

Extracurricular/Co-Curricular Sanctioned Activity Guidelines

Pursuant to the Revised Statutes of Missouri 171.053 and Puxico Board of Education policy, Puxico R-VIII School District supports fine arts, FFA, FCCLA, FBLA, 4-H, and other extracurricular/co-curricular student involvement in education and learning processes otherwise not available in the regular curriculum. Upon receiving parental, sponsor, and administrative approval, students will be allowed to participate in **pre-approved** activities off the school campus during instructional time while still being counted in attendance. District students are allowed to use such regularly scheduled instructional time as has been approved by the administration and is reasonably necessary for the student to participate in an officially sanctioned activity of the fine arts department, FFA, FCCLA, FBLA, 4-H, and other extracurricular/co-curricular activities as deemed appropriate by the administration.

The following requirements must be met prior to requesting a sanctioned activity absence:

1. The student will have no grade lower than 83% in any of their classes on the week of the approved absence(s) as well as on their most recent grade report card.
2. If applicable, the student will have a minimum 2.75 cumulative GPA.
3. The student will have no active disciplinary actions or restrictions.
4. The student's attendance will be in good standing.

When making a request, students must:

1. Complete the request form in its entirety.
2. Obtain permission via signature from their teacher, CTSO sponsor or their 4-H sponsor as appropriate.
3. Submit the form in its entirety three days prior to the requested activity dates.
4. Obtain all schoolwork prior to leaving for the requested activity dates.
5. Complete and submit all schoolwork on the first school day of attendance after the completion of the requested activity dates.

When requesting participation in FFA or 4-H events, the following times have been determined as reasonably necessary for elementary, jr. high, and high school students to complete the officially sanctioned activities as related to showing animals for the Stoddard County Fair and SEMO District Fair:

Elementary

- Stoddard County Fair: 1.5 days of instructional time:
 - 0.5 day for transporting/setting up animals
 - 1 day for showing
- SEMO District Fair: 2 days of instructional time
 - 0.5 day for transporting/setting up animals
 - 0.5 day for sale day
 - 1 day for showing

Jr. High

- Stoddard County Fair: 1.5 days of instructional time:
 - 0.5 day for transporting/setting up animals
 - 1 day for showing
- SEMO District Fair: 2 days of instructional time
 - 0.5 day for transporting/setting up animals
 - 0.5 day for sale day
 - 1 day for showing

High School

- Stoddard County Fair: 1.5 days of instructional time:
 - 0.5 day for transporting/setting up animals
 - 1 day for showing
- SEMO District Fair: 3 days of instructional time
 - 0.5 day for transporting/setting up animals
 - 0.5 day for sale day
 - 2 days for showing

High school students will be allotted additional days for sanctioned activities beyond the Stoddard County Fair and SEMO District Fair. These days are cumulative during the school year.

- 11th and 12th Grade Students will be allotted 3 additional days per year.
- 10th Grade Students will be allotted 2 additional days per year.
- 9th Grade Students will be allotted 1 additional day per year.

These additional days are subject to administrative approval and must be of educational value. Additionally, documentation of participation in these events must be submitted to the school office on the first school day of attendance after the completion of the requested activity dates.

High school students must be aware that their participation in sanctioned events may result in a conflict with scheduled assessments and projects for dual credit/dual enrollment courses. In the event of a conflict with a dual credit/dual enrollment course, the schedule of the college takes precedence over the student's request. If the student misses an assessment or project then they are subject to a zero depending on the policy of the college.

Parents/guardians are assuming all liability and responsibility for transportation, supervision, and student safety throughout the course of these sanctioned activities. Any fees which may be incurred throughout the course of these activities are the responsibility of the parent/guardian.

Extracurricular/Co-Curricular Sanctioned Activity Absence Request

Please complete this form and return it to your child's building office at least three school days prior to their requested absence.

Please print the following information:

Student Name: _____ Grade: _____

Parent Name: _____ Phone Number: _____

Title of the Event: _____

Location: _____

Date(s) of the Event: _____

My child, _____ (PLEASE PRINT NAME OF STUDENT), will be participating in the following event: _____ on _____. As such, they will not be in attendance.

I understand my child is required to make up any work missed and that this work will be due on the first day my child is back in attendance. In the event my child has a grade below an 83% in any class, I understand my child will be counted absent instead of counted as field trip attendance.

I understand I am required to provide documentation of this event. Documentation may include a copy of the registration form, a copy of the email verifying registration, or a screenshot verifying registration. Please contact your child's building office if you have any questions regarding documentation.

I understand parents/guardians are assuming all liability and responsibility for transportation, supervision, and student safety throughout the course of these sanctioned activities. I further understand any fees which may be incurred throughout the course of these activities are the responsibility of the parent/guardian.

Please briefly explain the educational value of this event:

Student Signature _____ Date: _____

Parent Signature: _____ Date: _____

Sponsor Signature: _____ Date: _____

OFFICE USE ONLY

Date Received: _____ Required Documentation Included: _____ Yes _____ No

Request Approved: _____ Yes _____ No

Administrator Signature: _____ Date: _____

Decision provided to parent/guardian on _____ by: _____ email _____ in-person _____ mail