

Little River Junior/Senior High School



Student Handbook

2023-2024

Little River Junior/Senior High School
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USD #444

HOME OF THE REDSKINS

Table of Contents

| | |
|--|--------------|
| Mission Statement / Fight Song / Creed..... | Pg. 2 |
| School Fees / Breakfast /Lunch Procedures..... | Pg. 3 |
| Free/Reduced Information / Grade Classification..... | Pg. 4 |
| Graduation/Commencement/Class Regulations..... | Pg. 5 |
| Online Learning / Internships..... | Pg. 6 |
| Counselor /Career Coach / College Placement, KBOR..... | Pg. 7 |
| Class Changes / Teacher/Office Asst. / Grading System..... | Pg. 8 |
| Academic Honesty/Academic Honor Rolls..... | Pg. 9 |
| Valedictorian-Salutatorian / Grade Checks / Conferences / School Day..... | Pg. 10 |
| Flex Time / Advisory Period / Dismissal of School / Visitors..... | Pg. 11 |
| Modes of Student Transportation / Parking / Hall Pass / School Phone..... | Pg. 12 |
| Online Coursework / Media Center..... | Pg. 13 |
| PE Dress / Lockers & Personal Items / Lost & Found / Field Trips / Announcements / Last Days of School..... | Pg. 14 |
| Final Examinations / Fees / Personal Electronic Devices..... | Pg. 15 |
| Personal Electronic Devices (continued...) / Sexting..... | Pg. 16 |
| Possession of Weapon(s) on Campus / Internet & Laptop Guidelines..... | Pg. 17 |
| Fire & Tornado Drills..... | Pg. 18 |
| Transportation Policy / Bus Routes / Bus Rules..... | Pg. 19 |
| Student Arrival & Departure / Leaving School..... | Pg. 20 |
| Excused Absences / Attendance Policy / Unexcused Senior Skip Day..... | Pg. 21 |
| Absences / Unexcused Absences / Tardies..... | Pg. 22 |
| Students Leaving for Class / College Visits / Activities & Organizations..... | Pg. 23 |
| Student Insurance / Homecoming Policy / Activity Eligibility..... | Pg. 24 & 25 |
| Extracurricular Conduct / Alcohol & Drug Policy..... | Pg. 26 |
| Sportsmanship / Lettering..... | Pg. 27 & 28 |
| Pep Assemblies / High School Dance Policy..... | Pg. 28 |
| Athletic Event Admission Fees / Student Rights & Responsibilities..... | Pg. 29 |
| Personal Dress & Appearance / Graduation Dress..... | Pg. 30 & 31 |
| Freedom of Expression / Student Conduct / Student Expectations / Cafeteria Procedures & Conduct | Pg. 32 |
| Locker Misconduct / Inappropriate Items / PDA / Horseplay..... | Pg. 33 |
| Hazing / Bookbags, Bags, Purses / Sexual Harassment..... | Pg. 34 |
| Bullying / Tobacco-Free School Grounds Policy..... | Pg. 35 |
| Drug & Alcohol Policy / In-School Suspension | Pgs. 36 & 37 |



Out-of-School Suspension (OSS) / Detention.....Pgs. 37 & 38
 Food & Drink in Building / Scholastic Information / Daily Schedule.....Pg. 38
 Good Standing Guidelines & Behavior Rubric.....Pgs. 39 & 40

Loyal & True!

Our Mission

WHY: To Empower ALL learners to be successful in life!

VISION: Each Little River student will be a well-rounded individual ready to contribute to society.

Fight Song

*Loyal and true
 We pledge allegiance to you
 This is our motto
 We are one for all
 and all for Little River
 Here is to our school
 And long on high May she rule.
 Forever more you will find us
 Always loyal and true.*

School Creed:

We, the members of the student body of Little River Junior Senior High School, believe in democracy, high scholarship, in positive sportsmanship, respect for all members of the organization, and in the necessity of dynamic school spirit. Our leaders represent our highest standards; our building we protect with pride from defacement; respect our teachers and elders; our teams we support – win, lose, or draw.

Purpose of the Handbook

The purpose of this handbook is to assist students in gaining an understanding of the expectations as they attend LRJSH. It is the responsibility of the student to read, become familiar with, and reference when

needed, the information provided within this handbook. This handbook will assist students to succeed educationally through improved student organizational skills and better time-management practices.

This Handbook belongs to: _____



SCHOOL FEES

Little River Junior/Senior High School has a rental system for books. All textbooks will be on rental at a set fee determined annually by the Board of Education. Registration fees are to be paid at time of enrollment.

All students are financially responsible for the care and control of all equipment and books issued to them. When collected at the end of a unit, semester, season, or year, such equipment should only demonstrate normal wear. Students will be responsible for fees associated with damages to books or equipment, as well as replacement costs of any lost books or equipment.

| | |
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| \$45.00 | Book Rental |
| \$35.00 | Technology Fee |
| \$50.00 | Wood Shop Deposit |
| \$15.00 | Agricultural Class Student Fee |
| \$45.00 | Jr./Sr. High School Yearbook |
| \$35.00 | High School Athletic Pass |
| \$25.00 | Jr. High Athletic Pass |
| \$55.00 | Jr./Sr. High Athletic Pass |

BREAKFAST/LUNCH

The district utilizes PowerSchool software. Lunches are to be purchased in advance. Parents will receive notification when the account becomes low. All Junior and Senior High lunches will be **\$3.35 each; adult lunches are \$4.75**. Breakfast will be served at a cost of **\$2.00 each for students and \$2.50 for adults**. At the end of the school year any balance remaining in the account will be rolled over to the next school year. A lunch count will be taken at the beginning of each first hour class to obtain an accurate number of meals to prepare.

LUNCH PROCEDURES WHEN STUDENTS CANNOT EAT BECAUSE OF EXCESSIVE CHARGES

Junior high and high school students will not be allowed to carry a negative balance in their food service account. If they have a negative balance, they will need to bring a lunch from home. This will be necessary until payment is made and their lunch balance is positive.

Students with negative meal balances will not be allowed to eat *a school breakfast or lunch and a sack lunch must be brought from home* or a sack lunch at school will be provided. Students are not to be refused lunch until contact is made with the parent. Parents will be given an opportunity to complete a nutrition program application, or to complete a payment plan. If a parent/guardian needs assistance with payment, please contact the principal.

APPLICATION FOR FREE OR REDUCED-PRICE MEALS & REDUCED/WAIVE TEXTBOOK FEE



To apply for free or reduced-price meals for your children, please request an application from the school office. Please provide information as requested on the enclosed application form and return it to the attendance center during enrollment. Your application cannot be approved if it is incomplete. Applicants must report by source and household member current gross monthly (in some isolated cases other periods of time are acceptable) income before deductions of all household members. Each year the district is required to verify a minimum of 3% of the free and reduced-price meal applications. If your application is selected, you will be notified by mail and informed of acceptable information that can be provided to confirm your income as given on the application. Information must be provided and failure to cooperate with verification efforts will terminate benefits.

If your initial application is denied you may reapply when your income or family status changes. Please keep in mind that the regulations state that if a change in income of \$50.00 per month or \$600.00 per year or a change in family status occurs, a review of the application may be required. For example, a family who had been approved in the beginning of the school year for free or reduced-price meals may later be reviewed and may require a change in the status of the free or reduced-price meals.

Information on the free or reduced-price meal application will provide the necessary information to waive the textbook rental fees if the guidelines are met.

This is an equal opportunity program. If you believe you have been discriminated against because of race, color, national origin, age, sex, or handicap, write to the Secretary of Agriculture, Washington, D.C. 20250.

CLASSIFICATION OF HIGH SCHOOL STUDENTS

Little River High School students will be classified at the beginning of each school year according to the number of units successfully completed at the time of classification. The following is the scale, which will be used in determining each student’s classification:

- Freshmen.....Satisfactory completion of junior high work
- Sophomores.....6 credits
- Juniors.....12 credits
- Seniors.....18 credits
- Graduation.....26 credits



HIGH SCHOOL GRADUATION REQUIREMENT

Every year a student shall enroll in 8 classes. Under unusual circumstances or to facilitate individualized learning plans, the building principal may waive this requirement. Seniors are required to attend all eight hours of classes with the exception of attending internships, job-shadows, work-study programs, or continuing education in a postsecondary program. In addition to the requirements listed below, students must also complete ten hours of documented community service throughout their high school career. Requirements for high school graduation are:

- 4 units of English
- 3 units of Mathematics
- 3 units of Science (1 unit must be a life (lab) science)
- 3 units of Social Science (World History, Government & Public Administration/American History, and Governance Applications/Business Economics)
- 1 unit of Physical Education/Health
- 1 unit of Fine Arts (Music, Art, Yearbook)
- ½ unit Consumer & Personal Finance (Jr. or Sr. Year)
- 10 ½ Elective Credits
- Ten cumulative hours of Community Service throughout grades (9-12)
- A minimum of 26 units of work must be successfully completed.
- Any Little River Junior High or High School student that passes a Little River High School course will be given high school credit.

