



Dear Parents and Students,

Welcome to Southern Boone High School! We hope you find that this is your best year ever and know that the staff at our school is dedicated to helping all patrons reach our mission of “Excellence in Learning for All”. We have an outstanding high school, and we are proud of our many accomplishments, both inside the classroom and outside of it.

We ask that you take some time to read the pages of this handbook, as it contains several significant dates, procedures, policies and expectations we expect our students and staff to follow. Many questions can be answered, and many potential conflicts can be avoided, simply by reading the material found within these pages.

Whether a student is looking for Advanced Placement or Dual Credit courses, a variety of fine arts options, a top-notch strength and conditioning facility, a chance to explore vocational options, or something else entirely, chances are strong that Southern Boone High School can meet your needs.

Mrs. Sconce and I are excited to start this school year, and we are here to help you have the best high school experience possible. We look forward to working with you and invite you to stop by anytime.

Sincerely,

Dale Van Deven

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High School Principal

Shelly Sconce

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Assistant Principal

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DISTRICT POLICIES

To access the district wide policies that impact our high school community, please click this link:

 [23-24 District-wide Student Handbook](#)

Bell Schedule

Mon, Tues, Thurs, Fri

1st hour: 8:00-8:49

2nd hour: 8:53-9:42

3rd hour: 9:46 - 10:17

4th hour: 10:21 - 11:10

5th hour: 11:14 - 12:31

1st lunch 11:14 - 11:38

2nd lunch 11:40 - 12:04

3rd lunch 12:06 - 12:31

6th hour 12:35 - 1:24

7th hour 1:28 - 2:17

8th hour 2:21 - 3:10

Wednesday

1st hour: 8:00- 8:40

2nd hour 8:44 - 9:24

3rd hour: 9:28 - 9:56

4th hour: 10:00 - 10:40

5th hour: 10:44 - 11:08

1st lunch 10:44 - 11:04

2nd lunch 11:06 - 11:26

3rd lunch 11:28 - 11:48

6th hour 11:52 - 12:32

7th hour 12:36 - 1:16

8th hour: 1:20 - 2:00

Teacher Collaboration: 2:10-3:30

Students may be in the building between 7:00 AM and 3:30 PM, on days when school is in session. The district is not responsible for supervising students outside of these times unless students are here for a school activity and adult supervision is present.

2023 - 2024 Calendar

August 29th	FIRST DAY OF SCHOOL
August 30th	2:00 Wed early release begins
September 1st	NO SCHOOL
September 4th	Labor Day - NO SCHOOL
September 29th	1st Quarter Midterm Date
October 16th	NO SCHOOL - Teacher PD
October 27th	<u>1st Quarter Ends</u>
November 9th	Parent/Teacher Conferences (4 - 7 PM)
November 10th	NO SCHOOL: PTC (AM) and Teacher PD (PM)
November 11	Veterans Day
November 16	2nd Quarter Midterm Date
November 22 - 24	NO SCHOOL - Thanksgiving break
December 18th - 20th	<u>High School Final Exams</u>
December 20th	<u>2nd Quarter Ends; End of 1st Semester</u>
December 21st - Jan. 3	NO SCHOOL - Winter break
January 3rd	NO SCHOOL - Teacher PD
January 4th	School resumes
January 15th	NO SCHOOL - MLK Day
February 16th	3rd Quarter Midterm Date
February 19th	NO SCHOOL - Presidents Day
March 7th	Parent/Teacher Conferences (4 - 7 PM)
March 8th	NO SCHOOL: PTC (AM) and Teacher PD (PM)
March 15th	<u>3rd Quarter Ends</u>
March 25th-29th	NO SCHOOL - Spring Break
April 19th	4th Quarter Midterm Date
April 22nd	NO SCHOOL
April 27th	Prom
May 19th	Graduation
May 21st - 23rd	<u>High School Final Exams</u>
May 23rd	<i>Last Day of School, 12:30 Dismissal</i>
May 24th	Teacher Work Day

Note: In case of inclement weather, please check the local radio and television stations, as well as social media. All families will be notified via Remind if school is canceled.

A+ Mentoring

To be eligible for the financial incentive of the A+ Schools program (free tuition) and requirements for taking an A+ Mentoring class, a student must be certified as an A+ student by Southern Boone County R-1 High School. To qualify, the student must meet the following criteria:

1. Enter into a written agreement with Southern Boone County R-1 High School.
2. Students must be a US citizen or permanent resident. (See provisions for students of the active military)
3. Students must be enrolled in the A+ Program.
4. Graduate from high school with a cumulative GPA of 2.5 or higher on a 4-point scale applicable to all four years of High School.
5. Have at least a 95% attendance record for the student's four-year period of high school.
6. Perform 50 hours of unpaid tutoring or mentoring younger (non high school) students.
7. Maintain a record of good citizenship and avoid the unlawful use of drugs and alcohol.
8. Understand that any skipping of the A+ Mentoring class may result in an F for the course and will be ineligible to repeat the class.
9. Make a good-faith effort to first secure all available federal post-secondary student financial assistance for funds that do not require repayment.
10. Achieve Proficient or Advanced on the Algebra I or Algebra II portion on the Missouri EOC (End of Course Exam) or a qualifying score on the ACT Math Component. ** ACT Math Score is on a slide scale:

GPA 2.5 or greater	ACT Math Score 17
GPA 2.8 or greater	ACT Math Score 16
GPA 3.0 or greater	ACT Math Score 15

A+ Student Enrollment

1. A student must enroll in Southern Boone County R-1 High School.
2. If a student withdraws or transfers from Southern Boone County R-1 High School they will not be considered eligible for the A+ Program unless they transfer to another A+ school.
3. Students are encouraged to enroll in the program prior to or early in their Freshman year through online student enrollment, the Guidance Office or A+ Coordinator's office.
4. An A+ School Participation Agreement form must be completed with all appropriate signatures and returned to the A+ Coordinators' office.
5. Students requesting A+ Incentives after the beginning of their Freshman year must meet all criteria retroactive to the beginning of their Freshman year.

Academic Dishonesty

Academic dishonesty is cheating, behavior that seeks credit for work that the student has not done by misleading the work's evaluator, typically the teacher. Regardless of the method, pencil to smartphone, academic dishonesty "undermines the relationship between teachers and students, turning teachers into detectives instead of mentors, fostering suspicion instead of trust, and making it difficult for learning to take place," according to the Modern Language Association (MLA).

Plagiarism, a common form of academic dishonesty, is "presenting another person's ideas, information, expressions, or entire work as one's own. It is thus a kind of fraud: deceiving others to gain something of value" (MLA). In school, that "something of value" is often a higher grade. Digital technology makes plagiarism easy, such as cut-and-paste from online sources or friends' assignments without attribution, but it is still cheating. For more information about plagiarism, including examples, see <https://style.mla.org/plagiarism-and-academic-dishonesty/>.

Students and faculty share the responsibility to see that high standards of academic integrity are upheld. All school work should be only the individual's actual work. Academic dishonesty may result in a loss of credit, along with further disciplinary action. Refer to the student discipline section for consequences.

Accidents/Injuries

If an accident occurs at school, first aid is given as soon as possible. The home is contacted by the nurse, teacher, or principal if necessary. In a serious accident or emergency, when the parent cannot be reached, the child will be taken to the emergency room or doctor of choice listed on the enrollment health form filled out at the beginning of the year. Parents are encouraged to keep emergency numbers current.

Academic Support and Advisory

Academic Support and Advisory are a fundamental, essential component of our school's success provided to every student as a valuable resource for learning, collaboration and teacher-student communication. Academic Support is available for all students from 9:46 - 10:17 Monday, Tuesday, Thursday and Friday. Advisory is from 9:28 - 9:56 on Wednesday.

Assemblies

Assemblies may be used to encourage student performance, disseminate information to the student body, or to bring in outside speakers. Proper behavior is expected and enforced at all school assemblies. Students who fail to meet expectations will be subject to discipline.

Attendance/Earned Credit

The State of Missouri and Southern Boone High School requires 90% attendance from each student. To that end, attendance is tracked hourly and is recorded in our student information system - Infinite Campus. Parents can track their student's attendance through their Parent Portal. When a student is going to be absent, parents are asked to contact the school office either prior to the absence or the day of the absence. The following chart lists the attendance codes we use, the definition of the code, and whether the code counts towards seat time or not.

<i>Attendance Code</i>	<i>Definition of Code</i>	<i>Counts Towards Seat Time</i>
<i>A</i>	<i>Unverified absence</i>	<i>YES*</i>
<i>D</i>	<i>Doctor or other professional absence documented</i>	<i>NO</i>
<i>E</i>	<i>Left school early, verified</i>	<i>YES</i>
<i>F</i>	<i>School related field trip off campus</i>	<i>NO</i>
<i>H</i>	<i>Homebound</i>	<i>NO</i>
<i>I</i>	<i>In-school suspension</i>	<i>NO</i>
<i>K</i>	<i>Truant, cut, off campus</i>	<i>YES*</i>
<i>L</i>	<i>Late to school, verified</i>	<i>YES</i>
<i>N</i>	<i>Nurse's office or sent home by nurse</i>	<i>NO</i>
<i>O</i>	<i>Out of school suspension</i>	<i>NO</i>
<i>P</i>	<i>Doctor or other professional absence documented (used with code D for SIS purposes)</i>	<i>NO</i>
<i>Q</i>	<i>Tardy to first hour</i>	<i>YES*</i>
<i>S</i>	<i>School activity on campus</i>	<i>NO</i>

<i>T</i>	<i>Tardy to class</i>	YES*
<i>V</i>	<i>Verified (by a parent/guardian) absence</i>	YES
<i>X</i>	<i>Documented court, funeral absence, and pre-approved college visits</i>	NO

* = a disciplinary consequence may also result

In order to meet the attendance requirement, students need to achieve a 90% or higher attendance rate each semester. Our district's school calendar is officially based on hours (not days) through the Department of Elementary and Secondary Education. The number of hours a student needs to be in attendance (in order to achieve a 90% or higher attendance rate each semester), along with the number of hours a student may miss each semester (in order to avoid having to serve seat time) can be found in the chart below.

<i>Semester</i>	<i>Hours School is in Attendance</i>	<i>Minimum Hours Student Must Attend to Achieve 90%</i>	<i>Maximum Hours Student May Miss to Achieve 90%</i>
<i>1st</i>	<i>497.25</i>	<i>447.53</i>	<i>49.72</i>
<i>2nd</i>	<i>601.45</i>	<i>541.31</i>	<i>60.14</i>

Seat Time: To determine whether or not a student needs to serve seat time, we take into account the total number of hours a student has missed school and, using the attendance codes, then we subtract those hours missed that do not count towards seat time. When the number of hours a student misses in a semester exceeds 49.72 or 60.14 hours per semester respectively, the student may need to serve seat time, depending upon the types of absences (refer to the attendance code chart above).

The student must make up the excess hours missed in order to earn credit for classes taken that semester. The administration and the student will develop a plan for the student to earn back the hours. Students will not receive credit for any classes that semester until they have made up their seat time. On a student's report card and in Infinite Campus, the letters "NC" (No Credit) will take the place of the student's actual grade. The "NC" designation will be removed, and the student's grades will be restored, once the seat time has been completed.

Seat time will be served during non-school hours, including, but not limited to, before-school hours, after-school hours, Saturday School, during certain events, and other days when school is not in session. Students who do not complete their seat time will be notified by the administration that no credits will be earned for the semester. A student may appeal this decision to the Superintendent of Schools. This appeal must be submitted in writing within 48 hours of receiving the decision.

Other absences, taken on a case by case basis, and specifically approved by the principal in advance may or may not count towards seat time.

Procedure to Follow When Absent

1. The parents/guardians of students who are absent on any given day must either email or call the school to notify us of the absence. Parents may call the school at (573) 657-2144 or may email to Amanda Reckner at areckner@sbschools.us to report their student's absence.
2. Students with appointments must bring written documentation from their medical professional when they return. The same standard applies to time missed from school due to other professional appointments.
3. Homework will not be collected by the school unless a student is absent for more than one day. See Student conduct Code for exceptions (suspension & expulsions).

No student is to leave school without first coming to the principal's office for permission. In case of illness, the parents will be contacted before a student will be permitted to go home.

Students must be in school all hours on the day of an activity before they will be allowed to participate in or attend that activity. A student must be in attendance for all hours on the last day of the school week to attend an event occurring prior to the beginning of the next school week. A student may be able to participate in scheduled school activities if the absence meets any of the following criteria: a) medical or other professional documented absence, b) court, c) funeral, d) college visits arranged in advance through the guidance office, and e) cases specifically approved by the principal in advance.

School districts are required to report educational neglect to the Division of Family Services. Educational neglect will be considered when 75 periods per semester of school are missed. In an attempt to recover education lost due to absence, scheduled Saturdays and/or community service may be assigned and required. Unusual medical situations or other circumstances will be considered when implementing this policy. The policy is meant to be a guide with administrative flexibility as an option, given the circumstances of individual students. Any student that misses 15 consecutive days without notification to the high school office will be withdrawn. A parent/guardian must be present to reinstate the withdrawn student.

