

Canton R-V 2025-2026



Student Handbook

Grades 7 - 12

**“A Community of Learners Working
Together To Achieve Success”**

Established 1856

Adopted
8/11/2025

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WELCOME

Dear Parents:

It is our pleasure to welcome you to Canton R-V High School. The faculty and staff join in saying we are happy to have you as a part of the Canton R-V family, and we are committed to making this a successful and satisfying year for your child!

This is your copy of the Canton R-V Student Handbook. The handbook is designed to provide students and parents with general information about school and student activities. It is intended to make you aware of the policies and procedures effective for this school year.

This home-school partnership is one of the most important elements in the success of students in their academic efforts. We encourage you to stay informed and involved in the educational process of your child. By attending school conferences, PTO programs, and visiting with teachers you can be better informed and more closely involved in the educational growth of your child. By insisting on quality homework and good study habits you can make a big difference in the success of your child.

Working together, we will be able to reach our collective and individual goals. We look forward to celebrating with you the achievements of our students.

BOARD OF EDUCATION

Ms. Susie Biggerstaff	President
Mr. Jake Schaefer	Vice-President
Ms. Lacy Spurgeon	Secretary
Mr. Larry Arnold	Treasurer
Mr. Stacey Guilfoyle	Director
Ms. Taylor Fahser	Director
Chad DeWaard	Director

ADMINISTRATION

Mr. Jesse Uhlmeier	Superintendent
Mr. Matt Rayl	Secondary Principal
Ms. Jena Oilar	Elementary Principal

ADMINISTRATIVE STAFF

Ms. Teresa Turgeon	Bookkeeper/Treasurer
Ms. Carla Arnold	Asst. to Secondary Office
Ms. Kelly Cox	Asst. to Central Office

SECONDARY FACULTY

Ms. Kelli Oliver	High School Counselor
Ms. Lezlie Durst	Agriculture
Ms. Brittany Welker	Art
Mr. Chris Brotherton	Business/Computers
Ms. Katrina Schaefer	Business/Computers
Ms. Beth Anderson	Communication Arts

Ms. Autumn Lomax
Ms. Katrina DeCoster
Mr. Lyndon Alderton
Ms. Kerry Blessing
Ms. Alyssa Uppinghouse
Mr. Jonathan McReynolds
Mr. Chad Morris
Mr. Andy Anderson
Ms. Sarah Mueller
Mr. James Dent
Ms. Christy Phillips
Ms. Vicki Krueger
Mr. Bennett Sutter
Mr. Dalton Armontrout
Ms. Tiffany Newberry
Mr. Beau Turgeon
Mr. Clint Smith
Ms. Jill McAfee

Communication Arts
Communication Arts
Secondary Music
Librarian
Mathematics
Mathematics
Mathematics
Physical Education
Physical Education
Science
Science
Science
Social Studies
Social Studies
Resource Teacher
Resource Teacher
AD/ISS/Dual Credit
Root Ed Counselor

SUPPORT STAFF

Mr. John Ellison	Maintenance Director
Ms. Patty Hudnall	Paraprofessional
Ms. Jessica Rash	Paraprofessional
Ms. Maddie Martz	Paraprofessional
Ms. Tambrila McCullough	Paraprofessional
Ms. Courtney Brennan	Nurse
Ms. Anne Davis	Technology Director

CANTON R-V SCHOOL DISTRICT MISSION AND VISION

DISTRICT MISSION

“A Community of Learners Working Together to Achieve Success”

DISTRICT VISION

- We believe learning begins at home.
- We believe that all students can acquire the knowledge and obtain the skills we teach them.
- We believe that given the proper learning environment all students can experience success.
- We believe students can achieve this success only by accepting responsibility for learning, with cooperation between school, home and community.

CLIMATE

Canton R-V High School staff provides a climate of respect and responsibility. The environment is characterized by rigor and personalization which promotes a passion for learning and a meaningful connection to the Canton R-V High School community.

Each learner experiences:

- A. Feelings of pride, safety and comfort.
- B. Respect throughout the Canton High School community.
- C. Professional and compassionate staff members.
- D. An orderly and flexible environment.
- E. A positive and supportive environment.
- F. Effective transitions to and from Canton High School.

COMMUNITY

The Canton R-V learning community is passionate about educational success. All members of our learning community have responsibilities and share a collective commitment. Community members include parents/guardians, faculty and staff, business leaders, organizational leaders and residents of the Canton R-V School District.

The community will:

- A. Support the vision and values of the school.
- B. Enhance student learning experiences by providing a connection to the outside world.
- C. Collaborate to ensure academic success for each student.
- D. Recognize student progress and achievement.
- E. Provide a supportive learning environment for all students.
- F. Maintain high expectations for all students.

CURRICULUM

Canton High School provides meaningful curriculum, instruction, and assessment that challenges all students and promotes academic success and personal growth.

Learning is characterized by:

- A. Consistent goals and expectations within each course.
- B. Rigorous curriculum and timely assessment aligned with state standards.
- C. Instruction that is relevant and responsive to student growth.
- D. Curriculum that builds upon prior knowledge and is applicable to all subject areas.
- E. The opportunity to study a number of academic disciplines.
- F. The use of available and appropriate technology.
- G. Observation, participation, application, and real-world experiences.

GENERAL INFORMATION

BUILDING HOURS

Classes begin at 8:15 a.m. and end at 3:24 p.m. Students will not be admitted into the building until 7:45 a.m. Students who remain in the building after 3:24 p.m. must be under the direct supervision of a staff member.

ENTRANCE TO BUILDING

Between 7:45 a.m. and 8:15 a.m. students can enter the building through the elementary, secondary, and Central Office entrances. After 8:15 a.m., entrance to the building for grades K-6 will be through elementary doors and grades 7-12 through the Central Office or secondary doors. These entrances are equipped with keyless entry systems and visitors will have to be buzzed in by a faculty or staff member.

BELL SCHEDULE

Grades 7-12 operate on a traditional 8-period day with every class meeting once per day. The following bell schedule is followed each day:

Regular Schedule

Period 1	8:15 – 9:02
Period 2	9:06 – 9:53
Period 3	9:57 – 10:44
Period 4	10:48 – 11:35
Period 5	11:39 – 12:51
Period 6	12:55 – 1:42
Period 7	1:46 – 2:33
Period 8	2:37 – 3:24

2-Hour Delay

Period 1	10:15 – 10:47
Period 2	10:51 – 11:23
Period 3	11:27 – 11:59
Period 4	12:03 – 12:58
Period 5	1:02 – 1:34
Period 6	1:38 – 2:10
Period 7	2:14 – 2:46
Period 8	2:50 – 3:24

Early Dismissal Schedule

Period 1	8:15 – 8:45
Period 2	8:49 – 9:19
Period 3	9:23 – 9:53
Period 4	9:57 – 10:27
Period 5	10:31 – 11:01
Period 6	11:05 – 11:35
Period 7	11:39 – 12:09
Period 8	12:13 – 1:08

BREAKFAST AND LUNCH INFORMATION

The breakfast price will be **\$2.10 per day or \$10.00 per week. The lunch price for students in grades 7-12 is \$2.75 per day or \$13.75 per week.** Free and reduced-price meals are available to those meeting district guidelines. The Canton R-V administration would like to strongly encourage families who feel that their children may be eligible for free and reduced meals to apply through a strictly confidential application process. More information on free and reduced meals and the application process can be obtained from the building principal.

All student groups (elementary, middle school, and high school) will be allowed to charge a maximum of \$15.00. These meals will include only the menu items of the reimbursable meal. After the balance exceeds \$15.00, the student may be given a designated menu alternate. This will consist of a sandwich, all sides, and a milk.

No charges will be allowed for a la carte foods and beverages. Parents/guardians of students with negative balances will be contacted electronically, by correspondence, or by phone. On May 15 annually, all charging will be cut off. Parents/guardians will be sent a written request for "payment in full." All charges not paid before the end of the school year will be carried forward into the next school year. Graduating seniors must pay all charges in full. Failure to do so may result in the delinquent student being denied participation in graduation ceremonies. Unpaid charges may be sent to collection at any time.

Students will not be allowed to leave school for lunch or to pick-up food from local establishments without permission from the administration.

TeacherEase: TeacherEase will have a payment module that will be utilized for lunch and other student fees. Parents/guardians can locate the TeacherEase link under Parent Quick Links on the school's homepage at: <http://www.canton.k12.mo.us>.

EMERGENCY DISMISSAL

When school is dismissed early due to unfavorable weather conditions or other unforeseen circumstances, cancellations will be announced on the following TV and radio stations: WGEM TV, Dial News, WTAD Radio, WQCY Radio, KBXB Radio, KHMO Radio, and KIDS Radio. Parents will also be notified using the school-wide notification system.

VISITORS

Parents and patrons are welcome visitors at the school. All visitors are asked to check in with the elementary, secondary, or central offices upon arrival. Visitors will be required to sign-in and get a visitor's pass from the office. Additional requirements may be enacted to limit visitors from the buildings based on administrative directives.

WEBSITE

All information found in this handbook along with the Parent Update, lunch menu, high school daily bulletin, athletic schedules, academic activities, school calendar, and PTO information can be found at: <http://www.canton.k12.mo.us>.

PARENT/GUARDIAN INFORMATION

DIRECTORY AND EMERGENCY CONTACT INFORMATION

At the beginning of each school year, the school will provide parent/guardians with an opportunity to verify all of the directory and emergency contact information for their child. It is extremely important that this information is verified and updated. The school will also request up to two (2) phone numbers per student that can be entered into the school-wide notification system.

The school requires phone numbers to be on file in the school office where parents or guardians can be reached in case of emergency. The following should be provided:

- two emergency contact numbers
- completed emergency form

It is the responsibility of the parent to inform the school in writing of any custodial arrangements or special circumstances involving the transportation of a child or restricted visitation rights of a parent. Students will remain at school if parents/emergency contact persons cannot be reached by phone.

RESTRICTION OF STUDENT DIRECTORY INFORMATION

Parent/guardians may request that student directory information be withheld from release to outside recipients/agencies.

If you do not want Canton R-V to disclose directory information from your child's education records without your prior written consent, you must notify the District in writing by September 1 of the current academic year.

STUDENT ATTENDANCE

The administration would like to ask each parent/guardian to review the attendance policy outlined in the *ATTENDANCE POLICY* section of this handbook. Parent/guardians are encouraged to understand the proper procedures for reporting and verifying an absence(s), as well as, the procedures for checking students out during the school day.

CONTACTING STUDENTS DURING SCHOOL HOURS

The administration would like to remind parent/guardians that student use of cell phones (including text messaging) during instructional time is prohibited. If you need to contact your student during the school day (even in the case of an emergency), please call the High School Office and we will relay the message in an appropriate manner. If the student's cell phone disrupts the classroom environment, or is observed using his/her cell phone during instructional time, he/she may receive disciplinary actions through the High School Office.

TEACHER EASE

TeacherEase is a website that is linked to the school district's student information system. Through this website, parent/guardians have the ability to track their student's grades, homework, progress, attendance and discipline. This information is available anywhere you have an internet connection and is password protected. Parents are encouraged to check this information on a regular basis and become an active participant in their student's education.

Logins and passwords will be made available during registration or upon request. To request a username and password, please send an email to adavis@canton.k12.mo.us with the subject line entitled "TeacherEase Parent Portal Request."

GUIDANCE PROGRAM

The Canton R-V School District believes that the guidance and counseling program is an integral component of the total educational process. The guidance program is developmentally designed and coordinated by the professional school counselor, along with the active support of parents/guardians, teachers, administrators, and the community, to assist students in reaching their potential. It addresses the needs of all students by facilitating their academic, personal/social, and career development and helps to create a positive and safe learning climate in our school. The program is delivered through these four components:

1. **Guidance Curriculum:** The following developmental areas are implemented in accordance with the Missouri Comprehensive Guidance Programs Grade-level Expectations (GLEs):
 - a. **Academic Development:** Students will participate in planning educational experiences consistent with educational requirements.
 - b. **Personal/Social Development:** Students will develop appropriate behaviors for a variety of social settings. Students will develop awareness of self and confidence in their own abilities.
 - c. **Career Development:** Students will develop career options consistent with interests, abilities, and values.
2. **Individual Planning:** Appraisal, educational and occupational planning, and placement.
3. **Responsive Services:** Individual counseling, small-group counseling, consultation, and referral.
4. **System Support:** Program management, fair-share responsibilities, professional development, staff and community relations, consultation, committee participation, community outreach, and research and development.

HEALTH PROGRAM

IMMUNIZATION AND HEALTH RECORDS

In accordance with state law, students will not be allowed to attend classes without proper immunizations. Students transferring into the Canton R-V School District will be required to provide accurate immunization records before attending classes.

COMMUNICABLE DISEASE

No student shall attend the public school of this district while affected with any communicable disease which could be transmitted to other students. A child should be free of fever for 24 hours without the use of fever reducing medications before returning to school or school activities.

HEALTH SCREENINGS

Students may be given screening tests for vision, hearing, speech, and dental check-ups. Health or screening clinics may occur as the need indicates. Parents will be notified in advance of screening dates and will receive written notice of any physical condition which hinders or interferes with the student's school program.