Commencement Participation

Students must complete all credit requirements not later than 3:00pm on the last day of school for seniors in May to be allowed to participate in the LRHS graduation ceremonies. All student obligations, such as fees and fines, must be paid. For guidelines on early graduation requirements, contact the high school principal. For more information regarding the “Kansas Scholars Curriculum or State Scholar designation,” contact the Kansas Board of Regents at (785)296-3421 or www.kansasregents.org or Mrs. Wohletz at ewohletz@usd444.com.

HIGH SCHOOL CLASS REGULATIONS

U.S.D. #444 will provide and promote classes for high school students, which will foster their unique abilities and needs. The needs of students will be carefully analyzed; their studies and credits will be arranged for within the graduation requirements. A student may enroll in local academics, online high school courses, technical coursework, or dual credit coursework to complete graduation requirements and/or to progress to an advanced level in one or more subject areas. A student may enroll in college/university classes through a college or university at his/her own expense. Dual credit will be given where dual credit courses are available.



INTERNSHIP & JOB SHADOW ELIGIBILITY REQUIREMENTS

1. Must be classified as a junior or senior in good standing with Little River High School policies and regulations according to the student handbook. Have NO referrals for disciplinary actions from school administrators. Get a waiver from Administration if you have received a disciplinary referral.

2. Have adequate credits toward graduation requirements.

3. Must be able to arrange or provide own transportation.

4. Meet the requirements of Internship site.

5. Complete application and submit to Career Coach.

- To be an intern in the Fall Semester, COMPLETE Application Deadline is the LAST FRIDAY of APRIL.
- To be an intern in the Spring Semester, COMPLETE Application Deadline is the FIRST FRIDAY of DECEMBER

6. Provide Signed Parent Consent.

7. Receive approval from the Administration.

- **All Interns** must be enrolled in and attending five new subjects (those not previously passed) and meet KSHSAA and LR eligibility requirements.
- All internships will be approved based upon alignment with students' postsecondary career plans and must be approved by administration.
- **To provide new learning experiences, interns will not be placed within an internship that consists of working with family.**
- Job shadow opportunities will be approved by administration and/or the Career Coach when these opportunities are aligned with students' postsecondary career plans.
- Interns are required to attend all meetings and submit all required documentation throughout the year to continue in the internship program.

Counselor

The counselor will serve as a mentor to students with social, emotional, or personal needs. The counselor will serve as a liaison between students, families, school environment, and community resources available to ensure student overall well-being. The counselor may also assist with academic planning and any other personal need individualized for each student.



Career Coach

The purpose of the career coach is to inform students of potential learning plans and career opportunities available to them after graduation from high school, inform students of scholarship opportunities, provide assessment and research in placement toward programs to guide students in preparation for college/careers, and to help students become more independent by making wise decisions on their own. The career coach will assist in ensuring seamless matriculation into postsecondary programs leading to certifications, licensures, or degrees in domains of individual student interest.

ADVANCED COLLEGE PLACEMENT

Students attending college or university classes under this policy may enter their college record on their high school transcript and receive dual credit. Such credit shall be counted as high school credit for purposes of calculating grade averages and class rank. For purposes of equating college credit hours to high school credit hours in determining that a student is full time in his/her total schedule, the following ration will apply.

- 4 or greater college hours = 1 unit of high school credit / 3 college hours = .5 unit of high school credit
- **A failing grade with a dual credit course will be placed on the high school transcript. However, failing a dual credit course may be evaluated on an individual basis due to extenuating circumstances and will be considered for extracurricular activity eligibility.**

BOARD OF REGENTS

QUALIFIED ADMISSION CURRICULUM

Students applying to any of the six Kansas Regent universities must meet certain admission criteria. Admission criteria:

- Complete the qualified admission curriculum with at least a 2.0 G.P. A on a 4.0 scale; or
- Achieve an ACT score of 21 or above; or
- Rank in the top one-third of his/her high school's graduating class.
- At least one unit of English must be taken each year of high school.
- Three units of natural science are required. At least one unit must be in Chemistry or Physics.
- One unit each of Math I (Algebra I), Math II (Geometry), and Math III (Algebra II) are required. Completion of any of the three required mathematics courses prior to entering high school stratifies the requirement of that course. Students are strongly encouraged to take a mathematics course every year of high school.
- Three units of social sciences are required. Students must complete one unit of U.S. History, one-half unit of U.S. Government, one-half unit selected from World History or World Geography, and one unit selected from one or more courses in Psychology, Economics, History, and Current Events.



To be eligible for one of three state-sponsored scholarship programs – (State Scholarship Program, Minority Scholarship Program, or Kansas Teachers Scholarship) a student must complete all the required courses for the precollege curriculum plan and an additional three units as follows:

- In addition to Algebra I, Geometry, and Algebra II, a student is required to complete one unit of advanced mathematics selected from Calculus or Statistics/Trigonometry.
- Two units in one foreign language are required
- Biology, Chemistry, and Physics are required.

CLASS CHANGES

Class changes may be made to improve a student's schedule. Any class dropped shall be replaced with another class. Students must obtain a drop/add permit from the career coach's office. The permit must be signed by the teacher of the class being dropped; the teacher of the class being added as well as the career coach. The drop/change is not complete until the principal and a parent/guardian approves the permit. After the first 5 days of a semester, no class may be dropped or changed except in unusual circumstances.

TEACHER/OFFICE ASSISTANT

A student will perform a variety of duties such as filing, grading, word processing, and other secretarial responsibilities. To be a teacher assistant a student must be a junior or senior, have a cumulative G.P.A. of 3.0 or higher, be in good standing, be approved to be pre-enrolled as a teacher's aide by the principal or career coach, and formally interview with the career coach and principal for the position. Upon being hired by the principal and career coach, a teacher to assist will be assigned and selected by the principal. This is a pass/fail course with .25 elective credit per semester. If a student becomes ineligible during a TA assignment, an alternate assignment will be arranged.

GRADING SYSTEM

Academic performance is evaluated according to the following letter grade system:

- A – Pupil regularly does work of high honors quality; completes work on time; often works beyond requirements; shows creativeness and enthusiasm, quickly grasps and retains ideas and skills; ranks high on tests.
- B – Pupil completes work on time; at times works beyond requirements; shows originality and enthusiasm; grasps and retains ideas and skills; ranks high on most tests.
- C – Pupil does work on time; usually does accurate work; ranks average on tests; occasionally works beyond requirements.
- D – Pupil does not always complete work on time; often does inaccurate work; is slow to grasp ideas and develop skills; seldom contributes original or creative work.



- F – Pupil fails to do required work; does inaccurate work; seldom contributes to group work; ranks low on tests.
- I – Incomplete. An incomplete must be removed within 2 weeks after the end of any grading period, or the grade will recorded as an F on the school records. Exceptions may be made in special cases by the principal.

| | |
|----------|---|
| 100 – 90 | A |
| 89 – 80 | B |
| 79 – 70 | C |
| 69 – 60 | D |
| 59 – 0 | F |

Student aide’s grades will be Pass (P) – Fail (F) and will not count towards their GPA or honor roll. For the honor roll, student aides must receive a P for their grade and meet requirements for the honor roll.

ACADEMIC HONESTY

Academic honesty is expected of all USD 444 students. Cheating, copying, completing work for other students, plagiarism, or other forms of academic dishonesty will result in disciplinary action. If cheating occurs, the teacher will take the assignment from the student, the student will receive a “zero” (“0”) for the assignment, and the assignment will be delivered to the parent/guardian along with an explanation.

Any student who engages in any form of academic dishonesty will be subject to the loss of credit for the work in question, as well as other disciplinary measures up to and including suspension or expulsion. (See Board Policies GAA and ECH. See discipline rubric at the back of this handbook.)

ACADEMIC HONOR ROLL

The high school and junior high honor rolls are compiled at the end of each nine weeks and semester. All classes for which a letter grade is assigned will be included. To be eligible for the honor roll, junior high and senior high students must be enrolled in at least five subjects. For the high school honor roll, classes taken for high school or dual/college credit will be used. There will be a 4.0 (straight A) honor roll, a 3.5 (A-) honor roll and a 3.0 (B) honor roll. If a student has a grade of a “D” or below he or she will not be eligible for the honor roll. Eligibility for Academic Honors will be determined by students who achieves a 3.5 G.P.A.