Students who are absent are required to make up all missed work. Parents and students are asked to directly email the teachers to request assignments. Please give teachers and staff ample time to respond as professional obligations limit the amount of time we can check email during the school day.

Part-time students need to meet with the guidance counselor and principal to discuss their attendance expectations.

Students and parents may appeal the student's loss of credit to the School Board.

Automobile Regulations

Driving and parking on district property are privileges, not rights. District administrators have the authority to prohibit any person from driving or parking on district property and may direct any person to move his or her vehicle. A person who does not yield to district vehicles, refuses to move a vehicle as directed by district employees, operates a vehicle in a manner that is not safe, or otherwise refuses to follow district rules or employee directives will be prohibited from driving or parking on district property and may be excluded from district property. District employees and students may also receive additional discipline.

1. Any behavior or item prohibited in school (including, but not limited to, weapons, alcohol and tobacco products) is also prohibited in district parking lots and in vehicles on district property.
2. Drug testing is mandatory for all students who register for a parking permit.
3. Vehicles parked on district property may be searched in accordance with law.
4. The superintendent or designee, with the aid of local traffic authorities, will develop a plan for accommodating the flow of traffic on school driveways, particularly at the beginning and end of the school day and before and after school events. The superintendent or designee is directed to appropriately designate crosswalks and loading zones for the safety of students and others.
5. Students who drive to school and wish to park on school property during the school day must obtain and display a parking permit. If the number of permit requests exceeds the number of available spaces, the superintendent or designee will develop a system of processing requests, such as giving priority to seniors, students who have mobility issues or students who participate in activities that occur before or after school. The superintendent or designee may assign other conditions for receiving parking permits including, but not limited to, maintaining adequate grades and good conduct.
6. A student will not be allowed to: 1) participate in extracurricular activities recognized by the Missouri State High School Activities Association (MSHSAA); 2) participate

in school clubs or organizations; or 3) register for a parking permit until a consent form (JFCI-AF1) is on file with the school.

7. Any student who drives an automobile to school must leave the vehicle and stay away from it from arrival time until school is dismissed.
8. Students may only be allowed to go to their cars during school hours with expressed approval from the administration. An administrator or a representative selected by the administration may escort the student to their car.
9. All students driving to school are expected to do so in a safe manner both near school premises and on school premises.
10. No vehicles are permitted in the area designated for buses or emergency vehicles, designated teacher, or visitor parking.
11. Students attending the Nichols Career Center will use the bus transportation provided unless permission has been obtained in advance from both the Southern Boone High School administration and the Nichols Career Center administration. Either school's administration may grant rare exceptions to this, as needed.
12. Students enrolled in the Work Study Program may drive their cars to work with the written consent of their parents.
13. All students must register their cars with the high school office to include the license plate number.
14. Once students arrive at school they are to enter the building. Students are not to loiter in the parking lot.
15. All students must register and display a parking permit.
Students may receive a parking ticket and/or may lose parking privileges if the permit is not clearly displayed in the vehicle. First parking permit will be given to the student at the time the vehicle is registered. Students will be expected to register their car during pre-registration or the first week of school or as soon as possible, if a new vehicle is parked on campus.
16. *The student is responsible for the cost of replacing a lost parking permit and is responsible for the cost of the permit if it is not returned at the end of the year.*
17. Students are to park in the north lot, south lot between the high school and vo-ag building, the south part of the lot adjacent to the track. Students are not to park east of the

High School or in the area by the baseball field. Students are not to park on the main entrance lot or next to the building on the eastside.

18. Students who fail to comply with any automobile regulations may be subject to a loss of driving privileges, other disciplinary consequences and/or receive a ticket/fine.

Bus Conduct Policy

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. In order to insure the safety of every student that rides a school bus at Southern Boone County Schools, the following policy will be in effect:

1. At the beginning of each year and periodically throughout the year, the bus rules will be discussed with the students (refer to Board Policy JFCC)
2. When misbehavior occurs, a bus conduct notice will be given. This notice will be given to the school administration. The parent will be notified of this warning.
3. The second time the driver issues a conduct notice for the same student; the student may be suspended from riding the school bus for up to 3 days. All decisions are subject to administrative discretion. The parents will be notified of this suspension by phone and/or mail.
4. Subsequent written conduct notices may increase the suspension time up to 5 days for the third violation and 10 days or more for the fourth and future violations.
5. Continuous misbehavior and conduct notices may result in the loss of riding privileges for a semester.
 - Students that live less than 1 mile away from their respective schools are not eligible for bus transportation to and from school unless designated by an IEP.
 - Due to safety concerns and numbers of riders on the buses, students may not ride another bus to a location that is not assigned to them. No exceptions will be granted.

Care of School Property by Students

Students are expected to take reasonable care of school property. Students shall pay for books, school supplies, school equipment or other school property lost or damaged beyond ordinary wear and tear. Any student who carelessly or intentionally defaces or damages school property shall be required to pay for all damages, and may be subject to additional disciplinary action. According to state law, parents/guardians of juveniles under the age of 18 are responsible for vandalism, loss or damage caused by their children, up to the amount of \$2,000.

Career Center Guidelines

Students must meet the following criteria to be eligible for the Career Center. Students must complete an application and enroll in December. Applications will be reviewed on a case-by-case basis, in terms of attendance, tardies, GPA, and discipline. Late enrollment will be based upon openings only at the Nichols Career Center. Juniors and seniors are allowed to attend the Nichols Career Center. In order to be eligible for enrollment in the Career Center, students must abide by the following guidelines:

1. Abide by the rules and regulations of the Jefferson City School District.
2. Attend the activities that are associated with the course taken at the Career Center.
3. Miss activities at Southern Boone during the time scheduled at the Career Center. Exceptions must be cleared through the high school principal.
4. Ride the bus provided by the school on a daily basis.
Students will be able to transport themselves to school only if administration has received written parental permission in advance. The expectation is that this will be used only for rare, exceptional circumstances.
5. Students are required to notify Southern Boone High School if they will not be able to attend their Career Center classes.
6. Give up all privileges of attending the Career Center if the above rules are not followed.
7. Excessive absences will result in being removed from the Career Center and placed back to Southern Boone.

8. If Jefferson City is in school and Southern Boone is not, students must attend the Career Center. If either school has a snow day, students will not attend the Career Center.
9. Students enrolling in the Career Center must attend for the full year. Semester attendance will not be allowed, unless approved by the principal.

Cell Phones:

Use of cell phones in high school is a privilege. Cell phones and other electronic communication devices may NOT be used in the classroom. Students are allowed to use devices in the hallways in between classes, commons during lunch, and also before/after school. Students must put their cell phones away while in the classroom. If a student has their device out for any reason, they are in violation of the cell phone policy. Any student not complying with this policy will have their phone confiscated and will face disciplinary consequences.*

*Students requesting to use the restroom during class time are required to leave their cell phone in the classroom in a place designated by the classroom teacher.

Students are to not misuse their phones while in the locker room or the restroom by taking videos. No pictures or videos of staff are to be taken without authorization from that staff member. Students who violate these face disciplinary consequences.

Charges and Fines

Any student with outstanding debts due to fines, charges, library fines and fees will not participate in certain school activities and may have their records withheld.

Class Dues

Freshmen and sophomores will be required to pay \$20.00 class dues for their 9th and 10th grade years. Junior class dues are \$200 (*Juniors may work concession stands in lieu of paying dues*), and senior class dues are \$20. If the class chooses to do a fundraiser, participation will be voluntary. All dues including overdue book fines must be paid in full before a student can attend Prom and/or participate in senior activities.

Course Corrections

Students with errors on their schedules must request a course correction within the first two days into a semester. After that period of time, only administrative changes to rectify errors or to balance class sizes may be made. Course correction requests cannot be made at the quarter's end, nor may course change requests be made solely based upon the teacher in a class. Any non-administrative-led schedule changes made after two days into the semester will result in the student being withdrawn from the class, receiving a grade of "F" in that class, and reporting to an assigned supervised center for the remainder of the semester.

Credit Recovery

Credit recovery is offered after school and during summer school. All students who need to take a credit recovery course before school must receive prior permission from the administration.

Students must complete all required coursework in order to recover credits. If the program is successfully completed, the student will receive credit for the previously failed class. The "F" will remain on the transcript for the previous class, and a "P" for pass will show next to the completed credit recovery class.

Students assigned to credit recovery must have that coursework completed to meet graduation requirements. Credit recovery must also be completed prior to their cohort graduation date, by the deadline established for senior grades, in order to take part in the graduation ceremony. Students can complete credit recovery at a later time to receive their diploma but would forego participation in the graduation ceremony.

Detention:

Detention time, usually an hour, will be served during non-school hours, including, but not limited to, before-school hours, after-school hours, Saturday School, during certain events, and other days when school is not in session. Students who do not complete their detention time by the end of the academic school year will be notified by the administration that no credits will be earned for the semester. Students will not receive credit for any classes that semester until they have made up their detention time.

On a student's report card and in SIS, the letters "NC" (No Credit) will take the place of the student's actual grade. The "NC" designation will be removed, and the student's grades will be restored, once the detention time has been completed. A student may appeal this decision to the Superintendent of Schools. This appeal must be submitted in writing within 48 hours of receiving the decision.

Discipline of Students With Disabilities Policy JGE

It is the goal of the Southern Boone County R-I School District to provide a safe and productive learning environment for all students. The district does not believe in a double standard for misbehavior and holds the welfare and safety of all persons in the district in highest regard. Students with disabilities will be disciplined in accordance with the district's discipline code applicable to all students, subject to the modifications mandated by law. All students, including those with disabilities, will be referred for law enforcement action when required by law and when their conduct constitutes a crime. The district will comply with all state and federal laws governing the discipline of students with disabilities, including the Individuals with Disabilities Education Act (IDEA), Section 504 of the Rehabilitation Act of 1973, applicable regulations and state and local plans for compliance with the law. In addition to the process outlined in special education law, students with disabilities will receive the same due process afforded other students. The Board delegates to the superintendent or designee the authority to seek the removal of a student with a disability as allowed by federal or state law to an alternative educational setting through the state hearing process or to seek a court injunction ordering removal or a different educational placement. The superintendent or designee will provide all district employees training on violence prevention, the district's discipline code and the legal requirements for disciplining students with disabilities. The Board delegates to the superintendent or designee the authority to contact the district's legal counsel for legal advice or training on the district's responsibilities.

Distribution of Non-Curricular Student Publications

Students may distribute, at reasonable times and places, unofficial written material, petitions, buttons, badges, or other insignia which meet school standards, as defined by School Board Policy KI, Public Solicitations/Advertising In District Facilities. Anyone wishing to distribute unofficial written material must first submit for approval a copy of the material to the principal or his/her secretary 24 hours in advance of desired distribution time, together with the following information:

1. Name and phone number of the person submitting the request;
2. Date(s) and time(s) of the day of intended display or distribution;
3. Location where material will be displayed or distributed;
4. The grade(s) of students to whom the display or distribution is intended.

Within 24 hours of submission, the principal (or his/her designee) will render a decision stating whether the material violates the Guidelines in Section 1 or the time, place and manner restrictions in the above list of this policy. In the event that permission to distribute the material is denied, the person submitting the request should be informed in writing of the reasons for the denial.

Permission to distribute material does not imply approval of its contents by the school, the administration, the School Board, or the individual reviewing the material submitted.

Dress Code

The Board of Education expects student dress and grooming to be neat, clean and in good taste so that each student may share in promoting a positive, healthy and safe atmosphere within the school district. Student dress and grooming will be the responsibility of the individual and parents/guardians, within the following guidelines:

1. Dress and grooming will be clean and in keeping with health, sanitary and safety requirements.
2. All students must wear shoes, boots or other types of footwear.
3. Dress and grooming will not disrupt the educational environment.

4. Class activities that present a concern for student safety may require the student to adjust hair and/or clothing during the class period in the interest of maintaining safety standards.
5. Additional dress guidelines may be imposed upon students participating in certain extracurricular activities.

When, in the judgment of the principal, a student's appearance or mode of dress does not comply with the above criteria, the student may be required to make modifications. No employee or volunteer shall direct a student to remove an emblem, insignia or garment, including a religious emblem, insignia or garment, as long as it is worn in a manner that does not promote disruptive behavior.

The Board of Education recognizes the value of allowing individual student expression as well as the necessity of protecting student health and safety and maintaining an atmosphere conducive to education. Student dress code procedures are designed with the goal of balancing these competing interests. All dress code procedures adhere to health and safety codes and comply with applicable law. Dress that materially disrupts the educational environment will be prohibited. No procedure will impose dress and grooming rules based on gender in violation of Title IX.

Administration reserves the right to require a student to make modifications to their clothing and/or to provide school appropriate clothing to a student when, in the judgment of the administration, a student's appearance or mode of dress does not comply with the above criteria.

Dual Credit Classes

Dual credit classes will be offered at Southern Boone County R-1 Schools in order to allow students the opportunity to gain both high school and college credits. Students will be required to meet regulations from the college conferring credit. These classes will be limited to juniors and seniors, and the grades received in these classes will be used when calculating grade point averages. All students enrolled in dual credit classes will be responsible for all finals as assigned by the instructor. Late work guidelines do not apply to dual credit classes. Refer to the course guide for a listing of courses and to see if the course is weighted.

