

GALLATIN HIGH SCHOOL

STUDENT HANDBOOK 2017-2018

GALLATIN R-V HIGH SCHOOL
602 South Olive St.
Gallatin, MO 64640

Superintendent's Office	663-2171
High School Central Office	663-2171
Middle School Central Office.....	663-2172
Elementary Central Office	663-2173
Principal's Office	663-2618
FAX	663-2559

Administrative Officers

Dr. Bryan Copple	Superintendent
Brent Burke	High School Principal
Joyce Cox	Guidance Counselor
Becky Morris.....	Special Ed Director
Barron Gann	Activities Director
Barron Gann.....	A+ Coordinator

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**For all references to Board Policy, it may be found on the school website at www.gallatin.k12.mo.us under District, Board of Education, Board Policy.*

GALLATIN R-V SCHOOL DISTRICT CALENDAR

2017-2018

August	
14-15	Teacher In-service days
16	First day of school: Early Out 12:30pm
September	
4	Labor Day – No school
15	Teacher In-service – No School
22	Homecoming- Early Out 12:30pm
October	
6	Teacher In-service – No School
20	First quarter ends
26	Parent/Teacher Conference 12:30pm Dismissal
27	No School
November	
3	Teacher In-Service- Early Out 12:30
21	Early Out- 12:30
22-24	Thanksgiving vacation – No School
December	
21	Second Quarter/First Semester Ends 12:30pm Dismissal
22-31	Christmas Vacation
January	
1-3	Christmas Vacation
3	Teacher in-service – No School
4	Second semester begins
15	No School
February	
5	Teacher In-service – No School
19	No School
March	
5	Teacher In-service- No School
9	Third quarter ends
15	Parent/Teacher Conference-12:30pm Dismissal
16	No School
29-30	Easter Break
April	
2	Easter Break
May	
11	Graduation 6:30 pm (Early Out 12:30)
15	Last day of School 4 th qtr, 2 nd semester ends – 12:30pm Dismissal

7 PERIOD SCHEDULE

1 st period	8:00 - 8:50	
2 nd period	8:53 - 9:43	
3 rd period	9:46 - 10:36	
Home Room	10:39 - 10:59	
4 th period	11:02 - 12:21	includes 1 st lunch shift 11:02-11:20 2 nd lunch shift 11:30-11:48 3 rd lunch shift 12:03-12:21
5 th period	12:24 - 1:14	
6 th period	1:17 - 1:07	
7 th period	2:10 - 3:00	

INCLEMENT WEATHER – SCHOOL DISMISSAL

Announcements will be made on the following stations if school is to be dismissed because of inclement weather.

KGOZ	101.7 FM	(Gallatin, Chillicothe)
KCMO	Channel 5	(Kansas City)
KCHI	1010 AM 103.9 FM	(Chillicothe)
KTTN	1600 AM 92.3 FM	(Trenton)
KKWK	1360 AM 1001.1FM	(Cameron)
KAAN	95.5 FM	(Bethany)
KMZU	101.FM	(Carrollton)

DO NOT CALL THE HOMES OF ADMINISTRATORS, SCHOOL OFFICES, OR ANY SCHOOL PERSONNEL FOR THIS PURPOSE. THIS INFORMATION WILL ALWAYS BE ON THE RADIO.

If school is dismissed because of snow and/or ice conditions, all activities such as practices, trips, meetings, games, and contests will also be canceled.*

* Exceptions: Tournament ballgames, regional, district, and state meetings or contests.

ATTENDANCE POLICY

Mandatory Attendance: Students are required by law to attend school until their 17th birthday. Any student who is under the age of 17 years and is not attending school on a regular basis is in violation of this law. Parents are legally responsible for their child's attendance. The Division of Family Services and other government agencies will be contacted if a child has an excessive number of absences.

Regular attendance is an important part of education. Only by attending classes can a student receive the full benefit of instruction. Class participation is one of the areas of student performance used to determine grades. Students are expected to attend all classes every day. Families are urged to schedule vacations and appointments for their students when school is not in session. Parents can have a profound impact on student attendance by leaving absolutely no doubt that the student is expected to be in school.

Note: Students are considered to be TARDY when they are not in class when the bell rings.

1. Students are allowed to be absent the equivalent of four school days (or 27.2 hours) during a semester. Parental discretion is advised in the use of these absences. A note from home or a phone call from the parent is required for these absences to be excused.
2. Each absence after the fourth day (whether it be one class period or an entire day) is automatically unexcused **unless** the student presents verification from a doctor, dentist, or the school nurse. Court appearances, funerals and extensive circumstances may also be excused by the principal. Documentation must be delivered to the school office within 48 hours of the student's return to school.
3. For excused absences, students are responsible to make up all work that is missed. This work will be made up according to a schedule agreed upon with the individual teacher. Two days for each day absent is recommended. Teachers will cooperate with students who make an effort to make up work missed. A student who does not make up work to the satisfaction of the teacher will receive a grade of zero (0) for the work missed.
4. When a student wishes to earn a credit in classes for an absence that is unexcused, he/she will be required to serve an after school study hall. These study halls will be arranged through the office. When the student has satisfied the after-school requirement, teachers may then award credit for the work that was assigned or completed during an unexcused absence. If the student fails to attend the scheduled after-school session, any grade of zero (0) cannot be changed.
5. A student who serves as a Teacher's Assistant (T.A.) or a Student As Tutor (S.A.T.) and who accumulates more than two unexcused absences during this class time may be reassigned to a different class at the end of the semester.
6. A student must be present for at least five class periods in order to attend any school function that is held on the same day. Exceptions to this rule may be granted only by prior approval of the building principal.
7. A student who wishes to be excused for a college visit should make prior arrangements through the Guidance Office.

