER RENEWA	26.00	26.00
0000158553	D.O.C. LUBRICATION SPECIALIST	PT DEF	382.00	382.00
	DATAKEEPER TECHNOLOGIES	PAT VISITTRACKER		550.00
0000158554	DATAKEEPER TECHNOLOGIES	PAT VISITTRACKER	550.00	0.00
	DATAKEEPER TECHNOLOGIES	PAT VISITTRACKER		0.00
0000158555	DECKER INC SCHOOL FIX	OM SUPPLY	120.84	120.84
0000158556	DENNIS COULTER HEATING	OM REPAIR	90.00	90.00
0000158557	DUDLEY LYNDSEY	GU BT TRAVEL	9.60	9.60
0000158558	FAITH FIRE PROTECTION	OM ANNUAL INSPECTION	250.00	250.00
0000158559	FREEMAN GINA	SP TRAVEL	38.40	38.40
0000158560	GASTINEAU APRIL D	TALK TO READ STIPEND	130.00	130.00
0000158561	GODFATHERS PIZZA EXPRESS	MS BB PIZZA	164.86	68.94
	GODFATHERS PIZZA EXPRESS	MS PIZZA INCENTIVE		95.92
0000158562	HEINEY TAMMY	BL MS TRAVEL	79.75	54.40
	HEINEY TAMMY	MS SUPPLY		25.35
0000158563	HENRY JESSIE	TALK TO READ STIPEND	130.00	130.00
	HILAND DAIRY SPRINGFIELD	HS G BB CHOC MILK GRANT		123.52
0000158564	HILAND DAIRY SPRINGFIELD	HS G BB CHOC MILK GRA	370.56	123.52

Check #	Vendor Name	Invoice Description	Check Amount	Line Amount
	HILAND DAIRY SPRINGFIELD	HS G BB CHOC MILK GRANT		123.52
0000158565	HOAGLAND, JACKIE C	BL/HS BB TRAVEL	300.40	187.60
	HOAGLAND, JACKIE C	BL/HS BB TRAVEL		112.80
0000158566	LAWSON PRODUCTS INC	PT SUPPLY	19.15	19.15
0000158567	MARSHALL HALI	TALK TO READ STIPEND	130.00	130.00
0000158568	MARTIN CANDRA N	MV TRAVEL	62.40	62.40
0000158569	MCAFEЕ MICHAEL	TECH TRAVEL	32.00	32.00
0000158570	METALWELD INC	PT/VO AG TANK RENT	74.30	59.45
	METALWELD INC	PT/VO AG TANK RENT		14.85
0000158571	MIDWEST IMPRESSIONS INC	SR SIGNAURE TSHIRT	13.45	13.45
0000158572	MOUNTAIN GROVE R-III	MS G BB ENTRY	200.00	200.00
0000158573	MTN VIEW AUTO PARTS INC	OM SUPPLY/PT PARTS	35.79	21.80
	MTN VIEW AUTO PARTS INC	OM SUPPLY/PT PARTS		13.99
0000158574	MTN VIEW LUMBER CO	OM SUPPLY/GET THE LE/	1,979.31	1,692.63
	MTN VIEW LUMBER CO	OM SUPPLY/GET THE LEAD OUT		286.68
	MTN VIEW OIL & PROPANE	LP GAS		1,841.53
0000158575	MTN VIEW OIL & PROPANE	LP GAS	13,460.46	1,303.44
	MTN VIEW OIL & PROPANE	LP GAS		10,315.49
0000158576	MV-BT CLASS OF 24	CLASS DUES HOMELESS C	25.00	25.00
0000158577	MV-BT MS CONCESSION CLUB	BB OFFICIAL CONCESSION	176.50	102.50
	MV-BT MS CONCESSION CLUB	BB OFFICIAL CONCESSIONS		74.00
0000158578	OWENS KELSEY L	TALK TO READ STIPEND	130.00	130.00
0000158579	ROBERTSON ELIZABETH	TALK TO READ STIPEND	130.00	130.00
0000158580	SCHULTZ WOOD & RAPP PC	BE ANNUAL AUDIT	13,125.00	13,125.00
0000158581	SCHWALM LINDSEY M	S/L MV TRAVEL	62.40	62.40
0000158582	SHO-ME TECHNOLOGIES LLC	PT/EA TECH SVC	150.00	100.00
	SHO-ME TECHNOLOGIES LLC	PT/EA TECH SVC		50.00
0000158583	SMITH FLOORING INC	OM BOILER WOOD CHIP	564.50	564.50
0000158584	SMITH HEATHER	TALK TO READ STIPEND	130.00	130.00
0000158585	SMITH KENDRA D	HS G BB TRAVEL	69.60	69.60
0000158586	SMOTHERMAN REBECCA J	TALK TO READ STIPEND	130.00	130.00
0000158587	SPRINGFIELD JANITOR SUP	OM SUPPLY	87.61	87.61
0000158588	SUMMERSVILLE BEACON	BE ADV AUDIT	130.60	130.60
0000158589	SYDOW AARON	MVE PLAYGROUND INST	3,000.00	3,000.00
	TAHER INC - BIN #135092	FD CONTR SVC		60,370.58
0000158590	TAHER INC - BIN #135092	FD CONTR SVC	68,415.02	2,543.45
	TAHER INC - BIN #135092	FD CONTR SVC		5,500.99
0000158591	THE STEEL YARD	FFA METAL	756.91	597.87
	THE STEEL YARD	FFA METAL		159.04
0000158592	TIM HILL	HS BB ASSIGNING FEE	135.00	135.00
0000158593	ULINE	OM DRUM PUMPS	93.77	93.77
	UNIVERSITY OF MISSOURI	MICROSOFT LICENSING		8,540.00
0000158594	UNIVERSITY OF MISSOURI	MICROSOFT LICENSING	8,540.00	0.00
	UNIVERSITY OF MISSOURI	MICROSOFT LICENSING		0.00
0000158595	WATER SMART TESTING LLC	OM WATER SAMPLES	205.00	205.00

Check #	Vendor Name	Invoice Description	Check Amoun	Line Amount
0000158596	WEBB MARSHA	EA TRAVEL	27.20	27.20
0000158597	YOUNGS HARDWARE LLC	OM SUPPLY	138.56	138.56
	SIMMONS BANK CARD	SRO CAR KEY		85.79
	AMAZON CAPITAL SERVICES	OM SUPPLY		13.49
	RICOH USA INC	COPIER USAGE		1.37
	SIMMONS BANK CARD	PAT SUPPLY		98.80
	SIMMONS BANK CARD	PAT SUPPLY		0.00
	SIMMONS BANK CARD	EA TRAVEL		31.08
	SIMMONS BANK CARD	EA TRAVEL		0.00
	SIMMONS BANK CARD	EA TRAVEL		0.00
	SIMMONS BANK CARD	PD ADMIN TRAVEL		11.66
	RICOH USA INC	COPIER USAGE		16.10
	MO CASE	SP CONF		600.00
	MO CASE	SP CONF		36.02
	MO CASE	SP CONF		0.00
	SIMMONS BANK CARD	SRO LICENSE PLATES		25.00
	SIMMONS BANK CARD	SRO LICENSE PLATES		0.75
	AMAZON CAPITAL SERVICES	NU MV SUPPLY		34.00
	AMAZON CAPITAL SERVICES	NU MV SUPPLY		6.98
	SIMMONS BANK CARD	GU HS ACT REVIEW		125.00
	AMAZON CAPITAL SERVICES	NU BT SUPPLY		9.97
0000158598	AMAZON CAPITAL SERVICES	NU BT SUPPLY	5,848.01	0.00
	AMAZON CAPITAL SERVICES	NU BT SUPPLY		7.23
	AMAZON CAPITAL SERVICES	NU BT SUPPLY		13.99
	AMAZON CAPITAL SERVICES	NU BT SUPPLY		15.98
	AMAZON CAPITAL SERVICES	NU BT SUPPLY		25.50
	SIMMONS BANK CARD	HS GOLF PHOTO DAY		25.00
	DOLLAR TREE	MV SANTA SHOP		1,060.00
	AMAZON CAPITAL SERVICES	MV CHRISTMAS REFUND		(531.21)
	RICOH USA INC	COPIER USAGE		(45.80)
	SAMS CLUB	SR CONCESSIONS		102.42
	SAMS CLUB	SR CONCESSIONS		419.32
	KRISPY KREME	SR DONUT FUNDR		1,756.00
	SCHOLASTIC BOOK FAIR INC	BT 3RD GR SUPPLY		58.24
	CASEYS GENERAL STORES	MS DONUTS		50.60
	SIMMONS BANK CARD	MS SIGNS		43.12
	SIMMONS BANK CARD	MV 5TH GR SUPPLY		146.88
	RICOH USA INC	COPIER USAGE		134.03
	RICOH USA INC	COPIER USAGE		432.08
	RICOH USA INC	COPIER USAGE		258.66
	RICOH USA INC	COPIER USAGE		465.36
	CHEER SOUNDS	HS BB CHEER		314.60
			275,464.88	275,464.88

MOUNTAIN VIEW-BIRCH TREE R-III SCHOOL DISTRICT

MONTHLY FINANCIAL REPORT

MONTH ENDING DECEMBER 2023

FUND	OPENING BALANCE	RECEIPTS	TRANSFER RECEIPTS	EXPENDITURES	TRANSFER EXPENDITURES	CLOSING BALANCE
INCIDENTAL	\$ 5,721,041.38	\$ 483,595.19		\$ (432,508.64)		\$ 5,772,127.93
TEACHERS	\$ 1,346.41	\$ 660,489.89		\$ (561,424.06)		\$ 100,412.24
DEBT SERVICE						
CAPITAL PROJ	\$ 2,857,633.38	\$ 169,182.95		\$ (551,111.27)		\$ 2,475,705.06
TOTAL	\$ 8,580,021.17	\$ 1,313,268.03		\$ (1,545,043.97)		\$ 8,348,245.23

PREVIOUS YEAR	\$ 8,865,864.39	\$ 1,207,012.81		\$ (1,984,175.12)		\$ 8,088,702.08
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DEPOSITS

SIMMONS BANK OF MV	\$ 3,640,644.84
ALTON BANK	\$ 5,430,833.98
ALTON BANK SENIOR	\$ 94,595.74
TOTAL	\$ 9,166,074.56
PREVIOUS YEAR	\$ 8,361,927.90

RECONCILIATION

BANK BALANCE	\$ 9,166,074.56
OUTSTANDING CHECKS	\$ (817,829.33)
OUTSTANDING DEPOSITS	\$ -
ENDING BALANCE	\$ 8,348,245.23

Policy GBEB: DRUG-FREE WORKPLACE

Status: DRAFT

Original Adopted Date: 12/16/1993 | **Last Revised Date:** 11/17/2005

23D UPDATE EXPLANATION

MSBA has revised this policy to specifically address employee use and possession of marijuana.

MSBA has maintained alignment of this policy with the language of the federal Drug-Free Workplace Act. This Act requires recipients of federal contracts and grants to have specific policy language and also requires these employers to provide employees with written notice of the requirements. MSBA's GBEB-AF1 is a sample notice your district may use.

Definitions

Controlled Substances – Substances listed in schedules I, II, III, IV, and V of the federal Controlled Substances Act, 21 U.S.C. § 812. For the purposes of this policy, a controlled substance shall also include any controlled substance, counterfeit substance, or imitation controlled substance as defined in § 195.010, RSMo., and any chemical substances structurally similar to and treated as controlled substances under state law.

District Activity – Any activity, event, or function where students are under district supervision, such as field trips or athletic events.