FOOD-BORNE ILLNESS

Due to the increased awareness of food-borne illness and the importance of proper hygiene, the following guidelines have been established for everyone's well-being and peace of mind: all food brought to school for classroom celebrations must arrive at school in its original, store-purchased, sealed package (e.g. cookies, crackers, store-purchased bakery/deli foods).

DISPENSING MEDICATIONS TO STUDENTS

The school nurse can dispense non-prescription and prescription medications to students at school. A parent, guardian, or adult must transport the medicine to and from school. For safety reasons, a child may not bring his/her own medicine to or from school. The parent/guardian will supply the medication in a properly labeled container from the pharmacy with only those doses to be given at school, and with instructions for any special need for storage (e.g. refrigeration). The school nurse will keep documentation and provide appropriate storage for all medications administered to students.

LIBRARY MEDIA CENTER

The Canton R-V Library Media Center supports the educational objectives of the school district. Library materials are selected to support and enrich the school's curriculum, as well as to provide access to current information for both recreational and educational purposes. Students are welcome to visit the library before and after school and throughout the day with a pass from their teacher. Of course, borrowing materials from the library media center carries with it a sense of responsibility on the part of the borrower.

Library materials are school property; therefore, all materials borrowed must be returned in good condition and in a timely fashion. Books may be checked out for a three-week period and may be renewed if the book does not have a "hold" placed on it. Reference books and back issues of periodicals may be checked out on an overnight basis only. **Students with overdue materials may not check out any additional items.**

During Class Time

The library is available to check out books during every period of the day. If bringing a class to the library please sign up in advance with the librarian. The library will be closed during High School and Junior High lunch periods. Elementary teachers may bring their classes during this time but must sign up in advance.

During study hall

Please send students to the library for educational purposes only. They must have a valid reason to go to the library. All students must have a pass and on the pass the reason they are going to the library. Going to the library is a privilege.

LIBRARY FINES

Overdue notices are published weekly and distributed to all Communication Arts teachers, as well as posted in the library media center. Library fines will be charged as follows:

- Books: \$0.05 per day
- Reference Books/Magazine Back Issues: \$0.25 per day

Occasionally books are lost or damaged. If this occurs, the student is responsible for the replacement cost plus a \$10.00 processing fee. The average replacement cost is \$25.00 for hardcover books and \$10.00 for paperback copies. Newer books or reference books often exceed the average cost and the replacement cost will be higher.

Failure by a student to pay fines or replacement fees will be reported to the High School Office for further action.

STUDENT INFORMATION

PHONE CALLS

Students will not be allowed to use the telephone during the school day, unless they have a pass from their teacher. Please keep your child informed of after school plans before they leave for school, so the school's telephone lines are not tied up at the end of the day.

TEXTBOOKS, MATERIALS, AND SUPPLIES

Textbooks, curriculum resources, and other necessary materials for classroom instruction will be supplied by the school district. It is expected that reasonable care be taken of school property. A fee will be assessed for damaged books. Students who lose textbooks will be expected to pay replacement costs. Students will provide pencils, pens, paper, and notebooks, as required by the teacher.

LOCKER ASSIGNMENTS

All students will receive a locker assignment in their designated hallway. Each locker is equipped with a combination-style lock. Students are urged to keep their hallway and P.E. lockers closed and secured at all times, as the school cannot be responsible for the loss of personal property. School lockers are the property of the school district. The administration reserves the right to inspect any and all lockers at whatever time and for whatever reason they deem as necessary. Students will be charged a fee of \$5.00 if their school-issued lock is not returned at the end of the school year.

TECHNOLOGY USE

Students must read and sign a Technology Acceptable Use Policy. The Technology Acceptable Use Policy states the rules for technology use. Violation of the Technology Acceptable Use Policy may result in loss of technology privileges and/or disciplinary action. A copy of the Technology Acceptable Use Policy can be found in the *TECHNOLOGY ACCEPTABLE USE POLICY* section of this handbook.

ATTENDANCE POLICY

All students are expected to attend school regularly and to be on time for classes in order to get the maximum benefits from the instructional program and to develop habits of punctuality, self-discipline, and responsibility.

The school's obligation is to set minimum standards of attendance for students to earn credit toward a high school diploma. Both students and parents should be aware that absences can adversely affect the student's progress. The high school principal and secretary are designated as the official attendance officers.

POLICIES AND PROCEDURES

1. Tardies, "Cuts", and Absences
 - a. Missing up to the first ten (10) minutes of any class will be a tardy.
 - b. Missing eleven (11) to twenty-nine (29) minutes will be considered a 'cut' (truant from class without a teacher note) and will be subject to disciplinary action.
 - c. Missing thirty (30) minutes or more will be considered an absence, unless accompanied by an excused note from the principal's office.

2. Parents need to inform an official attendance officer as soon as possible the day that their child is absent by calling (573) 288-5216 ext. 113. Absences not verified by a phone call or parent/guardian note on the day of the absence will be considered unexcused or truant and may result in disciplinary action.
3. Students will have four (4) school days to provide documentation or a written note to the building principal or other official attendance officer, signed by a parent/guardian, for every absence giving the reason for the absence, date, and time period.
 - a. All documentation and/or parental notes will be placed in the student's attendance file.
 - b. Whenever documentation is unavailable, the code in TeacherEase will be used to determine the type of absence classification (excused or unexcused).
4. The office will accept, as excused absences, up to seven (7) absences with parental approval per year. These absences can be any combination of full or partial days and can include reasons such as illness, travel, etc... Absences in excess of seven (7) that do not qualify as an excused absence, as described in the Excused and Unexcused Absences section of this handbook, will be classified as unexcused.
 - a. Section 4 of this policy may be suspended during times when communicable disease is present or the state declares a health emergency due to infectious disease.
5. Students arriving late to school must report to the High School Office, sign-in, and have their name removed from the absentee list.
6. Students who need to leave school before dismissal time must present a written request or a phone call from a parent/guardian stating the reason for leaving.
 - a. An approved adult will be required to sign the student out at the office before they are allowed to leave.
 - b. Students leaving school grounds without permission to leave early, or properly signing out, will be considered truant and may be subject to disciplinary action.
 - c. Students will not be allowed to check out to get homework, P.E. supplies, lunch money, books, uniforms, etc... without permission from an approved adult and the administration.
 - d. School-sponsored activities and field trips will not count as an absence.
 - e. Teachers, coaches, and/or sponsors will submit a roster of students to be excused from classes to the High School Office at least one week prior to the scheduled activity, which has been previously approved on the activity calendar.
 - f. Students scheduled for an activity, but not attending, will be counted absent from class or classes.
 - g. Students are responsible for securing homework prior to the school-sponsored activity.
7. Students who are absent for ten (10) consecutive days are dropped from the rolls of Canton R-V School, unless otherwise approved by the administration.
8. The following procedures will be used when a student accrues **seven or more unexcused absences during the school year**; however, the time line of these procedures may vary if the absences are due to extenuating circumstances:
 - a. **Seven (7) unexcused absences:** First letter issued to notify parent(s) of absences and the attendance procedure. A referral may also be made to the School Resources Officer and/or the Lewis County Juvenile Office.
 - b. **Ten (10) unexcused absences:** Second letter issued to notify parent(s) of absences and a required phone conference and/or meeting with the high school counselor to discuss the circumstances of the absences. A referral may also be made to the School Resources Officer and/or the Lewis County Juvenile Office.
 - c. **Fourteen (14) unexcused absences:** Third letter issued to notify parent(s) of absences. A conference with the principal may also be required. A referral may be made to the School Resource Officer, the Lewis County Juvenile Office, as well as a report to the Missouri Department of Family Services for educational neglect. (After 14 absences, regardless of the reasons, a referral may be made to the School Resource Officer and/or the Lewis County Juvenile Office, as well as a report to the MO Dept. of Family Services for educational neglect.)

EXCUSED AND UNEXCUSED ABSENCES

1. The office will record absences as excused or unexcused.
2. The following reasons will always be considered excused absences and will not count towards the seven (7) absence total:
 - a. Certified medical excuse or school nurse request
 - b. Parent note, only during times when Section 4 of Policies and Procedures is suspended
 - c. Military duty
 - d. Court documentation
 - e. Funerals
 - f. Drivers' License (2 times)
 - g. Religious observances requested by parents in advance
 - h. College visits that are approved in advance by the high school counselor and/or building principal
 - i. Two (2) college visits will be excused for senior students
 - ii. One (1) college visit will be excused for junior students
 - iii. Students going into the military may elect to use their college visit days to visit and/or test with armed services personnel
 - i. Other cases specifically pre-approved by the building principal
 - j. Other emergencies or circumstances approved by the building principal
3. Students whose absences are excused will be allowed to make up all missed work for full credit. Refer to the *MAKE-UP WORK POLICY* section of this handbook for a description of the make-up work policy.
4. Students whose absences are unexcused will receive no credit for assignments, tests, or projects that are due on the day of the absence.
5. Students serving out-of-school suspension should refer to *DEFINITION OF DISCIPLINARY DISPOSITIONS* section of this handbook.

TARDIES

A tardy is defined as missing up to the first ten (10) minutes of any class. The 3rd tardy will result in an email and verbal warning. On the 4th tardy the student receives 1 hour after school detention and the loss of the ability to participate in after-school practice or game until the detention is served.

5 or more tardies the student will receive a 1 day of ISS and the loss of the ability to participate in after-school practice or game until the ISS is served.

On the 6th tardy for seniors, they will lose the ability to attend Senior Trip, this is cumulative.

TRUANCY

Truancy is defined as any unauthorized absence from school or class. Students who are absent from school or class without a parent's and/or an administrator's permission are truant. Students who come to school, fail to report to a class during the school day or have not signed out properly will be considered truant. Students truant from school or class will receive zero credit on all work assigned during that time.

WITHDRAWALS

A student who wishes to withdraw from Canton R-V must have his/her parents notify the building principal in person or in writing. A withdrawal form will be prepared, which must be signed by all of the student's teachers. All books, materials, and equipment must be returned, and any outstanding money owed to the cafeteria, library, or school must be paid before transcripts will be issued.

STUDENT ACHIEVEMENT

MISSOURI A+ SCHOOLS PROGRAM

Canton High School is an A+ school. A+ Schools are part of the Outstanding School Act. The A+ Schools Program recognizes exemplary high schools that focus on academics, technology education, classroom applications to the workplace, and career planning. Any student enrolled in the A+ Program graduating from Canton R-V High School in 2013 and each succeeding year thereafter will be eligible to participate in the A+ Schools Financial Incentive Program. Students interested in the A+ program must attend an informational meeting and will be required to sign an A+ contract. Canton High School students are eligible to take advantage of this program if they fulfill the following requirements:

- Students must maintain a GPA of 2.5 or higher.
- Maintain at least 95% attendance record for the four-year period.
- Perform 50 hours of tutoring for other students.
- Maintain a record of good citizenship.
- Make a good faith effort to first secure all available post-secondary financial assistance funds that do not require repayment by completing the FAFSA their senior year.
- **Must receive a score of proficient or above on the Algebra 1 EOC.**
- **Only students who qualify and have signed up for A+ will be able to do peer tutoring.**
- **Peer tutoring cannot be done in the Library.**
- If all of the eligibility requirements except the end-of-course examination requirement are met, then eligibility may be established by achieving a qualifying score on the mathematics component of the ACT test. The MDHE will announce the qualifying ACT scores annually.

COURSE DEFINITIONS

Advanced Core Courses: Canton R-V High School core courses that meet the academic rigor requirements of an introductory post-secondary course. The following courses are considered advanced core courses: Advanced Biology, Advanced Computer Applications, Anatomy, Chemistry II, Physics, College Algebra, Pre-Calculus, Statistics, Calculus, Trigonometry, Medical Terminology, Psychology, Advanced Drawing, Art History, Photography, and Foundations of Education are all dual enrollment courses not receiving transferable credit.

AP Courses: Advanced Placement (AP) courses are approved through the College Board.

Core Courses: Courses taught by the Mathematics, English, Science, Social Studies, and Business departments.

Diploma Track Courses: General courses needed to fulfill the graduation requirements of Canton High School and the State of Missouri.

Dual Credit Courses: Dual credit refers to college-level courses taught by high school instructors (as defined in paragraphs 7.1 and 7.2 of the Missouri Department of Higher Education Dual Credit Policy, 2015) to high school students, who are earning both high school and college credit for these courses simultaneously.

Dual Enrollment Courses: Dual enrollment refers to courses offered for credit by an accredited post-secondary institution through an adjunct agreement with Canton High School, where students are concurrently enrolled in high school and a post-secondary institution. The courses will be taught at a college/university and credit for the courses must appear on a college transcript with the intent of transferable credit to a 4-year institution.

Canton R-V students will be offered the opportunity to enroll in post-secondary classes at any other accredited, post-secondary institution that has an approved dual credit agreement filed with the Canton R-V School District. All dual enrollment courses are transcribed as elective credit at Canton High School. Based upon the number of credit hours, the following units of credit will be transcribed on a student's official Canton High School transcript:

Credit Hours	Unit Equivalent
1 hour	No credit
3 hour or higher	0.50 units of credit

When scheduling conflicts arise between non-weighted courses and dual enrollment courses, students enrolling in dual enrollment courses are expected to complete the same required coursework as all other students in the non-weighted course. Students and parents should make every attempt to eliminate scheduling conflicts before requesting teacher approval to miss instructional time in non-weighted courses.