NOTE ABOUT ATTENDANCE FOR A+STUDENTS: Students who plan to earn A+ Certification should be aware of the separate A+ attendance guidelines. For A+ Certification, students must have at least a 95% attendance rate for a four-year period, regardless of whether the absences are excused or unexcused. For additional information, refer to the A+ Handbook.

TARDY POLICY

Classes begin at **8:00 a.m.** If a student is not in class at 8:00 a.m., they are considered tardy and should report to the office for an admit slip. 9th-12th grade students are given three minutes to travel to each of their seven periods per school day. This is ample time if it is used wisely. Students are considered tardy if they are not in class when the bell rings.

After accumulating 4 tardies in a quarter, the school will notify the student's parents or guardians to inform them of the problem and the consequences for future tardies. Tardies accumulate from all classes; they do not accumulate by class. A cumulative record of tardies per quarter will be kept in the office. Our tardy policy is as follows:

- 5th tardy - 9th tardy = 30-minute detention/per tardy
- 10th tardy - 14th tardy = 1 day ISS
- 14th tardy and above = 1 day OSS and report to juvenile office

The issuance of an excused tardy pass will be at the discretion of the principal, counselor, attendance secretary, or classroom teacher.

USE OF FACILITIES

TELEPHONE

A telephone is located in the High School office for students use. Students are asked to limit their phone calls to less than five minutes, since many students need to share the telephone. Calls should be kept to a minimum during school hours. Cell phones are not to be used during school hours.

Students will be called from class to receive **EMERGENCY CALLS ONLY!** Messages may be left at the office.

USE OF THE CAFETERIA

1. All students will be issued a lunch number. Students are urged to learn their number for they keep this number all through school.
2. Students will be expected to pay for **all** lunches in **advance**. Students who reach a lunch balance over \$50 will receive a note from the school office/and or a phone call to arrange for payment. Notes will be sent home weekly with students that have any charges.
3. All students must eat in the commons, even those who bring a lunch. Do not take food anywhere in the building except the commons area.
4. Each student is responsible for clearing his or her own area.
5. Students may stay in the commons or go to the gym after lunch. No one will be allowed in the halls during lunch as classes are in session.
6. Gallatin High School has a "closed lunch policy". Students are not allowed to leave the building during lunch.
7. **FREE AND REDUCED LUNCHES:** Families who qualify for these programs must complete the form, which will be sent home the first week of school. Students are not automatically on free lunch just because they were last year. **YOU MUST APPLY EACH YEAR. LUNCH PAYMENTS -** Please send your student(s) lunch and milk money in an envelope with the students' names, teachers' names, and amounts for each student clearly marked. This will enable our lunch record keeper to apply your money as you intended.

USE OF THE GYM

1. The gym will be opened at 7:45 a.m. for student use before school. The gym will also be opened during lunch hours.
2. Tennis shoes or socks must be worn on the playing floor. If everyone keeps off the floor with street shoes, it will stay very attractive.
3. Students in the gymnasium must be under direct supervision of a faculty or staff person at all times.

LOCKERS

Students will be assigned a locker. Unless cleared by the office, students need to use only their assigned locker. They will keep the locker assigned to them for the full year. Each locker has a combination lock on it; students are responsible for locking their locker. The lock is for your personal property. ***IF YOUR LOCK IS NOT RETURNED YOU WILL BE CHARGED THE PRICE OF A NEW LOCK (\$8). **THE SCHOOL WILL NOT BE RESPONSIBLE FOR ITEMS LOST FROM LOCKERS.**

VISITORS

Students are not allowed to have visitors during the school day, as this provides distractions to our learning process. Lunch may be dropped off for students in the high school office.

PARKING AND DRIVING REGULATIONS

Driving a motor vehicle is a definite privilege. If mistreated, the privilege can easily be taken away. Drivers should read the following to avoid loss of driving privileges as specified in the discipline section of the handbook.

1. The speed limit is 10 MPH on school property.
2. The lane in front of the school is one-way and should never be used as an exit.
3. The first row of the southeast parking lot is reserved for faculty and visitors. Seniors may use the middle row of the southeast parking lot and other students may park in the third row of the southeast parking lot.
4. Students parking in the southeast parking lot must park in designated spaces.
5. All other students need to park in the southwest lot and away from the Vo-ag building.
6. All cars shall be parked in a north/south position single file, in the area designated for parking.
7. Vehicles will be parked upon arrival at school and shall not be moved until such time as the student leaves for the day.
8. Students are not allowed in the parking lot during school hours without permission from the principal's office.
9. A parking permit must be on file in the office containing the following information:
 - *Vehicle license number
 - *Operator's license number
 - *Liability insurance policy and the agent's telephone number.
10. School buses have priority and the right of way. Do not pass buses while they are loading, unloading or the stop sign on the bus is in the out position.
11. Vehicles are subject to search on school premises and the driver/owner is responsible for illegal contraband items within the vehicle. All contents within the vehicle need to comply with the Gallatin R-V discipline code and violations will be dealt with according to policy.

BUS REGULATIONS

The safety of students during their transportation to and from school activities is the responsibility of the parent/guardian, bus drivers, and school officials. Students are responsible for all rules of conduct while waiting for or riding a school bus.

POLICY ON ALCOHOL AND OTHER DRUGS

PREFACE

This policy and its associated guidelines are an effort by the school district to respond effectively to the potential and current use and abuse of alcohol and other drugs by members of its school population.

STATEMENT OF POLICY

The school district will work through curriculum and classroom activities, administrative and faculty effort, and the disciplinary procedures to prevent and intervene in the use of alcohol and other drugs by members of the school population.

SCHOOL GUIDELINES

These guidelines have been created as one part of the school district's discipline policy. They are intended to provide a consistent means for effectively responding to alcohol and other drug-related situations that may occur at school or at school sponsored events. They have been written with due consideration for the legal rights and responsibilities of administrators, faculty, students, and parents who may find themselves involved in such situations.