District Property – Any property owned or leased by the district, including any vehicle owned, leased, or used for district purposes, and any location where a district-sponsored or approved activity takes place.

Prohibited Substances – For the purposes of this policy, a prohibited substance shall include:

1. Alcohol.
2. Controlled substances for which the employee does not have a valid prescription.
3. Unauthorized inhalants.
4. Counterfeit or imitation controlled substances.
5. Marijuana or marijuana-infused products.
6. Any other illegal drug.
7. Any drug or medicine prohibited on district property by law or policy.
8. Substances intended to create a false negative on a drug test.

Prohibited Substances

Student and employee safety is of paramount concern to the board of education. In recognition of the threat to safety posed by employee use or possession of drugs or alcohol prohibited substances, the board of education commits itself to a continuing good-faith effort to maintain a drug-free workplace. The board of education shall not tolerate the manufacture, use, possession, sale, distribution or being under the influence of controlled substances, alcoholic beverages or unauthorized prescription medications by district employees on any district property; on any district approved vehicle used to transport students to and from school or district activities; off district property at any district sponsored or district approved activity, event or function, such as a field trip or athletic event, where students are under the supervision of the school district; or during any period of time such employee is supervising students on behalf of the school district or is otherwise engaged in school district business. Therefore, the board prohibits employees from manufacturing, using, selling, transferring, distributing, possessing, or being under the influence of prohibited substances on district property; in any district-owned vehicle or any vehicle used to transport students; at district activities; or during any time employees are supervising students on behalf of the district or are otherwise engaged in district business. The board also prohibits the manufacture, use, sale, transfer, or possession of drug-related paraphernalia. When it is evident that an employee has consumed alcoholic beverages or controlled prohibited substances off schooldistrict property before or during a district activity that the employee is required to attend, the staff member employee will not be allowed on schooldistrict property or to participate in the activity and will be subject to the same disciplinary measures as for possession or consumption of prohibited substances on district property.

This policy shall be communicated in writing to all present and new employees. Compliance with this policy is mandatory.

Marijuana and Marijuana-Infused Products

Marijuana is illegal under federal law and is considered a prohibited drug under this policy. This policy's prohibitions apply even if an employee has been authorized under state law to use marijuana or marijuana-infused products for medicinal or recreational purposes.

Testing

Staff members will Employees may be tested for alcohol and controlled prohibited substances if the district has reasonable suspicion that the staff member has violated this policy. In addition, staff members who operate district transportation vehicles must submit to alcohol and drug testing as otherwise required by law. Additional drug testing may occur as allowed by law. All testing will be conducted in accordance with board policy, administrative procedures, and law.

Consequences

Any e Employees who violates this policy will be subject to disciplinary action, which may include, but is not limited to, suspension, termination, and referral for prosecution, and referral for discipline of the employee's certification or license. Employees may be required to satisfactorily participate in substance use assistance or rehabilitation programs.

As required by federal law, if an employee is convicted of a criminal drug offense for a violation occurring in the workplace, the district will take appropriate personnel action, which may include discipline, termination, or requiring employee participation in a substance use or rehabilitation program. The district will take action within 30 days of notification of the conviction.

District Notifications

Each district employee of this school district is hereby notified that, as a condition of employment, the employee must abide by the terms of this policy and notify the superintendent or designee of any criminal drug statute conviction for a violation occurring in or on the premises of this school district, or while engaged in regular employment. Such notification must be made by the employee to the superintendent or designee in writing no later than five calendar days after conviction. In accordance with policy GBEBC, employees are required to notify the district if they are charged with any misdemeanor or felony.

Notification to Federal Agency

If an employee is convicted of any criminal drug offense for a violation occurring in the workplace, t The superintendent or designee will provide notice in writing of such violation to the United States Department of Education or other appropriate federal agency within ten calendar days after the superintendent or designee receives such notification. Notification will be made only if the district receives any federal grants directly from such agency, as opposed to federal grants received through the Department of Elementary and Secondary Education (DESE). The district will take appropriate disciplinary action within 30 days.

Awareness Program

The districts superintendent or designee will institute a drug-free awareness program to inform employees of the dangerous and harmful nature dangers of drug and alcohol abuse use and misuse in the workplace, of this policy of maintaining a drug-free workplace, of available counseling, and employee assistance, and rehabilitation programs, and of the penalties that may be imposed upon employees for drug abusesubstance use violations occurring in the workplace.

Professional Assistance

The board of education recognizes that encourages employees who have a drug abusesubstance abuse problem should be encouraged to seek professional assistance. Although t The district will provide referrals to treatment resources upon employee request, but the district will not assume any financial responsibility, an employee who requests assistance shall be referred to a treatment facility or agency in the community if such facility or agency is available. Upon the request of DESE or an agency of the United States, the district shall certify that it has adopted and implemented the drug prevention program described in this policy. The district shall conduct a biennial review of this policy to determine its effectiveness, implement necessary changes and ensure that the disciplinary sanctions are consistently enforced. This policy shall be communicated in writing to all present and future employees. Compliance with this policy is mandatory.

Policy GBEBB-2: EMPLOYEE ALCOHOL AND DRUG TESTING

Status: ADOPTED

Original Adopted Date: 08/17/1995 | **Last Revised Date:** 10/15/2020 | **Last Reviewed Date:** 10/15/2020

(District Provides Transportation Services)

Provisions Applicable to All Employees

Alcohol and Drug Prohibitions

No employee may manufacture, use, possess, sell, distribute or be under the influence of alcohol or drugs in violation of the district's Drug-Free Workplace policy. All employees may be tested for alcohol and drugs if the district has reasonable suspicion that the employee has consumed alcohol or drugs in violation of Board policy.

Program Coordinator

The superintendent or designee will serve as the program coordinator to implement the district's alcohol and drug testing program within the guidelines of this policy.

Training

All staff who have supervisory duties over other staff members will be provided training on the effects of drug and alcohol use. The training will include physical, behavioral, speech and performance indicators of drug and alcohol use. Supervisors of employees who operate district transportation will be trained in accordance with federal law.

Testing Program

The district will use testing facilities with appropriately trained personnel for alcohol and drug testing. The district's drug and alcohol testing program shall provide individual privacy in the collection of specimen samples to the maximum extent possible. The specimen collection procedures and chain of custody shall ensure that specimen security, proper identification and integrity are not compromised.

Refusal to Submit to Tests

Drug or alcohol tests administered pursuant to this policy are mandatory. An employee refuses to submit when he or she fails to provide adequate breath or urine for testing when notified of the need to do so or engages in conduct that clearly obstructs the testing process.

Consequences

Employees who refuse to submit to a test, who test positive for prohibited substances or who take deliberate action with the intent to falsify test results will be subject to discipline, including termination, in accordance with Board policy and law.

Treatment

In addition to any disciplinary action taken, the district will provide employees a list containing the names, addresses and telephone numbers of substance abuse professionals and counseling and treatment programs when employees have a positive drug or alcohol test, refuse to take a test or otherwise request information about substance abuse treatment.

District Records and Reports

Alcohol and drug test results and records shall be maintained under strict confidentiality and released only in accordance with law. Upon written request, an employee shall receive copies of any records pertaining to his or her use of alcohol or drugs, including any records pertaining to his or her tests. Test records shall be maintained with the separate medical files of each employee. The district shall maintain records and reports of its alcohol and drug prevention program as required by law.

Records of drug and alcohol tests and other related records shall be made available to a subsequent employer only as expressly requested in writing by the employee.

Notification to Employees

The program coordinator shall ensure that all employees receive written materials explaining the district's drug and alcohol misuse prevention program, including copies of or access to applicable policies, procedures or handbooks.

Employees shall sign statements certifying that they have received the materials.

Provisions Applicable to Drivers

In addition to the drug testing provisions applicable to all employees, the Mountain View-Birch Tree R-III School District, which employs operators of commercial motor vehicles ("drivers"), is required to implement a drug and alcohol testing program that fulfills federal requirements. The district will use laboratories certified by the U.S. Department of Health and Human Services to conduct drug specimen analysis. This comprehensive program shall include conducting pre-employment drug testing and reasonable suspicion, random and post-accident testing for use of alcohol or drugs by drivers; notifying drivers of the requirements and consequences of the program; maintaining appropriate records; participating in the Commercial Driver's License Drug and Alcohol Clearinghouse; and complying with the Missouri Department of Revenue's reporting requirements.

As required by law, no driver shall report for duty within four hours of using alcohol. No driver required to take a post-accident test shall use alcohol for eight hours following the accident or until he or she undergoes a post-accident alcohol test, whichever comes first.

Provisions Applicable to Newly Hired Employees

The district requires applicants for employment to submit to an alcohol and drug test after the person has received an offer of employment, but before employment has begun. The district will revoke any offer of employment if the applicant refuses to submit to a drug test, tests positive for prohibited substances or takes deliberate action with the intent to falsify test results.

* * * * *

Note: The reader is encouraged to check the index located at the beginning of this section for other pertinent policies and to review administrative procedures and/or forms for related information.

**Administrative Procedure GBEBB-2-AP(1): EMPLOYEE ALCOHOL AND DRUG TESTING -
(Testing Procedures for Employees Other Than Drivers)**

Status: DRAFT

Original Adopted Date: 11/17/2005 | Last Reviewed Date: 11/17/2005

23D UPDATE EXPLANATION

MSBA has modified this policy to make it clear that district employees who test positive for marijuana when tested under reasonable suspicion of impairment will be disciplined and may be terminated under federal and state law, even those with valid, state-issued medical marijuana cards.

The district is subject to the federal Drug-Free Workplace Act that requires employers who have federal contracts, directly or through the state, to prohibit the unlawful manufacture, distribution, dispensation, or use of a controlled substance in the workplace.

The Missouri Constitution, art. XIV, sec. 1 7(d), allows employers to prohibit employees—even those with a state-issued medical marijuana card—from being under the influence of marijuana while at work. The employer may discipline employees, up to and including termination from employment, for working or attempting to work while under the influence of marijuana. If such a policy is in place, employees cannot bring a claim against the employer for wrongful discharge, discrimination, or any similar cause of action or remedy. However, "under the influence" is not defined.

Most employees who take medical marijuana are capable of performing their jobs and show no signs of being under the influence. Districts should not ask employees (other than drivers) if they have a marijuana card or consume marijuana medicinally and should not take action if they are told that employees consume marijuana on their own time, off of school property. However, the district can and should take action when employees are showing signs of being under the influence while present on district property or performing their district duties.

In accordance with board policy, the following procedures apply to drug and alcohol testing of employees.

Definitions

Alcohol – Intoxicating agent in beverage alcohol, ethyl alcohol, or other low molecular weight alcohols, including methyl and isopropyl alcohol.

Drug – Any controlled substance listed under § 102(6) of the Controlled Substances Act, including medical marijuana.

Reasonable Suspicion – Specific, contemporaneous, articulable observations concerning the appearance, behavior, speech, or body odor of an individual.

Program Coordinator

The _____ (title) shall serve as the program coordinator ~~to~~and implement the ~~district's~~ alcohol and drug testing program ~~of the district~~.

Reasonable Suspicion Tests

Any supervisor who has reasonable suspicion to believe that an employee has violated the ~~district's~~ alcohol or drug prohibitions ~~of the district~~ shall immediately report those findings ~~in writing~~ to the building principal ~~in writing~~. The report will include all physical symptoms and background information that created the reasonable suspicion. The building principal and supervisor will determine ~~if~~whether a drug or alcohol test is appropriate. If the building principal is the suspected employee's supervisor, the principal may determine whether a drug test is appropriate.