Dyslexia Screening

The district will conduct dyslexia screenings of each student who is experiencing consistent difficulty in the areas of weakness that are typically associated with dyslexia as determined by the classroom teacher or as requested by the student's parent/guardian. The dyslexia screening will consist of a short test conducted by a teacher or school counselor to determine whether a student likely has dyslexia characteristics or a related disorder in which a positive result does not represent a medical diagnosis but indicates that the student could benefit from approved support. Exemptions to the requirements outlined in this section include if the student has an existing diagnosis of dyslexia, the student has a sensory impairment (visual/auditory), the student has severe intellectual disabilities, or the student is an English Learner where tools or staffing related to administration and/or interpretation in native language is unavailable.

Early Departure from School

Once students arrive on campus they must remain on campus until dismissal time, unless they obtain parental consent to leave. The building principal must approve such consent in advance. Students will not be released to another student. Any exceptions must be approved by the administration.

Emergency Drills

The district conducts a number of drills annually in order to help keep all school patrons safe in the case of an emergency. These may include fire, tornado, bus emergencies, intruders/active shooter, earthquake and bombs. The district will distribute materials prepared by the Federal Emergency Management Agency. (See board policy EBC)

Enrollment of Students Suspended from Other Schools

Any student who has been suspended from another school district will not be permitted to enroll in Southern Boone County Schools until he/she would have been eligible to reenroll in his/her former school district or until the Board of Education or Superintendent

has reviewed the prior suspensions and determines that the suspension is illegal or improperly given.

Enrollment of Transfer Students

A student transferring into the district will be required to have all of his/her school records on file before the student is allowed to enroll. In order to receive high school credit, a student must be in attendance 13 weeks of the semester.

Failure to Meet the Conditions of Suspension, Expulsion or Other Disciplinary Consequences

Students may be found in violation of the conditions of a suspension, expulsion or other disciplinary consequence in the following cases, 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 the school district 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.

Final Exams

Comprehensive examinations or projects are to be given in each class during the last week of each semester as a measure of the level of student learning/retention. Semester exams will count as 15% of the semester grade, with each quarter weighted as 42.5% of the semester grade.

***Exemptions from final exams**

Students who meet the criteria listed below may be exempted from the semester final exam:

- ☐ 95% or higher semester grade for the particular class;
- ☐ 95% or higher cumulative attendance rate for that particular semester (attendance rate as calculated by

our student information system and regardless of the reason for the absence);

- ☐ No suspensions and no more than 2 major violations (administration managed) per semester

Should these students choose to take the exam, the score they earn on the exam will **not** lower their overall grade.

Should these students choose to not take the exam, they will remain in the classroom during the time of the exam.

*** This exemption policy does not pertain to music classes, Advanced Placement, Dual Credit classes, and classes where a final project is used in place of a final exam.**

Food and Beverages

Any food, drinks, snacks, chewing gum, candy or item of any kind designed for consumption is only allowed at the discretion of the classroom teacher and must comply with the district's wellness policy. Food/snack/drink deliveries allowed **ONLY DURING LUNCH PERIODS** (11:14-12:31 M,T,Th and Friday Wednesdays 10:44-11:48). After 1:00pm food and drinks may be brought to the office for students being dismissed early for school sponsored events. Any food/snack/drink brought to school must be for your student only and may not be shared with others, in compliance with our wellness policy.

Food Services

Students at the high school will not be allowed to charge lunches.

They need to inquire as to the amount of money that remains in their account. A la carte choices are provided for middle and high school students. Free or reduced price meals shall be granted in accordance with Federal free-lunch guidelines and school board policy. Applications for free/reduced meals will be answered in writing for each student approved or rejected. Southern Boone County Schools will offer food substitutions to students that have life-threatening or debilitating food allergies, as documented by a licensed physician. Provide the school nurse with allergy information on the required form.

Meal prices for students:

Breakfast: \$1.60 Lunch: \$2.50

Meal prices for adults:

Breakfast: \$2.00 Lunch: \$3.56

Students are expected to eat lunch on campus, as the Southern Boone School District is not an open-campus facility. Commercial deliveries of food are prohibited on school grounds.

The district expects students and employees to pay for meals prior to or at the time of receipt. Students and staff may not charge for a la carte items. Weekly emails will go out to parents stating the amounts owed, with instructions on how to make payments as well as for instructions for setting up payment plans.

Foreign Exchange Guidelines

Southern Boone County R-I School District welcomes foreign exchange students. However, in order to provide the best opportunity possible for exchange students, Southern Boone will allow no more than two exchange students per school year. Unless they meet all criteria set forth by the State of Missouri and Southern Boone County R-1 School District, foreign exchange students will not be counted in the Latin Honors system, nor will they be allowed to graduate from Southern Boone County R-1 School District and receive a diploma. Students will be enrolled as, and considered, juniors. Foreign exchange students will be allowed to participate in all school activities and be a part of athletic teams as long as they meet the standards set forth by the MSHSAA and the Southern Boone County R-I Extracurricular Handbook.

Grade Reports:

Midterm, quarter and semester grades, as well as the student's current grades, are always available to parents/ guardians and students via Parent Portal. Parents/guardians are encouraged to check their children's grades regularly. To facilitate this monitoring process, the Principal sends reminders to parents/guardians throughout the school year. Please make sure you have a current email address on file with the school in order to receive these notifications. You may contact Missy Kirmse (at the central office) for questions regarding your Parent Portal access.

Graduation Requirements Policy IKF

The Board of Education for the Southern Boone County R-I School District establishes the following graduation requirements as a condition of receiving a diploma. The superintendent or designee will regularly communicate these requirements to students and parents/guardians and recommend modifications to the Board when necessary. A student must meet the following requirements in order to graduate from the Southern Boone County R-I School District, unless otherwise exempted. The student must:

1. Complete a total of 24 credits, including credits required by the State Board of Education.
2. Pass examinations on the provisions and principles of American history, American institutions, American civics, and the Missouri and U.S. Constitutions.
3. Successfully complete a course of instruction of at least one semester in length on the institutions, branches and functions of the government of the state of Missouri, including local governments, the U.S. government and the electoral process.
4. Have earned credit in the Southern Boone County R-I School District's educational program between the ninth and twelfth grades.
5. Have taken all required end-of-course (EOC) examinations. (DESE Graduation Guidance)
6. Have received 30 minutes of cardiopulmonary resuscitation (CPR) instruction and training in the proper performance of the Heimlich maneuver or other first aid for choking.

Exceptions:

1. Any specific graduation requirement may be waived if recommended by the student's IEP team. (DESE Graduation Guidance)
2. Students transferring from other Missouri school districts or charter schools, private or parochial schools, home schools, unaccredited schools, and other schools in other states or countries will have their credits transferred in accordance with guidance from DESE and may have some graduation requirements waived depending on the circumstances. (DESE Graduation Guidance)

3. The district will waive the requirement to pass examinations on the provisions and principles of American history, American institutions and the Missouri and U.S. Constitutions for students who transfer from a school outside Missouri if they can document the successful completion of a course of instruction in the institutions, branches and functions of state government, including local governments, the U.S. government and the electoral process. Such instruction must have been completed in grades nine through twelve. The district will waive the requirement to pass a civics examination when recommended by the student's IEP team. (DESE Graduation Guidance)
4. Graduation requirements for foster care students will be modified or waived in accordance with law and Board policy IGBE.
5. Students in the household of an active duty member of the military, including students in the household of certain veterans who are deceased or injured as defined by law, who transfer to the district may have graduation requirements modified or waived in accordance with law.
6. Eligible students who successfully complete the Missouri Option Program will be awarded a high school diploma.
7. Eligible students who successfully complete the alternative education program will be awarded a high school diploma.

Graduation, Early

Students who wish to graduate early must have met all graduation requirements and are required to meet with a guidance counselor and submit a written request letter to the principal, prior to their last day of their junior year, for approval of the early graduation request. The guidance counselor will notify the student's parents or guardians of the student's decision, if the student is a dependent. The student will receive a diploma from Southern Boone High School, if the school's graduation requirements are met. These students are required to participate in graduation practice in order to participate in the commencement exercises.

Alternative School students may graduate early if all the requirements of the Alternative School are met. They must attend graduation practice in order to participate in the commencement exercises.

Graduation Requirements:

See the Southern Boone Course Guide book for the specific grade in which the classes are to be taken.

Subject		
English	4.0	English 1, English 2, English 3 or DC Am. Lit, English 4 or DCCollege Eng
Social Studies	3.0	Anc Civ, West Civ, Am Hist or DC Am Hist, Govt
Science	3.0	Physics, Bio, and 1 other unit of credit (see course guide)
Math	3.0	Alg 1, Geo, and 1 other unit of credit (see course guide)
*Practical Arts	1.0	(see course guide for a list of classes)
Fine Arts	1.0	(see course guide for a list of classes)
PE	1.0	(see course guide for a list of classes)
Health	.5	Health is taken the freshmen year or in summer school, when available
Electives	7.5	(see course guide for a list of classes)
Required	24.0	

Students must also successfully complete specific legal state requirements i.e. U.S. Constitution and Missouri Constitution tests.

*.5 credit of Personal Finance is required.

There can be exceptions for students in foster care.

Handbook Information (HIGH SCHOOL ONLY)

Prior to November 1 of each year each high school in the District will provide its students with information concerning occupations that have a critical need or shortage of trained personnel as provided by the State Board of Education. (Procedure KB-AP1)

Health Information

Students need to remain home from school for the following: fever of 100 degrees or over; undiagnosed rashes; vomiting/diarrhea; fainting (until evaluated by doctor); red, inflamed eyes; impetigo (a contagious skin condition involving characteristic “honey” colored crust; if seen, consult doctor); ringworm (area must be covered during treatment); head lice; scabies (must provide doctor’s statement of diagnosis and treatment); common childhood diseases (call anytime with concerns/questions); chickenpox (excluded 7 days from onset of rash; at that time all blisters must be dry crust); strep throat (following a positive throat culture the child must be on antibiotics and without fever for 24 hours before returning to school) flu-like illness (remain home until without fever for 24 hours and child feels well enough to resume daily activities); and mononucleosis (infected children may attend school once diagnosed as long as without fever and precautions are taken with water fountain use, as long as student feels well enough to return to daily activity)

The nurse will make the decision and contact parents if it is decided that the student is too ill to be in school and must be sent home. Students sent home ill, with elevated temperatures, vomiting, or diarrhea, are asked to be kept home until they are symptom-free for 24 hours. Many students are sent home ill one day, return the next, and need to be sent home again because they have not recovered. We appreciate parents sharing diagnosis and treatment of children sent to physicians, so we can be alert to possible problems in other children. Try to make a habit of obtaining a note from physicians whenever your child needs to see them for illness. (This can be turned in to cover the absence.). Please have them write down on the note the diagnosis and when the child may return to school. A professional nurse on duty throughout the school term administers the District’s health program. Services provided include: the immunization program as required by law; clinics (including vision and hearing checks, height and weight check,

dental screenings, and scoliosis screenings); first aid; ill student procedures, and compilation and maintenance of Cumulative Health Records on all students. The Southern Boone School District participates in the MO Health Net For Kids Program. Contact your building nurse for more information.

Homebound Instruction Attendance

Homebound instruction is instruction provided by the school district at a location other than the student's school of attendance, either during the school day or outside the school day. A student may be receiving homebound instruction for many reasons. If a student has three unexcused absences from homebound instruction, the student may be dropped from enrollment and required to re-enroll.

Incident Reports: Policy EBBA

Employees must report all work-related injuries and illnesses to their supervisor immediately in written detail. Staff who witness any injury or observe the onset of a serious illness on district property, transportation or district activity will prepare a written report with a copy sent to the appropriate designee.

Protective Equipment: In accordance with the law, students, staff and visitors must wear eye protective devices in vocational, technical and industrial arts courses and laboratories involving chemicals, welding, construction, vehicle repair or other activities as designated by the district. When protective equipment is provided, all persons are required to use the equipment as directed. Failure to do so will result in disciplinary action, including removal from school property or the activity requiring protective gear.

Incomplete Work

Partially completed assignments may be turned in when due and receive the grade for the work completed. Exceptions to these guidelines must be submitted to and approved by the administration.

Independent Student Requirements

A student is considered independent

- When not living at home or with any other relative; and
- Will be required to follow all school policies.

Since confirming an absence with a parent/guardian is not possible, an absence will be considered unverified, unless doctor/dentist/court verification is provided.

In-School Suspension

It is the desire of the school to allow students to remain in a learning environment and perform learning tasks during school hours. With this goal in mind, in-school suspension may be used as an alternative to some out-of-school suspensions that result from infractions of school regulations. In-school suspension guidelines are set annually by the high school administration. Students must complete all assignments during the in-school suspension time. Failure to follow the guidelines and to complete assigned work may result in additional time being served. *Removal from ISS due to misbehavior may result in Out of School Suspension.*

Late Work

Work is considered late if it is not turned in when the teacher calls for it. Any work turned in after the teacher calls for it will receive a *maximum* grade of 70% of the points earned. All work must be submitted before the end of the unit assessment/project, as defined by the teacher in order to receive credit.