The guidelines are divided according to situations that may occur at school or at school sponsored events.

INVESTIGATIONS

Whenever there is any reasonable suspicion of use or abuse of alcohol or other drugs, the principal or the principal's designee should be involved in the investigation. The investigation may include a search.

A student's locker is considered school property and may be searched at any time. At times, it will be necessary to search the student's belongings or person. Although the student's consent is not required when there is reasonable suspicion that a search will result in the discovery of alcohol or other drugs, or drug paraphernalia, the school official should always first request that the student volunteer any drugs, chemical substances or drug paraphernalia. Any search should be conducted in the presence of another school staff member or the student's parent.

CONFIDENTIALITY

The privacy of all students shall be respected. Communication regarding alcohol and other drug situations that call for referral or disciplinary action should be limited to those individuals who have the need to know.

GUIDANCE PROGRAMS

The Gallatin Guidance Program has as its basis, the Missouri Comprehensive Model Guidance Program. As such, school counselors believe that guidance is an integral part of the total educational program in the Gallatin R-V School system.

Certified school counselors at both the elementary and high school levels, with the support of teacher, administrators, parents and students, include these four program areas for our students.

- Guidance Curriculum – Small group and classroom presentations
- Individual Planning – Student education and career planning
- Responsive Service – Counseling, consultation, referrals
- System Support – Management, community outreach, and public relations.

The high school counselor will assist students in grades 9-12 with class scheduling, (including “Four Year Plans”), career surveys and assessment, post-high school planning (technical schools, college, or career), and financial aid materials to achieve these goals.

Many presentations and programs will be offered to students throughout grades 9-12 in regard to these services. However, parents and students are encouraged to contact the high school guidance office for individual conferences.

A+ SCHOOLS PROGRAM

Students who graduate from a designated A+ school and have met specified requirements will be eligible to receive regular tuition and designated fees to any public community college, vocational or technical school in the state.

Note: Some four-year colleges offer a monetary scholarship based upon successful completion of the A+ program.

To be eligible for the financial incentives of the A+ Schools Program a student must be certified as an A+ Student by their high school. To qualify, students must meet the following criteria:

- Enter into a written agreement with the high school prior to the semester before graduation and attend an A+ designated high school for at least three consecutive years.
- Graduate from high school with accumulative grade point average of 2.5 or higher on a 4.0 scale.
- Have at least 95% attendance record for the four years of high school.
- Tutor or mentor 50 hours.
- Maintain a record of good citizenship and avoid unlawful use of drugs/alcohol.
- Make a good faith effort to first secure all available federal post-secondary student financial assistance funds that do not require repayment.
- Earn an advanced or proficient score on the Algebra I EOC exam (class of 2015)

ACADEMICS

GALLATIN R-V GRADUATION REQUIREMENTS

*HONORS PROGRAM		BASIC PROGRAM	
*English (Include Eng. IV)	4	*English	4
*Social Studies	4	*Social Studies	3
*Science	4	*Science	3
*Math	4	*Math	3
Fine Arts	1	Fine Arts	1
Foreign Language	1	Foreign Language	0
Practical Arts	1	Practical Arts	1
Physical Education	1	Physical Education	1
Health	½	Health	½
Personal Finance	½	Personal Finance	½
**Directed Electives	3	Electives	7
Other Electives as needed	2		
*Computer Applications I required			

**Credits from Foreign Language, Computer Science, and/or additional advance core classes will meet this criteria.

The State of Missouri requires all students to earn at least 24 units of credit to qualify for a high school diploma.

In addition to the above requirements ALL students must:

1. Pass U.S. Constitution Test
2. Pass Missouri Constitution Test
3. Satisfactorily complete all testing required by the Gallatin R-V Board of Education and for the Missouri Department of Elementary and Secondary Education.

*In order to receive an HONORS PROGRAM CERTIFICATE students must complete all items mentioned above as well as:

1. Maintain at least a 3.5 cumulative grade point average.
2. Minimum ACT Composite of 21 or comparable SAT score.
3. Attend eight complete semesters.
4. Maintain an overall attendance rate of 95% during grades 9-12.
5. Maintain A+ Citizenship Standards.
6. Students must meet all GHS and DESE Diploma criteria.
7. Valedictorian and Salutatorian must attend their last four semesters enrolled in Gallatin High School.

To be considered for the honor of Valedictorian and Salutatorian, students must meet or exceed the criteria stated above for the honors program.

*Changes are to be implemented with the class of 2018.

ADDITIONAL GRADUATION INFORMATION

1. Students and parents are encouraged to determine entrance requirements of specific colleges and vocational schools when planning the student's total education program.
2. More specifically, some post-high school institutions will admit students with a basic high school diploma while others require an educational program similar to the honors program.
3. Vocational Agriculture students may take three Vocational Agriculture classes in lieu of their second or third regular science requirements.
4. Any deviation from the above requirements must be approved by the Board of Education.
5. Interscholastic sports do not meet physical education requirements.
6. Students are urged to enroll and complete physical education requirements as freshmen and sophomores.

CREDIT BY CORRESPONDENCE

Students who cannot fulfill part of the units of required credit for reasons of illness, physical disability, or credit deficiency may meet the requirements through correspondence courses from approved institutions of higher learning*. However, no more than two (2) of these units (4 classes) may be counted toward fulfilling the units of required credit. The courses must be completed early enough that the certification report will be received no later than one (1) week prior to graduation. The Board of Education may accept correspondence credit beyond the maximum of two (2) units.

*To be eligible for recognition, correspondence credit must be from the University of Missouri Center for Independent Study or from a correspondence school accredited by the North Central Association of Colleges and Schools or its equivalent regional accreditation agency.

ACADEMIC GRADE PLACEMENT AND CLASSIFICATION

Students must have a minimum number of earned credits to be placed academically in the various grade levels. These are based on the **opening day** of school.