Valedictorian-Salutatorian

Students must attend the 11th & 12th grades at Little River High School to receive consideration for valedictorian and salutatorian. The ranking will be determined by the cumulative GPA of the most recent 7 high school semesters. GPA's will be rounded to the nearest hundredth point. Due to the belief that these honors reflect integrity as well as academic excellence, the student must remain in "Good Standing" throughout the senior year to be considered for the valedictorian or salutatorian honor.

Grade Checks

Progress reports will not be mailed. PowerSchool is available for parents to check grades. Parent communication is welcome at any time via email, phone call, or conference. During the nine-week grading period, teachers are encouraged to communicate with parents if a student's average grade is below a 70%. Communication between parents and teachers will help to prevent students from failing any class and to avoid the need to retake classes.

PARENT CONFERENCES

During the school year there will be opportunities for parent-teacher conferences for grades seven through twelve. Whenever parents have questions or concerns, they are encouraged to contact the teacher and/or principal. Communication between school and home is encouraged throughout the year. Teachers will also be encouraged to contact parents as praise is warranted or challenges need to be addressed. It is important that the student, the parents, and the school collaborate for the best education for the student.

SCHOOL DAY

Little River Junior/Senior High School classes begin at 8:10 a.m. and dismiss at 3:35 p.m. Each Wednesday we will have a 1 hour late start where classes will begin at 9:10 a.m. and dismiss at 3:35p.m. All days will be 8 period days with no block schedule. **Students will not be allowed to loiter or hang out in the reception area. Students must report to their teachers during the regular school day.**

DISMISSAL OF SCHOOL ANNOUNCEMENT

If school will not be in session because of storms or other unforeseen circumstances, the announcement will be made by 7:30 a.m. on the area radio stations of KSAL – AM – 1150 AM Salina; KHUT – FM – 102.9 FM, Hutchinson; and KNGI – AM – 1540 McPherson; and Hutchinson KSKU – 106.1 FM and on the area Television Station, Channel 12 – Hutchinson-Wichita.



VISITORS

All visitors are asked to report to the office upon entering the building. Parents/guardians are always welcome but will first need to report to the office. All visitors will sign in and must obtain a visitor's pass to enter the building.

AUTOMOBILES, MOTORCYCLES, AND BICYCLES

It is the recommendation of the administration that students either walk or use school provided transportation to come to school. However, if that is not possible because of school activities, vo-tech school, or jobs, then vehicles may be driven to school, but the vehicles must be parked in areas designated as student parking and not moved until school is out. Driving of vehicles or riding in vehicles during the noon hour or any other time during the school day is prohibited. A.T.V.s are not permitted on the premises. Violation of this regulation may result in a suspension.

DRIVING AND PARKING

Students should park in the areas assigned to them in an orderly manner regarding parking stalls and parking regulations. All students are to park with proper spacing between rows so drivers can exit easily.

Authorized student parking is south of the gymnasium locker rooms. Students are not authorized to park along public street curbs.

Good driving habits on the school property and surrounding streets cannot be over emphasized. Students are to always observe and conform to the rules and regulations of school zones. Students are to observe and obey all signs from school busses and will enter and exit school parking lots not to exceed a reasonable and prudent miles per hour. Violations of these regulations and complaints received or observed by the school will be brought to the attention of the student as well as his parents, with appropriate action taken whenever necessary. Driving violations will be channeled by the school to the local police department whenever necessary. Failure to abide by these regulations may result in loss of driving privileges on school property, suspension from school, or issuing of a formal complaint. Regard your driving as a deserved privilege.

HALL PASS

The student will be required to carry a pass signed by a teacher on all occasions requiring a student to be absent from a classroom. Unless an emergency, hall passes should not be granted during the first 15 minutes of any class period. .



SCHOOL PHONE

The telephone may be used for school related calls. Approval for making calls will be done in the office. All calls are to be made from the office.

ONLINE COURSEWORK

Online courses are taken on an independent study basis. Due to the independent nature of online courses, these courses may not be suited for all students. Due to the nature of the online learning classroom, parameters have been put in place to assist students toward being successful learners. Each online class may have a different instructor, and each student must abide by the classroom management policies of that instructor for that period. Students must follow all classroom rules designated by the online course facilitator.

MEDIA CENTER

The school media center provides a collection of both print and non-print material for the students and faculty. It is an open schedule for class and student use.

Students using the library during class time are to be issued a hall pass. The reason for using the library should be noted on the pass. Students not showing evidence of proper use of the library during these times will be sent back to their classes. Library resources include:

- Non-fiction and Fiction books
- Reference books
- Daily newspapers
- Kansas Library Catalog on computer: An inter-library loan system (which allows the student to search other libraries for sources and borrow them through the mail)
- Video tapes and other audio/visual material
- Access to the KANED on-line database

Check out procedures: All material needs to be electronically checked out by the librarian or student can use the self-checkout procedures.

Material such as newspapers and magazines can be checked out but need to be returned at the end of the hour.

Student computers are to be used for information searching or for working on homework assignments. They are not for personal use.

Overdue, Lost or Damaged Materials: There are no fines charged, but it is requested that overdue books will be turned in by the date due. Students who have overdue books will not be allowed to check out materials. Books that are damaged beyond repair or lost will have a fee assessed to cover the replacing of the material.



PHYSICAL EDUCATION CLASS DRESS CODE

For all physical education classes, the required dress is a plain, white-sleeved t-shirt, black or red shorts with at least a 5" inseam, socks and non-marking tennis shoes for gym use only.

LOCKERS AND PERSONAL POSSESSIONS

Students are assigned lockers and are expected to maintain the storage space. Students are encouraged to keep their lockers locked at all times. Students enrolled in physical education classes and those who participate in athletic programs will be issued a lock. This lock is to be on the locker at all times. At the end of the school year if the lock is not returned in good condition a \$5.00 charge will be made. The school is not responsible for loss by theft. Objects not in good taste will be removed from lockers by the administration. Lockers remain the property of the school district and may be searched at any time without notice by the building principal.

LOST AND FOUND

Lost items should be reported to the secretary. Students finding an item that does not belong to them should bring it to the school office. Items left or lost in locker rooms and the gym are usually turned in to the teacher. Students should check with both the school secretary and their teachers if missing an item.

FIELD TRIP/SPECIAL SCHOOL ACTIVITY

For a student to be eligible to participate in a field trip activity, pep band, a special school day activity, and/or a special event on or off-campus the student must be in good standing, including school dances and prom. Events other than KSHSAA approved and league will follow this policy.

ANNOUNCEMENTS

Only announcements authorized by the administration or the office will be made to the student body. This applies to all announcement delivery modes as well as the bulletin boards throughout the school.

LAST DAY OF SCHOOL

Students should be aware their obligations to the school do not terminate with the final day of school. The school administration has the authority and right to hold students accountable for their actions up to and including final dismissal from school for the year. This includes the leaving of school property and the departure from any school bus. Any student who has not completed detentions or suspension time may be required to complete that obligation to the satisfaction of the school administration prior to promotion or being allowed to begin school in August.



FINAL EXAMINATIONS

Each teacher should administer a final exam or culminating project. Students are required to be present on the designated day for each final exam or for the culminating project. In the case of extenuating circumstances, the student must have a conference with the principal and submit a formal request to be approved for exemption. Students are expected to remain at school through the last day school is in session for each semester.

PERSONAL ELECTRONIC DEVICES

Personal electronic devices include all electronic communication and entertainment devices that can be used by an individual that includes cell phones, smart watches, cameras, music players, calculators, electronic games, video players, computers, and personal digital assistants. PEDs may only be utilized in the classroom with a request from a teacher and approval by administration. **OTHERWISE, NO CELL PHONES WILL BE ALLOWED IN ANY CLASSROOM AT ANY TIME AND ONLY WITH APPROVAL FROM ADMINISTRATION WITH TEACHER REQUESTS.**

Cell Phones: High school students may utilize cell phones before and after school, during passing periods in the hallways, and during lunch. Students may not use cell phones within the classroom without teacher AND administrative approval. Cell phones may not be used in the auditorium during assemblies or announcements, in the gym during special activities during school hours, or inside restrooms/locker rooms. Cell phones must not be used in the restrooms or locker rooms after school hours. Headphones for cell phones are not allowed and if violated, the steps listed below will apply. Cell phones **MUST** be turned OFF during the day except for the permitted times.

Junior high students may utilize a cell phone before and after school or during lunch and must refrain from use during passing periods, in the auditorium during assemblies or announcements, in the gym during special activities during school hours, or inside restrooms/locker rooms. Cell phones **MUST** be turned OFF during the day except for the permitted times.