~~Alcohol testing is authorized for reasonable suspicion only if the required observations are made just before, during or just after the period of the work day when the employee must comply with alcohol prohibitions. No drug or alcohol test may be administered by the person who determines reasonable suspicion exists to conduct such a test. Alcohol and drug tests will be administered as soon as possible. If a test is not administered within two hours of a determination of reasonable suspicion, the supervisor shall prepare and maintain a record explaining why this was not done.~~

Consequences

~~An~~Employees who tests positive for alcohol or drugs in violation of board policy will be subject to disciplinary actions up to and including termination. ~~The district will administer a~~All disciplinary actions ~~will be administered~~in accordance with board policy and law.

Testing

The district will use only ~~those~~ collection facilities ~~with that have~~ appropriately trained personnel for alcohol and drug testing. Employees will be drug-tested for marijuana metabolites, cocaine metabolites, amphetamines, opiate metabolites, ~~and~~phencyclidine (PCP), ~~and other substances that may impair the employee's performance.~~

Notification

The program coordinator shall ensure that all employees receive ~~appropriate notice of the district's prohibitions on drug and alcohol use, including via employee handbooks and staff training, written materials explaining the district's drug and alcohol misuse prevention program, including copies of or access to applicable policies, procedures, handbooks or other resources that include:~~

- ~~1. The identity of the program coordinator, who will have knowledge of the materials, policy and administrative procedures.~~
- ~~2. Categories of employees covered.~~
- ~~3. Information about what period of the work day the employee is required to be in compliance.~~
- ~~4. Specific information concerning prohibited conduct.~~
- ~~5. Circumstances under which employees will be tested.~~

6. Procedures used in the testing process.
7. An explanation of what constitutes a refusal to submit to a drug and/or alcohol test.
8. Consequences of violations (e.g. discipline up to and including dismissal, referral to substance abuse professional for evaluation, treatment and follow-up testing as required).
9. Information on the effects of drug use and alcohol misuse on personal life, health and safety in the workplace.

Employees shall sign statements certifying that they have received the materials.

**Administrative Procedure GBEBB-2-AP(2): EMPLOYEE ALCOHOL AND DRUG TESTING -
(Testing Procedures for Drivers)**

Status: DRAFT

Original Adopted Date: 11/17/2005 | Last Reviewed Date: 11/17/2005

23D UPDATE EXPLANATION

All district employees are prohibited from possessing, using, or distributing marijuana in the workplace. Further, employees cannot work under the influence of marijuana. Employees who drive for the district are subject to more restrictions. Drivers cannot use marijuana at all because they are subject to federal drug-testing laws. Per the U.S. Department of Transportation, consequences will be imposed for a positive test result even if the driver holds a valid, Missouri-issued medical marijuana card.

The following is the U.S. Department of Transportation's statement on medical marijuana:

We want to make it perfectly clear that the state initiatives will have no bearing on the Department of Transportation's regulated drug testing program. The Department of Transportation's Drug and Alcohol Testing Regulation - 49 C.F.R. Part 40 - does not authorize the use of Schedule I drugs, including marijuana, for any reason.

Therefore, Medical Review Officers (MROs) will not verify a drug test as negative based upon learning that the employee used "recreational marijuana" when states have passed "recreational marijuana" initiatives.

We also firmly reiterate that an MRO will not verify a drug test as negative based upon information that a physician recommended that the employee use "medical marijuana" when states have passed "medical marijuana" initiatives.

In accordance with board policy, the following procedures apply to drug and alcohol testing of drivers.

Definitions

For the purposes of this procedure, the following terms are defined:

Driver – Any person who operates a commercial motor vehicle. This includes full-time, regularly employed drivers; casual, intermittent or occasional drivers; leased drivers; and independent, owner-operated contractors.

Safety-Sensitive Function – Includes responsibilities such as time on duty waiting to be dispatched; driving time; assisting or supervising loading or unloading; and repairing, obtaining assistance for or remaining in attendance upon a disabled vehicle. All time spent providing drug and alcohol samples, including travel time to and from the collection or testing site as needed to comply with random, reasonable suspicion, post-accident or follow-up testing will also be considered safety-sensitive functions.

Alcohol – Intoxicating agent in beverage alcohol, ethyl alcohol, or other low molecular weight alcohols including methyl and isopropyl alcohol.

Driver – Any person who operates a commercial motor vehicle. This includes full-time, regularly employed drivers; casual, intermittent, or occasional drivers; leased drivers; and independent, owner-operated contractors.

Drug – Any controlled substance listed under section 102(6) of the Controlled Substances Act as specified by the administrator of the federal department of transportation.

Qualified Supervisor – An employee or driver supervisor who has completed at least 60 minutes of training on alcohol misuse and at least 60 minutes of additional training on controlled substance use.

Reasonable Suspicion – Specific, contemporaneous, articulable observations concerning the appearance, behavior, speech, or body odor of an individual.

Safety-Sensitive Function – Includes responsibilities such as time on duty waiting to be dispatched; driving time; assisting or supervising loading or unloading; and repairing, obtaining assistance for or remaining in attendance upon a disabled vehicle. All time spent providing drug and alcohol samples, including travel time to and from the collection or testing site as needed to comply with random, reasonable suspicion, post-accident or follow-up testing will also be considered safety-sensitive functions.

Substance Abuse/Use Professional – A licensed physician or certified psychologist, social worker, employee assistance professional, or certified addiction counselor with knowledge of and clinical experience in the diagnosis and treatment of alcohol- and drug-related disorders.

Reasonable Suspicion – Specific, contemporaneous, articulable observations concerning the appearance, behavior, speech or body odor of an individual.

Qualified Supervisor – An employee or driver supervisor who has completed at least 60 minutes of training on alcohol misuse and at least 60 minutes of additional training on controlled substance use.

Program Coordinator

The _____ (title) shall serve as the program coordinator to implement the district's alcohol and drug testing program of the district.

Pre-Employment Tests

The district will not allow a driver to perform a safety-sensitive function for the district unless the district has a verified negative test result for the driver. The district will not consider for employment any applicant who refuses to submit to drug testing and/or refuses to release information as required by the district.

The district may choose not to require a new pre-employment test if the driver has participated in a drug testing program required for operators of commercial vehicles within the previous 30 days or has participated in a random selection program for the previous 12 months, provided that the district has been able to make all verifications required by law.

1. No previous employers of the driver have records of drug violations; and
2. The driver has participated within the previous 30 days in a drug testing program required for commercial vehicle operations; and
3. The district has appropriate documentation that while participating in that program, the driver was either:
 - Tested for controlled substances within the past six months from the date of application with the district; or
 - Participated in a random selection program for the previous 12 months from the application with the district.

Post-Accident Tests

Alcohol and drug tests shall be conducted on a driver as soon as practical after any accident involving a district vehicle if such driver:

1. Was performing safety-sensitive functions with respect to the vehicle, and the accident involved loss of human life;
2. Received a citation under state or local law for a moving traffic violation arising from the accident if the accident involved bodily injury to any person who, as a result of the injury, immediately received medical treatment away from the scene of the accident.
3. Received a citation under state or local law for a moving traffic violation arising from the accident if one or more motor vehicles incurred disabling damage as a result of the accident, requiring that the motor vehicle(s) to be transported away from the scene by a tow truck or other motor vehicle;

All post-accident alcohol and drug testing shall be conducted in accordance with federal requirements within the required time periods. If a test is not conducted within the appropriate period then the test will not be given, and the program coordinator shall prepare and maintain a file documenting the reasons the test was not promptly administered. Tests for drugs must be administered within 32 hours following the accident and tests for alcohol should be administered within two hours and must be administered within eight hours following the accident.

A properly administered post-accident test conducted by federal, state, and/or local law enforcement officials meets post-accident testing requirements as long as the test results of those tests are provided to the district.

Random Testing

Alcohol and drug testing shall be conducted on a random basis at unannounced times throughout the year in accordance with federal regulations. Tests for alcohol shall be conducted just before, during, or just after the performance of safety-sensitive functions. Drivers shall be selected by a scientifically valid, random process, and each driver shall have an equal chance of being tested each time selections are made.

Reasonable Suspicion Tests

Any qualified supervisor who has reasonable suspicion to believe that a driver has violated the district's alcohol or drug prohibitions of the district shall require the driver to submit to the appropriate testing. Within 24 hours of the observed behavior or before the test results are released, whichever is earlier, the supervisor shall make and sign a written record of the observations that led to the reasonable suspicion test. The person who determines reasonable suspicion exists to conduct the test will not administer the actual test.

Special Rules for Alcohol Testing

Alcohol testing is authorized for reasonable suspicion only if the required observations are made just before, during, or just after the period of the work day when the driver must comply with alcohol prohibitions. The person who determines reasonable suspicion exists to conduct a drug or alcohol test will not administer the actual test. If an alcohol test is not administered within two hours of a determination of reasonable suspicion, the qualified supervisor shall prepare and maintain a record explaining why this was not done. Attempts to conduct alcohol tests shall terminate after eight hours, and the qualified supervisor will state in the record the reasons for not administering the

test.

Drug and alcohol testing shall include documentation by a qualified supervisor who makes a finding of reasonable suspicion. He or she Within 24 hours of the observed behavior or before the test results are released, whichever is earlier, the supervisor shall create and sign a written record of his or her the supervisor's observations leading that led to a reasonable suspicion test within 24 hours of the observed behavior or before the results of the test are released, whichever is earlier.

Consequences

In accordance with board policy and law, the district may initiate eEmployment actions up to and including termination may be instigated in accordance with board policy and law for any driver who tests positive for prohibited substances. As directed by the federal government, the district will record a driver as having tested positive for a controlled substance if the driver tests positive for marijuana, even if the driver has a valid, Missouri-issued medical marijuana card.

The program coordinator shall notify the director of the Missouri Department of Revenue (DOR) of any driver who has failed to pass any drug, alcohol, or chemical test administered pursuant to board policy and these procedures. Notification shall consist of the driver's name and any other relevant information required by the director of the Missouri DOR. Such notification shall be made within ten days of discovering that the driver failed to pass such tests.

Return-to-Duty Tests

Any driver who is not terminated as a result of a positive test must receive an evaluation from a substance abuse professional at the employee's expense and successfully pass an alcohol or drug test before the driver will be permitted to perform safety-sensitive duties. The substance abuse evaluation must be conducted in accordance with federal law and by a properly credentialed substance abuse professional.

Follow-up Tests

A driver who violates the district's alcohol or drug prohibition and is subsequently identified by a substance abuse professional as needing assistance in resolving an alcohol or drug problem shall be subject to unannounced follow-up testing as directed by the substance abuse professional in accordance with law. Follow-up alcohol testing shall be conducted just before, during, or just after the time when the driver is performing safety-sensitive functions.

Testing

All testing will be conducted in accordance with federal law. The district will use only qualified collectors and testing facilities certified or approved by the U.S. Department of Health and Human Services. Drivers will be drug-tested for marijuana metabolites, cocaine metabolites, amphetamines, opiate metabolites, and phencyclidine (PCP). Alcohol testing will be conducted by qualified collectors at facilities that meet federal standards.

Notification

The program coordinator shall ensure that all drivers receive appropriate notice of the district's prohibitions on drug and alcohol use, including via employee handbooks and staff training. written materials explaining the district's drug and alcohol misuse prevention program, including copies of or access to applicable policies, procedures, handbooks or other resources that include:

1. The identity of the program coordinator, who will have knowledge of the materials, policy, administrative procedures and the Omnibus Act;
2. Categories of employees covered;
3. Information about the safety-sensitive functions and what period of the work day the employee is required to be in compliance;
4. Specific information concerning prohibited conduct;
5. Circumstances under which drivers will be tested;

6. Procedures used in the testing process.
7. Requirements that drivers submit to alcohol and drug tests administered in accordance with federal law.
8. Explanation of what constitutes a refusal to submit to a drug and/or alcohol test.
9. Consequences of violations (e.g. discipline up to and including dismissal, removal from safety-sensitive functions as required by the Omnibus Act, referral to substance abuse professional for evaluation, treatment and follow-up testing as required).
10. Information on the effects of drug use and alcohol misuse on personal life, health and safety in the workplace.