Sophomore	6 accumulated credits
Junior	12 accumulated credits
Senior	17 accumulated credits

CLASS RANK

Each semester students are ranked according to cumulative grade point average. If a student received an incomplete (INC) or delayed grade, the student will remain unranked until the next ranking period. Extenuating circumstances may be appealed to the principal.

HONOR ROLL

Principal's Honor Roll	4.0
A Honor Roll	3.66-3.99
B Honor Roll	3.00-3.65

All high school courses will count toward the honor roll and grade point average except OJT (on the job training) and SAT (students as tutors).

SCHEDULE CHANGE PROGRAM

Students are strongly encouraged to remain in the classes for which they have scheduled. Students will not be permitted to drop courses or change their class schedule after the end of the first week of each semester.

The following situations are considered viable reasons for requesting a schedule change in the second semester:

- A senior who needs a change in order to graduate
- A student who is hopelessly failing an elective and who, in the teacher's opinion, has no chance of passing regardless of the amount of time and effort expended.
- A student whose original schedule called for a change at the end of the first semester.
- A student who in a previous year, has already taken and passed the second semester of a course in which they are enrolled.
- Full year courses are designed for the entire school year. If a student chooses to drop a full year course at the end of the first semester, the student will receive an "F" grade for the second semester.
- Extenuating circumstances may be given consideration by the administration.

EVALUATION SYSTEM

A	Excellent or Outstanding
B	Superior or Above Average
C	Average
D	Inferior or Below Average
F	Below passing—not meeting minimum requirements
IC	Incomplete course-if not removed by end of next mid-quarter, it will automatically become an F
IP	In Progress –final grade issued at end of semester

Classes will be evaluated utilizing the following grading system and class rank will be determined using the following numerical scale:

100-94	A	A	4.0
93-90	A-	A-	3.66
89-87	B+	B+	3.33
86-84	B	B	3.00
83-80	B-	B-	2.66
79-77	C+	C+	2.33
76-74	C	C	2.00
73-70	C-	C-	1.66
69-67	D+	D+	1.33
66-64	D	D	1.00
63-60	D-	D-	.66
59-0	F	F	0.00

WEIGHTED CLASSES

To acknowledge the effort that goes into challenging courses, the Gallatin R-V School District will award weighted grades to college preparatory classes that have been deemed rigorous. Beginning with the graduating class of 2015, students will receive weighted grades for the following high school courses: Dual Enrollment Government, Dual Enrollment Psychology, College Algebra, Statistics, Trigonometry, Calculus I, Calculus, II, English IV, Dual Enrollment Accounting, and Dual Enrollment Chemistry. A multiplier of 1.1 will be used to raise the grade points earned in these classes.

GRADE	REGULAR GRADE POINTS	MULTIPLIER	WEIGHTED GRADE POINTS
A	4.00	1.1	4.40
A-	3.66	1.1	4.03
B+	3.33	1.1	3.66
B	3.00	1.1	3.30
B-	2.66	1.1	2.93
C+	2.33	1.1	2.56
C	2.00	1.1	2.20
C-	1.66	1.1	1.83
D+	1.33	1.1	1.46
D	1.00	1.1	1.10
D-	0.66	1.1	0.73

REPORT CARDS AND DEFICIENCY REPORTS

- Report cards will be issued to the student at the end of each quarter
- Grades can be accessed by parents through the school grade book program. Deficiency reports will be mailed to parents who do not have access to internet grade book program.
- Each parent is urged to come to the school and discuss the progress of their child with the faculty and administration
- Parent-Teacher conferences will be held at the end of the first and third quarters for all students.

CO-CURRICULAR ACTIVITIES

ELIGIBILITY FOR PARTICIPATION

All students 7-12 participating in co-curricular activities, solos, ensembles, speech and debate contests, history day and all like contests, organizational activities and offices held, cheerleading, pep club, and athletic participation, must meet or exceed the following academic requirements set by the Gallatin R-V Board of Education

ACADEMIC ELIGIBILITY

For the purposes of this policy, the grade point average is figured using only the classes associated with the district GPA guidelines.

Grades from the previous quarter will be used to determine eligibility. Students must receive a C (2.0) average each quarter to maintain eligibility. Mid-term grades will be checked only on those students who have been ineligible based on previous quarter's grades.

Ineligible students will not be eligible to participate during the ineligibility period other than to practice or attend meetings that might keep them up with what is going on in the organization.

Special education students are given grades according to their IEP's, thus their GPA is figured within their capabilities.

Students who have not maintained the C (2.0) GPA will have their grades checked at each mid-term in order to determine eligibility. Students in this category whose grades are at or above a 2.0 average at the mid-term will be considered eligible at the time.

Summer school courses may count toward maintaining academic eligibility provided the following requirements are met:

1. Credit earned for the summer school course is placed on the student's school transcript.
2. The course must be a requirement toward meeting graduation/promotion requirements.
3. No electives may be counted toward this requirement.
4. Correspondence course may not count as summer school credit.
5. No more than one credit earned in summer school shall count toward maintaining academic eligibility.

ATTENDANCE ELIGIBILITY

To be eligible to participate in an activity, a student must be in class at least five full periods during the school day of contest, practice or meeting. Extenuating circumstances will be handled by the high school principal. Students must be in attendance the last day of the school week if an activity takes place over the weekend.

TRANSPORTATION TO AND FROM SCHOOL ACTIVITIES

When transportation is provided to school sponsored activities, students who participate in these activities will be expected to travel in the school-provided transportation to and from the event. Only the following exceptions will be considered:

Students may travel home with parents only if parents come in person to the sponsor or the coach involved. This must be with the approval of the sponsor or coach.

Parents may want their child to ride with someone else. In this case, the parents must do the following:

1. Personally inform the coach or sponsor with whom the student will ride. If the parent is not present, they may make previous a request in writing in the high school principal's office. The written request must state who will be transporting the student.
2. The next action is the person designated by the parent must come in person to the sponsor of the activity and pick up the student.