The use of cell phones or any other PED at any time is a privilege. Students must cooperate with school officials when devices are confiscated to avoid additional consequences. If a student refuses to turn over a device upon teacher request, the student automatically loses any privilege to have such device on school grounds for the remainder of the semester. Teachers will fill out an office referral form for each cell phone offense.

Students are not to use personal or any other non-cell phone device (PED); including smart watches, unless approved by the teacher. Consequences for violating the PED/cell phone policy:



1st Offense – Electronic device confiscated and returned at the end of the day.

2nd Offense – Electronic device will be confiscated, and the student’s parents must pick up the phone.

3rd Offense – Electronic device will be confiscated for 1 month and must be picked up by the parent or guardian.

Continued offenses will add an additional month i.e., 4th offense 2 months, 5th offense 3 months etc.

The district shall not be liable for the loss, damage or misuse of any electronic device brought to school. PEDs may not be attached to the school network with a wired or wireless connection. Any PED that has the capability to take photographs or record video or audio shall not be used in restrooms, locker rooms or any other area that privacy is assumed. PEDs are also governed by other district policies (e.g., harassment, copyright, bullying, acceptable use) *and will include the above consequences in addition to possible detention, ISS, OSS, or loss of cell phone privileges during any or all parts of the school day for the rest of the school year.*

All students must cooperate with any bus driver’s or activity sponsor’s request for cell phone use on the bus because of the impact on safety precautions. This may include the request of no cell phone use on a bus at night.

A student should never utilize their personal cell phone to contact a parent for pick up at school, and furthermore, should not be texting or calling parents during times not designated for appropriate use of a cell phone. Using a personal cell phone outside the times designated for students to utilize these devices will result in an office referral.

SEXTING

Sexting is harmful to minors and is against the law. *Sexting means creating and sending nude or semi-nude content or sexually explicit or suggestive text, receiving and keeping the content, or receiving and resending the content.* The school cooperates with local law enforcement on issues related to sexting or using the nude or semi-nude content of students to harass or intimidate the student depicted in the content. A variety of Kansas statutes prohibit the transmission of sexual content of minors. Parents are strongly urged to take precautions and use strategies to monitor the electronic communication habits of their students.

- Any student who violates laws related to the transmission of electronic content harmful to minors may be banned from possessing personal electronic devices at the school for the remainder of the academic year or for a longer period of time as determined by school administration.
- During the course of an investigation, any student found to have repeatedly solicited another student to provide sexual content may receive school consequences and may be banned from possessing personal electronic device at the school for the remainder of the academic year or for a longer period of time as determined by school administration.



POSSESSION OF WEAPON(S) ON CAMPUS

A student shall not knowingly possess, handle or transmit any object that can reasonably be considered a weapon at school, on school property or off school grounds while attending a school activity, function or event. This policy shall include any weapon, any item being used as a weapon or destructive device, or any facsimile of a weapon used to induce fear or intimidation. Violations can result in suspension or expulsion from school.

Not allowed on campus or in personal possession:

A. Knives of any length, or other objects that have no educational value that could be dangerous to others.

B. Firearm possessions shall result in expulsion from school for a period of one calendar year. The term firearm means any weapon which will, or is designed to, or may readily be converted, to expel a projectile by the action of an explosive, the frame or receiver of any such weapon, or any firearm muffler or silencer, or any destructive device. No distinction is allowed for loaded or unloaded firearms. The superintendent may recommend this expulsion requirement be modified on a case-by-case basis under this policy.

C. Gun possession such as a BB gun, pellet gun, paintball gun, or any device that discharges a projectile by compressed air, gas, etc. will result in a long-term suspension or expulsion. No distinction is allowed for loaded or unloaded guns as defined by this policy.

INTERNET/LAPTOP GUIDELINES

The following guidelines are provided so everyone is aware of the responsibilities that come with using the Internet. If a U.S.D. 444 user violates any of these provisions, his or her account may be terminated, and future access could be denied.

- Never share your password or account with anyone. You have full responsibility for the use of your account. You will be held responsible for any violations of these rules that can be traced to your account.
- Do not vandalize computers, software, or network devices.
- Obey the rules of copyright.
- Do not download software without written permission of the system administrator.
- Do not post personal communications in a public forum without the author's prior consent. All messages posted in a public forum such as a news group may be copied in subsequent communications, so long as proper attribution is given.
- Do not use the network for any illegal activities. Illegal activities include tampering with computer hardware or software, unauthorized entry into computers, or vandalism or destruction of computer files. In some cases, such activity is considered a crime under state



and federal law.

- Do not deliberately spread computer viruses. Computer viruses are programs that have been developed as pranks and can destroy valuable programs and data. Deliberate attempts to degrade or disrupt system performance of the local school network or any other computer system or network on the Internet by spreading computer viruses is considered criminal activity under state and federal law.
- Use appropriate language. Profanity or obscenity will not be tolerated on the school network. You must use language appropriate for school situations as indicated by school policy.
- Avoid offensive or inflammatory speech. Internet users must respect the rights of others both in the local community and in the Internet at large. Personal attacks are an unacceptable use of the network. If you are the victim of a personal attack, bring the incident to the attention of a teacher or system administrator.
- Be aware that giving out personal information on the Internet can be dangerous.
- Do not use a school account to post anonymous or false information. Individuals must take responsibility for their actions and words.
- Do not intentionally search for, view, and/or distribute inappropriate materials.
- Laptop bags will be provided for each student. They **MUST** be used when carrying or transporting laptop computers. Students may not place books or other bulky items in the laptop bag.

FIRE AND TORNADO DRILLS

Fire and tornado drills are for your protection. To comply with state law, fire drills will be held once each month and tornado drills three times a year. When the alarm is sounded, students should move quickly and quietly to designated areas. Instructors will accompany the students. Please check emergency maps posted in each classroom.

TRANSPORTATION POLICY

REGULAR BUS ROUTE RULES

1. The driver is in charge of the students on the bus. Students must obey the driver promptly and cheerfully.
2. The driver may assign a seat to each student. Each student must be provided a seat. (Students in less desirable seats may move to a second assigned seat for added comfort after the passenger load is lightened if permission is first obtained from the driver and if the bus is not in motion.)
3. Students must be on time. The bus cannot wait for those who are tardy. Students must walk on the far side of the road, facing traffic, when going to the bus stop.



4. Students must never stand in the road while waiting for the bus. All students must wait for the bus off the traveled portion of the road. Students should wait in an orderly manner and never push a fellow student.
5. Unnecessary conversation with the driver is prohibited. Do not talk loud or distract the driver's attention. It is particularly necessary for passengers to be quiet when the bus is stopped for loading/unloading, stop signs, and railroad crossings.
6. Outside of ordinary conversation, classroom conduct is to be observed.
7. Students may not throw waste paper or other rubbish on the floor of the bus. Help keep the bus clean and sanitary at all times.
8. Students must not at any time extend arms or head out of the bus windows.
9. Students must not try to get on the bus, off the bus or move within the bus while it is in motion.
10. When leaving the bus, students must observe directions of the driver. If a student crosses the road, do so in front of the bus after making sure the highway is clear.
11. Any damage to the bus is to be reported to the driver immediately.
12. Students riding a bus during a stormy season are advised to listen to their home radio for storm warnings and not attempt to reach school when so forewarned. (As to unsafe conditions such as heavy snows or floods.
13. Use of tobacco inside a bus is prohibited.
14. Intoxicating liquor or alcohol or illegal drugs are not allowed on the bus.
15. Animals may not be transported in a bus.
16. Activity Trips – The same rules as the regular bus route rules apply. However there may be some exceptions with the approval of the driver and sponsor.
17. School Activity Transportation – As a rule, students shall ride school provided transportation to and from the activity site. Students may ride home with their own parents/guardians if approval is given by the sponsor to the parents/guardians at the site. And preferably prior to the event.

Students may ride home with the parents/guardians of another student, if prior arrangements include a parental note and phone call to the office.

Students are not permitted to ride to/from activity sites with boyfriends, girlfriends, other students, etc. Should emergencies or unusual circumstances occur, they should be reported to and arrangements made with the principal.

The bus driver will have a sign-up sheet at each activity. Parents should sign the sheet for their students who are going to ride home with them.



18. School Activity Trip Refreshment Stops – At stop students must be accompanied and supervised by a sponsor

For violating transportation rules students will be reported to the school principal who can deny students the privilege of riding the bus. DON'T LOSE YOUR RIDING PRIVILEGES

FOLLOW THESE RULES:

1. Rules for behavior are the same as at school.
2. Sit properly in the assigned seat.
3. Be courteous, no profanity, cruel teasing, rude gestures, or putdowns.
4. Keep all parts of your body and objects to yourself and inside the bus.
5. No eating or drinking on the bus. Exceptions may be made on activity trips by driver/sponsor.
6. Follow the bus driver's directions.