Elective Courses: Courses taught in all other departments not listed as Core Courses.

Online Dual Enrollment: Online dual credit refers to college-level courses taught virtually through an accredited post-secondary institution which has entered into a dual credit agreement with Canton High School. Students will earn both high school and college credit for these courses simultaneously. Credit for all online dual credit courses will be determined based upon the COURSE CLASSIFICATIONS section of this handbook.

Students will have one class period per online course built into their schedule at Canton R-V to work on their online dual credit enrollment. It will be the student's responsibility to meet course deadlines and communicate with the online instructor.

COURSE CLASSIFICATIONS (PRIOR TO CLASS OF 2024)

1. Non-weighted Courses (no additional weight - 4.0 scale)
 - a. Diploma track courses not listed in Weighted Courses.
 - b. 2-year institution dual credit/enrollment courses – core or elective departments - 2.0 credit hour course
 - c. 4-year institution dual credit/enrollment courses – core or elective departments - 2.0 credit hour course
2. Weighted Courses (additional 1.0 weight per semester - 5.0 scale)
 - a. Advanced Placement Courses – Core Department Courses
 - b. Advanced Core Courses
 - c. 2-year institution dual credit/enrollment courses – core departments - 3.0 credit hour course or higher
 - d. 4-year institution dual credit/enrollment courses – core departments - 3.0 credit hour course or higher

COURSE CLASSIFICATIONS (BEGINNING WITH THE CLASS OF 2024)

1. Non-weighted Courses (no additional weight - 4.0 scale)
 - a. Diploma track courses not listed in Tier 2.
 - b. 2-year institution dual enrollment (traditional or online) – core or elective departments – 2.0 - 3.0 credit hour course
 - c. 4-year institution dual enrollment (traditional or online) – core or elective departments – 2.0 - 3.0 credit hour course
2. Weighted Courses (additional 1.0 weight per semester – 5.0 scale)
 - a. Advanced Placement Courses: Core Department Courses
 - b. Advanced Core Courses
 - c. 2-year institution dual credit– core or elective departments – 2.0 - 3.0 credit hour course
 - d. 4-year institution dual credit– core or elective departments – 2.0 - 3.0 credit hour course

COURSE GRADING SCALES

Letter Grade	Non-weighted Scale	Weighted Scale
A	100-95%	93-100%
A-	94-90%	
B+	87-89%	
B	83-86%	83-92%
B-	80-82%	
C+	77-79%	
C	73-76%	73-82%
C-	70-72%	
D+	67-69%	
D	63-66%	63-72%
D-	60-62%	
F	0-59%	0-62%

Due to the increased rigor of weighted courses, students who choose to enroll in weighted courses will not be allowed to enroll in dual enrollment courses through other institutions that create scheduling conflicts resulting in lost instructional time at Canton High School. When conflicts between weighted courses and dual enrollment courses arise, the student and their parent/guardian will need to determine which course will benefit the student the most in their college and career preparation.

MAKE-UP WORK POLICY

Each teacher will be responsible for sending home a syllabus to the parents/guardians that indicates the teacher's make-up work policy for excused absences. This policy should outline where and when students should come to pick-up make-up work.

Assignments, tests, or projects that are due or assigned on the day of an unexcused absence will receive zero (0) credit.

All make-up work must be completed within the number of school days the student was absent. A zero will be entered in the grade book until the assignment has been completed.

The responsibility for securing and completing any make-up work lies with the student. This includes times when absences are pre-arranged or pre-approved (i.e. game day, field trips, etc...). *NOTE: Individual teachers may use their discretion to allow additional time if they see the student is taking responsibility for making up work.*

HOMEWORK POLICY

Each teacher will be responsible for sending home a syllabus to the parents/guardians of students. The syllabus will indicate the teacher's homework policy.

LATE WORK POLICY

1. The teacher's homework policy will indicate the amount of credit to be received for assignments turned in by 8:30 a.m. on the next day of attendance (minimum 10% reduction, maximum 25% reduction).
2. The teacher's homework policy will indicate the amount of credit to be received for assignments turned in after 8:30 a.m. on the next day of attendance (minimum 10% reduction, maximum 100% reduction).

NOTE: Teachers will verify attendance through TeacherEase. Individual teachers may use their discretion to award credit for assignments that are turned in after 8:30 am on the next day of attendance.

TEST MAKE-UP POLICY

Students will be allowed four (4) school days to make up tests and quizzes from the date the test was given, regardless of whether or not if they were absent for part of the time period. A zero will be entered in the grade book until the test has been completed. If the test/quiz is not made up during this time frame, the student will receive zero (0) credit.

Responsibility for scheduling a time to make up a test lies with the student. *NOTE: Individual teachers may use their discretion to allow additional time if they see the student is taking responsibility for making up the test.*

ALTERNATIVE METHODS OF INSTRUCTION (AMI)

Alternative Methods of Instruction (AMI) may be utilized in circumstances of emergency or extended closure for the purpose of review and reinforcement of previously taught skills and/or the introduction of new concepts.

On days where AMI is assigned, families will be notified through the regular communication channels (phone call, text, email, social media) utilized by the District and their child's school. Electronic and/or web-based assignments and materials will be utilized for AMI. When possible, hard copy assignments will be provided as requested.

Student attendance will be recorded on days when AMI is assigned and will be documented by the completion of assignments and/or online participation in activities and assignments. Educators will be available electronically during AMI days for guidance with instruction.

DROPPING A COURSE

Any student in grades 7-12 who wishes to drop or change a course should visit with the counselor and obtain an ADD/DROP slip. Final approval must be given by the building principal. All schedule changes will require parent/guardian approval. Deadlines for adding and dropping courses will be determined by the counselor and building principal, and will be posted in the daily bulletin at least one week prior to the deadline.

GRADING REPORTING

For students to be successful, it is strongly believed that they need the direction and involvement of concerned parents/guardians and the school working together. **Canton R-V High School notification of grades will be at the end of each semester in the form of report cards.** In addition, parents will receive three progress reports during the semester. Parents who have questions about grades are encouraged to contact the teacher or school counseling department. SchoolInsight provides parents an opportunity to check their child's performance in school. Information can be found regarding class work/assignments, schedules, grades, attendance and basic registration. Both students and parents can use SchoolInsight. Please contact your school for registration procedures.

PROGRESS REPORTS

Parents of students in grades 7-12 will be notified concerning grades throughout the semester. Progress reports will also be used to determine eligibility for extracurricular activities and athletics. Parents are encouraged to check this information on a regular basis through TeacherEase and become an active participant in their son or daughter's education.

Progress Report #1-September 19
Progress Report #2-October 17 Midterm
Progress Report #3-November 17
Progress Report #1-February 6
Progress Report #2-March 13 Midterm
Progress Report #3-April 17

HONOR ROLL

A list of students in grades 7-12 qualifying for the honor roll will be prepared following the end of each semester. The honor roll will be posted and will be published in the local newspaper to recognize outstanding academic achievement. Those students who achieve a 4.0 (4.0 Honor Roll), 3.5 to 3.99 (High Honors) and 3.0 to 3.49 (Honor Roll) will be recognized.

CLASS RANK

Beginning with the Class of 2014, Canton High School will maintain the calculation of class rank for local purposes only, such as the determination of class valedictorian and salutatorian. Class rank will no longer be reported on official transcripts that are sent to colleges and universities. If a student or parent/guardian would like class rank information submitted with a scholarship application or college admission application, they must submit a written request to the building principal.

GRADUATION CREDIT REQUIREMENTS (GRADES 9-12)

Graduation requirements for the Canton R-V School District shall be a minimum of 28 units of credit completed during grades 9-12. Only students who have completed all graduation requirements will be allowed to participate in graduation ceremonies.

Subject	Graduation	Vo-Tech 1 year	Vo-Tech 2 Year
Communication Arts	4.0	4.0	4.0
Social Studies (see Government)	3.0	3.0	2.0
Mathematics	3.0	3.0	3.0
Science	3.0	3.0	3.0
Fine Arts	2.0	1.0	1.0
Practical Arts (see Computer App)	1.0	1.0	1.0
P.E.	1.5	1.5	1.5
Health	0.5	0.5	0.5
Personal Finance	0.5	0.5	0.5
Government	1.0	1.0	1.0
Computer Application	1.0	1.0	1.0
Electives	7.5	6.5	6.5
Advanced Electives	0.0	0.0	0.0
Foreign Language	0.0	0.0	0.0
Missouri Constitution Test	PASS	PASS	PASS
U.S. Constitution Test	PASS	PASS	PASS
Citizenship Test	PASS	PASS	PASS
Total Credits	28.0	26.0	25.0

HONORS GRADUATE RECOGNITION

Beginning with the Class of 2024, Canton High School will begin recognizing honor graduates in addition to valedictorian and salutatorian. Class rank will continue to be used to determine eligibility for scholarships and recognition of Valedictorian and Salutatorian.

DESIGNATIONS

Summa Cum Laude - Designated with a white cord at graduation

1. Cumulative GPA of 3.95-4.0
2. Must meet A+ requirements for citizenship and attendance
3. Complete a rigorous course of study
4. 22 or higher on the ACT

Magna Cum Laude - Designated with a cardinal red cord at graduation

1. Cumulative GPA of 3.85-3.94
2. Must meet A+ requirements for citizenship and attendance
3. Complete a rigorous course of study
4. 21 or higher on the ACT

Cum Laude - Designated with a black cord at graduation

1. Cumulative GPA of 3.75-3.84
2. Must meet A+ requirements for citizenship and attendance
3. Complete a rigorous course of study
4. 20 or higher on the ACT

*Attendance and citizenship appeals will be considered using the A+ appeals process.

RIGOROUS COURSE OF STUDY

Dual credit courses taken in high school for both high school and college credit may be counted toward satisfying the core curriculum requirements. The rigorous course of study will be designated by a gold cord at graduation.

Communication Arts

At least four units, one of which may be speech or debate, and two units of which must be in courses emphasizing composition or writing skills.

Notes:

- Courses in foreign language, media, photography, and radio and television may not be counted toward meeting the minimum requirements.
- Speech and debate courses are counted for communication arts credit.
- Yearbook may be counted for communication arts credit, but only if it is taught by a certified English teacher.

Mathematics

At least four units, one of which must be Geometry, Algebra II, Pre-calculus, Trigonometry, Calculus, and Statistics.

Notes:

- Applied mathematics and Consumer Math may be counted only if the student successfully completes a standard Algebra II course.
- Standard Algebra courses that have been subdivided, e.g., Algebra IA and IB, may be counted only as one course unit. Algebra I taken in the seventh or eighth grade may be counted toward meeting the requirement.

Science

At least four units (not including physical science) including two units selected from Biology, Advanced Biology, Anatomy, Chemistry I, Chemistry II or Physics.

Social Studies

At least four units, including of courses acceptable toward the three units: World History, American History, U.S. History, American government, Psychology, Sociology, Political Science, and Geography.

Fine Arts

At least two units of fine arts courses including the visual arts and music. Courses include Art I, sculpture, design, drawing, painting, band and any other instrumental music, chorus, and any other vocal music courses, and art, music or theatre appreciation courses.

Practical Arts and Vocational

At least two units of practical arts and/or vocational courses. Courses include Computer Applications, Accounting, Business Technology, Entrepreneurship, Management, Business Law, Greenhouse, Agriculture Science, Food Science, Ag Power, and Ag Construction.

EMBEDDED CREDIT

Any student who completes Ag Science I, Ag Science II, and one additional vocational agriculture elective may receive embedded credit for one (1) science course.

WAIVER OF ACADEMIC CREDIT FOR CAREER AND TECHNICAL PROGRAM

Local Board of Education policy permits a waiver of one unit of academic credit for students who complete a three- unit career and technical education program of studies. The three-unit career and technical program must constitute a planned program leading to specific career-related competencies, not simply any three units of credit. The academic subject in which the waiver is granted must be one in which the student has received substantial instruction in the career and technical education program.

Beginning with the Class of 2015, Canton High School will waive one unit of science credit for students completing a three-unit career and technical education program of study in vocational agriculture.

TRANSFER STUDENTS

All students entering the District from other educational settings are required to submit evidence of their achievement in the last grade attended. Grade placement of a student may be adjusted on the basis of examination of the student's previous record, achievement tests administered, or other factors that the principal and staff believe are appropriate under the circumstances.

A transcript of all entering secondary school students is required before enrollment can be completed. However, a student may be permitted to enroll temporarily until a full transcript is obtained. Transfer students coming from a school not on the eight-block system will have to complete seven (7) credits from each year they are enrolled in our school district, unless they transferred to Canton High School prior to the beginning of their first freshman year.

Parents/guardians should be advised that if they choose to transfer their student to the public school from an unaccredited school, the student will not be guaranteed comparable placement in the public school.

FOREIGN EXCHANGE STUDENTS

Canton High School believes it is important for our students to learn about different cultures and diversity. Therefore, we allow **a maximum of two (2) foreign exchange students** per year to enroll in the high school as space allows. Foreign exchange students in good standing with senior status may participate in graduation ceremonies and receive a Certificate of Completion for the school year they attended.

HANNIBAL CAREER AND TECHNICAL CENTER

Students attending Hannibal Career and Technical Center during their junior and senior year will have to meet the following requirements:

1. If the student goes to Hannibal Career and Technical Center School for two years, then they will need 25 units to graduate.
2. If the student goes to Hannibal Career and Technical Center for one year, then they will need 26 units of credit to graduate.