No student will be released from a school activity to another person under the age of 25 years. In case of an emergency, or circumstances beyond the control of the parents or student, a student may be released with a member of the immediate family. An administrator or the person in charge will make this decision.

Coaches of athletic teams reserve the right to refuse a player's request to return home with anyone other than the team unless an emergency situation arises or a special problem exists.

No student will be permitted to use his or her own vehicle for activity transportation unless accompanied by a teacher, coach, or administrator employed by the Gallatin R-V School District.

Violations of any of the above will result in temporary suspension from the activity in which the violation occurred.

LIMITATIONS OF ELECTED OFFICERS

1. For the purpose of distributing more evenly the elected officers and positions among eligible students of Gallatin High School, a point system will be adopted. The maximum number of points, which any one person may accumulate in one year shall be sixteen (16). These points shall not accumulate from year to year, but shall be renewed each year.
2. Any person found to have more than the 16 set points would be asked to drop any office until they are at or below 16 points.

The number of points for each office or position shall be as follows:

Student Council Pres.	6	Freshman Pres.	6
Student Council VP		5	Freshman VP 6
Student Council Sec.	5	Freshman Sec.	5
Student Council Treas.	5	5	Freshman Treas.
Student Council Rep.	5	Freshman StuCo	4
Band President	4	Sophomore Pres.	6
Band Vice President	3	Sophomore VP	6
Band Secretary	2	Sophomore Sec..	5
Band Treasurer	2	Sophomore Treas.	5
Band Librarian	2	Sophomore StuCo	4
NHS President	6	Junior President	8
NHS Vice-President	5	Junior Vice Pres.	5
NHS Secretary	5	Junior Secretary	5
NHS Treasurer	5	Junior Treasurer	4
NHS Reporter	3	Junior StuCo	4
FFA President	10	Senior President	5
FFA Vice President	5	Senior Vice President	5
FFA Secretary	5	Senior Secretary	5
FFA Treasurer	5	Senior Treasurer	5
FFA Sentinel	4	Senior StuCo	4
FFA Reporter	4	Art Club President	3
FCCLA President	10	Art Club Vice President	3
FCCLA Vice Pres.	5	Art Club Secretary	3
FCCLA Secretary	5	Art Club Treasurer	3
FCCLA Treasurer	4		
FCCLA Historian	4		
FCCLA Reporter	4		
FCCLA Parliamentarian	4		
FCCLA Rec. Leader	4		
FBLA President	10		
FBLA Vice President	5		
FBLA Secretary	5		
FBLA Treasurer	5		
FBLA Reporter	4		

ACTIVITIES RULES

- When Missouri State Activity Association has jurisdiction over a particular activity, its rules will apply as an addition to the school policy.
- All activities, practices, group meetings, etc. must be cleared by the high school principal before they are official. A master calendar is maintained in the Activities Director's office. Organization sponsors are responsible for officers clearing activities correctly. **All major activities should be scheduled before October 1. This includes banquets, prom, plays, concert, etc.**
- A faculty member must accompany student organizations practicing or working in the building after school hours. Groups practicing, working, or meeting must clear the building before 10:00 p.m.
- If two or more activities conflict on the same date and the same students are involved in both—students may make a choice and receive no penalty in either area. This includes college entrance exams for seniors. State and District level activities will take precedence over other school activities and local events in determining where students will represent school.

HOMECOMING

- The Student Council and the administration will decide Homecoming week. Homecoming will carry one overall theme selected by the Student Council.
- Divisions for judging parade entries shall be those entries made by those in grades 7-12 and those made by the community.
- Limitation for parade entries will be as follows: All judged entries shall be limited to 20 feet in length and \$75.00 construction cost.
- In case of rain, floats will be prejudged.
- Homecoming activity sponsors are the Student Council with help from the cheerleaders, the student body and the FACS department, as volunteered.
- Students in grades 7-12 will vote for King and Queen by secret ballot counted by the Student Council Sponsor and Administration.

HOMECOMING CANDIDATE CRITERIA

- Any member of Band, Softball, Football, Golf, Cheerleading and Stats may be selected as a candidate.
- Freshmen will pick one couple to serve as Attendants, not to be selected as King or Queen.
- Sophomores will pick one couple to serve as Attendants, not to be selected as King or Queen.
- Juniors will select two couples to serve as King and Queen Candidates.
- Seniors will select two couples to serve as King and Queen Candidates.
- Student Council will select one Junior or Senior couple not necessarily a student council member to serve as King and Queen Candidates.

WINTER SPORTS FESTIVAL

- The principal, head basketball and wrestling coaches and the Student Council sponsor will decide the date of the winter sports festival.
- The students in grades 7-12 will vote for a King and Queen by secret ballot counted by the Student Council sponsor and administration.
- The Queen candidates must be those participating in winter sports activities: Basketball cheerleader, basketball player or stats.
- The King candidates must be on the Basketball or Wrestling team or stats.

ACTIVITIES RULES (CONT.)

JUNIOR/SENIOR PROM

The junior class sponsors, a prom committee and administration will decide the location of the Junior/Senior Prom. The Board of Education has limited the locations to Cameron, Chillicothe, Trenton, or Gallatin.

REGULATIONS FOR SCHOOL ACTIVITIES IN THE GYMNASIUM

- No floor treatment will be applied
- No alterations in the permanent lighting or electrical system
- Decorating for activities will be done only after school hours and the gymnasium and commons area will have to be available for the next school day. No regular class time will be used for decoration or clean-up purposes.
- All wires strung for decorations must be hung to basketball goals and hangers only.
- All extensive damage to properties in the gymnasium will be charged toward the sponsoring organization. If floor covering is needed, the sponsoring organization must use approved material.
- Classes or organizations needing chairs, stage, etc. are responsible for their own set up and clean up procedure. PE classes will not have this as part of their curriculum. Check with custodial staff for help.
- The locker room doors will be locked and remain locked during all activities. The mezzanine will be used only if a special need exists.
- The sponsoring organization must provide ticket takers and doorkeepers for the activity.
- Anyone leaving the building must pay full admission to re-enter.