Any transportation infraction as determined by the bus driver or sponsor will result in an office referral and referenced on the discipline rubric.

STUDENT ARRIVAL & DEPARTURE TIMES

Students should arrive at school no earlier than 7:45 a.m. unless they have an appointment with a teacher. On Wednesday Late Start days, students who report prior to 8:45 a.m. will need to enter the school through the cafeteria doors. Students should depart immediately upon completion of the day's activities. No student will remain in any room after school unless they are in the company of and under the direct supervision of a teacher or coach.

LEAVING SCHOOL

After a student arrives on school grounds (by bus, car, or walking) he or she is not to leave at any time during school hours, except after reporting to the office, receiving permission from administration, and signing out with permission from a parent/guardian. To be excused for an appointment, all appointments should be called in to the office prior to 8:30 am. For an absence to be excused, documentation from any appointments must be provided to the office upon return to school. The administration reserves the right to determine if it is necessary for the student to leave the building and whether an absence is excused or unexcused. Likewise, school officials must contact a parent of any student who wants to leave school because of illness, or any business outside school during school hours.

Failure to follow proper procedure when leaving the building will result in a discipline referral.



ATTENDANCE POLICY

If a student has greater than eight (8) absences in any class during a semester (either excused or unexcused), that student will not receive a grade higher than 59 percent or an (F) and will not receive credit for that class. In extreme cases, and at the discretion of the building principal, exceptions can be made for verifiable lengthy medical conditions, and if a student is hospitalized or under doctor's orders to remain at home. It is the responsibility of the parent or student to provide signed and dated statements from a health care provider within three (3) school days of the student's return to school. If statements are not received within three (3) days of the student's return to school, the statements will not be accepted.

A student may be considered a student in good standing after completing a day of Saturday School. For example, if a student has nine (8) absences, he or she can complete one day of Saturday school and be eligible to receive a passing grade.

The student can regain their credit status in the class through their attendance outside of the regular school day, including Saturday School, or other assignments. This process will allow them to make up the time they have missed over the maximum absences. The official record of absences will be recorded in PowerSchool.

Saturday School: Saturday School has been established to deal with disciplinary issues without infringing on classroom time, and attendance issues.

- a. Saturday School will be held from 8:00 a.m. until 12:00 noon.
- b. Saturday School will be used for attendance deficiencies and other discipline offenses identified for Saturday School.
- c. Students may be assigned 1-4 hours of Saturday School depending on the offense identified by the administration.
- d. Students must bring work to Saturday School and keep busy during the time assigned.
- e. Parents will be notified in writing, or personally contacted, when Saturday School is assigned.

THERE IS NO RECOGNIZED SENIOR SKIP DAY

This is not endorsed, nor approved by the USD #444 Board of Education. Should a senior choose to skip school, an absence associated with what may be considered by administration as a senior skip day will be recorded as unexcused and make up work for this day may or may not be allowed.

Students are responsible for making up ALL schoolwork missed during their absence. As a general rule, students are given 2 days for each day absent to make up work.

Absences

In accordance with Kansas State Law 72-1113 students are considered truant when they have reached the following threshold:

USD #444



HOME OF THE REDSKINS

1. Three (3) unexcused in a row
2. Five (5) unexcused in a semester
3. Seven (7) unexcused in a year

*When a student becomes truant, a report will be filed with DCF or the County Attorney.

***Teachers will determine the circumstances surrounding an unexcused absence from their class. It is not required that teachers allow students the opportunity to make up homework if students are unexcused absent from their class.**

TARDIES

Students at Little River High School will be counted tardy if they are not in class according to classroom procedure when the final bell rings. Any student tardy to a class must report to the office before going to class for determination of the validity of the tardy. Any student detained by a teacher must obtain a pass from the teacher for admittance to the next class. Otherwise, any tardy that results will be an unexcused tardy. A student more than 20 minutes tardy to a class will be considered absent. Upon receiving three tardies, the student will be required to serve a 30-minute detention with the teacher(s) they have reported late to three times or more. A 30-minute detention will be assigned for each subsequent tardy acquired. If an assigned detention is not served the detention is doubled to 1 hour. If the student does not serve the 1-hour detention, further consequences may be taken.

STUDENTS LEAVING CAMPUS FOR CLASS

A student enrolled in an off-campus class is under the direction of U.S.D. #444 during the class and is also under the regulations of the off-campus organization.

- Students will not be dismissed from off-campus classes to attend LRHS activities or class meetings. The student is responsible to get the needed information from the class sponsor or coach.
- Transportation or payment in lieu of transportation will be provided for a district approved off-campus class from the Little River Attendance Center to the class and back.
- Other transportation issues will be reviewed on a case-by-case basis

COLLEGE VISITATION DAYS

Students in all grades (7-12) may be given school days to visit colleges, AVT schools or armed forces recruiters. To be excused for a college visitation day, students must:

1. Make arrangements through the Guidance Office.
2. Inform their teachers they will be gone and turn in all assignments due prior to the absence.
3. Visit with college officials.
4. Secure parental/guardian permission AND approval from administration.



Exceptions to this policy will be made by the principal contingent upon circumstances.

ACTIVITIES AND ORGANIZATIONS

All activities which come under the authority of the school must have the sponsor's approval and must be scheduled and approved by the building principal at least two weeks in advance of the activity. All money raising activities must be scheduled and approved by the building principal at least two weeks in advance of the activity. When merchandise is sold, the organization shall collect the funds in advance of delivery. At the time a requisition is made, an organization must have sufficient funds to cover the order. Class meetings and/or organizational meetings must be scheduled by the sponsor and approved by the principal.

STUDENT INSURANCE

In August, USD #444 makes available to all students an accident insurance program with various plans. Students and parents are encouraged to read the materials concerning this program.

When a student insured under these plans is injured, he/she will be given a claim form. This form must be completed by his/her parents and presented to the doctor or hospital. The school acts as a medium in supplying the insurance and assumes no liability, either for the injury or the subsequent negotiations with the company.

Homecoming Candidacy Policy

Students who are up for the king or queen candidacy remain eligible for candidacy throughout the year unless you are nominated king or queen in fall or spring homecomings.

ACTIVITY ELIGIBILITY REQUIREMENTS

(Grades 7-12)

For a student to be eligible to participate in interscholastic activities, the student must be certified by the building principal as meeting all eligibility standards. All KSHSAA rules and regulations are published in the official KSHSAA Handbook, which is distributed annually and is available in the principal's office.

To participate in any extra-curricular activities (including flex time, athletics, band/choir contests and concerts, school dances, prom, etc.), a student must maintain academic eligibility. To be in good standing, academically, a student shall have no failing grades (F's).

The eligibility report will be generated every Monday morning or the first day of the school week with special scheduling. If a student receives any failing grade, they will be on probation for one week to have the opportunity to raise the grade. If any student receives a failing grade, in the same class for **two consecutive reports**, they will be declared academically ineligible and



will not be allowed to participate for that week. If they can raise the grade, they can be eligible for the following week.

Teachers will be given access to the eligibility report, and do have the authority to exempt a student, who is failing their class, for unusual or extenuating circumstances.

Students must also:

1. Attend a concussion information training offered on-site or watch the concussion video online. A certificate of completion must be printed for verification.
2. To be eligible for participation in interscholastic athletics/spirit groups, a student must have on file with the principal a signed statement by a practicing physician or a registered physician's assistant certifying the student has passed an adequate physical examination and is physically fit to participate. The Physical Examination Form shall be completed and filed with the school prior to the first practice session in which the student participates.
3. The eligible student shall be a bona fide member of his/her school in good standing. The student must have passed at least five new subjects (those not previously passed) of unit weight or its equivalency, the previous semester or the last semester of attendance. The student must be enrolled in and attending five new subjects (those not previously passed).
4. A student must be regularly enrolled and in attendance at some school not later than Monday of the fourth week of the semester in which he/she participates.
5. In order to participate in extracurricular/athletic events, a student must be present at school. If a student misses one hour or more of his/her schedule, and that absence is deemed unexcused, he/she will not be able to practice or participate in the event/practice for that day.
6. A student shall have not more than two semesters of possible eligibility in grade seven and two semesters in grade eight. A student shall not have more than eight semesters of possible eligibility in grades nine through twelve.
7. High school students are eligible if they are not 19 years of age (15 for eighth grade and 14 for seventh grade) on or before September 1 of the school year in which they compete.
8. The use of undue influence by any person to secure or retain a student shall cause ineligibility.
9. A student is eligible if he/she has not competed under a false name or for money or merchandise of intrinsic value and has observed all other provisions of the Amateur and Awards Rules.
10. Students may not engage in outside competition in the same sport during a season in which they are representing their school. Note: Consult the coach or principal before participating individually or on a team in any game, training session, contest, or tryout conducted by an outside organization.
11. A student is eligible if he/she is not a member of any fraternity or other organization prohibited by law or by the rules of KSHSAA.