STATE AND FEDERAL MANDATED EXAMINATIONS

Students are required to take all state and federal mandated examinations as required by the local district and Missouri Department of Elementary and Secondary Education. Failure to complete these examinations before graduation will result in the student forfeiting their opportunity to participate in all graduation ceremonies.

End-of-Course examinations in all content areas will account for 20% of the student's second semester grade unless otherwise determined by the administration.

ACADEMIC PROMOTION

JUNIOR HIGH (GRADES 7-8)

Seventh and eighth grade students must satisfactorily pass Math, Language Arts (Reading) and either Science or History (Social Studies) for the entire school year, in order to be promoted to the next grade.

As this is a local policy, it is subject to teacher and administrator discretion, as well as the availability of academic credit recovery and summer school.

HIGH SCHOOL (GRADES 9-12)

In order to be promoted to the next academic level students must fulfill the following requirements:

Freshman	Promotion from 8th grade
Sophomores	4 credits
Juniors	12 credits
Seniors	20 credits

SUMMER SCHOOL

Depending upon the availability of state funding and student enrollment, summer school may be available for students in grades 7-12. If students in grades 7-8 do not meet the requires outlined in the *ACADEMIC PROMOTION* section, then they may be required to attend summer school in order to determine placement for the following school year. Summer school may be available for students in grades 9-12 who need to retake a class or who wish to advance in credit.

MO OPTIONS PROGRAM

Students attending the Missouri Options Program will be treated as early graduates once they have completed the requirements of the program. See *EARLY GRADUATION*.

EARLY GRADUATION

Students must follow the proper procedures in applying for Early Graduation. The steps are as follows:

1. Students must be seniors and at least 16 years of age.
2. Students must have been enrolled in Canton High School for one full semester before requesting early graduation.
3. A formal application stating the reason for leaving school at the end of the seventh semester must be presented to the building principal no later than the first day of classes in November.
4. Students, parents, or guardian must meet with the building principal.
5. All Canton R-V and Missouri Department of Elementary and Secondary Education graduation requirements must be completed by the end of the seventh semester. This includes all state mandated End-of-Course examinations.
6. Since early graduates are not Canton High School students during the spring semester, they may attend school activities and dances on the same basis as any other non-student (i.e. out-of-school date). They may attend dances, including prom, only if they are the guest of a currently enrolled student. They may not attend senior trip.
7. Students electing to leave school early will forfeit their eligibility for scholastic recognition in that they will not be eligible to apply for local scholarships. For the purpose of Early Graduation, local scholarships are defined as those scholarships reviewed by the Canton High School Scholarship Committee.
8. Students will not be allowed to participate in activities that are governed by the Missouri State High School Activities Association.
9. Students will be allowed to participate in final graduation ceremonies.
10. Final class rank will be determined as shown at the end of the last semester of enrollment at Canton High School and early graduates will not be included in the final end of the year class rank.
11. Early graduates must be approved and certified by the Canton R-V Board of Directors.
12. Appeals procedure:
 - a. **First appeal:** Superintendent of Schools
 - b. **Final appeal:** Canton R-V Board of Education

PART-TIME ATTENDANCE

Students must follow the proper procedures in applying for Part-Time Attendance. The steps are as follows:

1. Students must be seniors and at least 16 years of age.
2. Students must have displayed regular and punctual attendance.
3. Students must have attended seven (7) semesters following eighth (8th) grade.
4. Students must submit a part-time attendance form to the building principal.
5. Students must submit a plan of action with parent/guardian approval. The student's plan must indicate if the student is employed or furthering his/her education during the part-time attendance.
6. Students, parents, or guardian must meet with the building principal.
7. Students will be required to attend a minimum of two (2) consecutive credit courses per day. If they are taking dual credit courses, then they may enroll in three, 0.5 credit courses at Culver-Stockton College and one, 0.5 credit Canton R-V course.
8. All Canton R-V and Missouri Department of Elementary and Secondary Education graduation requirements must be completed by the end of the part-time attendance.
9. Students will not be allowed to participate in activities that are governed by the Missouri State High School Activities Association.
10. Students will be allowed to participate in prom, senior trip, and graduation ceremonies.
11. Appeals procedure:
 - a. **First appeal:** Superintendent of Schools
 - b. **Final appeal:** Canton R-V Board of Education

DISTANCE LEARNERS/ONLINE LEARNING

Beginning with the school year 2023-2024 Canton R-V will no longer offer distance learning opportunities. Students may enroll in MOCAP providing school district for online schools. Students enrolled in these institutions will no longer be associated with Canton R-V School District.

AMERICAN COLLEGE TEST PROGRAM (ACT)

If state funding is available, all juniors will be required to take the ACT at no cost on the state-wide testing date in the spring.

Students planning to attend college are encouraged to take the ACT at their own expense beginning with their junior year. The ACT may be given at Canton R-V High School on the regularly scheduled December and April testing dates depending on the number of students interested in taking the exam on those dates. The final determination to cancel the ACT at any location on a national testing date is made by ACT.

STUDENT BEHAVIOR AND DISCIPLINE

Teachers and administrators in the Canton R-V Schools have a responsibility and a right to teach, and students have a responsibility and a right to learn in the classroom. In order for the teaching-learning process to occur effectively, the classroom atmosphere must be conducive to learning. Any behavior that disrupts the teaching-learning process will not be tolerated.

It will be the teachers' and administrators' responsibility to provide classroom and building regulations to insure an effective learning environment. It is the student's choice to follow those guidelines. If the student chooses to disrupt the learning process, appropriate action will be taken.

All rules and guidelines will be clearly stated and/or posted in each classroom. These rules are often based upon student input at the beginning of the year. Consequences for failure to comply with rules will also be listed and explained. Each student will receive a written copy of the rules and consequences for their classes at the beginning of the school year as part of the course syllabus. Parents will also have the opportunity to attend parent/teacher conferences to review classroom management plans and ask questions pertaining to their child's education.

POSITIVE BEHAVIOR INTERVENTIONS AND SUPPORT (PBIS)

Canton R-V High School implements Positive Behavioral Interventions and Supports (PBIS). PBIS is a proactive approach to school-wide discipline. At Canton R-V, teachers, administrators, counselors, and support staff believe everyone deserves a safe, supportive, and orderly learning environment. We encourage appropriate behaviors by teaching, guiding, directing, and providing opportunities for new learning to occur. We create opportunities for students to practice and succeed in making responsible and effective choices in order to reach their academic potential and contribute to the school community.

Developing positive and effective student behaviors requires collaborative efforts from school, home, and community organizations and agencies. Some of the most important character traits we can assist students in learning are: **being responsible, being respectful, and being ready.**

Students who demonstrate the expected positive behavior will be acknowledged. Furthermore, students will know the specific consequences that will result when they choose not to demonstrate expected behaviors. The specific consequences are defined in the *DISCIPLINARY INFRACTIONS* section of this handbook.

Students will have the opportunity to receive incentives based on the following:

DAILY INCENTIVES (PBIS)

Students will be acknowledged through the Tiger Pride card program for achievements in the areas of attendance, achievement, and attitude. Classroom teachers will set benchmarks and students will receive Tiger Pride cards to be placed in a drawing for prizes throughout the year.

QUARTER/SEMESTER/END-OF-YEAR INCENTIVES (PBIS)

Students who meet the following criteria will be acknowledged throughout the year with activities to be determined by the PBIS Leadership Team and the administration.

- **Students must demonstrate 95% overall average daily attendance. Excused absences listed under the attendance policy will count against the student's average daily attendance unless otherwise determined by the administration.**
- **More than 3 tardies in a semester will remove you from the opportunity to attend the end-of-semester reward trip.**
- Students must have zero referrals resulting in ISS, OSS, or Saturday detention.
- Students must have grades of a C- or above in all classes as follows:
 - 1st semester incentive trip – 1st semester grades will be used
 - 2nd semester incentive trip – 2nd semester grades will be used*

*A cut-off date will be established for calculating second-semester grades before the end of the year and will be documented in the daily bulletin.

BULLY-FREE SCHOOLS

- I. Goals
 1. To support a safe school climate, conducive to teaching and learning that is free from threat, harassment, and any bullying behavior.
 2. To create a school culture where all types of bullying are considered unacceptable.
 3. To implement procedures for intervention, investigation, and confrontation of students engaged in bullying behavior.
 4. To empower victims and bystanders, or witnesses, of bullying to intervene upon observation of bullying behavior by their peers without fear of retaliation.
- II. Definition of Bullying
 1. Refer to Definition of Disciplinary Infractions – Bullying
- III. Reporting Procedure
 1. All students shall be informed of their right to protection against bullying behaviors and the right to file a complaint if they believe they have been the victim or witnessed an incident of bullying behavior. School administrators are responsible for investigating each report, determining if the complaint is legitimate in accordance with the definition of bullying, and taking appropriate corrective action. Any student or staff member may initiate a complaint by talking to an administrator or completing a complaint form found on the District website.
- IV. Responding to Reports of Bullying
 1. Within 24 hours of receiving a completed complaint form:
 - A. Interview the reporter or alleged victim.
 1. Document basic information (who, what, where, when).
 1. Ask for witnesses or evidence.
 2. Offer assurance of protection against retaliation.
 3. Inform parent/guardian of the alleged bullying within 24 hours of the incident.
 - B. Review evidence and interview witness/ (es).
 - C. Meet with alleged bully.
 1. Explain bullying behavior and its seriousness.
 2. Present the allegation.
 3. Provide an opportunity for response.

4. Explain investigation and follow-up procedures.
 5. Caution against retaliation.
 6. Inform parent/guardian of the alleged bullying within 24 hours of the incident.
 7. Complete and file documentation of Bullying Incident Form.
 8. If necessary, administer appropriate consequences.
- V. Protection Against Retaliation
1. Students shall feel free to report bullying incidents without fear of retaliation from the accused. Any attempt of retaliation shall be addressed by appropriate corrective actions up to and including expulsion.
- VI. Appeal Procedure
1. Both parties have the right to appeal the decision of the school administration in any situation that involves bullying behavior. Appeals must be stated in writing by the parent/guardian and forwarded to the superintendent of Canton R-V School District.

GENERAL GUIDELINES

All students attending school in Canton R-V School District schools will be expected to accept the obligation and responsibility to attend school on a regular basis and to comply with the District's discipline code set forth in Regulation 2610. Those students who choose not to fulfill their responsibilities at school will be held accountable for their conduct.

Students are expected to conduct themselves in a manner that exhibits proper respect and concern for teachers, staff members, and other students. Students are expected to come to class with textbooks and other materials designated by the teacher.

ASSEMBLIES

When assemblies are held, students are expected to conduct themselves in a manner that shows proper respect for the individuals who are presenting the program, as well as others who are viewing the program. Students causing a disruption during an assembly may be subject to disciplinary action.

BACKPACKS, BAGS, AND PURSES

Backpacks, P.E. bags, and purses are to be stored in the student's locker and not in the classrooms.

BUS RULES

Bus students are under the supervision of the bus driver and are expected to comply with the necessary rules and regulations as provided by state law and the district. No horseplay, profanity, or other abuses will be tolerated. Misconduct will be reported to the principal and students may be subject to disciplinary action.

Rules that apply to regular bus transportation also apply to activity bus trips. Students representing the school at an activity must ride the bus provided by the school to and from the activity, unless prior arrangements have been made. These arrangements should be made between the parent and the administration. Students will not be allowed to ride home from a school-sponsored activity with other students.

CELL PHONES

- 1. Student cell phones, earbuds, air pods, or Bluetooth headphones will not be allowed to be used in school from 8:15-3:24.**
- 2. Cell phones are to be turned off (not to vibrate) and kept in the student's locker during the school day.**
- Cell phones may be brought to be used for after school activities, but must stay in the student's locker or vehicle.
- If a student is in possession of a cell phone or using it, the phone will be confiscated and given to the building principal.
- A parent/guardian will be notified and the phone will be given back to the student or parent/guardian at the end of the school day, unless other arrangements are made with the parent/guardian.
- Disciplinary actions are outlined in the *DEFINITION OF DISCIPLINARY INFRACTIONS* section of this handbook.

DAMAGING SCHOOL PROPERTY

Students damaging or destroying school property will be required to pay for the repairs or replacement of the damaged item. Students may also be subject to disciplinary actions.

DRESS CODE

- Proper dress is necessary at all school activities and functions to prevent distractions from the educational environment.
- Students may not wear headgear including, but not limited to: hats, bandannas, head coverings, or caps, while in the school building unless otherwise approved by the administration. The administration and/or the teachers have the right to ask a student to remove any headgear.
- Students may not wear sunglasses in the building unless a note from a doctor prescribes them.
- Sleeveless shirts must not be revealing or distracting. Cut-off shirts and tank tops will not be allowed if the sleeve openings are cut to an excessive length.
- No midriffs should be exposed.
- No undergarments should be visible at any time.
- No clothing advertising tobacco, alcohol, or drugs, suggesting sexual connotations, or suggesting lewd and/or inappropriate behavior will be permitted.
- Extremely short, revealing, low-slung, or otherwise lower garments will not be permitted. Furthermore, all lower garments must be appropriately zipped and fastened. Combined code and eliminated gender-specific garments.
- Clothes that are torn, ripped, or cut in inappropriate areas will not be allowed.
- Clothing and accessories suggesting gang-related activities will not be allowed.
- Trench coats or similar long coats will not be permitted.
- Accessories, including, but not limited to: chains connected to billfolds, pliers, and other tools will not be permitted unless otherwise approved by the classroom teacher or administration.
- Blankets of any size will not be allowed in the school, the blanket will be confiscated and returned at the end of the school year.
- Hoods from hoodies must not be worn while in the building during a school day.