In accordance with college level expectations, no late work will be accepted in Dual Credit classes, unless arrangements have been made with the teacher.

Library

The library offers print and electronic resources for students and staff. The librarian helps students find reading and research materials and assists with computer questions. Students and staff are encouraged to recommend materials for the library collection. You can find the library website at <https://sboonehslibrary.weebly.com/> and on Twitter at [@SBooneHSLibrary](https://twitter.com/SBooneHSLibrary).

Library Hours

7:30 - 3:30 Monday, Tuesday, Thursday, and Friday

7:30 - 2:00 Wednesday (closed at 2:00 for teacher collaboration)

About the library

- Books may be checked out for 45 days. Up to four books at a time may be checked out.
- Students are responsible for all materials checked out in their name, even if those materials are loaned to friends, lost, or stolen. Students are required to pay for or replace lost or damaged materials.
- Food, snacks and drinks are allowed at the tables. Drinks should be covered and comply with the wellness policy. Please clean your area before you leave and take food and trash to the commons.
- Be phone courteous: Use earbuds to play music or watch videos. Please do not make phone calls in the library.

Library Extracurricular Activities

- Epsilon Beta (Keepers of the Library)
- Coding
- Page to Screen
- Manga Readers Club
- Gateway Award Readers Award Book Club
- Dungeons & Dragons and Magic the Gathering

Latin Honors

Southern Boone High School uses the Latin Honors System. The Latin Honors System recognizes Summa Cum Laude, Magna Cum Laude and Cum Laude students. See the school counselors' office for specific criteria for each category.

Lockers

Lockers will be loaned to students in grades 9-12 at no cost and are available upon request only to the main office. School lockers and desks are the property of the Board of Education and are provided for the convenience of students, and as such, are subject to periodic inspection without notice. Information concerning lockers will be kept in the main office. Damaged lockers may result in assessing the student for reimbursement. Appropriateness of locker decorations will rest with the administration.

Lunchroom Procedures

Lunchroom is a supervised time for eating lunch. Therefore, the following regulations have been written so the cafeteria will be supervised in a consistent manner.

1. Students are to maintain an orderly lunch line.
2. Students are to keep the noise level to a minimum.
3. Students are to bus their trays and silverware and throw away all trash.
4. Students must stay in the commons or library during their lunch time.
5. Parents are not allowed to eat lunch without a scheduled appointment in advance.
6. All food and drink must comply with the District Wellness Policy. Food and drink are not to be shared with other students.
7. Food/Snack/Drink deliveries allowed ONLY DURING LUNCH PERIODS. After 1:00pm food and drinks may be brought to the office for students being dismissed early for school sponsored events.

Make Up Work Missed for Extracurricular Activities

Anytime a student is to be gone for a school activity (FFA, band, sports, etc.) it is the student's responsibility to check in advance and have the work ready to hand in before leaving. Students must also get future assignments so they will be ready to carry on in class as usual upon their return. Noncompliance may result in the student receiving a late-work grade.

National Honor Society

The National Honor Society of the Southern Boone County High School will induct new members in the spring of each year. These shall be selected by a faculty council, appointed by the advisor with approval by the principal. The principal cannot be a member of the faculty council. Nor can the faculty advisor for the Chapter be a voting member of the faculty council.

The National Honor Society membership is chosen from the school population grades 10-12. Student academic records will be reviewed to determine scholastic eligibility.

1. Students who are eligible scholastically will be notified and told that for further consideration for selection, they must complete the Candidate Information Form.
2. The Candidate Information Form will be reviewed by the faculty council, on the basis of scholarship, character, leadership, and service. Candidates receiving a majority vote of the faculty council will be inducted into the chapter.

Additional information concerning the National, State and Local National Honor Society chapters guidelines may be obtained from the faculty advisor or from the high school principal's office.

Parent Resources

Our district is required to inform you of certain information that you have the right to know, according to The No Child Left Behind Act of 2001 (Public Law 107-110). Upon your request, our district is required to provide in a timely manner, the following information:

- Whether the teacher has met state qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction.
- Whether the teacher is teaching under emergency or other provisional status through which state qualification or licensing criteria have been waived.
- Whether your child is provided services by paraprofessionals and, if so, their qualifications.
- What baccalaureate degree major the teacher and any other graduate certification or degree held by the teacher, and the field of discipline of the certification.

Our district publishes this information about staff assignments, degrees, and certification on the district website. The information is located behind the tab labeled "Staff Directory" in a document called "Staff Certification Information." There is also a page with information about paraprofessionals. If you have questions about this information, please contact the Director of Special Services at 657-2147. In addition to the information that parents may request, districts must provide to each individual parent:

- Information on the achievement level of the parent's child in each of the state academic assessments as required under this part; and

- Timely notice that the parent's child has been assigned, or has been taught for four or more consecutive weeks by a teacher who is not highly qualified

Parents of students, who participated in the Missouri Assessment Program at our school last year, including grade-level assessments and end-of-course exams, will receive a score report and a letter explaining the report. However, if your child attended school in another district last year, that school has his/her score report. For questions about assessments, please contact the school guidance counselor or the Assistant Superintendent.

Finally, if your child is taught by a teacher who is not considered "highly qualified" according to the No Child Left Behind Act you will receive a separate notice.

Parent-Teacher Conferences

Parent-Teacher conferences are available on two dates in both the fall and the spring. One night of conferences is a "drop in" format, where parents meet with teachers in our gymnasium or commons. The other night is devoted to specific, scheduled conferences that take place in a classroom or a meeting room.

Part-Time Attendance

Any student wishing to apply for part-time attendance must meet with the guidance counselor and submit a formal, written request. This request will then be shared by the guidance counselor with the principal. Per Board Policy, "although the district believes that all students will benefit from attending the Southern Boone County R-1 School District full-time, state law allows students to attend public school part-time, as long as their total educational experience meets the requirements of the state compulsory education law and the student is not already enrolled full-time in another public school." All students wishing to apply for part-time status must notify the guidance counselor no later than the first Wednesday of June or November, depending upon the semester in which the request is being made. The 90% attendance policy applies to part-time students (see attendance / earned credit section of this handbook for more details.)

Pass/Fail Courses

Students who enroll in a class that is graded as pass/fail will receive credit towards graduation for the class, but the class will not be figured into the grade point average.

Personal Electronic Devices

Southern Boone High School is a 1:1 school effective with the beginning of the 2021 - 2022 school year. All students will use school-issued Chromebooks and may not use personal Chromebooks, laptops, etc while at school. Students are responsible for damaged and/or lost school-issued devices. Students are required to pay repair costs for any damaged device and are required to pay for replacement costs for any lost device. District IT personnel, along with building and district administrators, will assess the dollar amount of the damaged device. Building administrators will work with families owing money for damaged or lost devices.

Positive Behavior Supports (PBIS) Program

Southern Boone High School participates in the PBIS Program. To help meet our academic and behavioral goals, we expect all school patrons to operate in a safe, respectful and responsible manner.

Process for Resolving a Concern or Complaint

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

1. Concerns or complaints should first be addressed to the teacher or employee directly involved.
2. Unsettled matters from (1) above or concerns or complaints regarding individual schools should be presented in writing to the principal of the school. The principal will provide a written response to the individual raising the concern ("complainant") within five business days of receiving the complaint or concern unless additional time is necessary to investigate or extenuating circumstances exist.
3. Unsettled matters from (2) above or concerns or complaints regarding the school district in general should be presented to the superintendent or designee in writing. The

superintendent or designee will provide a written response to the complainant within five business days of receiving the concern or complaint, unless additional time is necessary to investigate or extenuating circumstances exist.

4. If the matter cannot be settled satisfactorily by the superintendent or designee, a member of the public may request that the issue be put on the Board agenda, using the process outlined in Board policy. In addition, written comments submitted to the superintendent or the secretary of the Board that are directed to the Board will be provided to the entire Board. The Board is not obligated to address a complaint. If the Board decides to hear the issue, the Board's decision is final. Otherwise, the superintendent's decision on the issue is final.

Projects

- The points possible for a particular project should be low enough that, in the event the student did poorly on the project, the student would not fail the quarter.
- If the project is a group project, it should be broken down so that each member has a specific task to do and should be graded on that task.
- If an overall group grade is given for the project, the number of points should be minimal.
- Projects should have benchmarks along the way where points are awarded for the completion of work at each benchmark.
- The project is due on the due date.
- If a student acquires all or a majority of the possible points at each benchmark and is unable to turn it in on the due date, that student would be able to turn the project in the following class period, and could receive a maximum grade of 65% on it. Failure to turn in the project by the next class period will result in no credit for the final product.

Public Display of Affection

Inappropriate display of affection may be offensive to other people and is therefore not acceptable at school. All students are expected to avoid this kind of behavior (holding hands and catch and release

hugs are acceptable). Disciplinary action may be taken with individuals who do not comply with this regulation.

School Dances

The Southern Boone County R-1 School District sponsors a limited number of school dances. All students must pass a breathalyzer test before being admitted to high school dances. Students may be expected to take a breathalyzer test upon departure from the dance.

1. Student-All students of the classes or groups designated as participants of a particular dance or activity. Students must be present in school the entire day in order to attend a dance. For example, if a dance is scheduled for Friday or Saturday evening, the student must be in attendance the entire day on Friday.
2. Student Guests-Any student who is currently in a high School program may be invited.
3. Exception: A non-high school person's name may be submitted for attendance at the Junior-Senior Prom, FFA Barn-warming and the Homecoming & Court Warming Dances. Middle school students may not attend high school dances. A middle school student is defined as anyone younger than 9th grade. Invitees must be registered by the published deadline. Names submitted for attendance must be approved by the administration. In all cases the student getting the approval will be responsible for the behavior of the guest.
4. Class Sponsors- Class or organizational sponsors hosting an event are required to attend the event, unless excused by the administration.

All dance activities sponsored by the school will be held on school premises, unless otherwise approved by the BOE. All dance activities will be confined to Friday or Saturday night (exception - any day which terminates the school week). No dance will be sponsored by the school prior to the start of school in the fall or after school has closed in the spring unless special permission has been granted.

Behavior

1. School rules will apply to all persons attending the dance.

2. Any major infraction of the rules may result in the violator and his/her date being asked to leave the dance, with a phone call to the involved student's parents.
3. Once a student chooses to leave the dance s/he shall not be allowed to return.

Royalty Guidelines

All royalty candidates for Homecoming, Courtwarming and Prom must meet an attendance and disciplinary standard. The attendance standard is that all candidates must have an attendance record of 90% or above for the current school year. Royalty candidates must have no ISS or OSS for the current school year.

Royalty Guidelines Homecoming: The student body will nominate attendants (underclassmen) and candidates (seniors) for Homecoming; then the entire student body will vote on the king and queen.

Underclassmen can only serve as an attendant once during their underclassmen years, but they may be elected again as senior candidates. If a student declines their nomination as an underclassman they will also not be eligible until their senior year. All others are eligible.

The court will consist of two (2) representatives from each of the freshman, sophomore, and junior classes, consisting of one male and one female student for each grade level. The senior class will have eight (8) representatives on the court, four male and four female students.

*In the case of a tie, the administration will look at student activity involvement.

Royalty Guidelines Courtwarming: The Courtwarming attendants (underclassmen) and candidates (seniors) are selected in the same fashion as Homecoming attendants and candidates. Homecoming court members and king and queen are not eligible for Courtwarming Court. Freshman, sophomore, or junior homecoming attendants are not eligible to be nominated for the Courtwarming court. If a student declines their nomination as an underclassman they will also not be eligible until their senior year. Underclassmen can only serve as an attendant once during their underclassmen years, but they may be elected again as senior candidates. All others are eligible.

The court will consist of two (2) representatives from each of the freshman, sophomore, and junior classes, consisting of one male and one female student for each grade level. The senior class will have eight (8) representatives on the court, four male and four female students.

*In the case of a tie, the administration will look at student activity involvement.

Royalty Guidelines Prom: The senior class will nominate royalty candidates for Prom King and Prom Queen. Once the top four king and queen candidates have been selected, the senior class will vote for the king and queen. All seniors are eligible, with the exception of the previously crowned Homecoming king and queen and Courtwarming king and queen.

School Violence Hotline Information

This is a service that provides students and parents an outside company with no ties to the school that will allow individuals to anonymously report information that would have a negative impact on our school. This report is then sent to our school for us to investigate. The toll-free number is 1-866-748-7047.

School Visitors

Students are not permitted to have visitors at school, unless they obtain permission from the principal in advance. Anyone visiting Southern Boone County R-1 High School must check in with the high school office. All visitors will be required to wear an identification tag during the visit, which will be returned to the office upon leaving.

Senior Activities

Seniors who have completed all graduation requirements (and paid any fines and fees) will be permitted to participate in senior activities. These activities include, but are not limited to (1) the high school graduation ceremony and senior trips. A senior's academic and behavioral record may prevent them from participation in senior activities, at the discretion of the administration. Students may be required to take a breathalyzer test and will have their belongings searched before departing for the senior trip and/or graduation. Seniors attending these trips must travel on

school-provided transportation unless approved by the administration at least 24 prior to the trip.