EXTRACURRICULAR CONDUCT POLICY

Rules regarding the personal conduct and appearances of students representing Little River Schools in extracurricular activities will be set and enforced by instructors, sponsors, and coaches responsible for each organization. Students will be made aware of said rules at the start of each school year or season. Instructors, sponsors, and coaches will make and enforce rules in compliance with KSHSAA regulations and USD 444 policies. The guiding principle will be that a student's personal conduct and appearance not draw attention from the organization or team to the individual.

EXTRA-CURRICULAR DRUG & ALCOHOL POLICY.

In order for a student in USD 444 to be involved in any extra-curricular activity*, they must abide by the following criteria. A student shall not possess, use, transmit, or be under the influence of any narcotic drug, amphetamine, barbiturate, marijuana, alcoholic beverage, or intoxicant of any kind, or tobacco in any form, including smokeless tobacco products.

Time Frame: This policy shall be in effect from the beginning of the fall sport season to the end of the spring sport season. It shall be in effect 24 hours a day and at any place in which the participant may be present.

Under the regulations of the KSHSAA, Rule 14, Sec.1, Art. 3: A student who uses or possesses any form of tobacco, illegal drugs, alcoholic beverages, etc., is not in good standing. Therefore, a violation of this standard would mean:

First Offense: The student will lose eligibility for a minimum of one interscholastic day of competition on the level at which they would normally be eligible. The suspension will be served on the first day of competition to follow the suspension. It should be noted this is a minimum penalty and the coach or sponsor has the option to impose a more severe penalty.

Second Offense: in a School Year: The student will be immediately dismissed from all extracurricular activities for the remainder of the school year. The student may be reinstated to participate after successful completion of a rehabilitation course or evaluation approved by the principal and A.D.

Sources: If a source such as, but not limited to, law enforcement officials, faculty members, school administrator, or general common knowledge through the school relates information about a student's involvement with alcohol, drugs, or tobacco, validity of the allegation will be screened by the principal, A.D., and sponsor and if the information is substantiated, the student will be counseled, and actions taken as described above.

*Extracurricular activity is defined as athletics, cheerleading, forensics, debate, and scholar's bowl.



SPORTSMANSHIP

Interscholastic contests should create good sportsmanship traits in both athletes and spectators. Little River Attendance Center students will conduct themselves in a manner that will be a good reflection on the team, school, and the community.

Those who attend Little River School activities will adhere to Citizenship/Sportsmanship Rule 52 as members of the Kansas State High School Activities Association. Sportsmanship is a way of thinking and behaving.

- Be courteous to all participants, coaches, officials, staff, and fans.
- Know the rules, abide by and respect the official's decisions.
- Win with character, lose with dignity.
- Display appreciation for good performance regardless of the team.
- Exercise self-control and reflect positively upon yourself, your team, and your school.
- Permit only positive sportsmanship behavior to reflect on your school or its activities.

All actions are to be for and not against; to be positive and not negative or disrespectful! The best acceptable way to support your team is to do just that--Cheer for your team, not against your opponent.

Inappropriate behavior as a participant or an observer at extracurricular activities may result in suspension from extracurricular activities, or include other consequences as deemed appropriate by administration.

CRITERIA FOR LETTERING (HIGH SCHOOL)

VOLLEYBALL: A student who plays in sixty percent of the varsity games.

FOOTBALL: A student who plays in one quarter over half of the quarters.

BASKETBALL: A student who plays in one quarter over half of the quarters.

TRACK: A student who scores two points or more per meet or scores one point at the League Track Meet.

BAND: A student who maintains an A, attends all required performances, and scores at least 15 points according to the "Music Lettering System." Students will be given this information at the beginning of the school year.

VOCAL: A student who maintains an A, participates in the musical and 3 or more KMEA or KSHSAA sponsored musical activities.

CHEERLEADER: A student who maintains a C average and stays above 75 points.

CLAY SHOOTING: A student in grades 9-12, must average 20 or more points per round in competition play at end of season.

FORENSICS: A student must attend 4 speech tournaments and have a piece polished for the season.



SCHOLAR'S BOWL: Participate in practice and meets.

*If a student participated in a sport for four years and remains in good standing throughout the season the four years, he/she is entitled to an automatic letter his/her senior year.

CRITERIA FOR LETTERING (JR. HIGH)

VOLLEYBALL: A student who plays in one game over half

FOOTBALL: A student who plays one half of all quarters played

BASKETBALL: A student who plays one more than one half of all quarters played during the season

TRACK: A student who gets 1st, 2nd, or 3rd in an individual event, or 1st in a relay or who earns a total of 14 points in all the track meets

BAND: A student who maintains an A average, participates in the Pep Band and 2 or more KMEA or KSHSAA sponsored musical activities

VOCAL: A student who maintains an A average, participates in the musical or 2 or more KMEA or KSHSAA sponsored musical activities

SCHOLAR'S BOWL: Participate in practice and meets.

PEP ASSEMBLIES

High school pep assemblies will be held on Fridays during the advisory period prior to a Friday home game and the first contest of any sport. Pep assemblies for tournaments may be held during advisory period.

Pep assemblies will be the responsibility of the cheerleaders as coordinated and directed by the cheerleading sponsor.

HIGH SCHOOL DANCE POLICY

Little River High School dances are open to Little River High School students in good standing (not on ineligible list) and registered/administratively approved dates (no junior high students allowed).

Little River High School students will register their dates prior to Wednesday at 3:30 p.m. the week of the scheduled dance. Administrative approval will be given upon registration or no later than Thursday. All dates must have prior approval. Out of school students/alumni will not be admitted at the door. All Little River High School students and their dates will observe the published guidelines/policies of Little River High School. All school rules will be in effect. Little River High School students will be responsible for their dates.



Once in, always in; once out, always out. Do not plan to return to the dance once you have left. The doors will close and be locked 20 minutes after the published starting time. Students arriving after this time will not be admitted unless prior arrangements have been made with administration.

ATHLETIC EVENT ADMISSION FEES

Ticket prices for all Wheat State League high school/junior high varsity events are \$6.00 for adults and \$4.00 for students. All students of USD #444 will be admitted free to USD #444 sponsored athletic activities. At the admission gate, students may be asked to identify themselves as a student of USD #444.

STUDENT RIGHTS

- It is difficult to perceive that rights would come to an individual without a need for the individual to exert his share of the responsibility to make that right become a reality.
- All students have the right to study and learn and to breathe in a healthy environment.
- All students have the right to ride the school buses to and from school and/or to special activities. With that, each student also has the responsibility to abide by the bus rules to make the trip a safe and happy experience for all.
- All students have a right to the use and enjoyment of books and equipment issued to them. It is the responsibility of each student however to protect, care, and preserve that equipment for others who will follow him/her.
- All students have the privilege and right to enjoy eating in the commons area. To make that a pleasant experience for all, each student has the responsibility to abide by the lunchroom rules, and to help maintain a clean and attractive atmosphere for all to enjoy.
- All students have the right and privilege of attending classes in order to learn to the best of their ability. Thus each student has the responsibility to maintain an atmosphere so that other students may also have the same opportunity for learning to the best of their ability.
- All students have rights, which are guaranteed to them under law. However, students must recognize that the protection of their rights can never go so far as to deny the rights of others. Further, the safety, well-being and learning atmosphere of our school surpasses the rights retained by any students. Restriction of the rights of students must and can only be done with good cause.

STUDENT RESPONSIBILITIES

Student's rights involve equivalent responsibilities. Students thus have the following responsibilities.

- To accept every person as an individual human being.
- To promote intercultural and intergroup relations and understanding.
- To apply their abilities and interests to the improvement of their education.



- To develop and apply their learning skills.
- To attend school for the purpose of obtaining a quality and meaningful education.
- To contribute toward the improvement of the teaching-learning situation.
- To strive for the overall betterment of the school environment.
- To contribute toward the overall improvement of the school curriculum through active involvement in both classroom and co-curricular activities.
- To develop a sense of pride and respect for the school and the ideas for which it stands.
- To recognize the function within the policies established by the school board and school officials.
- To assure that they have a voice in the student government through their duly selected representatives.
- To cooperate with the student officers in the development and carrying out of student related policies.
- To provide support for the members of athletic and other groups representing the school as part of the spirit necessary for team success.
- To share in defining areas where students have responsibility.
- To carefully use and return all instructional materials.
- To refrain from the use of obscene and profane language, or personal affront and indignity with peers or with school personnel.
- To observe regulations concerning smoking, drinking, and drugs.
- To help create good human relations within the school.