STUDENT DISCIPLINE

PURPOSE OF THIS DISCIPLINE POLICY

The purpose of this policy is to ensure a safe and orderly environment for learning in the school district. This policy provides for all affected, a clear statement of expectations Gallatin R-V has for its students and the consequences which will follow when deviations from the expected occur. It is designed to foster student responsibility, respect for the rights of others, and to insure the orderly operation of the school.

PHILOSOPHY

Gallatin R-V believes academic excellence can only be achieved with a solid emphasis placed on all phases of discipline. Discipline means positive direction of behavior toward established standards of conduct, fully understood and based upon reason, judgment, and the rights of others.

POLICY STATEMENT

It shall be the policy of the Gallatin R-V Board of Education that all personnel employed by the district have the authority and the responsibility for the care and supervision of students while attending or visiting the Gallatin R-V Schools. This includes all buildings, grounds, bus trips, field trips and while on a school sponsored activity. All personnel employed by the district are authorized to hold every pupil accountable for any disorderly conduct in school, on any school bus going to activities or returning to school. The Gallatin R-V Board of Education considers unacceptable, any conduct which is prejudicial to good order and discipline or which tends to impair the morale or good conduct of students.

STUDENT CODE OF CONDUCT

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

Reporting to Law Enforcement

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

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

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

Documentation in Student's Discipline Record

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

Conditions of Suspension, Expulsion and Other Disciplinary Consequences

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

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

following conditions exist:

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

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

Impact on Grades

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

TYPES OF DISCIPLINE ACTIONS

The choice of inappropriate conduct by students will subject them to the following types of actions:

LOSS OF CO-CURRICULAR ACTIVITIES

WORK DETAIL

Work details may be assigned as punishment especially in regard to property violations.

AFTER SCHOOL DETENTION

Will be held in designated classroom from 3:00-4:00pm.

IN-SCHOOL SUSPENSION

Students will be placed in a suspension room under supervision of an administrator, teacher, or designated aide. Students will be expected to complete all assignments and work for classes missed. They will, likewise, receive credit if assignments are satisfactorily completed. Students will not be allowed to leave the in-school suspension room without permission.

OUT-OF-SCHOOL-SUSPENSION

Students will be removed from the school and not allowed on district property during the suspension. ZEROS may be given in all classes. Students will not be allowed to participate in co-curricular activities while suspended

DUE PROCESS FOR SUSPENSION FROM SCHOOL

1. The student shall be given oral and written notice of charges against them.
2. If the student denies the charges, he/she shall be given an oral or written explanation of the facts, which form the basis of the suspension.
3. The student shall be given an opportunity to present his/her version of the incident
4. In the event of a suspension more than 10 days, where a pupil gives notice that he/she wishes to appeal the suspension to the board, the suspension shall be stayed until the Board renders its decision. Unless, in the judgment of the superintendent of schools, the student's presence poses a continuing danger to persons or property or an on-going threat of disrupting the academic process, in which case the student may be immediately removed from school and the notice and hearing shall follow as soon as practicable thereafter. Ref: 167.171 Mo. Rev. Stat.

EXPULSION: This action is taken by the Board of Education upon recommendation of the superintendent.

IMPROPER DRESS GUIDELINES

The Student Dress Code Policy prohibits dress, which is (1) obscene, (2) libelous or slanderous, (3) indecent, lewd or vulgar, (4) advertises any product or service not permitted to minors by law, (5) injures, harasses or invades the privacy of other people including, but not limited to, speech or expression which defames any person on the basis of his/her sex, race, color, national origin or creed, or (6) will either result, or which school administrators reasonably forecast will result, in a material or substantial disruption of the orderly operation of school and/or school activities

Pursuant to the Student Dress Code Policy, the Superintendent has issued the following guidelines:

- Tops that expose the midriff or back are prohibited.
- Pants and shorts must be size appropriate.
- See-through clothing is not permitted
- No portion of a student’s undergarments may be exposed.
- Clothing with holes in inappropriate places is prohibited.
- Clothing, jewelry, and personal belongings that display alcohol, tobacco, sex, obscenity, controlled substances, or that promote violence or defame any person on the basis of sex, race, color, national origin or creed are not permitted.
- Clothing, jewelry, and personal belongings that indicate membership in or affiliation with or support of any gangs are not permitted.
- Caps, hats, hoods, bandannas or other type of headgear are prohibited.
- No metal or chain belts or swags may be worn.
- Sunglasses are prohibited.

First offense, student will be warned and asked to change clothes. Subsequent offenses, student will be asked to change clothes and further disciplinary action will be determined by building principal.

Prohibited Conduct and Consequences

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

Academic Dishonesty – Cheating on tests, assignments, projects or similar activities; plagiarism; claiming credit for another person's work; fabrication of facts, sources or other supporting material; unauthorized collaboration; facilitating academic dishonesty; and other misconduct related to academics.

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

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

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

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

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

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

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

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

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

Bullying and Cyberbullying (see Board policy JFCF)** – Intimidation, unwanted aggressive behavior, or harassment that is repetitive or is substantially likely to be repeated and causes a reasonable student to fear for his or her physical safety or property; that substantially interferes with the educational performance, opportunities or benefits of any student without exception; or that substantially disrupts the orderly operation of the school. Bullying includes, but is not limited to: physical actions, including violence, gestures, theft or property damage; oral, written or electronic communication, including name-calling, put-downs, extortion or threats; or threats of reprisal or retaliation for reporting such acts. Cyberbullying is a form of bullying committed by transmission of a communication including, but not limited to, a message, text, sound or image by means of an electronic device including, but not limited to, a telephone, wireless telephone or other wireless communication device, computer or pager.