Special Dietary Request

A request for a special diet or drink for your child must be made by the child's physician on a DESE-approved diet form provided by the school for a student who is disabled, or from a recognized medical authority for a student who has a chronic medical condition (example: diabetes). A recognized medical authority includes the following professionals: licensed physician, physician assistant, nurse practitioner, and registered dietitian.

Student Admission Policy for Athletic Activities

Students of the Southern Boone County R-1 School District who are in good standing will be permitted to attend all regular home athletic contests. Students are required to pay an admission fee for each activity. Abusive treatment of the privilege of attending any athletic events by any student may permanently exclude the student from attending further events.

Student Discipline

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

conduct that negatively impacts the educational environment, to the extent allowed by law.

Reporting to Law Enforcement

It is the policy of the Southern Boone County R-I School District to report all crimes occurring on district property to law enforcement including, but not limited to, the crimes the district is required to report in accordance with law. A list of crimes the district is required to report is included in policy JGF.

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

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

Documentation in Student's Discipline Record

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

Conditions of Suspension, Expulsion and Other Disciplinary Consequences

All students who are suspended out of school 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 his or her residence.

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

Academic Consequences

Students who are suspended from school are allowed to complete and earn full credit for all assignments during the term of the suspension.

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.

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

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

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

Offense:	suspension, or expulsion.
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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 his or her physical safety or property; that substantially interferes with the educational performance, opportunities or benefits of any student without exception; or that substantially disrupts the orderly operation of the school. Bullying includes, but is not limited to: physical actions, including violence, gestures, theft or property damage; oral, written or electronic communication, including name-calling, put-downs, extortion or threats; or threats

of reprisal or retaliation for reporting such acts. 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 policy AC if illegal harassment or discrimination is involved) – Verbal, written, pictorial or symbolic language or gesture that is directed at any person that is in violation of district policy or is otherwise rude, vulgar, defiant, considered inappropriate in educational settings or that materially and substantially disrupts classroom work, school activities or school functions. Students will not be disciplined for

speech in situations where it is protected by law.

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

Drugs/Alcohol (see Board policies JFCH and JHCD)

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

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

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

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

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

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

Electronic Devices Misuse

Students in ninth through twelfth grade – May use personal electronic devices before and after school, during class change time and during mealtimes, but are prohibited from using them during instructional class time.

Personal electronic devices include, but are not limited to, cellular phones (analog or digital), smart phones, camera phones, MP3 players, portable gaming systems, smart watches, beepers, pagers, text messaging devices, voice recording devices and personal digital assistants (PDAs) that are used as telecommunication devices or to transmit text messages or to play music, as well as any other wireless electronic telecommunication devices.

Students must ensure that their personal electronic devices are completely turned off and stowed away during restricted periods as set out above. The failure to turn off personal electronic devices can disrupt the school environment and will be considered a violation of Board policy. In addition, students may not use personal electronic devices while being transported to and from school by bus or while participating in off-campus district-sponsored activities without permission from the supervising teacher, coach or principal. Students participating in on-campus after-school activities shall follow the rules regarding the use of personal electronic devices as

established by the supervising teacher.

Parents/Guardians desiring to contact their student during the school day should not use the student's personal electronic device as a means of making that contact. Parents/Guardians should call the principal's office to leave a message for their student or, in emergency situations, the student will be allowed to talk directly with the parent/guardian through phones in the building office.

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.

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	Restitution. Detention or in-school suspension.

Offense:	
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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	Restitution. Principal/Student conference,
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Offense:	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.

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

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

Harassment, including Sexual Harassment (see Board policy AC)

1. Use of material of a sexual nature or unwelcome verbal, written or symbolic language based on gender, race, color, religion, sex, national origin, ancestry, disability or any other characteristic protected by law. Examples of illegal harassment include, but are not limited to, racial jokes or comments; requests for sexual favors and other unwelcome sexual advances; graffiti; name calling; or threatening, intimidating or hostile acts based on a protected characteristic.

First Offense:	Principal/Student conference, detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.
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Subsequent Offense:	In-school suspension, 1-180 days out-of-school suspension, or expulsion.
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2. Unwelcome physical contact of a sexual nature or that is based on gender, race, color, religion, sex, national origin, ancestry, disability or any other characteristic protected by law. Examples include, but are not limited to, touching or fondling of the genital areas, breasts or undergarments, regardless of whether the touching occurred through or under clothing; or pushing or fighting based on protected characteristics.

First Offense:	In-school suspension, 1-180 days out-of-school suspension, or expulsion.
Subsequent Offense:	1-180 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 – 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 – Students may not possess or display, electronically or otherwise, sexually explicit, vulgar or violent material including, but not limited to, pornography or depictions of nudity, violence or

explicit death or injury. This prohibition does not apply to curricular material that has been approved by district staff for its educational value. Students will not be disciplined for speech in situations where it is protected by law.

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

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. Violations, other than those listed in (1) 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, 1-180 days out-of-school suspension, or expulsion.

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

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

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

Tobacco

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

First Offense:	Confiscation of 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, or other nicotine-delivery products on district property, district transportation or at any district activity. Nicotine patches or other medications used in a tobacco cessation program may only be used in accordance with district policy JHCD.

First Offense:	Confiscation 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 and procedures JED-AP1 and JED-AP2) – Absence from school without the knowledge and consent of parents/guardians and the school administration; excessive non-justifiable absences, even with the consent of parents/guardians; arriving after the expected time class or school begins, as determined by the district.

First Offense:	Principal/Student conference, detention, or 1-3 days in-school suspension.
Subsequent Offense:	Detention or 3-10 days in-school suspension, and removal from extracurricular activities.

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

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

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

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

Weapons (see Board policy JFCJ)

1. Possession or use of any weapon as defined in Board policy, other than those defined in 18 U.S.C. § 921, 18 U.S.C. § 930(g)(2) or § 571.010, RSMo.

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

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

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

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

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

Student Due Process Rights

All students will be afforded due process as guaranteed by constitutional provisions. The process will be in accordance with state law and with the provisions outlined in the Southern Boone County R-1 Board of Education's policies and regulations.

(A) Discipline with regards to suspensions and/or expulsion: The Board of Education believes that the right of a student to attend the Southern Boone County R-1 School carries with it the responsibility of the student to attend school regularly and to comply with the lawful policies, rules and regulations of the school district. This observance of school policies, rules, and regulations is essential for permitting others to learn at school. Therefore, the administrative prerogative to remove a student from the school setting because of violations of school rules and regulations, conduct which materially or substantially disrupts the rights of others to an education, or conduct which endangers the student, other students or the property of the school shall be permitted, provided such action is taken in accordance with due process and with due regard for the

welfare of both the individual and the school. School attendance may be temporarily denied to individuals by the administrative act of summary suspension, but expulsion can be implemented only through specific actions by the Board of Education.

The Board authorizes the summary suspension of pupils by the building principal for a period not to exceed ten (10) school days and by the superintendent for a period not to exceed one hundred eighty (180) school days, provided such action is in accordance with due process and state statutes. The Board of Education must be notified of any suspension exceeding ten (10) days.

A student may be suspended by the principal for alcohol, drugs, tardiestobacco, fighting, insubordination, possession or use of disruptive/harmful devices or items (firecrackers, water balloons/guns, snowballs, etc.), theft, excessive unexcused tardies, vandalism, truancy, offensive/obscene language or gestures directed at any employee of the district, purposeful indecent state of dress or undress, threat or use of a weapon, and repeated offenses of lesser consequence. In addition, the principal may suspend students who have been convicted or charged with felonies regardless of whether they occurred on school district property or related to the school in any way. Please note this list is not all-inclusive. Notice of such suspension shall be given to the parent or guardian. Notification shall be by telephone when feasible. The student and/or parents/guardians may appeal the principal's decision to suspend the student to the Superintendent.

The Superintendent will forward to the Board of Education his review of the disposition of the suspension. For the duration of the student's suspension from school, the student is prohibited from being within 1,000 feet of school if the student committed an act of violence, drug-related activity or specified offenses.

In case of suspension of a student, by the superintendent, for a period of more than ten (10) days, the student or parents/guardians may appeal the decision of the superintendent to the Board of Education. Requests for appeal shall be in writing and filed with the secretary of the Board of Education. Upon the filing of the appeal, the suspension, as determined by the superintendent, shall be stayed until the Board renders its decision, unless in the judgment of the superintendent the student's presence poses a continuing danger to persons or property or an ongoing threat of disrupting the academic process. In such a case, the judgment shall be

immediately transmitted to the student and parents/guardians and the student shall be immediately removed from school. Upon filing of a request for an appeal of the superintendent's decision to suspend a student for more than a period of ten (10) days, the superintendent shall promptly transmit a written report to the Board of Education, indicating the facts relating to the suspension, action taken by the superintendent and other administrative officials and the reasons for such action. The Board, upon request, shall grant a hearing to the appealing party.

(B) Student complaints and grievances, separate from discipline.

Any alleged act of unfairness or decision made by school personnel, which students and/or parents/guardians believe to be unjust or in violation of pertinent policies of the Board of Education or individual school rules, may be appealed to the school principal or designated representative

The following guidelines are established for the presentation of student complaints and grievances:

1. The principal shall schedule a conference with the student and any staff member involved to attempt to resolve the problem. Parents/guardians may be involved in the conference or a later conference for parents/guardians may be scheduled at the discretion of the principal.
2. If the problem is not resolved to the satisfaction of the student and/or parents/guardians, a request may be submitted for a conference with the superintendent of schools. The superintendent shall arrange a conference to consider the problem and inform participants of the action that will be taken.
3. If the student and/or parents/guardians are not satisfied with the action of the superintendent, they may submit a written request to appear before the Board of Education. The decision of the Board shall be final. All persons are assured that they may utilize this procedure without reprisal. All records or notice, conferences, and actions taken to resolve student complaints and grievances will not be filed and identified as grievance records, and will not be placed in personal files.

Student's Expectations at Activities

People attend activities to watch the event. They do not appreciate students running around where they are sitting. All students are expected to practice good sportsmanship and to follow all MSHSAA guidelines and student expectations. Individuals who do not abide by the above rules will be reported to the appropriate building principals and will be informed that another occurrence may result in the student not being allowed to attend future school activities.

Student Fundraising

Sponsors of any organization will limit the number of fundraisers during school hours to one (1) per school year and be limited to a maximum of two (2) weeks. All school fundraisers must be approved by the administration. Any fundraising activity must have the proper paperwork completed and receive the approval of the administrator(s) of the student's involved in the fundraising.

Student Searches

Student property may be searched based on reasonable suspicion of a violation of district rules, policy or law. Reasonable suspicion must be based on facts known to the administration, credible information or reasonable inference drawn from such facts or information. Searches of student property shall be limited in scope based on the original justification of the search. The privacy and dignity of students shall be respected. Searches shall be carried out in the presence of adult witnesses, if such witnesses are available. The district reserves the right to conduct periodic and unannounced administrative searches of lockers, computers, and other district equipment. Additional searches may include bags, purses, coats, electronic devices, other personal possessions and cars in accordance with law. Students may be asked to empty pockets, remove jackets, coats, shoes and other articles of exterior clothing for examination if reasonable under the circumstances. School administrators may use a metal detector wand during a search.

Suspension and Expulsion

Suspension – Elimination from school for a limited period of time. The Board of Education believes that the right of a student to attend the Southern Boone County R-1 School carries with it the responsibility to attend school regularly and to comply with the

lawful policies, rules and regulations of the school district. This observance of school policies, rules and regulations is essential for permitting others to learn at school.

Therefore, any pupil who is guilty of violent or continued opposition to reasonable school authority, repeated offenses of bad conduct after receiving notice, habitual neglect of student duties or whose general bad conduct and example tend to injure the school morale, may be suspended by the principal for a period not to exceed ten (10) school days. If, however, in the opinion of the principal, the student's misconduct is judged to be of such a severe nature as to warrant more than ten (10) day suspension, the student may receive more than ten (10) day suspension after approval for such has been obtained from the Superintendent of Schools. This suspension will not exceed 180 school days provided such action is in accordance with due process and state statutes. Students on suspension cannot participate in or attend school activities during this period of suspension. Students on suspension may make up work for their first suspension.

Procedure for Suspension

1. Parents will be notified before a suspension becomes effective. Pupils will not be sent home during the regular school day, unless prior notice is given to parents.
2. Official notification of a pupil's suspension will be made to the parents of the pupils in writing. The written notification will include a brief summary of the situation and the reasons for the suspension.
3. Parents will be provided the opportunity for a personal conference regarding the reasons for the suspension and the conditions under which the pupil may be permitted to re-enter school. Failure of parents to respond may result in an indefinite suspension until parents appear.
4. Parents or school personnel may wish to involve others in the conference if it is believed that they can contribute to a better understanding of the situation.
5. The decision of the principal may be appealed to the Superintendent of Schools and ultimately to the Board of Education.
6. Students may not attend or participate in any school activity while on out-of-school suspension and they may not be

within 1000 feet of the school without receiving prior administrative approval.