This list is by no means meant to be exclusive of the responsibilities, which rightfully belong here. From time to time, through faculty and student input, this list will be expanded.

PERSONAL APPEARANCE AND DRESS

Appropriate dress and personal grooming are an individual responsibility and a matter of personal pride. The impression given to others through personal appearance is important to the individual and to the school. Students are asked to be responsible and use good judgment concerning appearance. The following dress code guidelines are applicable, and it will continue to be at the discretion of Little River Junior Senior High School staff and administration to assure that appropriate levels of modesty and safety are upheld:

1. **Immodest Dress:** The straps of blouses, shirts, tops, and dresses must be at least two inches across on both shoulders. Shirts, pants, and dresses that are excessively tight and/or short are prohibited. Sheer and see through garments are prohibited. Any garment exposing midriffs will also be in violation of school dress code.
2. **Garments must be of a modest length:** Dresses, skirts, shorts, tunic tops, or any such primary garment must be a minimum of fingertip length. The garment length must be at or beyond the fingertips – including any holes in garments. Boxer shorts will not be permitted as outerwear. Running shorts are allowed but must not be



rolled at the waist. Any student rolling shorts at the waist will receive an office referral. Yoga pants are allowed if a top is worn that covers the back-side. Office referrals will be given for uncovered yoga pants.

3. **Trousers:** (Pants, jeans, etc....) are to be belted or adjusted and worn at waist level. Wearing trousers in a low riding/bagging position is NOT acceptable. Overall straps are to be worn over the shoulder AND buckled.
4. **Hair:** Hair must be neat, clean, and not to interfere with the educational process and/or school activities. All hairbrushes, rakes, and rat-tailed combs are not to be worn by students in their hair.
5. **Headgear:** Wearing hats or sunglasses inside the school building without a medical reason is not permitted.
6. **Outdoor Jackets:** Teachers may ask students to remove outer coats/jackets when it is the teacher's opinion the outer garments are distracting from the educational process or due to safety precautions.
7. **Shoes:** Students are required to wear shoes. However, any shoe that could mark up or scuff a floor unintentionally, are not to be worn inside the school. Each school-sponsored activity may have additional regulations established by the teacher sponsor and approved by the administration.
8. **Visible body piercings:** Anything other than ear piercings could be determined as a possible health risk, or a distraction to the learning environment. Administrative discretion may be employed.
9. **Other dress wear:** Students will not wear medallions, patches, monograms, or other articles that may be considered dangerous, cult, vulgar, obscene, suggestive, racist, symbolic of gangs, have double meanings, advertise alcohol, drugs, or any item that could project and offensive or negative attitude.

Any method of dress, other than those listed, that attract undue attention, and presents security concerns, disrupts, or interferes with the normal educational process is not permitted. If, in the professional opinion of ANY teacher or administrator, a student's attire is disruptive to class, detracts from a positive learning environment, or is clearly inappropriate and in poor taste, that student will be referred to the office. The student will then be required to make special arrangements to correct the issue in which they were referred.

GRADUATION DRESS CODE

Since graduation is a special occasion, the dress for graduates for the event will be dress clothes. Ladies will be required to wear dress clothes and dress shoes (no athletic shoes). Men will be required to wear dress pants (no jeans including black jeans), shirt and tie, socks, and dress shoes (no athletic shoes). Graduates not dressed appropriately will not be allowed to participate in the event. Should this requirement cause a financial hardship for any potential



graduate, please contact the school office and we will address that concern.

FREEDOM OF EXPRESSION

The free expression of student opinion is an important part of education. Students at Little River Junior/Senior High School are encouraged to express their own private opinion so long as it does not substantially disrupt the educational process or interfere with the rights of others. Students who violate these standards of verbal and written expression shall be subject to corrective action or discipline.

Willful disobedience, vulgarity and profanity, obscenity, extortion, intimidation, immoral conduct or any inappropriate behavior shall constitute cause for detention, suspension or expulsion. (K.S.A. 72-8901-8904)

GENERAL STUDENT CONDUCT

Acts of behavior that interfere with the maintenance of a positive learning environment or which are antagonistic to the welfare of other pupils will not be considered acceptable. Kansas State Law (KSA 72-8901 through 72-8906) authorizes school authorities to suspend or expel any student willfully violating any published regulation for student conduct approved or adopted by the local Board of Education. Absences will not be recorded as unexcused during a suspension or expulsion.

STUDENT EXPECTATIONS

Each student is expected to help create and maintain an environment that is safe and conducive to learning. He/she shall:

1. Model acceptable behavior at school.
2. Be responsible for his/her own actions and the consequences of those actions.
3. Show consideration and respect for fellow students, for school staff members, and for school property
4. Display physical and verbal self-control and seek other methods of dealing with problems
5. Confer with his/her parents, guardians, teachers, and principal in solving reoccurring discipline problems.
6. Work toward understanding and displaying self-discipline.
7. Recognize that students are in school to learn and that the order and structure help to create an environment where safe, productive, and uninterrupted learning can occur.

CAFETERIA PROCEDURES & CONDUCT

LRJSH has a closed lunch policy. The LRJSH Cafeteria assumes the same expectations as a classroom. Students entering or leaving the cafeteria at any time other than their scheduled time must have a pass. Students are expected to maintain orderly conduct while eating. Quiet visiting is allowed, but loud talking or screaming is inappropriate. Students are expected to



return their tray when finished eating and expected to leave their eating area clean. Food, drinks, silverware, and cafeteria dishes are not to be taken out of the cafeteria. Cafeteria supervisors will be on duty and have full authority to issue discipline or office referrals. Students may bring sack lunches, but fast food, carbonated beverages, and candy are not permitted. Supervisors are given full authority to exercise their judgment with what is appropriate. Students must comply with all directives issued by supervisors in the cafeteria.

GUIDELINES FOR INAPPROPRIATE ITEMS

The following items are not allowed at school: Electronics (see exception below), balloons, glass containers, paint, handheld computer games, toys, water guns, pornography, mace, lasers, or any other questionable items. These items will be confiscated and must be picked up by the parent or guardian. Students will be assigned appropriate consequences for possession of these items.

PUBLIC DISPLAY OF AFFECTION (PDA)

Little River Junior Senior High School is a professional learning environment; where PDA is not acceptable. No public displays of affection with any individuals should be observed. Physical contact, including hand-holding, is not acceptable at any time. There is a time and a place, but school is not that place. If observed, an office referral will be given. First time offenders will receive a warning. Repeat offenders will refer to the discipline/demerit rubric.

HORSEPLAY

Horseplay on school property during school hours is not appropriate at any time. Horseplay includes, but is not limited to, pushing, shoving, body-checking, poking, kicking, hitting, or any other form of physical contact intended for “playing around.” Too often horseplay ends up in someone feeling offended, which leads to escalated inappropriate behaviors. Any form of horseplay observed will constitute an office referral and will be deemed as “bullying.”

HAZING PROHIBITED

Kansas law prohibits hazing. Since this issue may be related to gang activities, the following language is included. Incidents involving initiations, hazing, intimidation, and/or related activities which are likely to cause bodily danger, physical harm, personal degradation or disgrace resulting in physical or mental harm, or which affect the attendance of another student, are prohibited.

BOOKBAGS, BAGS, PURSES

Bookbags, purses, briefcases, or any other type of bag/carrier (with exception of the school issued laptop bag) are not permitted inside the classroom at any time. Bags that carry school items must be stored in your assigned locker. Bookbags left in the hallway are not permitted due to fire codes and school safety violations. Bookbags left unattended and not secured in a



locker will become the property of the school administration becoming subject to search. Bookbags will be returned to students as deemed appropriate. Repeat offenders will receive an office referral. Four minutes of transition time is allotted between classes to facilitate making stops at a locker to obtain needed materials between classes.

SEXUAL HARASSMENT

Employees shall not sexually harass or permit sexual harassment of a student by another employee, student, non-employee or non-student. Neither shall a student sexually harass another student or students. Any violation of this procedure shall result in disciplinary action, including termination of an employee, or disciplinary action against the student(s) involved. Supervisors who fail to follow this policy or who fail to investigate complaints shall be in violation of this policy. If the principal is the object of a harassment complaint, the student may bypass the principal and report directly to the superintendent or his designee.