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

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

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

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

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

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

Drugs/Alcohol (see Board policies JFCH and JHCD)

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

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

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

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

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

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

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

First Offense:	Principal/Student conference, detention, in-school suspension, or 1-10 days out-of-school suspension.
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Subsequent Offense:	In-school suspension, 1-180 days out-of-school suspension, or expulsion.
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Failure to Care for or Return District Property – Loss of, failure to return, or damage to district property including, but not limited to, books, computers, calculators, uniforms, and sporting and instructional equipment.

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

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

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

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

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

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

Fighting (see also, "Assault") – Mutual combat in which both parties have contributed to the conflict either verbally or by physical action.

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

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

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

Harassment, including Sexual Harassment (see Board policy AC)

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

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

2. Unwelcome physical contact of a sexual nature or that is based on gender, race, color, religion, sex, national origin, ancestry, disability or any other characteristic protected by law. Examples include, but are not limited to, touching or fondling of the genital areas, breasts or undergarments, regardless of whether the touching occurred through or under clothing; or pushing or fighting based on protected characteristics.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Technology Misconduct (see Board policies EHB and KKB and procedure EHB-API) (Cont.)

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

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

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

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

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

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

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

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

Tobacco

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

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

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

First Offense:	Confiscation of prohibited product. Principal/Student conference, detention, in-school suspension, or 1-3 days out-of-school suspension.
Subsequent Offense:	Confiscation of prohibited product. In-school suspension or 1-10 days out-of-school suspension.

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

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

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

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

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

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

Weapons (see Board policy JFCJ)

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

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

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

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

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

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

**** Board Policy JFCF**

General

In order to promote a safe learning environment for all students, the Gallatin R-V School District prohibits all forms of bullying. The district also prohibits reprisal or retaliation against any person who reports an act of bullying among or against students.

Definitions

Bullying – In accordance with state law, bullying is defined as intimidation, unwanted aggressive behavior, or harassment that is repetitive or is substantially likely to be repeated and causes a reasonable student to fear for his or her physical safety or property; that substantially interferes with the educational performance, opportunities or benefits of any student without exception; or that substantially disrupts the orderly operation of the school. Bullying includes, but is not limited to: physical actions, including violence, gestures, theft, or property damage; oral, written, or electronic communication, including name-calling, put-downs, extortion, or threats; or threats of reprisal or retaliation for reporting such acts.

Cyberbullying – A form of bullying committed by transmission of a communication including, but not limited to, a message, text, sound or image by means of an electronic device including, but not limited to, a telephone, wireless telephone or other wireless communication device, computer or pager. The district has jurisdiction over cyberbullying that uses the district's technology resources or that originates on district property, at a district activity or on district transportation. Even when cyberbullying does not involve district property, activities or technology resources, the district will impose consequences and discipline for those who engage in cyberbullying if there is a sufficient nexus to the educational environment, the behavior materially and substantially disrupts the educational environment, the communication involves a threat as defined by law, or the district is otherwise allowed by law to address the behavior.

School Day – A day on the school calendar when students are required to attend school

Designated Officials

The principal of each building is hereby designated as the individual to receive and investigate reports of bullying. Each building principal shall designate at least two teachers or administrators in the building who are authorized to receive and investigate reports of bullying in the principal's absence or at the principal's discretion.

The district compliance officer appointed in policy AC will serve as the districtwide antibullying coordinator. The antibullying coordinator will receive all completed investigative reports from all buildings and analyze the reports to identify any information that would inform the district's antidiscrimination and antibullying education and training programs. In addition, the antibullying coordinator will assist in making any relevant reports as required by state and federal law.

Reporting Bullying

School employees, substitutes or volunteers are expected to intervene to prevent student bullying, appropriately discipline the perpetrator, assist the victim and report the incident to the building principal or designee for further investigation and action. Any school employee, substitute or volunteer who witnesses or has firsthand knowledge of bullying of a student must report the incident to the building principal or designee as soon as possible, but no later than two school days after the incident.

Students who have been subjected to bullying, or who have witnessed or have knowledge of bullying, are encouraged to promptly report such incidents to a school employee. Any school employee receiving such a report shall promptly transmit the report to the building principal or designee.

If the bullying incident involves students from more than one district building, the report should be made to the principal or designee of the building in which the incident took place or, if more appropriate, to the principal or designee of the building attended by the majority of the participants in the incident.

Investigation

Within two school days of receiving a report of bullying, the principal or designee will initiate an investigation of the incident. Reports that involve students from multiple buildings will be investigated cooperatively by the principals of each building involved, or those principals may request that the district's compliance officer designated in policy AC conduct the investigation. If at any time during the investigation the principal determines that the bullying involves illegal discrimination, harassment or retaliation as described in policy AC, the principal will report the incident to the compliance officer designated in that policy, who will assist in the investigation. If the alleged bullying involves a special education student or a student with disabilities, the principal will also notify the special education director.

The investigation shall be completed within ten school days of the date the report of bullying was received unless good cause exists to extend the investigation. Upon completion of the investigation, the principal will decide whether bullying or harassment occurred and, if so, whether additional discipline is warranted in accordance with the district's student discipline code. The principal will generate a written report of the investigation and findings and send a copy of the completed report to the district's antibullying coordinator. The principal or designee will document the report in the files of the victim and the alleged or actual perpetrator of bullying. All reports will be kept confidential in accordance with state and federal law.

If the incident involved allegations of illegal discrimination or harassment, the principal's decision may be appealed in accordance with policy AC. Student discipline may be appealed when allowed by law in accordance with Board policy.

The principal or other appropriate district staff will work with victims and their families to access resources and services to help them deal with any negative effects that resulted from the incident.