Expulsion – Permanent elimination from school. Only the Board of Education has the authority to expel a student. A written record of the reasons for the expulsion will be presented to the Board of Education, and the pupil who has been recommended for expulsion will be given the right to appear with his/her parents before the Board of Education for a hearing.

Tampering with Computer System:

Students tampering with the school's computer system will not be tolerated. Students are instructed as to the areas of the computer in which they should be working. If a student has a question regarding the use of the computer, these should be directed to the instructor of the class.

Tardy and late policy:

All tardiness and late arrivals to school will be recorded regardless of whether they are excused or not by the parent or guardian. Consequences for tardies and/or late arrivals to school will be addressed on a quarterly basis and are as follows.

- Tardies 1 - 4 = Warning.
- Tardies 5 - 8 = 1 hour detention.
- Tardies 9 - 12 = (2) - 1 hour detentions
- Tardies 13 - 16 = (3) - 1 hour detentions
- Tardies 17 - 20 = (4) - 1 hour detentions
- Tardies 21+ = ISS

Students who arrive late to the first hour are considered tardy, no matter what time they arrive during the first hour. (This assumes the student arrived after school started without an excused absence.) Starting with the second period, students will be considered absent unless they are tardy to class.

Teacher and Staff Authority

Students are under the authority of any school district staff member anytime they are on school grounds, in the school building, or at any school function, wherever it may be held. Students are expected to give respectful attention to and immediate compliance with any request of direction by any school district staff (administrator, teacher, clerical worker, cafeteria worker, custodian,

school resource officer, or sponsor.) Disrespectful behavior (for example, obscene language or gestures and/or verbal abuse) or failure to comply with any reasonable request may result in disciplinary actions, and parents will be contacted.

Teaching About Human Sexuality and Sexually Transmitted Diseases

As required by state law, any course materials and instruction relating to human sexuality and sexually transmitted diseases shall be medically and factually accurate and shall:

1. Present abstinence from sexual activity as the preferred choice of behavior in relation to all sexual activity for unmarried students because it is the only method that is 100% effective in preventing pregnancy, sexually transmitted diseases and the emotional trauma associated with adolescent sexual activity. Students shall be advised that emotional trauma activity places them at a higher risk of dropping out of school because of the consequences of sexually transmitted diseases and unplanned pregnancy.
2. Stress that sexually transmitted diseases are serious, possible health hazards of sexual activity. Students shall be provided with the latest medical information regarding exposure to human immunodeficiency virus (HIV), acquired immune deficiency syndrome (AIDS), human papillomavirus (HPV), hepatitis and other sexually transmitted diseases.
3. Present students with the latest medically factual information information regarding both the possible side effects and health benefits of all forms of contraception, including the success and failure rates for the prevention of pregnancy and sexually transmitted diseases, or present students with information on contraceptives and pregnancy in a manner consistent with the provisions of federal abstinence education law.
4. Include a discussion of the possible emotional and psychological consequences of preadolescent and adolescent sexual activity and the consequences of adolescent pregnancy, as well as the advantages of adoption, including the adoption of special needs children and the process involved in making an adoption plan.

5. Teach skills of conflict management, personal responsibility and positive self-esteem through discussion and role playing at appropriate grade levels to emphasize that the students have the power to control personal behavior. Students shall be encouraged to base their actions on reasoning, self-discipline, sense of responsibility, self-control and ethical considerations, such as respect for one's self and others. Students shall be taught not to make unwanted physical and verbal sexual advances or otherwise exploit another person. Students shall be taught to resist unwanted sexual advances and other negative peer pressure.
6. Teach students about consent, sexual harassment and sexual violence. Specifically, students shall be taught that:
 - a. Consent is a freely given agreement to the conduct at issue with a competent person.
 - b. Sexual Harassment is uninvited and unwelcome verbal or physical behavior of a sexual nature, especially by a person in authority toward a subordinate
 - c. Sexual Violence is causing or attempting to cause another to engage involuntarily in any sexual act by force, threat of force, duress or without the person's consent.

Telephone Calls

Students will not be called from class to accept a phone call unless it is an emergency. Students may use the office phone with prior permission. Non-emergency messages will be delivered from the principal's office. Students should not be allowed to use the classroom telephones to contact parents.

Title IX

It is the policy of the Southern Boone County R-1 School District to comply with the regulations implementing Title IX of the Educational Amendments of 1972. Title IX prohibits sex discrimination in federally assisted education programs.

Specifically Title IX states, "No person in the United States shall, on the basis of sex, be excluded from participation in, or be subjected to discrimination under any education program or activity receiving Federal financial assistance..." A copy of information for students,

employees, and patrons on compliance efforts may be obtained from the Superintendent's office.

Trauma-Informed Schools

Pursuant to State law, Southern Boone High School is a trauma-informed school and we encourage all patrons to visit <https://dese.mo.gov/traumainformed> for more information. Locally, patrons are encouraged to contact their child's guidance counselor or administrator.

Use of Pictures of Students & Their Web Work on Web Page

In order to protect the privacy of all students at Southern Boone County R-1 Schools, photographs, personally identifiable information or the works of any student will not be used on the school's web page without the written consent form being signed and returned.

Videotaping of Classrooms

Videotaping of a classroom by a teacher can be done without notification of the students or parents, if the taping will be used for educational purposes. Administration and teachers may use videotaping equipment to monitor class, to improve teaching or to evaluate the educational process in the classroom. Students may not video or audio record class unless prior permission is granted by the teacher and the administration.

No one may video or take pictures of staff members unless permission has been granted by that teacher or staff member.

Weighted Grades

Beginning with the graduating Class of 2012, specified upper-level courses designated in the high school course guide will carry a 1.25 weighted grade. *Please see the course description for weighted course offerings.*

Wellness Policy

It is the policy of the Southern Boone County R-1 School District that all foods and beverages sold to students during the school day on any property under the jurisdiction of the district will meet the U.S. Department of Agriculture school meal and Smart Snacks in

School nutrition standards. These nutrition standards apply to all foods and beverages sold to students, including those sold in vending machines, school stores and through district-sponsored fundraisers, unless an exemption applies. In addition, the Smart Snack standards apply to all foods and beverages provided by the district to students outside the reimbursable school meal program during the school day. For the purposes of this policy, the school day is the time period from midnight before to 30 minutes after the official school day.

The District must establish a standard for foods brought for celebrations. While we encourage that all foods brought in for celebrations are Smart Snack standard approved, the following standard will be used for these donated foods:

- No homemade foods
- All foods, with the exception of fruits and vegetables, must come to school in their original container and include an ingredient label
- Foods must be served with gloved hands by an adult
- Soda and energy drinks will not be allowed during the school day for any student in any building

Withdrawal from School

Students, and/or parents/guardians of students, who withdraw shall notify the high school office and follow all procedures

Work Study Guidelines

Seniors who are on target to graduate are eligible to enroll in the work study program. To be eligible, students must adhere to the following guidelines:

1. Students must be seniors.
2. Students must enroll in the Business Technology or Agriculture Leadership and Capstone Class.
3. A work study contract must be signed by the student, parent, and employer and returned by the end of the first week of school. Failure to do so may result in enrollment in a full load of courses for the semester.
4. If a student quits his/her job or is fired from his/her job, the student will receive an "F" for the work study class and will be placed in a study hall for the remainder of the semester. If

this happens during the first semester the student will enroll in a full load for the second semester. The student will no longer be able to enroll in the work-study program in the second semester.

5. The student must inform the work study coordinator immediately for losing his/her job due to downsizing of the business. If this happens the student will have one week to find another job or the student will be released from the work study program and receive an "F" for the semester and released from the work study program. If the student loses his/her job, and the employer notifies the school instead of the student, the student will:
 - a. Be removed from the work study program and receive an "F" for the semester and be placed in the study hall for the remainder of the semester.
 - b. No longer be able to enroll in the work study program for the second semester and must enroll in a full load of courses.
6. Any student who receives a "C-" or below as a 1st semester grade for work study will be removed from the program and placed in regular classes for the 2nd semester.
7. For every hour of work study release time a student will be required to work 10 hours a week and will earn 1 credit (maximum of 2 credits allowed). Example: if a student has 2 hours of release time, they will receive 2 credits provided they work 20 hours per week.
8. The administration and work study coordinator have the authority to reject any employer for consideration in the work study program. (i.e. cannot work for family members)
9. A student who registers for more than two periods of work study will receive no more than two credits.

You may visit our district website at www.ashland.k12.mo.us anytime to find more information on our individual school buildings, personnel, policies and much more. Our board policies and procedures can be found [here](#). You may follow high school events on our website [here](#), Twitter feed and through Remind. You may contact the school at (573)657-2144 for information on any school-related activities and events.

Our high school staff roster and contact information can be found [here](#).

Southern Boone County R-1 High School

Extracurricular Activities Handbook 2023 - 2024

PHILOSOPHY OF EXTRACURRICULAR ACTIVITIES AT SOUTHERN BOONE COUNTY R-I HIGH SCHOOL

Southern Boone County R-I High School students are provided with numerous opportunities to participate in a wide range of student activities. These activities are considered to be an important aspect of the student's educational experience. It is not the winning-losing aspect of the participation that is totally emphasized – but participation, where each student has the opportunity to achieve a sense of individual, group, and school responsibility. This type of participation provides students with desirable learning opportunities.

The Southern Boone County R-I High School student activities should be considered an integral part of the total education program, which provides opportunities to help each student develop physically, mentally, socially and emotionally.

All information enclosed refers to both interscholastic and extracurricular activities.

CONFERENCE AFFILIATION

Southern Boone County High School is a member of the Tri-County Conference and as a member is committed to adhere to the rules and regulations of the conference.

Tri-County Conference Schools are:

Blair Oaks

Boonville

California

Eldon

Hallsville R-IV

School of the Osage

Southern Boone County R-I

INTERSCHOLASTIC SPORTS OFFERED AT SOUTHERN BOONE COUNTY R-I HIGH SCHOOL

Softball
Basketball (Girls and Boys)
Baseball
Cheerleading
Cross Country (Girls and Boys)
Football
Golf (Girls and Boys)
Quiz Bowl
Soccer (Girls and Boys)
Track (Girls and Boys)
Volleyball
Wrestling (Girls and Boys)

EXTRACURRICULAR ACTIVITIES OFFERED AT SOUTHERN BOONE COUNTY R-I HIGH SCHOOL

Band
Bass Fishing
Choir
Class Activities
eSports
Family, Careers and Community Leaders of America (FCCLA)
Foreign Language Club (F.L.A.G.S.)
Future Business Leaders of America (FBLA)
Future Farmers of America (FFA)
Link Crew
National Honor Society (NHS)
Science Club
Student Council
Theater

EXTRACURRICULAR PROGRAM OBJECTIVES

1. Participation – Provide a variety of opportunities that encourage and allow interested students to participate in valuable activities.
2. Skills and Rules – Provide emphasis in development of fundamental skills and knowledge of each sport or knowledge of the activity.

3. Citizenship and Sportsmanship – Cause students to achieve success fairly by demonstrating and teaching respect for the rules of each sport or activity; desirable traits of citizenship and sportsmanship; and rules of society
4. School Spirit – Provide activities with which all students can identify.
5. Competition – Build teams that are competitive throughout the program.
6. Student Confidence – Provide a program that develops students' sense of appreciation and enjoyment of extracurricular activity, while building individual self-confidence and group rapport.

PARTICIPATION GUIDELINES

These guidelines must be followed in a school-sponsored activity as well as athletics. A complete listing of high school activities is included in the back of this handbook.

- Students are free to make their own selections as to sports or activities in which they wish to participate, as defined by gender.
- Participation in more than one sport within a sport season will not be allowed. A student will be allowed to participate in more than one (1) co-curricular activity at a time. School sports and extracurricular activities will take precedence over outside community sports and activities. The student may practice or compete as a member of a non-school team or as an individual participant in organized non-school competition in a different sport than the school sport in season, under the following conditions:
 1. No school time is missed to compete, practice, or travel to the site of such non-school competition, unless the absence is approved in advance by the administration.
 2. The student shall not practice or compete in the non-school competition on the same date he/she practices or competes for the school team, without approval of the school administrator.
- Students are required to pay an annual activity fee.
- Students are required to use school transportation to all activities, unless the student has a written note signed by a

parent/guardian, and the student has received permission from the administration. Students are required to use school transportation from activities and contests unless their parents sign a "Parent Release Form," which will allow the student to be released to the parent. An advance written note from the parents may be given to the sponsor granting permission for the student to ride home with another adult.

- Attendance at practice, meetings, and meets or games is required. No one is excused without prior permission of the coach/sponsor or unless an acceptable emergency occurs.
- A student must attend all *hours* of the day in order to participate in activities, games, practices, competitions, meetings or any other assigned by the coach. This rule also applies to the Friday before a Saturday or Sunday activity. Exceptions to this guideline can only be made by the principal or activities director with documentation of excused absence.
- Suspended students are not eligible for participation or attendance at any extracurricular activity or event.
- Any disrespect for the administration, teachers, coaches, sponsors, or officials will not be tolerated at any time.
- Any student whose actions are detrimental to the proper framework of the intent of the activity will be dealt with on an individual basis.
- Participants should adhere to the guidelines set up by the school and by the coach/sponsor.
- Students attending Southern Boone County R-I High School must maintain an overall average of grade C, which is a 2.0 on a 4-point scale. Failure to perform at this level, as evidenced by grades reported at the end of any quarter, will result in a one (1) quarter ineligible period. During this ineligible period the student may attend practice at the discretion of the instructor or coach *but may not travel to away games.*
- *Student-Athlete Intervention Program*
Prospective student athletes who leading up to the mid-term are currently ineligible are allowed the opportunity to gain eligibility if at the time of the mid-term check they have a 2.0 on a 4.0 scale.