Drivers shall sign statements certifying that they have received the materials.

Policy JFCH: STUDENT ALCOHOL AND DRUG USE

Status: DRAFT

Original Adopted Date: 12/16/1993 | **Last Revised Date:** 02/16/2006

23D UPDATE EXPLANATION

MSBA has modified this policy to make it clear that students will not be allowed to possess, distribute, or use marijuana of any kind on district property or at a district activity.

There are several laws that prevent students from possessing, distributing, or using the substances covered in this policy. The possession, distribution, and use of marijuana is illegal under federal law. Further, under the Missouri Constitution, no person under 21 may possess recreational marijuana, and students who are unemancipated and younger than 18 are not allowed to possess medical marijuana even if they have a medical marijuana card. Public use of recreational marijuana is prohibited, and medical marijuana cannot be smoked in public.

The district will provide continuing in-service education programs for all employees that includes recognition of behaviors that may indicate drug abuse and provide those employees with procedures to follow in cases of suspected drug use or abuse.

Definitions

Controlled Substances – Substances listed in schedules I, II, III, IV, and V of the federal Controlled Substances Act, 21 U.S.C. § 812. For the purposes of this policy, a controlled substance shall also include any controlled substance, counterfeit substance, or imitation controlled substance as defined in § 195.010, RSMo., and any chemical substances structurally similar to and treated as controlled substances under state law.

District Activity – Any activity, event, or function that is sponsored or approved by the district and where students are under district supervision, such as field trips or athletic events.

District Property – Any property owned or leased by the district, including any vehicle owned, leased, or used for district purposes, and any location where a district-sponsored or district-approved activity takes place.

Prohibited Substances – For the purposes of this policy, a prohibited substance shall include:

1. Alcohol
2. Controlled substances for which the student does not have a valid prescription.
3. Unauthorized inhalants.
4. Counterfeit or imitation controlled substances.
5. Marijuana or marijuana-infused products.
6. Any other illegal drug.
7. Any drug or medicine prohibited on district property by law or policy.
8. Substances intended to create a false negative on a drug test.

Prohibited Substances

The district is concerned with the health, welfare, and safety of its students. Therefore, the district prohibits individuals from manufacturing, using, selling, transferring, distributing, possessing, or being under the influence of prohibited substances on district property, at district activities, and in any district-owned or district-approved vehicle used to transport students to or from district activities. The use, sale, transfer, or possession of drug-related paraphernalia is also prohibited.

Marijuana

Because marijuana and marijuana-infused products are prohibited under federal law, the district does not permit their possession, use, or administration for medicinal or other purposes on district property or at district events even with a valid, Missouri-issued medical marijuana card.

Under the Influence

If there is evidence that a student is under the influence of a substance prohibited by this policy, the student may be removed from school or activities and may be disciplined depending on the circumstances. The student will be given an opportunity to explain the apparent impairment prior to being removed. The district may conduct student drug testing in accordance with policy JFCL.

Consequences

Students who violate this policy will be disciplined in accordance with the district's code of student conduct. In accordance with law, the district is required to immediately notify law enforcement when a student is in possession

of a controlled substance and will also notify law enforcement when a student is in possession of any other illegal substance or illegal drug paraphernalia.

The board encourages the superintendent or designee to consider alternative discipline for students who are willing to seek treatment or counseling options.

Students who violate this policy during the contract time for the A+ Schools Tuition Reimbursement Scholarship Program will automatically forfeit A+ tuition reimbursement status.

The district is concerned with the health, welfare and safety of its students. Therefore, use, sale, transfer, distribution, possession or being under the influence of unauthorized prescription drugs, alcohol, narcotic substances, unauthorized inhalants, controlled substances, illegal drugs, counterfeit substances and imitation controlled substances is prohibited on any district property, in any district-owned vehicle or in any other district-approved vehicle used to transport students to and from school or district activities. This prohibition also applies to any district-sponsored or district-approved activity, event or function, such as a field trip or athletic event, where students are under the supervision of the school district. The use, sale, transfer or possession of drug-related paraphernalia is also prohibited.

For the purpose of this policy a controlled substance shall include any controlled substance, counterfeit substance or imitation controlled substance as defined in the Narcotic Drug Act, § 195.010, RSMo., and in schedules I, II, III, IV and V in section 202(c) of the Controlled Substances Act, 21 U.S.C. § 812(c).

Students may only be in possession of medication as detailed in board policy JHCD. Searches of persons reasonably suspected to be in violation of this policy will be conducted in accordance with board policy.

Any student who is found by the administration to be in violation of this policy shall be referred for prosecution and subject to disciplinary action up to and including suspension, expulsion or other discipline in accordance with the district's discipline policy. Strict compliance is mandatory. The school principal shall immediately report all incidents involving a controlled substance to the appropriate local law enforcement agency and the superintendent. All controlled substances shall be turned over to local law enforcement.

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

Policy JFCI-1: STUDENT ALCOHOL AND DRUG TESTING

Status: DRAFT

Original Adopted Date: Pending

**23D UPDATE EXPLANATION
(VERSION 1)**

This policy was previously supplemental, and not all districts will have a copy in their manual. MSBA is offering this policy to all districts but encourages districts to read this policy carefully before adopting it.

There are two versions of this policy. This version (Version 1) authorizes the district administration to require students to submit to drug or alcohol testing when the administrator has reasonable suspicion that a student is under the influence of drugs or alcohol. Version 2 includes the same language but also authorizes the administration to require random drug testing as a condition of participating in extracurricular activities governed by the Missouri State High School Activities Association (MSHSAA) in grades nine through twelve.

MSBA has created administrative procedures to address the details of these drug testing programs.

Drug Testing Is Not Required

Please note that, most of the time, drug testing is not necessary. If an administrator has evidence that a student has consumed drugs or alcohol, the administrator does not need additional evidence to take action. Drug testing is one of many tools available to determine whether a student is under the influence of prohibited substances.

Training

MSBA strongly encourages administrators to receive professional training on drugs and alcohol and the signs that indicate that a student may be under their influence. This training can assist administrators in deciding whether there is reasonable suspicion to conduct drug testing.

Marijuana

Please note that MSBA has also addressed the use of marijuana in this policy. It is MSBA's position that students who come to school under the influence of marijuana can be disciplined even if they have a valid, Missouri-issued medical marijuana card. Marijuana is still illegal at the federal level, and students need to come to school unimpaired and ready to learn. Some attorneys disagree with this approach. Please consult your district's private attorney prior to adopting this policy language. MSBA recommends that districts provide professional training to employees such as administrators, school resource officers, or school nurses on the signs that a student is under the influence.

A+ Scholarships

High school students are eligible to participate in the A+ Scholarship program, which requires that students refrain from the use of alcohol and drugs (see policy JFCL). Districts that participate in the A+ Scholarship program will be required to exclude students from the program when a reasonable suspicion drug or alcohol test comes back positive.

(District Does Not Perform Random Drug Testing)

The board recognizes the importance of protecting the health and safety of students from the impact of using illegal drugs, performance-enhancing drugs, and alcohol. The purpose of this policy is to help prevent student substance use, encourage treatment for students who use substances, and ensure that students can attend school and participate in activities in a safe and healthy environment.

The board directs the superintendent or designee to create appropriate administrative procedures to implement this policy.

Reasonable Suspicion Drug and Alcohol Testing

A drug or alcohol test is not necessary to discipline a student when there is evidence that the student is under the influence of or has recently consumed alcohol or any drug prohibited by district policy. In accordance with law, district administrators may, at their discretion, utilize drug and alcohol testing to assist with student discipline when there is reasonable suspicion that a student has consumed drugs or alcohol and is on district property or at a district activity.

Students who test positive will be disciplined and excluded from extracurricular activities in accordance with the district's discipline policy and may also be excluded from the district's A+ scholarship program. Students who refuse to submit to testing or take measures to falsify results may still be disciplined under the district's discipline code for being under the influence of alcohol or drugs.

The board encourages the superintendent or designee to consider alternative discipline for students who are willing to seek treatment or counseling options.

Marijuana and Reasonable Suspicion Testing

Students suspected of being under the influence who test positive for marijuana may be removed from school or activities and may be appropriately disciplined even if they have a valid, Missouri-issued medical marijuana card. The board recognizes the importance of protecting the health and safety of students from the use of illegal drugs, performance-enhancing drugs and alcohol. The purpose of this policy is to help prevent substance abuse among students, to encourage treatment for students with substance abuse problems and to ensure that students have the opportunity to attend school and participate in activities in a fair, safe and healthy environment. The superintendent or designee is directed to adopt procedures to carry out the intent of this policy and may contact the district's attorney for assistance in applying this policy. The district will use a laboratory certified by the U.S. Department of Health and Human Services.

Random Drug Testing

Participation in extracurricular activities is a privilege and carries with it the responsibility to adhere to high standards of conduct, including refraining from the use of illegal drugs, performance-enhancing drugs and alcohol. To assist students in making healthy and safe choices, the district will conduct random drug testing of students in grades 9–12 as a condition of participation in covered activities. Covered activities are activities regulated by the Missouri State High School Activities Association (MSHSAA), excluding all activities in which students receive an academic grade for participation. District employees shall not have the authority to waive the testing of any student selected using the random selection process.

Students who test positive through this random testing program will be excluded from participation in covered extracurricular activities as follows: **First Offense**—Exclusion from all covered activities for a minimum of 30 participation days and must pass a drug test administered by the district prior to participating in covered activities again.

Second Offense—Exclusion from all covered activities for a minimum of 90 participation days and must pass a drug test administered by the district prior to participating in covered activities again.

Third Offense—Excluded from all covered activities for the rest of the student's enrollment in the district. For the purposes of this policy, a "participation day" is each day that the extracurricular group meets, regardless of whether that meeting is a practice, a group meeting or an event.

The consequences may be reduced if the student participates in drug or alcohol counseling and additional testing in accordance with procedures developed by the superintendent or designee. A positive test through this random

testing program will not result in suspension from school or academic sanctions. The district will not report results to law enforcement.

Suspicion-Based Drug Testing

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

**Administrative Procedure JFCI-1-AP(1): STUDENT ALCOHOL AND DRUG TESTING -
(District Does Not Perform Random Drug Testing)**

Status: DRAFT

Original Adopted Date: Pending

23D UPDATE EXPLANATION
(VERSION 1)

This procedure was previously considered supplemental, and not all districts will have a copy in their manuals. MSBA is now offering this procedure to all districts. This procedure covers reasonable suspicion drug testing only. The previous content of this procedure covering random drug testing has been moved to version two of JFCI-AP1. Districts that perform random drug testing of students in extracurricular activities in addition to reasonable suspicion testing should choose version 2 of this procedure.

Please note that districts can discipline students for coming to school under the influence of drugs or alcohol even if the student has not been tested. For example, if a student appears to be under the influence and smells of alcohol, is caught with the substance, or is witnessed consuming it by someone credible, that is enough to discipline the student.

That said, there are situations where a definitive drug test can be helpful. Even if your district does not routinely require students to submit to drug tests, MSBA recommends that the district consider this procedure so that there is guidance in place in case there is a situation where a drug test would be helpful.