ELECTRONIC DEVICES

- Radios, CD players, iPods, MP3 players, laptops, headphones, or air pods will not be allowed in the building during the school day (8:15 a.m. until 3:24 p.m.), unless approved by the classroom teacher or administration. Air pods will be confiscated and returned at the end of the day.**
- Electronic devices are to be turned off (not to vibrate) and kept in the student's locker during the school day.

3. If a student is in possession of or using an electronic device without prior approval, the device will be confiscated and given to the building principal.
4. A parent/guardian will be notified and the electronic device will be given back to the student or parent/guardian at the end of the school day, unless other arrangements are made with the parent/guardian.
5. All other toys, game systems, and devices not listed above are prohibited during the school day. This includes, but is not limited to: DVD players, gaming systems, and laser pointers.
6. Disciplinary actions are outlined in the Definition of Disciplinary Infractions section of this handbook.

GAMBLING

Gambling is prohibited during the school day and at school-sponsored events.

GLASS/OPEN CONTAINERS

Glass and/or open containers are not allowed in the building during the school day. Students in possession of glass and/or open container will be asked to throw the container in a trash can or have the item confiscated.

HALLWAYS AND HALL PASSES

Students are expected to be in their assigned areas at all times during the school day, unless they have an E-hall pass. Students outside of their assigned area will receive disciplinary actions outlined in **the *DEFINITION OF DISCIPLINARY INFRACTIONS* section of this handbook.**

SCHOOL-SPONSORED ACTIVITIES

In order to attend a school-sponsored activity a student must be in attendance from the beginning of school until 11:45 am or arrive at school by 11:45 am and stay the rest of the day. Exceptions will be made by the principal due to special circumstances. Doctor appointments scheduled in advanced would qualify for these exceptions as long as they were pre-approved in advance by the principal. **Students must be in attendance all day on the day before Prom and the Homecoming Dance in order to attend these functions. Students should be in attendance in order to attend the function that night or the next day unless they have administration approval.**

The eligibility requirements for participation are detailed in the Athletic & Activities Handbook.

Once students decide to leave a school-sponsored activity they may not be readmitted. All school policies apply at school-sponsored activities whether they are held on or off school property.

Several dances are held throughout the year. Each student is responsible for his/her behavior. Students that wish to bring a date that does not attend Canton R-V High School must sign their date up prior to the dance. Persons accompanying a Canton R-V student to a school-sponsored dance must be under the age of 21. **The principal has the right to refuse entry to any student who does not attend Canton R-V High School.**

SENIOR CLASS TRIP PARTICIPATION RULES

Participation on the senior trip is a privilege. The following rules will apply in determining who will attend the trip.

Any senior who has not participated in at least 3 class functions, and sold at least 2 fundraisers, since their freshman year, or who owes the class money from any fundraiser or owes money for the trip, will not be allowed to go on the senior trip. Students, who transfer to Canton in any given year, will be expected to participate in class functions and fundraisers, prorated according to the year joined, for consideration on attending the trip.

The student must have enough credits that establish him/her as a senior in good standing in order to attend the trip.

The student must be passing 6 of 8 subjects on April 1 in order to attend the trip; if the senior is not, they will not be given a refund.

The senior who has served 3 or more detentions or has had 3 or more days of suspension or 6 tardies during their senior year will not be allowed to attend the trip.

The senior who has unexcused absences totaling more than 3 percent of total school days in the current year on April 1 will not be allowed on senior trip and will not receive a refund.

Any senior who is convicted of crimes involving drugs and alcohol, or violates the school policy while on school grounds, during the senior year, will not be allowed on the senior trip.

Other violations or infractions by the senior not specifically listed above will be discussed by the principal, superintendent and/or school board and ruled accordingly.

Rules on the senior trip-any senior caught by sponsors or chaperones violating any of Canton's drug or alcohol discipline codes, or is arrested by local police, will have his/her parent called, student will be picked up by parent, and sent home at their expense.

Senior and parent/guardian will sign a contract at the beginning of the senior year agreeing to these guidelines.

DISTRICT DISCIPLINE POLICY

The student code of conduct is designed to foster student responsibility, respect for the rights of others, and to ensure the orderly operations of district schools. No code can be expected to list each and every offense which may result in the use of disciplinary action. The discipline code set out in this handbook is intended to be illustrative; however, it is not an exclusive listing of acts of misconduct and the consequences for each. It is the responsibility of the principal, superintendent and/or Board of Education to determine the appropriate set of consequences for each violation of the student code of conduct or other inappropriate misbehavior. On a case-by-case basis, the administration reserves the right to modify or use a combination of the consequences listed for each offense. Consequences can be influenced by factors including, but not limited to: age of student(s), degree of harm, severity of behavior, placement in special services, and number of incidences. Any conduct not included herein, or an aggravated circumstance of any offense, or an 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.

The District has the authority to discipline for student conduct that is prejudicial to good order and discipline in the schools as provided by state law. School officials are authorized to hold students accountable for misconduct in school, on school property, and during school-sponsored activities. Students who engage in significant acts of misconduct off campus which materially and adversely impact the education of District students will be subject to discipline up to and including expulsion. However, no student will be confined in an unattended, locked space except for emergency situations while awaiting the arrival of law enforcement officials.

Students forfeit their right to a public school education by engaging in conduct prohibited in Regulation 2610, the code of student conduct, and/or state or federal law. Disciplinary consequences include, but are not limited to: withdrawal of school privileges (athletics, intramurals, student clubs and activities, and school social events); removal for up to ten (10) school days by building principals; extension of suspensions for a total of 180 days by the superintendent; and longer term suspension and expulsion from school by the 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 (See Board Policies and Regulations).

DEFINITION OF DISCIPLINARY DISPOSITIONS

DETENTION

A student may be placed in detention before or after school, for up to an hour during the school week. When detention is assigned, the teacher or administrator will contact the parent. If the student is unable to stay the day the detention is assigned, arrangements must be made with the teacher or administrator for an alternate time. Rescheduling of detention will be done at the discretion of the teacher or administrator. If a student misses detention without notifying the teacher or administrator, the student's name will be turned into the office and the student will receive in-school suspension (ISS).

SUSPENSION

In-School Suspension: The student is suspended from the privilege of attending his/her regular classes and is isolated to the ISS room or High School Office, where privileges are limited. The student is to work on school assignments for the period of time he/she is assigned. Students on in-school suspension will not participate in or attend any school activities that day. Violation of any ISS rules, or causing any further disruptions, will result in the suspension being modified or extended.

Out-of-School Suspension: The student is not allowed to participate in, attend school-sponsored activities, or be on school grounds during the term of the suspension. The student is expected to complete the class assignments for each class. All work completed during the suspension will be given a maximum of 60% of the credit earned if turned in on time. Homework is due the date the student's suspension period is over and the student returns to school.

Responsibility for picking up assignments lies with the parent or guardian. *All assignments not collected before the student returns from suspension will result in no credit being awarded. Each teacher reserves the right to modify this procedure if the student is making good faith efforts to make-up assignments, tests, projects, etc...*

EXPULSION

Students whose behavior has a detrimental effect on the student body, or who have been suspended three (3) times within one school term may be expelled by the Board of Education. Recommendations for expulsion are made by the principal and the superintendent. A student who has been expelled by the Board of Education may not re-enter school or be on school grounds unless special permission is granted by that same body.

DEFINITION OF DISCIPLINARY INFRACTIONS

Any offense marked with an “*” may qualify as a Safe Schools Violation. A Safe Schools Violation may require a report being sent to the Canton Police Department, Lewis County Sheriff’s Department, Juvenile Office, and/or Children’s Division of the Missouri Department of Social Services.

ACADEMIC DISHONESTY

Academic Dishonesty includes but is not limited to: Plagiarism, lying, forging signatures, cheating by copying another student’s homework, quiz, or test by any method (including electronic devices, computers, and internet), or enabling someone else to cheat (giving your assignment to someone else).

Plagiarism:

- Copying from another student’s work, or enabling someone else to do so.
- Using someone else’s (classmate or published author) words and or ideas in a paper without proper citation.

First Offense: Notification of parents, loss of credit on assignment, detention, or 1-3 days in-school suspension.

Subsequent Offense(s): Loss of credit on assignment, in-school suspension, or 1-10 days out-of-school suspension, and/or 10% reduction in quarter grade.

ALCOHOL*

Possession of or presence under the influence of alcohol while at school or a school-sponsored activity.

First Offense: 11-180 days out-of-school suspension, notification of law enforcement officials, and documentation in student's discipline record.

Subsequent Offense(s): 11-180 days out-of-school suspension, or expulsion, notification of law enforcement officials, and documentation in student's discipline record.

ARSON*

Starting a fire or causing an explosion with the intention to damage property or buildings.

First Offense: 11-180 days out-of-school suspension or expulsion, notification to law enforcement officials, and documentation in student's discipline record.

Subsequent Offense(s): Expulsion, notification to law enforcement officials, and documentation in student's discipline record.

ASSAULT*

Attempting to kill or cause serious physical injury to another.

First Offense: Expulsion, notification to law enforcement officials, and documentation in student's discipline record.

Assault of a Staff Member: Attempting to cause injury to staff member; intentionally placing a staff member in reasonable apprehension of imminent physical injury (either physically or verbally).*

First Offense: 11-180 days out-of-school suspension or expulsion, notification to law enforcement officials, and documentation in student’s discipline record.

Subsequent Offense(s): Expulsion, notification to law enforcement officials, and documentation in student’s discipline record.

Assault of a Student: Attempting to cause injury to a student; intentionally placing a student in reasonable apprehension of imminent physical injury (either physically or verbally).*

First Offense: In-school suspension, 1-180 days out-of-school or expulsion, possible notification to law enforcement officials, and documentation in student's discipline record.

Subsequent Offense(s): 11-180 days out-of-school suspension or expulsion, notification to law enforcement officials, and documentation in student's discipline record.

BULLYING (REFER TO POLICY 2655)*

The District is committed to maintaining a learning and working environment free of any form of bullying or intimidation by students toward District personnel or students on school grounds, or school time, at a school sponsored activity or in a school-related context. "Bullying" means intimidation or harassment that causes a reasonable student to fear for his or her physical safety or property; substantially interferes with the educational performance, opportunities, or benefits of any student without exception; or substantially disrupts the orderly operation of the school. Bullying may consist of, but is not limited to: physical actions, gestures, oral, cyberbullying, electronic, or written communication, and any threat of retaliation for reporting of such acts. Bullying by students is prohibited on school property, at any school function, or on a school bus. "Cyberbullying" means bullying as defined in this subsection through the 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."

Students who are found to have violated this policy will be subject to the following consequences depending upon factors such as: age of student(s), degree of harm, severity of behavior, number of incidences, etc.

First Offense: Principal/Student conference, 30 day no contact agreement, detention, in-school suspension, out-of-school suspension, notice to law enforcement officials, and possible documentation in the student's discipline record.

Subsequent Offense(s): 30 day no contact agreement, in-school suspension, 1-180 days out-of-school suspension, expulsion, notification to law enforcement officials, and documentation in student's discipline record.

Retaliation towards Victim and/or witnesses: Students shall feel free to report bullying incidents without fear of retaliation from the accused. Any attempt of retaliation shall be addressed by appropriate corrective actions up to and including expulsion.

BUS MISCONDUCT (REFER TO POLICY 2652)

Any offense committed by a student on a district-owned or contracted bus shall be handled in the same manner as if the offense had been committed at the student's assigned school. In addition, bus riding privileges may be suspended or revoked. The severity of the offense may lead to suspension from the bus immediately.

First Offense: Warning, letter sent home, a meeting with student and principal, and a telephone call to the parents.

Second Offense: Letter sent home, a conference with student, parent and principal (or telephone call) and one day suspension from riding the bus.

Third Offense: Letter sent home, three-day suspension from riding the bus, and a conference with students, parent, principal, and bus driver.

Fourth Offense: Letter sent home, five-day suspension from riding the bus and a conference with student, parent, principal and bus driver.

Fifth Offense: Conference with superintendent. Possible permanent suspension from riding the bus.

CELL PHONES AND OTHER ELECTRONIC DEVICES (REFER TO POLICY 2656)

Student cell phones, earbuds, air pods, or Bluetooth headphones will not be allowed to be used in school from 8:15-3:24. Headphones, air pods, and cell phones will be confiscated and returned to the student at the end of the school day.

First Offense: Confiscate, parent notification, device may be picked up from administrator during regular school hours. Detention, or 1-3 days in-school suspension.

Subsequent Offense(s): Confiscate, parent pick phone up from administrator during regular school hours and 1-180 days out-of-school suspension.

DEFIANCE OF AUTHORITY

Failure to comply with a reasonable result from an adult.