ELIGIBILITY REQUIREMENTS

The Missouri State High School Activities Association (MSHSAA) is a voluntary, nonprofit, educational association of junior and senior high schools, established for the purpose of working cooperatively in adopting standards for supervising and regulating interscholastic activities and contests. Listed below is some information to acquaint you with the major rules and regulations a student must follow in order to protect his/her eligibility (taken from the MSHSAA handbook).

CITIZENSHIP REQUIREMENTS

Students who represent a school in interscholastic activities must be credible citizens and judged so by the proper authority. Those students whose character or conduct is such as to reflect discredit upon themselves or their schools are not considered "credible citizens." Conduct shall be satisfactory in accord with the standards of good discipline.

1. Law Enforcement: A student who commits an act for which charges may be or have been filed by law enforcement authorities under any municipal ordinance, misdemeanor or felony statute shall not be eligible until all proceedings with the legal system have been concluded, and any penalty (i.e. jail time, fines, court costs, etc.) or special condition of probation (i.e. restitution, community service, counseling, etc.) has been satisfied. If law enforcement authorities determine that charges will not be filed, eligibility will be contingent upon local school policies. Minor moving traffic offenses shall not affect eligibility, unless they involve drugs, alcohol, accidents, or injuries. After a student has completed all court appearances and penalties, and has satisfied all special conditions of probation and remains under general probation only, local school authorities shall determine eligibility.
2. Local School:
 - a. A student who violates a local school policy is ineligible until completion of the prescribed school penalties.
 - b. A student shall not be considered eligible while serving an out-of-school suspension.

- c. A student who is expelled or who withdraws from school because of disciplinary measures shall not be considered eligible for 365 days from the date of expulsion or withdrawal.
 - d. If a student misses class(es) without being excused by the principal, the student shall not be considered eligible on that date. Further, the student cannot be certified eligible to participate on any subsequent date until the student attends a full day of classes.
 - e. Each individual school has the authority to set more restrictive citizenship standards and shall have the authority and responsibility to judge its students under those standards.
 - f. Each school shall diligently and completely investigate any issue that could affect student eligibility.
3. Student Responsibility: Each student is responsible to notify the school of any and all situations that would affect his/her eligibility under the above standards. If the student does not notify the school of the situation prior to the school's discovery, then the student shall be ineligible for up to 365 days from discovery, pending review by the Board of Directors.

Academic Requirements:

A beginning 9th grade student shall have been promoted from 8th grade to 9th grade for first semester eligibility.

Grades 9-12 – A student in grades 9-12 must meet the following requirements in order to be academically eligible to participate in interscholastic activities:

1. Semester Prior to Participation: The student shall have earned, the preceding semester of attendance, a minimum of 3.0 units of credit or have earned credit in 80% of the maximum allowable classes in which a student can be enrolled in the semester, whichever is greater, or a student must have made standard progress for his or her level the preceding semester in a special education program for the handicapped approved by the Missouri State Department of

Education, which though un-graded, enrolled pupils of equivalent age.

2. Semester of Participation: The student shall currently be enrolled in and regularly attending courses that offer 3.0 units of credit or 80% of the maximum allowable credits which may be earned, whichever is greater; or a student must be enrolled in a full course at his or her level in a special education program for the handicapped approved by the Missouri State Department of Education which, though un-graded, enrolls pupils of equivalent age.
3. A student must be making satisfactory progress towards graduation as determined by local school policies.

Students attending Southern Boone County R-1 High School must maintain an overall average of grade 2.0 on a 4-point scale. Failure to perform at this level, as evidenced by grades reported at the end of any quarter, will result in a one (1) quarter ineligible period. During this ineligible period the student may attend practice at the discretion of the instructor or coach. Students may become eligible if the GPA is at or above a 2.0 at the mid quarter grade check (6 weeks)

Amateur and Award Requirements: A student who represents a school in an interscholastic sport shall be an amateur in that sport. A student may accept an award for participation in an athletic contest, for athletic honors or recognition of athletic achievements in the interscholastic program. Awards presented to students shall meet the following criteria:

1. A student may receive the following symbolic awards: unattached school letters or emblems, medals, ribbons, trophies, certificates, etc.
2. A student shall not have accepted or competed for the following types of awards: services, cash or gift certificates.
3. A student may receive a merchandise award that shall not exceed \$25.00 in manufacturer's retail price.

A reminder: Any questions pertaining to eligibility that are not answered above should be brought to the attention of your principal or athletic director.

Physical Examinations and Insurance Requirements: The MSHSAA handbook states the school shall require of each student participating in athletics a physician's certificate stating that he or she is physically able to participate in athletic contests of his or her school. The medical certificate is valid for the purpose of this rule if issued on or after February 1 of the previous year. A student shall not be permitted to practice or compete for a school until he or she has verification that he or she has basic athletic insurance coverage.

SPORTSMANSHIP

Sportsmanship is a test of high school sports. Those of us who believe that high school sports serve an educational purpose in the lives of teenage boys and girls have a constant challenge. The challenge is sportsmanship – good sportsmanship or bad sportsmanship, for interscholastic athletics will live or die, respectively, by sportsmanship that is good or bad.

Four “characters” are involved in the challenge of sportsmanship – administrator, coach, player, and spectator. The listing is alphabetical but only by coincidence. The listing, primarily, is in order of responsibility.

The administrator holds the key to the issue of sportsmanship. If the administrator appreciates the importance of it by insisting that sportsmanship be good at any cost, then the school cannot go wrong. If this individual realizes the value of sportsmanship but fails to implement its good practice, then the school cannot help but run into problems.

The coach is the “standard-bearer” of sportsmanship. The coach's role is a crucial one, holding the awesome double power of either making the contest a real showcase for education or turning it into a meaningless exercise in winning or losing. The coach can hold player and spectator in the palm of his/her hand through self-control and dignity, or the coach can incite either or both to act contrary to the aims and objectives of activity.

The player, to a great extent, mirrors the coach in projecting sportsmanship. Many, of course, do not need the coach's reflection; they know that “how to play the game” is the most important thing. And, obviously, the student is neither a puppet nor a mature

individual, and is, therefore, susceptible to inconsistent sportsmanship. But the coach – the good coach – knows how to handle, even in front of spectators, these situations.

The spectators: Most of them know what high school athletics are all about. But the irritating minority apparently always will be with us. The “good guys” in the audience, preferably, will minimize the influence of the “bad guys.” But if this is not so, then all the more reason for the players to present themselves well, for the coach to be above reproach at all times, and for the administrator to prepare and enforce procedures to keep fans in line.

As long as there exists within all of us that human characteristic to win, we will have to be concerned in the area of sportsmanship. The desire to win is not bad by any means; on the contrary, it is good. It is the proper attitude for approaching any endeavor. To do otherwise would be to vote for failure instead of success. But while the desire to win must not be stifled, the quest to win must be honorable, and in athletics the quest must be with the vivid realization that somebody is not going to win. In high school sports, winning cannot be the “only thing;” the role of the loser is equally as educational, and therefore, equally as important as the role of the winner. Remember – high school sports will live or die, not by contests won or lost, but by sportsmanship, good or bad. Be a good sport.

EQUIPMENT

In order to give the student a sense of responsibility and an appreciation of their equipment, each student will be held responsible for the abuse or loss of any equipment. This includes uniforms. The student who checked out the equipment must pay for any equipment lost or stolen.

The following guidelines, if followed, will reduce the chances for lost or stolen equipment or uniforms:

- Do not exchange or loan to another teammate any equipment checked out to you unless you have checked with a coach or sponsor first.
- Keep your locker closed and locked at all times when not in visual contact.
- Any loss of equipment should be reported immediately to the coach/sponsor.

- Any equipment that is defective should be reported immediately to the coach/sponsor.

If you see any equipment or uniforms out of school that do not belong to you, tell a coach or the school administration.

LOCKER ROOMS

Head coaches should ensure that each athlete is assigned a combination lock and locker – one locker and lock per athlete, if possible. Head coaches should keep a record of the lockers and locks assigned to each athlete. Locks other than those issued by the school are not allowed. Locker room areas should be locked at all times when a coach is not present. No cell phones should be in the locker rooms.

SPORTS RECOGNITION NIGHTS

The Southern Boone County Athletic Booster Club sponsors a sports recognition night at the end of the fall season and at the end of the spring season. All coaches whose team is being recognized at the banquet are expected to attend. All coaches should determine the team and individual awards they wish to present at the banquet. Coaches should remind their athletes of the dates of the recognition nights and ensure that all team members are present. In addition, coaches should make their athletes aware that the recognition night is an awards ceremony and inform them of expected behavior and proper attire for this event.

SCHOOL DISMISSED FOR INCLEMENT WEATHER AND PRACTICE

When school is dismissed as the result of inclement weather, discretion should be used in scheduling any type of practice. Building administrator will be contacted before scheduling a practice on such a day. Cannot schedule practice until after 12:00 pm as long as it is approved by the administrator.

PARTICIPANT CONDUCT CODE

The extra-curricular handbook will only deal with those students involved in interscholastic and/or extra-curricular activities. Consequences will be imposed for violations of the extracurricular handbook during the course of the school year for those activities

that are not on a MSHSAA roster. The school year is defined for all non MSHSAA roster activities as beginning with the first calendar day of the school year concluding with the final calendar day of the school year. All infractions that occur during this time frame will be addressed for non MSHSAA roster activities.

Those students that participate in an activity in which they are on a MSHSAA roster will be subject to extra-curricular discipline for any violations that occur during the course of a 365 day calendar year. This is a result of MSHSAA definition of citizenship. In accordance with MSHSAA and Board of Education policy JG, students/parents are required to inform administration of any illegal activities that take place off campus that result in the student being charged, convicted, or plead guilty in a court of general jurisdiction for commission of a felony/misdemeanor. Illegal activities that take place on campus do not require formal charges for disciplinary action to be imposed.

Beginning with the 2002-2003 school year, all offenses will accumulate from year to year beginning with a student's freshman year and concluding with a student's graduation. Beginning with the 2006-07 school year, offenses that occur involving tobacco, alcohol, drugs, and stealing and other illegal behavior will be added together to determine the consequence that will be issued. As an example, a freshman student gets caught smoking; that student will be suspended from game participation or activity involvement for 20% of the total number of games or activities. If, during the sophomore year, the same student is caught with alcohol, the consequence will be for a second offense, which would be suspension from game participation or activity involvement for 50% of the total number of games or activities. If, during the junior year, the student commits another offense, such as stealing, the corresponding consequence for a third offense will be issued. This would be elimination from all MSHSAA recognized activities and removal from all clubs and organizations.

Attending and participating at an event that is related to a grade (band, music, choir, theater, etc.) will be permitted based on administrative discretion. Only interscholastic and extracurricular events will be under the direction of the extracurricular activities handbook.

While serving a suspension for violation of drugs or alcohol (B and C of Participant Conduct Code as described below), a student may attend events but may not participate in game activities. Students are required to attend practice but participation in practice will only be allowed after documentation of a medical release and meeting with the administrator.

Students serving ISS will be allowed to practice but may not participate in games on the day of the ISS if they have another day of ISS the next school day. They are expected to attend home games to watch but will not be dismissed early to attend an away game. All consequences for infractions will be imposed:

1. Immediately if the infraction occurs during a student's involvement in any extracurricular events. Extracurricular events are defined as any MSHSAA recognized activities and any school-sponsored clubs/organizations or;
2. At the beginning of the next extracurricular event the student participates in, if he/she is not currently participating in any activities. The student must complete the designated extracurricular event season in which he/she served the extracurricular suspension, or the suspension in its entirety will carry over to the next extracurricular event the student participates in.

A. Possession/use of tobacco

Student participants will not be permitted to possess or use tobacco. Therefore, the following consequences will be assessed to students who are in violation of this policy if the use or possession occurs on school property, at a school sponsored event, is reported or confirmed by a law enforcement agency, is confirmed by school personnel, or is self-reported to school personnel. Illegal activities that take place on campus do not require formal charges for disciplinary action to be imposed.

First offense: The student will be suspended from 10% of the total number of activities. This suspension will be enforced within the same season of the occurrence . If the season is over then it will carry into the following season.

1. MSHSAA recognized activities: 10% of the total games of the season determined by the highest level of which the student is a member.
2. Clubs and organizations: 10% of the total number of activities, determined by a list of activities submitted by the sponsor at the beginning of the year.
3. Parking permit: 10% of the total number of days in the school year

Second offense: The student will be suspended from 20% of the total number of activities.