A+ Scholarships

High school students are eligible to participate in the A+ Scholarship program, which requires that students refrain from the use of alcohol and drugs (see policy JFCL). The district will be required to exclude students from the program when a reasonable suspicion drug or alcohol test comes back positive.

A drug or alcohol test is not necessary to discipline a student when there is evidence that the student is under the influence of or has recently consumed alcohol or any drug prohibited by district policy. In accordance with law, district administrators may, at their discretion, utilize drug and alcohol testing to assist with student discipline when there is reasonable suspicion that a student has consumed drugs or alcohol and is on district property or at a district activity.

Notification

The district will provide notice to students and their parents/guardians, via student handbooks and other means, that the district may require students to be drug tested if the district has reasonable suspicion to believe that they are under the influence of or have recently consumed alcohol or any drug prohibited by district policy.

Reasonable Suspicion

Staff members will share any reports, evidence, or observations that a student may be under the influence of drugs or alcohol with the building administrator or designee as soon as possible. The building administrator or designee will determine whether reasonable suspicion exists and may consult the district's attorney to assist in the determination. If the building administrator or designee determines that reasonable suspicion exists, the district will notify the student's parents/guardians.

Drug Testing

The district will work with a reputable laboratory to collect the necessary sample from the student. The student will not be left alone or allowed to leave school property prior to collection of the sample.

Positive Test Results

Following a confirmed positive result, students and their parents/guardians will be given an opportunity to submit additional relevant information to the laboratory. Parents/Guardians who wish to dispute the drug test results must request an additional test of the same sample from the district's selected laboratory at their own expense.

Consequences

Students who test positive will be disciplined in accordance with the district's discipline code, including suspension from school. Students may also be temporarily or permanently excluded from all district extracurricular activities and/or excluded from the A+ scholarship program. Students who obstruct the district's drug or alcohol testing process may be disciplined as if they submitted a sample that returned a positive test result. Students may also be subject to discipline for the act of obstruction itself. Students obstruct the drug testing process when they:

1. Refuse to submit to a drug test under this policy;
2. Intentionally submit a falsified sample for testing (such as submitting someone else's sample as their own, providing a sample for another person to submit as theirs, submitting an old sample as if new, or submitting a sample containing a substance intended to cause a negative result on the test); or
3. Otherwise intentionally interfere or attempt to interfere in any way with the integrity of the sample collection and testing process under this policy.

Students who have not been asked to submit a sample but obstruct the testing of another person's sample may be disciplined for the obstruction.

Privacy and Confidentiality

Testing will be conducted in a manner that will protect the privacy of the student. The names of students being tested will be shared only with district staff who need to know the information to implement the drug testing program.

The superintendent or designee will share test results only with the student, the student's parents/guardians, and other persons the superintendent or designee determines need to know the information to effectively serve the student. All files pertaining to drug testing will be kept confidential, and only school personnel with a need to know

the information will have access to the information.

Definitions

Covered Activities – Activities regulated by the Missouri State High School Activities Association (MSHSAA), excluding all activities in which students receive an academic grade for participation. **Drug Testing** – Testing for alcohol and illegal or performance-enhancing drugs. **Participation Days** – Each day that the extracurricular group meets, regardless of whether that meeting is a practice, a group meeting or an event.

I. General Procedures for All Student Drug Testing

Sample Collection

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

Protection of Information (Privacy)

Each randomly selected student will be assigned a specimen number that shall serve as the identifier for all materials sent to the lab. The student and his or her parent/guardian shall have access to the specimen number. Either immediately before or shortly after sample collection, students selected for testing will provide to the district, in a sealed envelope, a list of any medications they have taken in the last 30 days, including legally prescribed and over-the-counter medications. The parent/guardian is responsible for submitting a separate list to the district, also in a sealed envelope, of medications the student has taken within the last 30 days, which will be used by the testing facility for confirmation purposes in the event of a positive test result. The sealed envelopes will only be opened in the event of a positive test result. If the sample does not test positive, the envelopes will be shredded without being opened. The laboratory will report positive test results directly to the superintendent or designee. The superintendent or designee will only notify the student, the appropriate extracurricular sponsor, the parent/guardian of the student and other persons the superintendent or designee determines need to know the information to implement district policies or procedures. All files pertaining to drug testing will be kept confidential and separate from the student's other education records, and only school personnel with a need to know the information will have access to the information.

Positive Test Results

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

II. Random Drug Testing

Notification and Consent

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

Random Selection

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

Testing

Samples shall be tested for THC/marijuana, benzodiazepines, cocaine/benzoylecgonine, amphetamines, barbiturates, phencyclidine, methamphetamine, opiates/morphine, alcohol and performance-enhancing drugs, including anabolic steroids. Samples will not be screened for the existence of any physical conditions other than prohibited drug and alcohol use.

Consequences

Following a confirmed positive test result, the superintendent or designee will immediately suspend the student from all covered activities and will schedule a conference with the student, the parent/guardian and the extracurricular sponsor. Offenses accumulate throughout grades nine through twelve. Depending on the timing of the drug test, the student may be excluded from participation in activities at the end of the school year, over the summer and/or into the beginning of the next school year. **First Offense**—The first time a student tests positive under the random drug testing program, the student shall be suspended from participation in all covered activities for a minimum of 30 participation days and must pass a drug test administered by the district prior to participating in covered activities again. **Alternative First Offense**—With the consent of the student and his or her parents/guardians, the superintendent may reduce the suspension so that the student is only prohibited from participating in covered activities for a total of ten participation days as long as the student meets the following requirements:

- Within one week of the conference, the student must receive or be enrolled in substance abuse counseling from an alcohol and drug abuse agency that is certified by the Missouri Department of Mental Health, Division of Alcohol and Drug Abuse. The parents/guardians are responsible for all costs associated with the counseling. The parent/guardian must provide written verification that the student has been seen by the alcohol and drug abuse agency at least once before the student is allowed to begin participation again. If the student does not attend counseling as promised, the district will immediately implement the original consequences.
- The student will be required to submit to drug tests every time the district conducts random drug testing on other students for the rest of the school year.

Second Offense—Students with two positive test results for drugs or alcohol will be prohibited from participating in all covered activities for a minimum of 90 participation days and must pass a district-administered drug test prior to participating in covered activities again. **Third Offense**—Students with three positive test results will be prohibited from participating in all covered activities for the rest of their enrollment with the district.

Refusal to Submit or Falsifying Results

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

Self-Reporting

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

III. Suspicion-Based Drug Testing

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

will determine if reasonable suspicion exists. The district's attorney may be consulted as necessary.

Consequences

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

Refusal to Submit or Falsifying Results

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

Policy JFG: SEARCHES OF STUDENTS

Status: DRAFT

Original Adopted Date: 12/16/1993 | Last Revised Date: 10/15/2020

23D UPDATE EXPLANATION

MSBA has modified this policy to make it clear that students will not be allowed to possess, distribute, or use marijuana of any kind on district property or at a district activity. There are several laws that prevent students from possessing, distributing, or using the substances covered in this policy.

The possession, distribution, and use of marijuana is illegal under federal law. Further, under the Missouri Constitution, no person under 21 may possess recreational marijuana, and students who are unemancipated and younger than 18 are not allowed to possess medical marijuana even if they have a medical marijuana card. Public use of recreational marijuana is prohibited, and medical marijuana cannot be smoked in public.

The district respects the privacy of students. However, to maintain a safe learning environment and properly investigate potential misconduct, district personnel may search student property or district property used by students and, in some limited situations, may require students to undergo drug and/or alcohol testing. All searches will be conducted professionally and in accordance with law. The superintendent or designee is directed to provide staff with appropriate training and is authorized to contact the district's attorney for advice prior to conducting any search.

~~The district respects the privacy of students. However, in order to~~ To maintain a safe learning environment and properly investigate potential misconduct, district personnel may search student property ~~and~~ district property used by students, ~~and in some limited situations, the district may require students to undergo drug and/or alcohol testing. All searches will be conducted professionally and in accordance with law. The superintendent or designee is directed to provide staff with appropriate training and is authorized to contact the district's attorney for advice prior to conducting any search.~~

Searches by District Personnel

Searches of District Property

Students do not have an expectation of privacy in district-provided property. Lockers, desks, technology, and other district property are provided for the convenience of students and are subject to periodic inspection in accordance with law.

Searches of Student Property

Student property, including vehicles parked on district property, may be searched based on reasonable suspicion of a violation of law, district policy, or other rules applicable to students. Reasonable suspicion must be based on facts known to the administration, credible information, or reasonable inference drawn from such facts or information. Searches of student property shall be limited in scope based on the original justification for the search and ~~shall be carried out in the presence of adult witnesses when possible. The Students' privacy and dignity of students shall be respected. Searches shall be carried out in the presence of adult witnesses when possible.~~

Searches of Students

If reasonable under the circumstances, district administrators performing a search may require students to empty pockets or remove jackets, coats, shoes, and other articles of exterior clothing that when removed do not expose undergarments not otherwise observable.

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

District employees, administrators, and volunteers, other than commissioned law enforcement officials, shall not strip search students, as defined in state law, except that an administrator may conduct such a search if a commissioned law enforcement officer is not immediately available and the administrator has reason to believe that the student possesses a weapon, explosive, or substance that poses an imminent threat of physical harm to the student or others.

If a student is strip searched, as defined in state law, by an administrator or a commissioned law enforcement officer, the district will attempt to notify the student's parents/guardians as soon as possible. For the purposes of this section, the term "strip search" shall not include the removal of clothing in order to investigate the potential abuse or neglect of a student, give medical attention to a student, or screen a student for medical conditions.

Drug-Detection Dogs

The district may arrange for law enforcement officials to use professionally trained dogs to detect the presence of drugs on district property. A drug-detection dog alerting to the presence of drugs will constitute reasonable suspicion for district administrators to conduct a search. Drug-detection dogs will not come into direct contact with students. The superintendent or designee shall develop procedures for the use of drug-detection dogs.

Student Drug and Alcohol Testing

If district personnel have reasonable suspicion that a student is ~~intoxicated or has come to school soon after consuming~~ under the influence of drugs or alcohol, the district may require the student to ~~participate in~~ a drug or alcohol test given by district authorities. ~~If the student refuses to participate in drug or alcohol testing, the student may be disciplined as if they tested positive for the substance. Drug and alcohol testing are not a~~

necessary or exclusive means of determining from the available evidence that a violation of district policy has occurred.

In accordance with law, the district may implement a random student drug-testing program for students in extracurricular activities.

School Resource Officers

A school resource officer (SRO) may accompany district officials executing a search or may perform searches under the direction of district officials based on the reasonable suspicion standard. However, the SRO may choose not to participate in the search if the SRO believes that such participation might interfere with the successful future criminal prosecution of the student.

Regulation JG-R1: STUDENT DISCIPLINE

Status: DRAFT

Original Adopted Date: 03/21/2013 | Last Revised Date: 06/10/2021 | Last Reviewed Date: 06/10/2021

23D UPDATE EXPLANATION

MSBA has modified the alcohol/drug section of this policy for clarity and to address medical marijuana and generative artificial intelligence (AI). Many districts have contacted MSBA with questions about AI policies. MSBA is developing responsible, research-based policies to address AI in schools, which will take some time. Given the demand, MSBA has decided to issue policy changes addressing AI as they become ready rather than wait to issue them all as a set. MSBA has begun by revising this regulation to remove any doubt that unauthorized use of AI constitutes academic dishonesty.