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

Subsequent Offense(s): In-school suspension or 1-180 days out-of-school suspension, or expulsion, and possible documentation in student's discipline record.

DISRESPECTFUL CONDUCT OR SPEECH

Disrespectful verbal, written or symbolic language or gesture which is inappropriate to public settings directed at a staff member.

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

Subsequent Offense(s): In-school suspension or 1-180 days out-of-school suspension, or expulsion, and possible documentation in student's discipline record.

**Profanity that is directed at a faculty or staff member will result in a minimum 3 days out-of-school suspension.*

DISRUPTIVE CONDUCT OR SPEECH

Conduct which materially and substantially disrupts classroom work, school activities, or school functions. This includes threatening language, obscene language, vulgar language and the use of profanity.

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

Subsequent Offense(s): In-school suspension or 1-180 days out-of-school suspension, or expulsion, and possible documentation in student's discipline record.

DRESS CODE

Violation of the district dress code. See page 26 for allowable dress.

First Offense: Conference, detention, or 1-3 days in-school suspension, notify parent/guardian, student sent home to change clothes or remain in office.

Subsequent Offense(s): Detention or 1-5 days in-school suspension.

DRUGS/CONTROLLED SUBSTANCE/TOXIC SUBSTANCE*

Possession or presence under the influence of a controlled substance or substance represented to be a controlled substance while at school, on the school playground, on the school parking lot, a school bus or at a school activity whether on or off of school property.*

First Offense: 11-180 days out-of-school suspension, notification to law enforcement officials, and documentation in student's discipline record.

Subsequent Offense(s): Expulsion, notification to law enforcement officials, and documentation in student's discipline record.

Sale, purchase, distribution or attempted distribution of a controlled substance or substance represented to be a controlled substance including K2 or drug related paraphernalia while at school, on the school playground, on the school parking lot, a school bus or at a school activity whether on or off school property.*

First Offense: Expulsion, notification to law enforcement officials, and documentation in student's discipline record.

Sale, purchase, possession, attempted distribution or distribution of prescription medication to any individual who does not have a valid prescription for such medication on school premises or on a school bus. *

First Offense: Expulsion, notification to law enforcement officials, and documentation in student's discipline record.

Possession of and/or presence under the influence of a toxic substance not addressed by other sections of this policy while at school, on the school playground, on the school parking lot, a school bus or at a school activity whether on or off of school property. Toxic substances include any substance (OTC medication, glues, aerosols, chemicals or other substances) used or possessed with the intent of inducing intoxication and/or excitement of the central nervous system.

First Offense: 11-180 days out-of-school suspension, notification to law enforcement officials, and documentation in student's discipline record.

Subsequent Offense(s): Expulsion, notification to law enforcement officials, and documentation in student's discipline record.

EXTORTION

Threatening or intimidating any student for the purpose of obtaining money or anything of value.

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

Subsequent Offense(s): In-school suspension or 1-180 days out-of-school suspension, or expulsion, and possible documentation in student's discipline record.

FALSE ALARMS

Tampering with emergency equipment, setting off false alarms, making false reports.

First Offense: Principal/Student conference, in-school suspension, or 1-180 days out-of-school suspension, or expulsion, and possible documentation in student's discipline record.

Subsequent Offense(s): In-school suspension or 1-180 days out-of-school suspension, or expulsion, and possible documentation in student's discipline record.

Mutual combat in which both parties have contributed to the conflict either verbally or by physical action, as differentiated from an assault.

First Offense: Principal/Student conference, in-school suspension, or 1-180 days out-of-school suspension, and possible documentation in student's discipline record.

Subsequent Offense(s): In-school suspension or 1-180 days out-of-school suspension, or expulsion, and possible documentation in student's discipline record.

FIREARMS, WEAPONS, AND AMMUNITION IN SCHOOL (REGULATION 2620)*

First Offense (Firearm or Weapon): One calendar year suspension or expulsion, notification to law enforcement officials, and documentation in student's discipline record.

Subsequent Offense(s) (Firearm or Weapon): Expulsion and possible documentation in student's discipline record.

First Offense (Other Weapon): Principal/Student conference, in-school suspension, or 1-180 days out-of-school suspension, and possible documentation in student's discipline record.

Subsequent Offense(s) (Other Weapon): 1-180 days out-of-school suspension, or expulsion, and possible documentation in student's discipline record.

Definition of Firearm: The term firearm includes, but is not limited to, such items as:

1. Any item which is a loaded or unloaded weapon, weapon frame, or weapon barrel and which is designed to, or may be readily converted to, expel a projectile by action of an explosive, or;
2. Any item which will, or which may be readily converted to, expel a projectile by the action of an explosive or other propellant, and which has a barrel with a bore of at least one-half inch in diameter, or;
3. Any explosive, incendiary, or poison gas, such as: bombs; grenades; rockets with a propellant charge of greater than four ounces; and other similar devices as recognized under federal law, or;
4. Any combination of parts either designed to or intended for use in converting any device into a device as described in paragraphs above.

Definition of Weapons: The term weapon shall mean a "firearm" as defined above, and shall also include the items listed below, which are defined as "weapons" in section 571.010, RSMo. Such items as, but not limited to:

1. Blackjack
2. Concealable firearm
3. Explosive weapon
4. Firearm
5. Firearm silencer
6. Gas gun
7. Knife
8. Machine gun
9. Knuckles
10. Projectile weapon
11. Rifle
12. Shotgun
13. Spring gun
14. Switchblade knife
15. Mace spray
16. Items customarily used, or which can be used, to inflict injury upon another person or property.

Definition of Other Weapon: Any knife, regardless of blade length

STUDENTS WHO BRING FIREARMS OR WEAPONS TO SCHOOL

The District will take the following action upon determining that a student has brought a firearm, weapon, or **ammunition** to school:

1. The District will refer the student to the appropriate criminal justice or juvenile delinquency system, and:
 - a. The District will suspend the student from school for a period of not less than one year (365 days) from the date of the infraction, and may, at its discretion, expel the student from school permanently. This suspension provision may be modified on a case-by-case basis upon recommendation of the District Superintendent if the Superintendent determines that circumstances justify such a modification.
 - b. The District may, at its discretion, provide a student suspended under this Regulation with educational services in an alternative setting.

Applicability of Regulation 2620 to Students with Disabilities

1. If the student who is determined to be in violation of this Regulation is a student with a disability under the Individuals with Disabilities Education Act, the Canton R-V School District will assign the student to an alternative education placement for a period of up to forty-five (45) days and/or take other steps to address the student's misconduct, as permitted by law.

HARRASSMENT (POLICY AND REGULATION 2130)*

It is the policy of the District to maintain a learning environment that is free from harassment because of an individual's race, color, sex, national origin, age, ethnicity, disability, sexual orientation, or perceived sexual orientation. The school system and District officials, including administrators, teachers, and other staff members will act to promptly investigate all complaints, either formal or informal, verbal or written, of unlawful harassment or unlawful discrimination because of race, color, sex, national origin, age, ethnicity, disability, sexual orientation, or perceived sexual orientation; to promptly take appropriate action to protect individuals from further harassment or discrimination.

First Offense: Principal/Student conference, in-school suspension, or 1-180 days out-of-school suspension, or expulsion, and possible documentation in student's discipline record.

Subsequent Offense(s): In-school suspension or 1-180 days out-of-school suspension, or expulsion, and possible documentation in student's discipline record.

IMPROPER PUBLIC DISPLAY OF AFFECTION

Physical contact, including consensual kissing, fondling, or embracing, which is inappropriate for the school setting.

First Offense: Principal/Student conference, detention, in-school suspension, or 1-180 days out-of-school suspension, or expulsion, and possible documentation in student's discipline record.

Subsequent Offense(s): In-school suspension, or 1-180 days out-of-school suspension, or expulsion, and possible documentation in student's discipline record.

INAPPROPRIATE SEXUAL CONDUCT (REFER TO POLICY AND REGULATION 2130)*

Non-consensual Inappropriate Sexual Conduct: This includes the non-consensual physical touching of another student. This includes but is not limited to the areas of the breasts, buttocks, or genitals. (Physical Sexual Harassment)

First Offense: ISS, 1-180 days OSS, or expulsion, notification to law enforcement officials and documentation in the student's discipline record.

Subsequent Offense(s): 11-180 days OSS or expulsion, notification to law enforcement officials and documentation in student's discipline record.

The Use of Sexually Intimidating Language, Objects, or Pictures (Verbal Sexual Harassment)

First Offense: ISS, 1-180 days OSS, or expulsion, notification to law enforcement officials and documentation in the student's discipline record.

Subsequent Offense(s): 11-180 days OSS or expulsion, notification to law enforcement officials and documentation in student's discipline record.

Indecent Exposure: This includes but is not limited to the display of buttocks, genitals, and female breasts in a public location.

First Offense: ISS, 1-180 days OSS, or expulsion, notification to law enforcement officials and documentation in the student's discipline record.

Subsequent Offense(s): 11-180 days OSS or expulsion, notification to law enforcement officials and documentation in student's discipline record.

Consensual Inappropriate Sexual Conduct: This includes the consensual physical touching of another student in the area of the breasts, buttocks, or genitals.

First Offense: ISS, 1-180 days OSS, or expulsion, notification to law enforcement officials and documentation in the student's discipline record.

Subsequent Offense(s): 11-180 days OSS or expulsion, notification to law enforcement officials and documentation in student's discipline record.

OUT OF ASSIGNED AREA

Students reporting to an area they have not been given permission to go.

First Offense: Principal/Student conference, detention, in-school suspension, or 1-180 days out-of- school suspension, or expulsion, and possible documentation in student's discipline record.

Subsequent Offense(s): In-school suspension, or 1-180 days out-of- school suspension, or expulsion, and possible documentation in student's discipline record.

PHYSICAL AGGRESSION

Physical contact that is deemed inappropriate or aggressive.

First Offense: Principal/Student conference, detention, in-school suspension, or 1-180 days out-of- school suspension, or expulsion, and possible documentation in student's discipline record.

Subsequent Offense(s): In-school suspension, or 1-180 days out-of- school suspension, or expulsion, and possible documentation in student's discipline record.

REFUSAL TO BE SEARCHED WITH A WAND

The student refuses to be searched by a wand

First Offense: 5 days of OSS

Subsequent Offense(s) 1-180 days out-of-school suspension, or expulsion, and possible documentation in student's discipline record.

THEFT

Theft, attempted theft, or willful possession of stolen property.

First Offense: In-school suspension, or 1-180 days out-of-school suspension, possible notification to law enforcement officials, and possible documentation in the student's discipline record.

Subsequent Offense(s): 11-180 days out-of-school suspension, or expulsion, notification to law enforcement officials and documentation in student's discipline record.

TOBACCO SUBSTANCES, ELECTRONIC CIGARETTES, HOOKAHS, AND VAPES (INCLUDING SIMILAR OBJECTS/SUBSTANCES USED IN CONJUNCTION WITH VAPING)

Possession or use of any tobacco products, electronic cigarettes, hookahs, vapes, and/or similar objects substances used in conjunction with vaping on school grounds, bus or at any school activity.

First Offense: 5 days out-of-school suspension. Notification of law enforcement officials. Student must complete a 1-2 hour course during the suspension in order to return to school. This course will be instructed by the School Resource Officer.

Subsequent Offense(s): 10 days out-of-school suspension. Notification of law enforcement officials.

TRUANCY

Absence from school without the knowledge and consent of parents/guardian and/or the school administration.

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

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

TARDIES

Tardies per class/semester

- 3 tardies- verbal warning or email notification.
- 4 tardies the student receives 1 hour after school detention and the loss of the ability to participate in after-school practice or game until the detention is served.
- 5 or more tardies the student will receive a 1 day of ISS and loss of the ability to participate in after-school practice or game until the ISS is served, loss of ability to attend Senior Trip.
- Tardies will start over each semester.

VANDALISM

Willful damage or the attempt to cause damage to real or personal property belonging to the school, staff, or students.

First Offense: Restitution, in-school suspension, or 1-180 days out-of-school suspension, possible notification to law enforcement officials, and possible documentation in student's discipline record.

Subsequent Offense(s): Restitution, 11-180 days out-of-school suspension, or expulsion, notification to law enforcement officials and documentation in student's discipline record.

BOARD POLICIES

STUDENT DISCIPLINE (POLICY 2600)

The District has the authority to discipline for student conduct that is prejudicial to good order and discipline in the schools as provided by state law. School officials are authorized to hold students accountable for misconduct in school, on school property, and during school-sponsored activities. Students who engage in significant acts of misconduct off campus which materially and adversely impact the education of District students will be subject to discipline up to and including expulsion. However, no student will be confined in an unattended locked space except for emergency situations while awaiting the arrival of law enforcement officials.

Students forfeit their right to a public school education by engaging in conduct prohibited in Regulation 2610, the code of student conduct, and/or state or federal law. Disciplinary consequences include, but are not limited to, withdrawal of school privileges (athletics, intramurals, student clubs and activities and school social events); the reassignment of the student to another school; removal for up to ten (10) school days by building principals; extension of suspensions for a total of 180 days by the Superintendent; and longer term suspension and expulsion from school by the Board of Education. See also Policies 2610, 2662, and 2663.

Removal of any student who is a student with a disability under Section 504 of the Rehabilitation Act of 1973 or the Individuals with Disabilities Education Act is subject to state and federal procedural due process rights. See policy 2672 and its corresponding regulation.