1. MSHSAA recognized activities: 20% of the total games of the season determined by the highest level of which the student is a member.
2. Clubs and organizations: 20% of the total number of activities, determined by a list of activities submitted by the sponsor at the beginning of the year.
3. Parking permit: 20% of the total number of days in the school year, which is

Third offense: The student will be suspended from 50% of all activities listed in above in the first offense and second offense sections.

Fourth offense: The student is eliminated from all MSHSAA recognized activities and clubs and organizations for 365 days from the time of the offense.

B. Possession/use/under the influence of alcoholic beverages

Possession, use, being under the influence of, or distribution of alcoholic beverages by student participants will not be permitted. Therefore, the following consequences will be assessed to students who are in violation of this policy if the use, possession, or distribution occurs on school property, at a school-sponsored event, is reported and confirmed by a law enforcement agency, is confirmed by school personnel, or is self-reported to school personnel. Illegal activities that take place on campus do not require formal charges for disciplinary action to be imposed.

First offense: The student will be suspended from 20% of the total number of activities.

1. MSHSAA recognized activities: 20% of the total games of the season determined by the highest level of which the student is a member.
2. Clubs and organizations: 20% of the total number of activities, determined by a list of activities submitted by the sponsor at the beginning of the year.
3. Parking permit: 20% of the total number of days in the school year

Second offense: The student will be suspended from 50% of the total number of activities.

1. MSHSAA recognized activities: 50% of the total games of the season, determined by the highest level the student is a member of.
2. Clubs and organizations: 50% of the total number of activities, determined by a list of activities submitted by the sponsor at the beginning of the year.
3. Parking permit: 50% of the total number of days in the school year

Third offense: The student will be eliminated from all MSHSAA recognized activities and clubs and organizations.
AUTHORITIES WILL BE NOTIFIED.

C. Possession/use/being under the influence of/distribution of unauthorized prescription drugs, controlled substances, imitation controlled substances, drug paraphernalia, or items represented to be such

Possession, use, being under the influence of, or distribution of unauthorized prescription drugs, controlled substances, imitation controlled substances, drug paraphernalia, or items represented to be such will not be permitted by student participants. Therefore, the following consequences will be assessed to students who are in violation of this policy if the use, possession, or distribution occurs on school property, at a school-sponsored event, is reported or confirmed by a law enforcement agency, is confirmed by school personnel, or is self-reported to school personnel. Illegal activities that take place on campus do not require formal charges for disciplinary action to be imposed.

First offense: The student will be suspended from 50% of the total number of activities.

1. MSHSAA recognized activities: 50% of the total games of the season, determined by the highest level of which the student is a member.
2. Clubs and organizations: 50% of the total number of activities, determined by a list of activities submitted by the sponsor at the beginning of the year.
3. Parking permit: 50% of the total number of days in the school year
4. The student may be randomly drug-tested (at the parent's expense) up to 3 times during the suspension. If a student fails a random drug test, he/she will automatically be assigned the next consequence. The days from the next offense will be added to the remaining portion of the previous consequence.

Second offense: The student will be suspended from 50% of the total number of activities.

1. MSHSAA recognized activities: 50% of the total games of the season, determined by the highest level of which the student is a member.
2. Clubs and organizations: 50% of the total number of activities, determined by a list of activities submitted by the sponsor at the beginning of the year.
3. Parking permit: 50% of the total number of days in the school year
4. Student will be required to attend an educational alcohol/drug program that is offered outside of the school.

The student may be randomly drug-tested (at the parent's expense) up to 5 times during the suspension. If a student fails a random drug test, he/she will automatically be assigned the next consequence. The days from the next offense will be added to the remaining portion of the previous consequence.

Third offense: The student will be eliminated from all MSHSAA recognized activities and clubs and organizations.
 AUTHORITIES WILL BE NOTIFIED

****Both alcohol and drug offenses will be accumulated under the same discipline category****

D. Stealing and other illegal behavior

Stealing from others in any form will not be tolerated. If the theft is reported or confirmed by a law enforcement agency, confirmed by school personnel, or self-reported to school personnel, or if the theft occurs on school property, at a school-sponsored event, or during non-school hours, the following consequences will be imposed. Illegal activities that take place on campus do not require formal charges for disciplinary action to be imposed.

First offense: The student will be suspended from 20% of the total number of activities.

1. MSHSAA recognized activities: 20% of the total games of the season determined by the highest level of which the student is a member.
2. Clubs and organizations: 20% of the total number of activities, determined by a list of activities submitted by the sponsor at the beginning of the year.
3. Parking permit: 20% of the total number of days in the school year

Second offense: The student will be suspended from 50% of the total number of activities.

1. MSHSAA recognized activities: 50% of the total games of the season determined by the highest level of which the student is a member.
2. Clubs and organizations: 50% of the total number of activities, determined by a list of activities submitted by the sponsor at the beginning of the year.
3. Parking permit: 50% of the total number of days in the school year

Third offense: The student will be eliminated from all MSHSAA recognized activities, clubs and organizations, and the student's parking permit will be permanently revoked.

AUTHORITIES WILL BE NOTIFIED.

Discipline Action	1st Offense	2nd Offense	3rd Offense	4th Offense
Tobacco	10% suspension of total regular season games	20% suspension of total regular season games	50% suspension of total regular season games	365 calendar days suspension from date of the offense
Alcohol, Drugs	20% suspension of total regular season games	50% suspension of total regular season games	365 calendar days suspension from date of the offense	Not applicable
Stealing and other illegal behavior	20% suspension of total regular season games	50% suspension of total regular season games	365 calendar days suspension from date of the offense	Not applicable

DRUG TESTING

All students participating in extracurricular activities will be subject to random drug testing. This program is mandatory for all students participating in extracurricular activities recognized by MSHSAA, clubs, and organizations of the school, and those students who register for a parking permit. For further details concerning drug testing procedures, please review Southern Boone County's Drug Testing Policy. A copy of this document is on file in the High School office and is readily available on the District's web site.

DUE PROCESS

All students will have the opportunity to express their side of any incident in which they may be involved. If the student is dissatisfied with any decision, he/she has the right to appeal through the following channels:

- (a) Athletic director
- (b) High school principal
- (c) Superintendent
- (d) Board of Education

Appeals of suspensions from an activity will follow the same guidelines as outlined in the Southern Boone County R-1 High School Student Handbook.

Any incidents which occur that are not covered by these guidelines will be reviewed on an individual basis, and decisions related to penalties will be made jointly by the school's administration, athletic director and head coach. Final decisions of all incidents will be at the discretion of the administration.

MISCONDUCT WHILE AT SCHOOL

After review by the head coach/sponsor and principal, the student and parents will be notified of the results. Penalties may range from reprimanding and placing the student on probationary status to temporary or permanent restriction from representing the school in interscholastic activities. The seriousness of the case and the attitude of the student will determine the penalty. Reoccurrence will require permanent restriction to be considered. The student will also be assessed the same consequences as outlined in the student handbook.

UNSPORTSMANLIKE CONDUCT

Any actions that would result in ejection from a contest will, in most cases, cause the student to be restricted from representing the school for at least the next contest. Any student who commits such an act but is not ejected may also be subject to at least a one (1) game restriction from representing the school. Each case of this type is to be reviewed by the head coach, sponsor, athletic director and principal before a final decision is reached.

INTERSCHOLASTIC ATHLETICS LETTERING REQUIREMENTS

Each sport may have different guidelines for varsity letters, but generally, they include participation, attitude and work habits. Your coach will answer specific questions. Students that quit or are dismissed before the conclusion of the season are ineligible to letter.

DESCRIPTION OF HIGH SCHOOL EXTRACURRICULAR ACTIVITIES

Scholar Bowl (Quiz Bowl)

Season: October through May

Players: Unlimited, but only 10 may compete as part of the District Tournament team

Practice: Weekly from October through the end of the season

Meets: Varies based on the number of teams in the conference

Tryouts: None

Student Council

Season: Year Round

Members: Elections will be held in the spring for upperclassmen members and in the fall for freshmen members

Eligibility: Once on student council, students will participate in events and activities according to student council handbook; members must maintain grades and good academic standing

Girls' Basketball

Season: First week of November to mid-March.

Teams: Freshman, Junior Varsity, Varsity Teams

Players: 10-15 players per team

Practice: Every day each week for 2 hours

Games: Up to 26 regular season games

Girls' Softball

Season: Second week of August until October

Teams: Varsity and Junior Varsity

Players: 12-15 per team

Practice: Every day each week for 1.5 – 2.5 hours

Tryouts: To be determined by Head Coach
Games: Up to 36 regular season games

Baseball

Season: From MSHSAA first allowable practice date in March through end of May
Teams: Varsity, Junior Varsity, C Team
Players: No roster size limit
Practice: 3:30-6:30 or at the discretion of head coach
Games: Up to 36 regular season games
Tryouts: To be determined by Head Coach

Boys' Basketball

Season: First of November to Mid-March
Teams: Varsity, Junior Varsity, and Freshman
Players: 12-15 per team
Practice: Every day each week for 1½ -2 hours
Games: Up to 26 regular season games

Boys' Golf

Season: First of March to end of May
Teams: Varsity and Junior Varsity
Players: Five per team
Practice: Every day each for 1½ -2 hours
Meets: Up to 14 per season
Tryouts: Held the first week of practice

Girls' Golf

Season: August to October
Teams: Varsity and Junior Varsity
Players: Five per team
Practice: Every day each for 1½ -2 hours
Meets: Up to 14 per season
Tryouts: Held the first week of practice

Track & Field

Season: First Monday in March through May
Teams: Boys and Girls Varsity

Athletes: Unlimited roster for boys and girls teams

Practice: Daily during the week, usually 1½-2 hours each day

Meets: 13 meets followed by Districts, Sectionals, and State for those who qualify

Cross Country: Girls and Boys

This is for the student who enjoys long distance runs that include hills and valleys. The course is 3.1 miles in length. Practice consists of alternating days of speed work and distance work. This is a fall sport.

Volleyball

Season: Second week of August through the first weekend of November

Teams: Varsity, Junior Varsity, C Team

Players: 8-12 girls on each team

Practice: Every day each week, including some weekends, 2.0-2.5 hours

Matches: Up to 36 contests

Tryouts: Held the first week of practice

Football

Season: Second week of August through the end of November; up to 25 contact days of summer activities allowed by MSHSAA. This includes summer camp and passing league.

Teams: Varsity and Junior Varsity

Players: Unlimited

Practice: Daily after school for 2-3 hours; team meetings, video, walk-thru, or community service on Saturday mornings

Games: 10-15 games Varsity, 6-8 games Junior Varsity

Tryouts: First week of practice; evaluations include strength, speed, and agility testing

Cheerleading

Cheerleading is a competitive activity with tryouts in the spring of the school year. Information on tryouts and qualifications are announced in the high school bulletin. Students who sign up are provided a packet of information.

Teams: Varsity and Junior Varsity Football

Teams: Varsity Basketball

Jazz/Pep Band

This band is made up of top players from the student body, by audition only. Members must play an acceptable jazz instrument and be enrolled in high school marching and concert bands.

FFA (Future Farmers of America)

Season: Year round

Members: open to all students enrolled in a high school agricultural education course

Activities: Conventions, leadership conferences, trips, FFA week, Veteran's Day assembly, and recreational activities

Junior Class Activities

Members: Participation open to 11th grade students.

Activities: Homecoming and hosting Prom for the senior class.

Fundraising: Junior class works in concession stand at all home baseball, softball, basketball, soccer games, and home track meets

Chamber Choir

Season: Late October/early November musical production, Conference Choir, District Choir, and winter concert

Members: Up to 30 members; voice part balance will be maintained in both semesters

Tryouts: Auditions/selections in late March and April for participation in the fall; December auditions for spring Chamber Choir

National Honor Society

Season: NHS is active year round

Members: Students who excel in scholarship, character, leadership, and service

Eligibility: New members are selected during the second semester by a panel of teachers who assess the merit of applicants in the areas of scholarship, character, leadership, and service. Students must have a cumulative GPA of at least 3.75, 95% attendance and zero major referrals. Activities: Community blood drives, food bank volunteering, and basketball scrimmage for the needy, other school/ and community service

Boys' Soccer

Season: August through mid-November

Teams: Varsity and Junior Varsity

Players: Up to 17 per team

Practice: Two hours daily

Games: Up to 25 contests

Girls' Soccer

Season: First Monday in March to the end of May

Teams: Varsity and Junior Varsity

Players: Up to 17 per team

Practice: Two hours daily

Games: Up to 25 contests

FBLA

Future Business Leaders of America (FBLA) is a non-profit vocational organization for students enrolled in secondary business education classes. Students are eligible to join any year as long as they have been in a business class in high school. Students may contact the business teacher for information. The purpose of FBLA is to bring business and education together through leadership and career development programs. The major activity is competing in the district contest in the spring. Other local activities vary with the group's leadership.

FCCLA

Family, Career and Community Leaders of America (FCCLA) is a nonprofit national vocational student organization for young men and women in family and consumer sciences education in public and private schools through grade 12. Any student currently enrolled in a family and consumer science class or who has ever taken a FACS class is eligible to belong to FCCLA. FCCLA is a dynamic and effective national student organization that helps young men and women become leaders and address important personal, family, work and societal issues through family and consumer science education.