We are including the following provisional definitions to help districts interpret the changes to this regulation. These definitions have not been finalized but are provided to enhance the district's understanding of this topic:

Generative AI – Any software or hardware whose primary purpose is to accept input, process the input through one or more algorithms, and use the result to generate new output that resembles human-made intellectual or creative work. Examples of generative AI include large language models (chatbots) such as ChatGPT.

Unauthorized Use of Generative AI – Any use that has not been specifically authorized for an assignment by the teacher giving the assignment. Even when AI use is authorized, exceeding the authorized use of AI may be considered unauthorized use. Some tools capable of generative AI may nevertheless be used without specific authorization as long as no Generative AI functions are used. For example, a calculator may have one or more generative AI functions, but the calculator can still be used for typical mathematical calculation, and a laptop may be used to appropriately browse the web, but not to browse websites that interface with generative AI. In case of any doubt, students should seek clarification or specific authorization from the teacher who gave the relevant assignment.

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

Reporting to Law Enforcement

It is the district's policy of the Mountain View-Birch Tree R-III School District to report all crimes occurring on district property to law enforcement including, but not limited to, the crimes the district is required to report in accordance with law. A list of crimes the district is required to report is included in policy JGF.

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

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

Documentation in Student's Discipline Record

The principal, designer, or other administrators or school staff will maintain all discipline records as deemed necessary for the orderly operation of the schools and in accordance with law and policy JGF.

Conditions of Suspension, Expulsion and Other Disciplinary Consequences

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

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

1. The student is under the direct supervision of the student's parent, legal guardian, custodian or another adult designated in advance, in writing, to the student's principal by the student's parent, legal guardian or custodian, and the superintendent or designee has authorized the student to be on district property.
2. The student is enrolled in and attending an alternative school that is located within 1,000 feet of a public school in the district.
3. The student resides within 1,000 feet of a public school in the district and is on the property of the student's residence.

Students who violate the prohibitions in this section may be suspended or expelled in accordance with the offense, "Failure to Meet Conditions of Suspension, Expulsion or Other Disciplinary Consequences," listed below.

Pursuant to law, no student will be confined in an unattended locked space except in an emergency situation while awaiting the arrival of law enforcement personnel.

Impact on Grades

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

Prohibited Conduct

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

Academic Dishonesty – Cheating on tests, assignments, projects or similar activities; plagiarism; claiming credit for another person's work; fabrication of facts, sources or other supporting material; unauthorized collaboration; facilitating academic dishonesty; and other misconduct related to academics, including unauthorized use of generative artificial intelligence (AI), such as large language models (chatbots).

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

Subsequent Offense: Parent meeting. No credit for the work, grade reduction, course failure, removal from extracurricular activities or in-school suspension.

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

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

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

Assault

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

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

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

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

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

Subsequent Offense: Expulsion.

Automobile/Vehicle Misuse – Uncourteous or unsafe driving on or around district property, unregistered parking, failure to move vehicle at the request of school officials, failure to follow directions given by school officials or failure to follow established rules for parking or driving on district property.

First Offense: Suspension or revocation of parking privileges, detention, or in-school suspension.

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

Bullying and Cyberbullying (see board policy JFCF) – Intimidation, unwanted aggressive behavior, or harassment that is repetitive or is substantially likely to be repeated and causes a reasonable student to fear for their 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. Cyberbullying is a form of bullying committed by transmission of a communication including, but not limited to, a message, text, sound or image by means of an electronic device including, but not limited to, a telephone, wireless telephone or other wireless communication device, computer or pager.

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

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

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

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

First Offense: Nullification of forged document. Principal/Student conference, detention, or in-school suspension.

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

Disrespectful or Disruptive Conduct or Speech (see board policies AC and ACA if illegal harassment or discrimination is involved) – Verbal, written, pictorial or symbolic language or gesture that is directed at any person that is in violation of district policy or is otherwise rude, vulgar, defiant, considered inappropriate in educational settings or that materially and substantially disrupts classroom work, school activities or school functions. Students will not be disciplined for speech in situations where it is protected by law.

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

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

Drugs/Alcohol (see board policies JFCH, JFCH-AP1, JFCI, JFCI-AP1, and JHCD)

Alcohol Related Offenses

1. The sale, purchase, transfer, manufacture, or distribution of alcohol at school, district-related events, or on district transportation.

First Offense: 20* - 45 days out-of-school suspension (*principal suspends 10 days – superintendent suspends 10 days).

Second Offense: 90 days out-of-school suspension.

2. Being under the influence of alcohol at school, district-related events, or on district transportation.

First Offense: 15* - 30 days out-of-school suspension (*principal suspends 10 days – superintendent suspends 5 days).

Second Offense: 90 days out-of-school suspension.

3. Possession of, or having been in possession of alcohol at school, district-related events, or on district transportation.

First Offense: 10 - 20 days out-of-school suspension.

Second Offense: 90 days out-of-school suspension.

Discipline may be lessened by half upon proof of completion of an approved alcohol abuse program.

Drug-Related Offenses

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

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

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

2. Sale, purchase, transfer, manufacture, or distribution of any unauthorized prescription drug, narcotic substance, illegal drug, controlled substance (including marijuana and marijuana-infused products) as defined under schedules I, II, III, or IV of the Controlled Substances Act, unauthorized inhalants, counterfeit drug substance, imitation controlled substance, any substance intended to create a false negative on a drug test, any substance prohibited on district property by law or policy, or drug-related paraphernalia, including controlled substances and illegal drugs defined as substances identified under schedules I, II, III, IV or V in section 202(c) of the Controlled Substances Act while at school, school-related events, or on school property.

First Offense: 20*-180 days out-of-school suspension. (*principal suspends 10 days - superintendent suspends 10 days.)

Subsequent Offense: Expulsion.

3. Attendance while under the influence of or soon after consuming any unauthorized prescription drug, narcotic substance, illegal drug, controlled substance (including marijuana and marijuana-infused products) as defined under schedules I, II, III, or IV of the Controlled Substances Act, unauthorized inhalants, counterfeit drug substance, imitation controlled substance, any substance intended to create a false negative on a drug test, or any substance prohibited on district property by law or policy or drug-related paraphernalia, including controlled substances and illegal drugs defined as substances identified under schedules I, II, III, IV or V in section 202(c) of the Controlled Substances Act while at school, school-related events, or on school property.

First Offense: 15*-45 days out-of-school suspension. (*principal suspends 10 days - superintendent suspends 5 days.)

Subsequent Offense: 90 days out-of-school suspension.

4. Possession of drug paraphernalia or possession of or having been in possession of any unauthorized prescription drug, narcotic substance, illegal drug, controlled substance (including marijuana and marijuana-infused products) as defined under schedules I, II, III, or IV of the Controlled Substances Act, unauthorized inhalant, counterfeit drug substance, or imitation controlled substances, including controlled substances or illegal drugs defined as substances identified under schedules I, II, III, IV or V in section 202(c) of the Controlled Substances Act, any substance intended to create a false negative on a drug test, any substance prohibited on district property by law or policy while at school, school-related events, or on school transportation.

First Offense: 10-30 days out-of-school suspension.

Subsequent Offense: 90 days out-of-school suspension.

Discipline may be lessened by half upon proof of completion of an approved program for controlled substance abuse.

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

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

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

Failure to Care for or Return District Property – Loss of, failure to return, or damage to district property including, but not limited to, books, computers, calculators, uniforms, and sporting and instructional equipment.

First Offense: Restitution. Principal/Student conference, detention, or in-school suspension.

Subsequent Offense: Restitution. Detention or in-school suspension.

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

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

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

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

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

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

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

Fighting (see also, "Assault") – Mutual combat in which both parties have contributed to the conflict by physical action. All fights of a serious nature occurring at school will be reported to the proper authorities.

First Offense: 5-10 days in-school suspension or out-of-school suspension.

Second Offense: 10 days out-of-school suspension.

Third Offense: Long-term suspension (1-180 days).

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

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

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

Harassment, including Sexual Harassment (see board policies AC and ACA and note that additional provisions of the code of conduct may apply to the student's behavior)

1. Use of material of a sexual nature or unwelcome verbal, written or symbolic language based on gender, race, color, religion, sex, national origin, ancestry, disability or any other characteristic protected by law.

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

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

2. Unwelcome physical contact of a sexual nature or that is based on gender, race, color, religion, sex, national origin, ancestry, disability or any other characteristic protected by law.

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

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

3. Student is found "responsible" for sexual harassment under Title IX upon conclusion of a formal complaint under policy ACA.

Any Offense: 10-180 days out-of-school suspension or expulsion.

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

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

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

Incendiary Devices or Fireworks – Possessing, displaying or using matches, lighters or other devices used to start fires unless required as part of an educational exercise and supervised by district staff; possessing or using fireworks.

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

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

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

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

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

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

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

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

Sexting and/or Possession of Sexually Explicit, Vulgar or Violent Material (see board policies AC and ACA) –

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

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

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

Sexual Activity – Consensual acts of sex or consensual simulations of sex including, but not limited to, intercourse or oral or manual stimulation.

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

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

Technology Misconduct (see board policies EHB and KKB and procedure EHB-AP1)

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

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

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

2. Using, displaying or turning on pagers, phones, personal digital assistants, personal laptops or any other personal electronic devices during the regular school day, including class change time, mealtimes or instructional class time, unless the use is part of the instructional program, required by a district-sponsored class or activity, or otherwise permitted by the building principal.

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

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

3. Violations, other than those listed in (1) or (2) above, of board policy EHB, procedure EHB-AP1 or any policy or procedure regulating student use of personal electronic devices.

First Offense: Restitution. Principal/Student conference, detention, or in-school suspension.

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

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

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

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

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

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

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

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

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

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

Tobacco

1. Possession of any tobacco products, electronic cigarettes (vaping products), other nicotine-delivery products or imitation tobacco products, as defined in policy AH, on district property, on district transportation or at any district activity. Nicotine patches or other medications used in a tobacco cessation program may be possessed only in accordance with district policy JHCD.

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

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

2. Use of any tobacco products, electronic cigarettes (vaping products), imitation tobacco products or other nicotine-delivery products, as defined in policy AH, on district property, on district transportation or at any district activity. Nicotine patches or other medications used in a tobacco cessation program may be used only in accordance with district policy JHCD.

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

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

Truancy or Tardiness (see board policy JED) – Absence from school without the knowledge and consent of parents/guardians and the school administration; excessive non-justifiable absences, even with the consent of parents/guardians; arriving after the expected time class or school begins, as determined by the district.

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

Subsequent Offense: Detention or 3-10 days in-school suspension, and removal from extracurricular activities.

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

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

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

Vandalism (see board policy ECA) – Willful damage or the attempt to cause damage to real or personal property belonging to the district, staff or students.

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

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

Weapons (see board policy JFCJ)

1. Possession or use of any weapon as defined in board policy, other than those defined in 18 U.S.C. § 921, 18 U.S.C. § 930(g)(2) or § 57010, RSMo. The possession or use of a weapon, concealed or otherwise, by any student is prohibited upon, or within 100 feet of school grounds while school is in session, while going to or from school, or at any school-sponsored event.

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

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

2. Possession or use of a firearm as defined in 18 U.S.C. § 921 or any instrument or device defined in § 571.010, RSMo., or any instrument or device defined as a dangerous weapon in 18 U.S.C. § 930(g)(2). The possession or use of a weapon, concealed or otherwise, by any student is prohibited upon, or within 100 feet of school grounds while school is in session, while going to or from school, or at any school-sponsored event.

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

Subsequent Offense: Expulsion.