The District will provide annual in-service training to all employees concerning the District's discipline regulations and their implementation. Annual training will also include, but will not be limited to, approved methods of dealing with school violence, discipline of students with disabilities, and the requirements of student confidentiality.

WEAPONS IN SCHOOL (POLICY 2620)

The District recognizes firearm and weapon possession as a potential threat to the health, safety and security of students, employees, and other persons. The District will not tolerate the presence of firearms or weapons on the premises of our schools. This prohibition includes possession of firearms and weapons on school playgrounds, school parking lots, school buses, and at school activities, whether on or off school property. The District complies with the provisions of the Improving America's Schools Act of 1994 and other applicable federal and state law.

Nothing in this policy shall prohibit the District from permitting a Civil War re-enactor to bring a Civil War era weapon to school for educational purposes so long as the weapon is not loaded.

Students who violate this policy will be suspended for no less than one (1) year and are subject to permanent expulsion. However, the Superintendent may recommend to the Board a modification of the suspension on a case-by-case basis. Students with disabilities under the Individuals with Disabilities Act and/or Section 504 of the Rehabilitation Act are entitled to the protections of those laws.

This policy will be annually submitted to the Department of Elementary and Secondary Education together with a report of disciplinary action taken for possession of a "firearm" or "weapon" as defined in Regulation 2620.

STUDENT USE OF TOBACCO, ALCOHOL, AND DRUGS (POLICY 2640)

Smoking

The Board of Education believes that smoking; the use of any tobacco products; and substances appearing to be tobacco products are detrimental to the health and well-being of staff and students. This prohibition includes electronic cigarettes, vaping and similar objects used in conjunction with vaping. Therefore the Board prohibits the use, sale, transfer and possession of tobacco products and substances appearing to be tobacco products, i.e. e-cigarettes, vaping paraphernalia, at school and at school activities.

Alcohol and Drug Use

The improper use of controlled substances, alcohol and substances represented to be such is detrimental to the health and welfare of students and is detrimental to discipline in school. Such conduct, as well as the possession of drug paraphernalia, is prohibited and is subject to disciplinary action as set forth in Regulation 2610.

Pursuant to 29 U.S.C. 705(20)(c)(iv), a student with a 504/ADA disability who is currently engaging in the illegal use of alcohol or drugs is not considered a student with a disability under those laws and the District, may take disciplinary action – to the same extent that disciplinary action is taken against nondisabled students – in relation to that use or possession of alcohol or drugs. In such cases, the due process procedures contained in the Section 504 regulations will not apply to protect those students. This provision does not apply to students who are identified as disabled under the Individuals with Disabilities Education Act. However, school personnel may remove an IDEA disabled student to an interim alternative educational setting for not more than 45 school days without regard to whether that student's behavior is a manifestation of his/her disability where that student knowingly possesses or uses illegal drugs, or sells or solicits the sale of a controlled substance, while at school, on school premises, or at a school function under the District's jurisdiction. "Illegal drug," as it pertains to the discipline of IDEA students, means a controlled substance but does not include a controlled substance that is legally possessed or used under the supervision of a licensed health-care professional or under any other authority.

The determination of whether or not a student is under the influence of alcohol or a controlled substance is based upon a variety of information including but not limited to, physical appearances, speech patterns, and witnesses statements. While not required, District administrators may request a student suspected of alcohol use to submit to a Breathalyzer. Conduct that includes possession of or use of alcohol or controlled substances as well as the possession of drug paraphernalia is prohibited and is subject to disciplinary action as set forth in Regulation 2610.

PUBLIC NOTICES

PUBLIC NOTICE #1

All public schools are required to provide a free and appropriate public education to all students, including those attending private/parochial schools, beginning on the child's third birthday through age twenty (20), regardless of the child's disability. Disabilities include: learning disabilities, mental retardation, behavior disorders/emotional disturbance, speech disorders (voice, fluency, or articulation), language disorders, visually impaired, hearing impaired, physically/other health impaired, multi-handicapped, deaf/blind, autism, early childhood special education, and traumatic brain injury.

All public schools are required to provide parents the right to inspect and review personally-identifiable information collected and used or maintained by the District relating to their children. Parents have the right to request amendment of these records if they feel the information is inaccurate, misleading, or violates the privacy or other rights of their children. Parents have the right to file complaints with the U.S. Department of Education or the State Department of Education concerning alleged failures by the District to meet the requirements of the Family Educational Rights and Privacy Act (FERPA).

The District has developed a Local Compliance Plan for implementation of Special Education and this Plan is available for public review during regular school hours on days school is in session in the Office of the Superintendent of Schools. Public schools in the State of Missouri are required to conduct an annual census of all children with disabilities or suspected disabilities from birth through age twenty (20) who reside in the District or whose parent/legal guardian resides in the District. This Census is compiled as of May 1 each year. This information is treated as confidential and submitted to the Missouri Department of Elementary and Secondary Education. Information to be collected includes: name of each child, parent/legal guardian's name/address; birth date and age of each child; and each child's disability or suspected disability. Should the District fail to submit an annual census, the State Board of Education may withhold state aid until the census is submitted. If you have a child with a disability or know of a child with a disability who is not attending the public school, please contact W.A. Anderson, Superintendent of Schools, 200 South 4th, Canton, Missouri 63435.

PUBLIC NOTICE #2

All responsible public agencies are required to locate, evaluate, and identify children with disabilities who are under the jurisdiction of the agency, regardless of the severity of the disability, including children attending private schools, highly mobile children, such as migrant and homeless children, and children who are suspected of have a disability and in need of special education even though they are advancing from grade to grade. The Canton R-V School District assures that it will provide a free, appropriate public education (FAPE) to all eligible children with disabilities between the ages of 3 and 21 under its jurisdiction. Disabilities include autism, deaf/blindness, emotional disorders, hearing impairment and deafness, mental retardation, multiple disabilities, orthopedic impairment, other health impairment, specific learning disabilities, speech or language impairment, traumatic brain injury, visual impairment/blindness and young child with a developmental delay.

The Canton R-V School District assures that it will provide information and referral services necessary to assist the State in the implementation of early intervention services for infants and toddlers eligible for the Missouri First Steps program.

The Canton R-V School District assures that personally identifiable information collected, used, or maintained by the agency for the purposes of identification, evaluation, placement or provision of FAPE of children with disabilities may be inspected and/or reviewed by the parents/guardians. Parents/guardians may request amendment to the educational record if the parent/guardian believes the record is inaccurate, misleading, or violates the privacy or other rights of their child. Parents have the right to file complaints with the U.S. Department of Education or the Missouri Department of Elementary and Secondary Education concerning alleged failures by the district to meet the requirements of the Family Educational Rights and Privacy Act (FERPA).

The Canton R-V School District has developed a Local Compliance Plan for the implementation of State Regulations for the Individuals with Disabilities Education Act (IDEA). This plan contains the agency's policies and procedures regarding storage, disclosure to third parties, retention and destruction of personally identifiable information and the agency's assurances that services are provided in compliance with the General Education Provision Act (GEPA). This plan may be reviewed at the Central Office of the school.

Local School districts in the State of Missouri are required to conduct an annual census of all children with disabilities or suspected disabilities from birth to age twenty-one (21) that reside in the district. This census must be compiled by December 1 of each year. This information is treated as confidential and must include: name of the child; parent/legal guardian's name/address; birth date and age of the child; the child's disability; and the services provided to the child. If you have a child with a disability or know of a child with a disability who is not attending the public school, please contact Canton R-V School District at 573-288-5216.

This notice will be provided in native languages as appropriate.

STANDARD COMPLAINT RESOLUTION PROCEDURE

Canton R-V School District

Every Student Succeeds Act of 2015 (ESSA) COMPLAINT PROCEDURES

What is a complaint?

For these purposes, a complaint is a written allegation that the local education agency (LEA) of the Missouri Department of Elementary and Secondary Education (the department) has violated a federal statute or regulation that applies to a program under ESSA.

Who may file a complaint?

Any individual or organization may file a complaint

How can a complaint be filed?

Complaints can be filed with the LEA or with the Department.

How will a complaint filed with the LEA be investigated?

Complaints filed with the LEA are to be investigated and attempted to be resolved according to the locally developed and adopted procedures.

What happens is a complaint is not resolved at the local level (LEA)?

A complaint not resolved at the local level may be appealed to the Department.

How can a complaint be filed with the Department?

A complaint is filed with the Department must be a written, signed statement that includes:

1. A statement that a requirement that applies to an ESSA program has been violated by the LEA or the Department, and
2. The facts on which the statement is based and the specific requirements were allegedly violated.

How will a complaint filed with the Department be investigated?

The investigation and complaint resolution proceedings will be completed within a time limit of forty-five calendar days. That time limit can be extended by the agreement of all parties.

The following activities will occur in the investigation:

1. Record. A written record of the investigation will be kept.
2. Notification of LEA. The LEA will then be notified of the complaint within five days of the complaint being filed.
3. Resolution at LEA. The LEA will then initiate its local complaint procedures in an effort to first resolve the complaint at the local level.
4. Resolution by LEA. Within thirty-five days of the complaint being filed, the LEA will submit a written summary of the LEA investigation and complaint resolution. This report is considered public record and may be made available to parents, teachers, and other members of the general public.
5. Verification. Within five days of receiving the written summary of a complaint resolution, the Department will verify the resolution of the complaint through an on-site visit, letter, or telephone call(s).
6. Appeal. The complaint or the LEA may appeal the decision of the Department to the U.U. Department of Education.

How are complaints related to equitable services to nonpublic school children handled differently?

In addition to the procedures listed above, complaints related to equitable services will also be filed with the U.S. Department of Education, and they will receive all information related to the investigation and resolution of the complaint. Also, appeals to the United States Department of Education must be filed no longer than thirty days following the Department's resolution of the complaint (or its failure to resolve the complaint)

How will appeals to the Department be investigated?

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

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

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

FEDERAL PROGRAMS PARENT/GUARDIAN NOTIFICATION

Federal Programs Parent/Guardian Notification

Every Student Succeeds Act of 2015 requires notification to parents/guardians when any of the following situations exist in a district receiving Federal funds.

1. Districts must annually disseminate Federal Programs Complaint Resolution Procedures to parent/guardians of students and appropriate private school officials or representatives.
2. At the beginning of each school year, a participating school district must notify the parents/guardians of each student attending a building that receives Title I funds that they may request, and the district will provide in a timely manner, information regarding the professional qualifications of their child's classroom teachers and any paraprofessionals providing services to their child.
3. A building that receives Title I funds must provide all parents/guardians notice that their child has been assigned, or has been taught for four or more consecutive weeks, by a teacher or a person who is not appropriately certified.
4. When a school is identified for School Improvement, the district must notify the parents/guardians of all children in the identified Title I building of its School Improvement status. Yearly updates are provided to parents with available options until the building is no longer identified for improvement.
5. Within thirty days after the beginning of the school year, a district must inform parents/guardians that their Limited English Proficient (LEP) child has been identified for participation in a language instruction educational program.
6. Parents/guardians of students enrolled in a persistently dangerous school, or students who are victims of a violent criminal offense while on school property, must be notified of their option to transfer their student to a school that is not designated persistently dangerous.
7. Testing Transparency - LEAs must make available to the public for each grade and each assessment required by the state, the following:
 - A. the subject matter assessed;
 - B. the purpose for which the assessment is designed and used.;
 - C. the source of the requirement for the assessment (statutory cite);
 - D. the amount of time spent on the assessment;
 - E. the schedule for administering the assessment; and,
 - F. the time and format for disseminating results.

(From the Missouri Consolidated Federal Programs Administrative Manual, January 2005)

The Canton R-V School District has developed a Local Compliance Plan for the implementation of State Regulations for the Individuals with Disabilities Education Act (IDEA). This plan contains the agency's policies and procedures regarding storage, disclosure to third parties, retention and destruction of personally identifiable information, and the agency's assurances that services are provided in compliance with the General Education Provision Act (GEPA). This plan may be reviewed at the Central Office of the school.

Local School districts in the State of Missouri are required to conduct an annual census of all children with disabilities or suspected disabilities from birth to age twenty-one (21) that reside in the district. This census must be compiled by December 1 of each year. This information is treated as confidential and must include: name of the child; parent/legal guardian's name/address; birth date and age of the child; the child's disability; and the services provided to the child. If you have a child with a disability or know of a child with a disability who is not attending public school, please contact Canton R-V School District at 573-288-5216.

PARENTS' RIGHT TO KNOW

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

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

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

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

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

BOARD POLICIES

PARENT/FAMILY INVOLVEMENT IN EDUCATION (POLICY 1405)

In order to implement the Board's commitment to parent/family involvement in students' education, the District has implemented an educational involvement plan with the following features:

1. Regular two way communication between school and parents/families. Such communication will include but not be limited to scheduled parent visits to school, electronic communication, use of translators, parent volunteers, and other programs recommended by the Parent/Family Involvement Committee.
2. Assist parents in developing positive, productive parenting skills, as well as positive productive means of interacting with District administrators and staff.
3. Provide professional development opportunities for District staff to facilitate productive parent/school involvement in promoting education of District students.
4. Involve parents in meaningful activities to enhance student learning.
5. Enhance opportunities for parents/families to visit schools in a safe and open atmosphere. Such opportunities will include, but are not limited to, identifying roles for parent volunteers, providing training for volunteers and provision of family activities at school.
6. Affirmatively involve parents in school decisions which affect their children.
7. Utilize community resources to promote and strengthen school programs, family practices, and student learning.
8. The Plan will be reviewed annually with input from parents and staff. Meeting agenda sign-in sheets and meeting minutes will be prepared and maintained by the District.
9. Full opportunity for parent participation will be provided to all parents including, but not limited to, parents with limited English proficiency, parents with disabilities, and parents of migratory children.
10. Conduct an annual evaluation of the policy to identify and resolve any barriers that would limit the involvement of parents. (Examples of barriers include, but are not limited to, economically disadvantaged, limited English proficiency, limited literacy, disabled or are of any racial or minority background).