Consequences

Students who participate in bullying or who retaliate against anyone who reports bullying will be disciplined in accordance with the district's discipline code. Such discipline may include detention, in-school suspension, out-of-school suspension, expulsion, removal from participation in activities, exclusion from honors and awards, and other consequences deemed appropriate by the principal or superintendent. The district will also contact law enforcement when required by law or notify social media companies of inappropriate online activity when appropriate.

Even in situations where the district does not have jurisdiction to discipline a student for bullying, such as when the acts take place off campus and there is an insufficient nexus to the district, the principal or designee will take appropriate actions to assist student victims. Such actions may include, but are not limited to, contacting the parents/guardians of the victim and the alleged perpetrators, communicating that this behavior is not allowed on district grounds or at district activities, notifying the appropriate district staff to assist the victim, and taking additional action when appropriate, such as notifying law enforcement or social media companies of inappropriate online activity.

District employees and substitutes who violate this policy will be disciplined or terminated. Discipline may include suspension with or without pay, a negative evaluation, prohibition from being on district property or at district activities, mandated training or other appropriate remedial action. Volunteers who violate this policy will no longer be permitted to volunteer.

Policy Publication

The district shall annually notify students, parents/guardians, district employees, substitutes and volunteers about this policy and the district's prohibition against bullying. A copy of this policy shall be included in student handbooks and posted on the district's website.

Training and Education

The district's antibullying coordinator will provide information and appropriate training designed to assist employees, substitutes and volunteers who have significant contact with students in identifying, preventing and responding to incidents of bullying.

The district will provide education and information about bullying and this policy to students every year. The principal of each school, in consultation with school counselors and other appropriate school employees, will determine the best methods for facilitating the discussion. Methods may include, but are not limited to: assemblies; homeroom presentations; class meetings; team or club meetings; special presentations by counselors, social workers or mental health professionals; and open-house events. When practical, parents/guardians will be invited to attend.

In addition to educating students about the content of this policy, the district will inform students of:

1. The procedure for reporting bullying.
2. The harmful effects of bullying.
3. Any initiatives the school or district has created to address bullying, including student peer-to-peer initiatives.
4. The consequences for those who participate in bullying or engage in reprisal or retaliation against those who report bullying.

School counselors, social workers, mental health professionals, school psychologists or other appropriate district staff will educate students who are victims of bullying about how to overcome the negative effects of bullying including, but not limited to:

1. Cultivating the student's self-worth and self-esteem.
2. Teaching the student to defend him- or herself assertively and effectively without violence.

3. Helping the student develop social skills.
4. Encouraging the student to develop an internal locus of control.

Additional School Programs and Resources

The Board directs the superintendent or designee to implement programs and other initiatives to address bullying, respond to such conduct in a manner that does not stigmatize the victim, and make resources or referrals available to victims of bullying. Such initiatives may include educating parents/guardians and families on bullying prevention and resources.

Health Services

School Nurse

The school district provides a full-time nurse. The nurse's office is located south of the elementary office. Parents needing assistance with health or immunization concerns are encouraged to contact the nurse by calling the elementary office at 663-2173. Parents/Guardians will complete a health questionnaire annually during the registration process so that the school nurse has current and accurate medical information.

Emergencies/Illnesses

In the event of an illness, injuries or emergencies, it is important that the school office be able to contact someone if the parents cannot be reached. It is the parent's responsibility to make sure that we have the phone number of someone to contact in the event of such circumstances.

Immunizations

The state requires that students have the appropriate immunizations or release forms in order for the child to attend school. Please keep the school office up to date on your child's immunizations. Immunizations must be up to date by the first date of school or child will not be permitted to start until up to date or correct paperwork on file.

Special Health Problems

If your child has a specific illness or health problem, please contact the school nurse, so we may be aware of the condition. It is important that the teacher and staff working with the child be aware of any special needs or problems. In order for the school to make special plans or considerations for a child's medical or health condition, documentation from a physician is required.

General Guidelines

Minor scrapes and bruises will be attended to by the school nurse or school personnel. Students will be sent home if:

1. The student has a temperature of 99.6% or more.
2. The student has vomited.
3. The student has a severe injury.
4. The staff cannot determine the cause of a student's sudden physical or emotional distress.

After an illness and before returning to school the child should be fever/symptom free for 24 hours.

Medication Guidelines

If at all possible all drugs that can be given at home before coming to school and after returning home should not be brought to school and given during school hours. Many times the scheduling can be arranged so this is possible. The family doctor can be consulted to set up a schedule.

The first dose of any antibiotic or other medication should be given at home in order to prevent an allergic reaction occurring at school.

1) **Prescription medication** will be administered upon written request of the parent/guardian. Medication must be in the original prescription container with the student's name, name of drug, dosage, frequency of administration, how the medication

is given, and the doctor's name. In addition, an **Authorization for Medication form must be completed and given to the school nurse.**

ALL MEDICATION MUST BE BROUGHT TO SCHOOL IN THE ORIGINAL CONTAINER AS DISPENSED BY THE PHARMACY OR PHYSICIAN. It is desirable that the parents bring the medicine to school.

2) **Non-prescription**, over the counter drugs, may be administered by the nurse with written permission from the parent/guardian. Medication must be in original container. All medications, with permission slips, must be brought to the nurse's office and stored in a safe, appropriate place.

3) The nurse or the principal's designee will administer the medication in compliance with the regulations.

4) General permission is included on the Emergency Contact/Permission Form .

Parents must initial the appropriate space in order for the nurse to provide the following to students:

1. Be given Tylenol, Ibuprofen & Tums by the school nurse as needed.

2. Receive basic health screenings by the school nurse & nurse volunteers to include height, weight, vision & hearing. A separate consent form will be sent home for all other screenings.

*The Gallatin R-V School Board has adopted a Communicable Serious Infection Diseases (AIDS included) policy that is available for inspection at the school.