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

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

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

Policy JHCD: ADMINISTRATION OF MEDICATIONS TO STUDENTS

Status: DRAFT

Original Adopted Date: 12/16/1993 | Last Revised Date: 03/12/2020

23D UPDATE EXPLANATION

MSBA has included a more definitive statement prohibiting medical marijuana on school grounds even if a student has a valid, Missouri-issued medical marijuana card.

If a parent/guardian requests that their child use or be administered medical marijuana as an accommodation for a disability, the district should go through the process of determining whether the student has a disability. If so, the district should use the Section 504 process to determine what a reasonable accommodation would be. However, to the best of MSBA's knowledge, courts have not considered possession or being administered an illegal drug a reasonable accommodation so far.

MSBA has moved language about cannabidiol (CBD) products from its former subsection with marijuana to the definition of "medications" because the Department of Health and Senior Services is no longer issuing hemp extract registration cards. CBD is now considered legal at both the state and federal levels. This does not mean the district must administer CBD or any other over-the-counter product. This policy states that the district will not administer medication that is not approved by the U.S. Food and Drug Administration (FDA), and most CBD products (and herbal substances and essential oils also referenced in the "medications" definition) do not have FDA approval.

MSBA has also revised this policy to make it clearer and easier to use in part by moving the complicated legal details of student self-administration of medication to an administrative procedure.

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 healthcare team that sets out the health services needed by the student at school and that is signed by the student's personal healthcare 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, including essential oils, cannabidiol (CBD) products, and CBD derivatives.

General

The ~~District Common Name~~ 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. 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. The board directs the superintendent or designee to employ, contract with, and train the necessary personnel to administer medications to students. Medications will be administered at school only when it is not possible or effective for the student to receive the medication at home.

Parents/Guardians are encouraged to submit any relevant information regarding the medications their student needs, including a diabetes medical management plan and other information the district may use to develop an individualized education program (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 their student's medical needs while at school or school activities.

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 implementing this policy.

Nurses and Other Personnel

The administration of medications is a nursing activity that must be performed by or under the supervision of a registered professional nurse (RN). Other district personnel may be required to administer medications to a student as long as they have been appropriately trained and are supervised by an RN. An appropriately licensed member of the nursing staff will be responsible for:

1. Developing procedures for the training of unlicensed personnel in the administration of medications;
2. Devising protocols for the administration of medications by unlicensed personnel; and
3. Training unlicensed personnel in the administration of medications.

District employees who administer medications must maintain documentation of all medications provided to students and stored on district property.

Nurses and other staff administering medications will take precautions when administering medications and, when necessary, will clarify authorized prescriber orders prior to administering medications.

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.

Over-the-Counter Medications

The district may administer over-the-counter medication to a student if the district has received permission to do so from the parent/guardian. Over-the-counter medications must be delivered to the school principal or designee in the manufacturer's original packaging and will only be administered only in accordance with the manufacturer's label.

Prescription Medications

The district may administer prescription medication to a student if the district has received permission to do so from the parent/guardian and appropriate direction on how the medication is to be administered. The prescription label will be considered the equivalent of a prescriber's written direction, and a separate document is not needed.

Medications District Personnel Will Not Administer

Unless required by law to administer a medication to accommodate a disability, nurses who question the necessity of administering a particular medication during the school day may, after consultation with the superintendent or designee, require a written directive by the student's healthcare provider that states why the medication must be administered at school. The district may also refuse to administer any medication for other reasons listed in this policy. The district will not administer any medication that is not regulated by the U.S. Food and Drug Administration.

The district may refuse to 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 unless the district has verified the dosage with the prescriber. Except for the medications that are used only in an emergency situation, the district will not knowingly administer the first dose of any medication. The district expects parents/guardians to administer medications at home or by coming to the school to administer the medications themselves when possible. The principal or designee may arrange for the parent/guardian to administer medications to their child at school.

Staff, students and all other individuals are prohibited from possessing or administering any medication that is illegal pursuant to state or federal law on district grounds, on district transportation, or during district activities. The superintendent or designee is authorized to obtain a legal opinion from the district's attorney when there is a question regarding the legality of administering any medication.

Medical Marijuana and Cannabidiol (CBD) Oil

The district does not permit the possession, use, or administration of marijuana or marijuana-infused products for medicinal or other purposes on district property or at district events since these products are prohibited under federal law. This prohibition applies even if the student has a valid, Missouri-issued, medical marijuana card.

In accordance with state law, parents/guardians with a valid hemp extract registration card may possess CBD oil on district property for the purpose of administering it to their students who are less than 18 years old for the treatment of epilepsy. Students 18 and older with a valid hemp extract registration card may possess CBD oil on district property for the limited purpose of bringing it to the health office where it will be stored with other medications and administered to the student by the nursing staff for the treatment of epilepsy. Students who have an actual prescription for a medication containing CBD will be permitted to possess and administer the prescription medication in accordance with this policy.

When applicable, district staff will administer prescription medication containing CBD in the same manner used to administer other prescription medication.

Student Possession and Self-Administration of Medications

The district prohibits students from possessing or self-administering medications unless the student is allowed by law to do so and has been given permission in accordance with this section district procedures. Students with an IEP or Section 504 plan may possess and self-administer medications in accordance with their plan.

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:

1. **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.

2. **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.

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 others.

Emergency Medications

All student-occupied buildings in this district are equipped with prefilled epinephrine auto syringes, 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 serious or life-threatening reaction or episode. A prescription or written permission from a parent/guardian is not necessary to administer these medications in an emergency situation.

Epinephrine and asthma-related rescue medications will be administered only in accordance with written protocols provided by an authorized prescriber. The board will purchase an adequate supply 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 based on previous use levels 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 medications 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.

Administrative Procedure JHCD-AP(1): ADMINISTRATION OF MEDICATIONS TO STUDENTS

Status: DRAFT

Original Adopted Date: 02/16/2006 | Last Revised Date: 03/18/2014

209B UPDATE EXPLANATION

MSBA has modified this procedure for consistency with JHCD and the Department of Health and Senior Services' Medication Manual.

Definitions

Medications — For the purposes of this procedure, 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.

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

Medication Administration

1. All medications must be delivered to the school principal or designee by the parent/guardian in a properly labeled container from the pharmacy or in the manufacturer's original packaging.
2. All medications must be accompanied by a written administration request from the parent/guardian.
3. Medications will be stored in an environmentally appropriate locked area to which the school nurse and school principal have keys.
4. The school nurse will maintain proper documentation of all medications and their administration. Documentation will minimally include the:
 - Student's name.
 - Prescriber's name.
 - Pharmacy.
 - Prescription number.
 - Name of the medication.
 - Dosage.
 - Date and time administered.
 - Reasons for *not* giving medications as prescribed (e.g., vomiting, spills, refusal), if applicable.
 - Name and signature of person who actually administered the medication.
5. To the extent practical, students shall be provided privacy when receiving medications.
6. The school nurse will work with the student, parents/guardians and teachers in determining how best to deliver the medication to the student during the school day.
7. Emergency medications provided by parents/guardians for students who may have severe allergic reactions or anaphylaxis must be accompanied by a standing order from a licensed healthcare provider.
8. If the district maintains naloxone, prefilled epinephrine auto syringes or asthma-related rescue medications, a list of students whose parents/guardians indicate that they cannot receive such medications will be kept with the medications.

Handling and Disposal of Medications

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

Administrative Procedure JHCD-AP(2): ADMINISTRATION OF MEDICATIONS TO STUDENTS - (Self-Administration of Medication)

Status: DRAFT

Original Adopted Date: Pending

23D UPDATE EXPLANATION

MSBA created this NEW procedure by moving policy components related to student self-administration of medication from policy JHCD to this standalone procedure.

This procedure reinforces that students cannot possess or self-administer marijuana at school or district activities. The possession, distribution, and use of marijuana is illegal under federal law. Further, under the Missouri Constitution, no person under 21 may possess recreational marijuana, and students who are unemancipated and younger than 18 are not allowed to possess medical marijuana. Their parents/guardians must possess the drug and administer it to them. Public use of recreational marijuana is prohibited, and medical marijuana cannot be smoked in public. For these reasons, this procedure prohibits self-administration of medical marijuana.

The district prohibits students from possessing or self-administering medications unless the student is allowed by law to do so and has been given permission in accordance with this procedure. Students may not possess or self-administer marijuana or marijuana products even if the student has a valid, Missouri-issued medical marijuana card.

Students with individualized education programs (IEPs) or Section 504 plans may possess and self-administer medications in accordance with their 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 the following:

1. **Students with Diabetes:** Upon written request from a 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 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 chronic health conditions.

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

2. **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. The treatment plan must include 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.

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 the student's health or the health and safety of others.

Administrative Procedure KG-AP(1): COMMUNITY USE OF DISTRICT FACILITIES

Status: DRAFT

Original Adopted Date: 11/14/2002 | Last Revised Date: 07/12/2018

23D UPDATE EXPLANATION

MSBA has modified this procedure to make it clear that marijuana, including medical marijuana, is not allowed on district property.

The DistrictCommonName permits the use of district facilities by individuals and groups as defined in policy KG.

Application for Use

All individuals and groups permitted to use district facilities in accordance with policy KG may reserve facilities by completing an application and submitting it to the superintendent or designee. The application form is available on the district's website and in all district offices.

1. The application should be made at least two weeks prior to the date of requested use to allow for processing.
2. The individual or group representative applying to use district facilities must be at least 21 years old and must sign the district's application.
3. The group representative must have the legal authority to bind the group contractually. This representative is responsible for the actions of the group and is required to arrive prior to the gathering and remain until all persons leave.
4. The application must be accompanied by proof of insurance in the same amount that the district carries, a completed indemnity and hold harmless agreement signed by the individual or group representative, and any applicable deposits and fees. The district may provide information regarding event insurance, when applicable.

Once approved by the superintendent or designee, a copy of the application will be provided to the individual or group to serve as a permit authorizing use of the facility.

Scheduling an Event

Before attempting to schedule an event, individuals and groups should consult the district's activity calendar, available on the district's website, to determine the availability of facilities. This calendar reflects currently scheduled district activities. Questions about the calendar should be directed to the superintendent's office.

Fees

Facility use fees are set annually by the board. If the superintendent or designee determines that an employee is necessary to assist an individual or group using district facilities, and that providing this assistance will disrupt the employee's regular job duties or cause the employee to work extra hours, the district will charge for the cost incurred by the district for providing the employee assistance. When an employee's presence is deemed necessary, individuals and groups may not use the facility unless the designated employee is available at the requested time. Employees may volunteer to provide such employee assistance only with the approval of their supervisor and only when volunteering will not require the payment of overtime or compensatory time and is otherwise permitted pursuant to the Fair Labor Standards Act. Adequate police or security protection, as determined by the superintendent or designee, may be required at the expense of the individual or group using the district's facilities. A member of the district's food service staff must be present when a kitchen used by the district for its food service program is used by an individual or group.

Available Spaces

Only the following spaces are available for use, unless an explicit exception is granted by the superintendent or designee:

1. Classrooms
2. Auditoriums
3. Stadiums
4. Athletic fields
5. Gymnasiums
6. Playgrounds

7. Cafeterias
8. Kitchens
9. Hallways
10. Pools
11. Lobby/Atrium
12. Library/Media Center

Day and Time Restrictions

The following rules apply unless an explicit exception is granted by the superintendent or designee:

1. District-sponsored groups and activities will receive priority over any other use. The district will deny requests if the superintendent or designee determines that the use may disrupt a district-sponsored activity or event nearby or otherwise distract from a district function. A scheduled use may be canceled, and any fees refunded, if a district-sponsored group needs to use the facility.
2. Use during the school day will be approved only when the superintendent determines that the use would not interfere with the orderly operation of the district or create a safety issue to students or staff. Unless otherwise approved by the superintendent or designee, community use of district facilities will begin no earlier than 6:00 a.m. and conclude by 10:00 p.m.
3. The superintendent or designee will maintain the official community use calendar and clearly designate any days on which the district's facilities may not be used.
4. When the district or the district building to be used is closed due to inclement weather or an emergency, all uses will be canceled for that day and fees will be refunded.
5. Individuals and groups must notify the district of cancellations at least 24 hours prior to the date of the scheduled use to be eligible for a full refund of fees paid for facility use unless there are extenuating circumstances rendering such notice impossible.