SCHOOL/COMMUNITY RELATION (POLICY 1480)

Public Complaints: Although no member of the community shall be denied the right to petition the Board of Education for redress of a grievance, the complaints will be referred through the proper administration channels for solution before investigation or action by the Board. Exceptions are complaints that concern Board actions or Board operations only.

The Board advises the public that the proper channeling of complaints involving instruction, discipline, or learning materials is as follows:

1. Teacher
2. Principal
3. Appropriate Central Office Administrator
4. Superintendent
5. Board of Education

PRIVATE, STATE AND FEDERAL PROGRAMS ADMINISTRATION (POLICY 1600)

Where appropriate the District will seek to participate in private, state and federal grant programs as recommended by the Administration and approved by the Board of Education. Procedures for development of grant proposals are set forth in Regulation 1620 – Private, State and Federal Funding.

Any complaint about school personnel will be investigated by the Administration before consideration and action by the Board.

PRIVATE, STATE AND FEDERAL PROGRAMS FUNDING (POLICY 1620)

Private, State and Federal Funding

Steps to be followed in securing grants are:

1. Identify a significant District problem or need for program improvement that may be helped through outside funds.
2. Match the need or problem with a funding source that subscribes to a relevant purpose.
3. Study the background, resources, and funding prospects of the agency.
4. Clear with the Superintendent the general idea for a proposal.
5. Involve prospective participants in planning for a proposal. Secure parents' written permission if children are to be involved in experimental types of instruction.
6. Prepare the application, using the format and following the timeline prescribed by the funding agency.
7. Discuss the funding of personnel, including the project director, with the Personnel Director, making sure to apply for full outside funding of all fringe benefits, including unemployment insurance.
8. Submit copies as required to the Superintendent for recommendation to the Board for approval.
9. If approved, complete the process of submission to the funding agency and its subsidiaries as required, with copies provided to participants.

INTERNET ACCEPTABLE USE POLICY

Canton R-V School District

Access to the Canton R-V computer technology and the Internet is available to all students and teachers in the Canton R-V School District. This advanced technology allows access to the electronic information highway and the district's computer networking system, but also brings with it a number of responsibilities. In order to use the technology available through the Canton R-V School District, the following criteria must be followed:

Computers and peripheral equipment are property of the Canton R-V School District. The use of any Canton R-V District computer work station is a privilege that may be revoked at any time for abusive or inappropriate conduct. Such conduct would include, but is not limited to: the placing of unlawful information on or through the computer system, accessing another person's files or e-mail, and the use of obscene, abusive, threatening or otherwise objectionable language or images in either public or private files or messages.

Student use of the educational information technology will be under the direct supervision of a Canton R-V District staff member. Students are not to access the Internet without prior consent of a staff member.

The school district reserves the right to inspect any material stored in files to which users have access and will edit or remove any material that the District staff believes to be objectionable. This includes: text materials, video images, or sound files which may be considered objectionable.

Users shall have no expectation of privacy in data or information stored on school computer networks. All computerized files may be accessed by district officials or system administrators at any time, for any reason.

Parents/Guardians may restrict the release personally identifiable information from an educational record via school web pages or the Internet. The procedures for restricting the release of personally identifiable information are outlined in the *PUBLIC NOTICES* section this handbook. Personally identifiable information in a record includes, but is not limited to students' names, photographs, family members' names or personal identifiers, e.g. school I. D. numbers.

The District computers are provided primarily for educational purposes under the direction of District staff. Non-academic activities will not be allowed when others require the systems for academic purposes.

Vandalism will result in the loss or cancellation of privileges. Vandalism is defined as any malicious attempt to harm or destroy data of another user damaging, disabling or otherwise interfering with the operation of computer systems, software, or related equipment through physical action or electronic means.

Users are expected to abide by the generally accepted rules of network etiquette. These include, but are not limited to:

1. Be polite. Do not write or send abusive messages/material.
2. Use appropriate language. No swearing or vulgarities.
3. Do not reveal personal information about oneself or of other students, including but not limited to disclosure of home address or telephone number.
4. Do not disrupt the network by downloading large files or sending mass e-mail messages.
5. Respect the privacy of others in regard to passwords, files, email, and other programs.
6. Do not download information onto the hard drive of any Canton R-V computer for permanent storage.

The Canton R-V District makes no guarantees of accuracy of information obtained through the Internet. The District is not liable for any interruption of service or loss of data due to technical transmission problems.

Students are not to download, install, use or copy unauthorized software. Users will not make unauthorized copies of software found on school computers through email or bulletin boards; and will not give, lend, or sell copies of software to others unless they have the written permission of the copyright owner or the original software is clearly identified as shareware or in the public domain.

All web pages created by students and/or student organizations on the District's computer system will be subject to the same treatment as are District-sponsored publications such as school newspapers. Accordingly, the District reserves the right to exercise editorial control over such publications.

Students are not to intentionally access or process obscene, abusive, threatening or otherwise inappropriate files, or files dangerous to the integrity of the Canton R-V computer network.

Using the computer system for profit-making, personal or other non-educational purposes, including political activity is prohibited.

Rules and regulations of system usage will be added and posted from time to time by the District staff responsible for the administration of the Internet access stations.

Violations of the rules and code of ethics described above will be dealt with seriously. Violators will lose their computer privileges and disciplinary action, and/or other appropriate legal action, may be taken for violations.

CHROMEBOOK USE

Handle with Care

No food or drinks near the Chromebook

Do not touch or grab the Chromebook Screen

Do not carry the Chromebook by the Lid

Close the lid and carry it securely to avoid damage

Do not place books or other heavy objects on top of the Chromebook

Do not leave pencils or other objects on the keyboard or keyboard area

Do not leave the Chromebook in your vehicle exposing it to cold or hot temperatures

Do not place decorations (stickers, markers, writing, drawing, etc.) in or on the Chromebook

Do not remove the protective case for any reason

If lost, report immediately

Report damages immediately

All repairs must be performed by the Canton R-V Technology Department and never attempted by a third party

Do not loan your Chromebook to others-it is checked out to you for your educational use only.

The student must always know where the Chromebook is, ensuring it is safely stored, charged, and ready for the school day.

AI Use

It is possible that AI technology will be integrated into our classroom activities. This tool will enhance personalized learning, provide immediate feedback, and support a more engaging education experience for students. The use of AI will be closely monitored to ensure it aligns with our academic goals and maintains student privacy and security.

Google Workspace for Education Notice to Parents and Guardians

This notice describes the personal information we provide to Google for these accounts and how Google collects, uses, and discloses personal information from students in connection with these accounts.

Using their Google Workspace for Education accounts, students may access and use the following “Core Services” offered by Google (described at https://workspace.google.com/terms/user_features.html):

- Gmail
- Currents
- Calendar
- Chrome Sync
- Classroom
- Cloud Search
- Contacts
- Docs, Sheets, Slides, Forms
- Drive
- Groups
- Google Hangouts, Google Chat, Google Meet, Google Talk
- Jamboard
- Keep
- Sites
- Vault

In addition, we also allow students to access certain other Google services with their Google Workspace for Education accounts. Specifically, your child may have access to the following “Additional Services”:

- Google Arts and Culture, Google Bookmarks, Google Books, Google Cloud, Google Print, Google Earth, Google Maps, Google News, Google Photos, YouTube

Google provides information about the information it collects, as well as how it uses and discloses the information it collects from Google Workspace for Education accounts in its Google Workspace for Education Privacy Notice. You can read that notice online at https://workspace.google.com/terms/education_privacy.html You should review this information in its entirety, but below are answers to some common questions:

What personal information does Google collect?

When creating a student account, Canton R-V School District, may provide Google with certain personal information about the student, including, for example, a name, email address, and password. Google may also collect personal information directly from students, such as telephone number for account recovery or a profile photo added to the Google Workspace for Education account.

When a student uses Google services, Google also collects information based on the use of those services. This includes:

- device information, such as the hardware model, operating system version, unique device identifiers, and mobile network information including phone number;
- log information, including details of how a user used Google services, device event information, and the user's Internet protocol (IP) address;
- location information, as determined by various technologies including IP address, GPS, and other sensors;
- unique application numbers, such as application version number; and
- cookies or similar technologies which are used to collect and store information about a browser or device, such as preferred language and other settings.

How does Google use this information?

In Google Workspace for Education Core Services, Google uses student personal information to provide, maintain, and protect the services. Google does not serve ads in the Core Services or use personal information collected in the Core Services for advertising purposes.

In Google Additional Services, Google uses the information collected from all Additional Services to provide, maintain, protect and improve them, to develop new ones, and to protect Google and its users. Google may also use this information to

offer tailored content, such as more relevant search results. Google may combine personal information from one service with information, including personal information, from other Google services.

Does Google use student personal information for users in K-12 schools to target advertising?

No. For Google Workspace for Education users in primary and secondary (K-12) schools, Google does not use any user personal information (or any information associated with a Google Workspace for Education Account) to target ads, whether in Core Services or in other Additional Services accessed while using an Google Workspace for Education account. Can my child share information with others using the Google Workspace for Education account?

We may allow students to access Google services such as Google Docs and Sites, which include features where users can share information with others in the district or in allow listed domains.

Will Google disclose my child's personal information?

Google will not share personal information with companies, organizations and individuals outside of Google unless one of the following circumstances applies:

- With parental or guardian consent. Google will share personal information with companies, organizations or individuals outside of Google when it has parents' consent (for users below the age of consent), which may be obtained through Google Workspace for Education schools.
- With Canton R-V School District. Google Workspace for Education accounts, because they are school-managed accounts, give administrators access to information stored in them.
- For external processing. Google may provide personal information to affiliates or other trusted businesses or persons to process it for Google, based on Google's instructions and in compliance with the Google Workspace for Education privacy notice and any other appropriate confidentiality and security measures.
- For legal reasons. Google will share personal information with companies, organizations or individuals outside of Google if it has a good-faith belief that access, use, preservation or disclosure of the information is reasonably necessary to:
 - Meet any applicable law, regulation, legal process or enforceable governmental request.
 - Enforce applicable Terms of Service, including investigation of potential violations.
 - Detect, prevent, or otherwise address fraud, security or technical issues.
 - Protect against harm to the rights, property or safety of Google, Google users or the public as required or permitted by law.

Google also shares non-personal information -- such as trends about the use of its services -- publicly and with its partners. What choices do I have as a parent or guardian?

First, you can consent to the collection and use of your child's information by Google. If you don't provide your consent, we will not create a Google Workspace for Education account for your child, and Google will not collect or use your child's information as described in this notice.

If you consent to your child's use of Google Workspace for Education, you can access or request deletion of your child's Google Workspace for Education account by contacting Anne Davis via email at adavis@canton.k12.mo.us. If you wish to stop any further collection or use of your child's information, you can request that we use the service controls available to limit your child's access to features or services, or delete your child's account entirely. You and your child can also visit <https://myaccount.google.com> while signed in to the Google Workspace for Education account to view and manage the personal information and settings of the account.

What if I have more questions or would like to read further?

If you have questions about our use of Google's Google Workspace for Education accounts or the choices available to you, please contact your building principal. If you want to learn more about how Google collects, uses, and discloses personal information to provide services to us, please review the [Google Workspace for Education Privacy Center](https://www.google.com/edu/trust/) (at <https://www.google.com/edu/trust/>), the [Google Workspace for Education Privacy Notice](https://workspace.google.com/terms/education_privacy.html) (at https://workspace.google.com/terms/education_privacy.html), and the [Google Privacy Policy](https://www.google.com/intl/en/policies/privacy/) (at <https://www.google.com/intl/en/policies/privacy/>).

The Core Google Workspace for Education services are provided to us under [Google Workspace for Education Agreement](https://www.google.com/apps/intl/en/terms/education_terms.html) (at https://www.google.com/apps/intl/en/terms/education_terms.html)

STUDENT HANDBOOK ACKNOWLEDGMENT

It is important that every parent/guardian receives a Canton R-V handbook in order to be informed of the policies, procedures and regulations of the Canton R-V School District (EX: attendance policy, discipline policy, etc.). The elementary and secondary schools each issue student handbooks to all of the students.

All students should have received and reviewed a handbook on the first day of school. In an effort to be confident that all parents/guardians received a handbook this year, we ask that you sign the form below and have your student return it to their communication arts teacher.

By signing this document, you acknowledge that you have received a copy of the 2025-2026 Canton R-V Student Handbook, and agree to abide by the prescriptions, policies, and procedures therein.

Signature of Student

Date

Signature of Parent(s)/Guardian(s)

Date