Sexual harassment is defined as unwanted and unwelcome sexual attention. By federal law (Title IX), you have a right to an education free of sexual harassment, and once you lodge an official complaint, it's up to your school to investigate and take action.

Sexual harassment may include, but not limited to: sexually-oriented communication, including sexual overtures, verbal "kidding" or harassment or abuse; Subtle pressure or requests for sexual activity; Persistent unwelcome attempts to change a professional relationship into a personal, social-sexual relationship; Creating a hostile school environment, including the use of innuendoes or overt or implied threats; Unnecessary touching of an individual, e. g., patting, pinching, hugging, repeated brushing against another person's body; Requesting or demanding sexual favors accompanied by an implied or overt promise of preferential treatment with regard to a student's grades or status in any activity; or sexual assault or battery as defined by current law. Sexual harassment and sexual discrimination will not be tolerated at school, on school property including school buses and other school transportation, and at school-sponsored activities, programs, or events. If any type of sexual harassment or misconduct is reported, the administration will promptly investigate and cooperate with all authorities to ensure safety of all individuals involved.

BULLYING

Bullying on USD 444 property, in a USD 444 Vehicle, or at any USD 444 sponsored activity or event is prohibited.

1. Bullying means

- a. any intentional gesture or any intentional written, verbal or physical act or threat that is sufficiently severe, persistent or pervasive that it creates an intimidating, threatening or abusive educational environment for a student or staff member that a reasonable person, under the circumstances, knows or should know will have the



effect of:

- i. Harming a student or staff member, whether physically or mentally;
 - ii. damaging a students or staff members property;
 - iii. placing a student or staff member in reasonable fear of harm to the student or staff member; or
 - iv. placing a student or staff member in reasonable fear of damage to the students or staff members property; or
- b. any other form of intimidation or harassment prohibited by any policy of USD 444 *which includes hazing*.
2. “School vehicle” means any school bus, school van, other school vehicle and private vehicle used to transport students or staff members to and from school or any school sponsored activity or event.

Comprehensive Tobacco-Free School Grounds Policy

Students and Staff: The use, possession, or promotion of any tobacco product by any student or staff is prohibited in any district facility; in school vehicles; at school-sponsored activities, programs, or events; and on school owned or operated property at all times.

Visitors: The use of any tobacco product by parents, contractors, volunteers, and all other visitors is prohibited in any district facility; in school vehicles; at school-sponsored activities, programs, or events; and on school owned or operated property at all times.

The following definitions apply to this policy.

“Tobacco product” means any product that is made from or derived from tobacco, or that contains nicotine, that is intended for human consumption or is likely to be consumed, whether smoked, heated, chewed, absorbed, dissolved, inhaled or ingested by any other means, including, but not limited to, Electronic Nicotine Delivery System (ENDS), cigarettes, cigars, pipe tobacco, chewing tobacco, snuff, or snus. Tobacco product also means any component or accessory used in the consumption of a tobacco product, such as filters, rolling papers, pipes, charging devices, cartridges and any substance used in ENDS, whether or not they contain nicotine. This definition does not include FDA-approved Nicotine Replacement Therapies including transdermal nicotine patches, nicotine gum, and nicotine lozenges.

“Electronic Nicotine Delivery System (ENDS)” means any device that delivers a vaporized solution (including nicotine, THC or any other substance) by means of cartridges or other chemical delivery systems. Such definition shall include, but may not be limited to, any electronic cigarette, vape pen, hookah pen, cigar, cigarillo, pipe, or personal vaporizer. ENDS are not FDA-approved Nicotine Replacement Therapy devices.



“Promotion” includes, but is not limited to, product advertising via branded gear, bags, clothing, any personal articles, signs, structures, vehicles, flyers, or any other materials.

Student violations will result in disciplinary actions as outlined by the school district. Disciplinary actions may include parent/guardian notification, participation in a tobacco & electronic nicotine delivery systems education program, referral to a cessation program, and/or community service. Student violations may be reported to law enforcement if use or possession is deemed to be illegal.

DRUG AND ALCOHOL POLICY

Maintaining drug-free schools is important in establishing an appropriate learning environment for the district’s students. The unlawful possession, use, sale, or distribution of illicit drugs, alcohol, or tobacco by students on school premises or as part of any school activity is prohibited and will be handled by law enforcement. This policy is required by the 1989 amendments to the Drug-Free Schools and Communities Act, P.L. 102-226, 103 St. 1928.

IN-SCHOOL SUSPENSION (ISS)

During ISS students may do their regular schoolwork and still receive credit. If a student cannot conform to the ISS, that student could have their stay in ISS lengthened, or be placed on out of school suspension, in addition to the remainder of the in-school suspension. Students assigned to the In-School-Suspension room will be required to report prior to the start of school with appropriate texts, papers and writing instruments. These students will be allowed a five-minute break in the morning and another five-minute break in the afternoon. Students assigned to the In-School-Suspension room will be allowed a lunch period under continuous supervision of the In-School-Suspension supervisor. Students will not be allowed to participate/attend extracurricular activities on the day assigned to the In-School Suspension room. This includes evening activities.

RULES FOR IN-SCHOOL SUSPENSION:

1. Absolutely no communication with other students.
2. Remain in a chair.
3. No food, gum or drink while in In-School Suspension except during lunch.
4. In-School Suspension teacher must approve finished work before it is considered completed.
5. Breaks - Restroom and drinks-one in the AM and PM
6. Students may bring a sack lunch or have a cafeteria lunch. Seconds will not be served.
7. Music will not be allowed.
8. Laptops may be used if authorized by the classroom teacher in order for the student to complete assignments while in I.S.S.



The building administrator has the option of following any step in disciplinary action as stated above or administering other disciplinary action. Students suspended for more than one out-of-school day may also be placed on probation, or a special discipline plan for the remainder of the semester. Students not in good standing are not allowed to participate or attend any school activity or function.

OUT-OF-SCHOOL SUSPENSION (OSS)

If a student receives OSS, he or she will be afforded the opportunity to make up work for short term suspensions (10 days or less) but will lose the opportunity to gain credit for work completed on long-term suspension. Students will NOT be allowed to participate in or attend extra-curricular activities on a day assigned to OSS. This includes evening activities.

DETENTION

When detentions are assigned by the office or a teacher, the parent will be notified immediately. If the parent cannot be contacted, a message will be left. Detentions should be served at the earliest time possible.

The classroom teacher may give Thirty – minute detentions for academic purposes, as a consequence for inappropriate behavior, and/or non-compliance of classroom rules as reported by the classroom teacher or substitute teacher.

Detentions – Times will be determined by teacher/administrative preference in which times fit their schedule easier. Detentions may impose difficulty for students being able to be where they are supposed to be for commitments, but that is another natural consequence for receiving detention.

Failure to attend detention may result in demerit points and additional consequences in accordance with the student discipline rubric.

FOOD AND DRINK IN BUILDING

Since breakfast, second-chance breakfast, and lunch are available to the students, beverages or food items are not to be brought into the building for consumption in the classroom unless prior permission has been obtained from the office. No food or drink will be kept in lockers. No food or drink is allowed in the auditorium at any time. No food or drink may be taken from the cafeteria. Exception: Clear drinking containers with water, sports drinks, or other beverages purchased or acquired at school that meets the healthy snacks in schools' requirement is allowed in classrooms with teacher consent. Teachers will encourage students to utilize the commons area for eating. Any food or drink from outside the building must be approved by administration except for school lunches brought from home.



Little River Junior Senior High School “Good Standing Guidelines”

Good Standing is a level of student privilege. Students in good standing exemplify acceptable behavior, academic progress, and good attendance. Students in good standing are positive representatives to our community.

A student’s good standing status will be changed to “not in good standing” if 30 demerit points are acquired within a semester. All students begin with zero demerit points at the beginning of each semester; unless a special discipline plan has been established by the administrator in which the severity of infractions by the student are to remain into the subsequent semester.

NOTE: A student who reaches “not in good standing status” and wishes to appeal their good standing status must present a written request to their school counselor and principal. An appeal committee consisting of one administrator, three faculty members, two stucco representatives, and one counselor will listen to your personal appeal at a hearing to decide whether to grant or deny your request.

Notice of Nondiscrimination

U.S.D. #444 does not discriminate on the basis of sex, race, color, national origin, handicap, or age in admission or access to, or treatment of students or employees, in its programs or activities. Any questions regarding the district’s compliance with Title VI, Title IX or Section 504, including information about the existence and location of services, activities, and facilities that are accessible to and usable by disabled persons may be directed to the Title IX Coordinator, or Section 504 Coordinator, Superintendent of Schools, USD #444, P.O. Box 218, Little River, Kansas 67457. (620) 897-6324