Use Requirements and Restrictions

The following rules apply unless an explicit exception is granted by the superintendent or designee:

1. Approved applications will serve as permits to use district facilities. Users must make the permits available for district staff to review during all authorized use periods. A permit to use district facilities granted to one individual or group is not transferrable to a different individual or group.
2. Groups and individuals will be provided access only to the rooms or spaces specifically requested in the application and only for the dates requested and approved.
3. Individuals and groups may use desks, chairs, and tables located in the room or facility designated for the individual's or group's use, but otherwise a permit to use district facilities does not give permission for the individual or group to use district equipment, such as interactive whiteboards, computers, electronic equipment, projectors, kitchen appliances, scoreboards, or athletic gear. The superintendent or designee may, at their discretion, provide access to equipment at his or her discretion and may charge a fee or a security deposit for such use. The superintendent or designee may determine that some equipment may be used only by district staff. In these cases, the individual or group will be charged for the cost of providing a knowledgeable employee unless the employee volunteers to operate the equipment without charge subject to the limitations stated previously in this procedure.
4. The person who made the reservation is responsible for maintaining order and monitoring the behavior of those attending, including supervising any children in attendance. Excessive noise or disturbance to neighbors of the facility or other persons using district facilities is prohibited. The district does not assume any liability for the behavior or actions of individuals or groups.

5. All individuals and groups using district facilities are required to follow the law; district policies, regulations, and procedures; and directives from district staff. The use, possession, or sale of alcoholic beverages, illegal drugs, fireworks, explosives, or weapons is prohibited. Persons under the influence of alcohol or illegal drugs are not permitted on district property. The district prohibits possession, use, and distribution of marijuana on district property by any person even if the person has a valid, Missouri-issued medical marijuana card.
6. Gambling is prohibited, except for raffles and sweepstakes conducted by charitable organizations in accordance with law.
7. Individuals and groups may not bring live animals onto district property unless they are service animals allowed by law or pursuant to an exception granted by the superintendent or designee.
8. Individuals and groups are not allowed to use district facilities for storage.
9. Individuals and groups are expected to leave the facility neat, orderly, and as clean as it was prior to use. Nothing may be attached to the walls, ceilings, or floors without prior approval.
10. Users are prohibited from playing music, showing movies, or using any copyrighted or trademarked work without first obtaining permission from the copyright holder, securing a license for use, or otherwise ensuring that the use does not violate the law.

Consequences

Failure to obey district rules could result in forfeiture of security deposits or refunds and denial of all future requests for use. In addition, the district will take all legal action to collect for any damage done.

Policy KK: VISITORS TO DISTRICT PROPERTY AND EVENTS

Status: ADOPTED

Original Adopted Date: 03/14/2002 | **Last Revised Date:** 03/12/2020

District Property

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 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.

Student Visitation

In general, visitors to district property are not allowed to speak directly with students unless it is part of the district's education program or a parent/guardian has given permission.

The district understands that parents/guardians sometimes need to briefly communicate with a student during the school day or during a school activity and will accommodate such communications when possible. However, the district refuses to mediate visitation and custody disputes among parents/guardians and other relatives or accommodate visits that the district determines could be distracting to a student. The district discourages parents/guardians, grandparents and other relatives from visiting students during school hours or school activities.

The superintendent or designee has the discretion to prohibit a parent/guardian or other relative from, for example, eating lunch with a student, attending class parties or field trips or pulling a student out of class if such a visit could interfere with the education program or be disruptive; if one of the parents/guardians objects; if there is a current dispute regarding custody or visitation of the student; or if district employees are uncertain as to whether a person may legally have contact with a student.

Classroom Observations

Parental involvement with school activities is encouraged, and the district provides opportunities for such involvement. However, because classroom visits can be disruptive to the educational process, the district does not permit parents/guardians or others to visit classrooms during instructional time for the purpose of observing students unless the principal has approved the visit in advance after consulting with the teacher.

Service Providers

The district reserves the right to not permit outside entities to provide services to students on district property unless the service providers are working with the students in conjunction with the district's student health services program or pursuant to an agreement with the district.

Prohibited Items

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.

Visitors to district property may not possess or use alcohol or any substances that are illegal under state or federal law on district property, on district transportation or at any district function or activity sponsored or sanctioned by the district.

Appropriate Behavior

The Mountain View-Birch Tree R-III 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.

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Note: The reader is encouraged to check the index located at the beginning of this section for other pertinent policies and to review administrative procedures and/or forms for related information.

**Administrative Procedure KK-AP(1): VISITORS TO DISTRICT PROPERTY AND EVENTS -
(Public Conduct on District Property)**

Status: DRAFT

Original Adopted Date: 11/14/2002 | Last Revised Date: 06/14/2005 | Last Reviewed Date: 06/14/2005

2023D UPDATE EXPLANATION

MSBA has modified this policy to make it clear that visitors on district property or at district activities cannot possess, use, distribute, or be under the influence of marijuana even though Missouri law allows adults to possess and use marijuana. Districts may use this policy to prevent obviously impaired visitors from being on district property. It also allows the district to remove visitors who are openly using or sharing marijuana.

Even if a visitor using marijuana tells the district that the use is for a disability, the district can require the visitor to refrain from using marijuana on district property.

Marijuana is a controlled substance, and under federal law, the possession and use of controlled substances is a crime. Districts are not required to allow criminal activity on their property. The Missouri Constitution, art. XIV, § 2.3(1)(g), allows the district to prohibit possession or use of recreational marijuana on district property, and medical marijuana cannot be smoked in a public place (art. XIV, § 1.7(2)(3)).

The board encourages parents/guardians and other members of the public to visit district buildings and attend district events and activities; however, inappropriate behavior or conduct will not be tolerated.

Examples of inappropriate conduct include, but are not limited to:

1. Possessing, distributing, using, or being under the influence of any alcoholic beverage or illegal substance, including medical and recreational marijuana.
2. Possessing a weapon in violation of board policy.
3. Violating board policy or the posted or stated rules of the event.
4. Fighting or otherwise striking or threatening another person.
5. Failing to obey the instructions of a security official or school district employee.
6. Engaging in any illegal or disruptive activity.

The superintendent may seek to deny future admission onto district property to any person by verbally notifying them or mailing a notice by first-class mail, and by certified mail with return receipt requested. The notice should contain:

1. A description of the conduct.
2. The proposed time period for which admission to district events will be denied.
3. Instructions regarding the procedure for requesting to address the board.

Unless the superintendent notifies the visitor otherwise, the visitor may beis not obligated to make exceptions, but may allow visitors otherwise prohibited from being on district property to be on district property for the limited purposes of:

1. Attending open public meetings of the board of education and its committees.
2. Transporting his or hertheir child to and from school and school activities.
3. Attending scheduled conferences or meetings with district personnel pertaining to the visitor's child.

The superintendent will notify appropriate district staff of any individuals who are prohibited from being on district property, including the dates of the ban and any applicable exceptions.

Once a decision has been made to ban a person from district property, the superintendent, building principal or designee is authorized to file a trespassing complaint with local law enforcement if the person enters district property.

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JANUARY BOARD REPORT

ADMINISTRATOR(S): Tammy Heiney and Elijah Ernst

CURRENT ENROLLMENT: Attendance:

Focusing on Leadership (CSIP Goal 1)

- The LMS Leadership team has been meeting to update the Building Improvement Plan. We have completed several of our steps and are creating new ones to meet the needs of our LMS students.
- Evaluations of staff continue. Mrs. Heiney provides instructional feedback where necessary. Although there are academic areas that are not where we want them to be, we are working diligently to improve them.
- Mrs. Heiney is registered for the Women in Leadership Conference in February.

Focusing on Effective Teaching and Learning (CSIP Goal 2)

- LMS has monthly Team Meetings with content area teachers. This is not as beneficial as grade level meetings. We will be able hold grade level meetings next year and better meet the needs of our students.
- We hold weekly data meetings in ELA and Math. Mrs. Davis compiles data into an Excel sheet which makes it easier for our ELA Math instructors to review and make decisions.

Focusing on Collaborative Climate and Culture (CSIP Goal 3)

- Mrs. Heiney is currently creating a plan to address creating a positive school culture and climate. We are already focusing on many of the 8 key steps that will be in the plan; however, having a direction, focus, and documentation, will keep us moving in the right direction. A quick overview of areas we will be addressing are:
 - Vision and goals
 - School safety
 - Positive relationships
 - Academic curriculum
 - Community Involvement
 - Upkeep and maintain the institutional environment
- Many of these items are already addressed in our BIP, so we know we are moving in the right direction at LMS.

Focusing on Alignment of Standards, Curriculum, and Assessment (CSIP Goal 4)

- Teachers are finishing Units of Study. These are due February 5.
- Planning a MAP Parent Informational evening where parents, students, and teachers meet and discuss everything MAP related.
- Teachers can access a Google Classroom where professional development opportunities are posted. This seems to be the easiest and quickest way to get the information to staff.

Focusing on Equity and Access (CSIP Goal 5)

- Mrs. Davis has been doing a lot!
 - Monthly guidance lessons: Coping Skills and Team Building Activities
 - Semester Schedule Changes
 - 2024 - 2025 Master Scheduling (As requested)
 - Special Education Testing and Observations (As requested)
 - Preparing for MAP Testing

CALENDAR

February 5: Units of Study due
February 6-9: School Counselor Week
February 8: Lockdown 1:00

There's a lot going on! Teachers are working hard, administrative assistants are keeping everything organized, and our janitorial staff keeps our building clean! LMS is a great place to be.

LMS Data Dump

1st Semester



Athletics Board Report: 1-18-24

- High school basketball is in full swing, both groups are playing well the boys with a 1st place finish at the Cabool Holiday Tournament
- Renovations at the baseball field have started, as well as all new fences. This was a nice upgrade to secure the baseball field and improve safety. The old bleachers are coming out and new low profile ones will be installed
- We had an excellent turnout for the Liberty Legends Shootout, big thanks to West Plains Bank for the sponsorship.
- The Liberty tournament is looking like it will be brought back next year, right now we have 5 committed teams and 3 others that are interested. We hope to have this set in stone soon. This will be Dec 16-20 2024
- The Liberty shootout will also be back again on Jan 11 2025 with boys and girls games again.
- The baseball season will begin with a 15 team wood bat weekend with games going on at Liberty and at Ellington. We will be the main host and everything will run through us. There will be games going on Friday and Saturday the 15th and 16th of March. We will have a similar atmosphere as the Legends shootout, with fun things going on at the games.
- The Spring HS and JH softball schedule have both been expanded to closer to the maximum games from only a handful. This will ensure our softball program has an equal chance to play as many games as they can.

- Congratulations to Terrell Gaines, he scored his 2,000 point and is just shy of the all-time scoring record at LHS.
- LHS will be the host of the Class 1 District 2 girls basketball district, this district stretches from Bradleyville to Naylor, north to South Iron. Athletic directors from those schools called to see if we could host because of my history with hosting so many districts at Van Buren and our central location. Concrete dates on this will be out soon.