

New Madrid County Central Middle School

# STUDENT HANDBOOK

2021-2022



308 US Highway 61  
New Madrid, MO 36869  
573.688.2176

[www.nmceaglenation.com/central-middle-school](http://www.nmceaglenation.com/central-middle-school)

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# New Madrid County Central Middle School

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Dr. Sam Duncan, Superintendent  Mr. Thomas Drummond, Principal

## **Principal's Message**

Dear Students,

Parents and Guardians:

Welcome to what promises to be another exciting school year at New Madrid County Central Middle School! We at the Middle School would like to welcome you and your student to our school district. Our goal at the New Madrid County Central R-1 School District is to provide our students with the opportunity and educational setting to grow and excel both academically and socially. We do this by providing rigorous academic work, expanding curriculum and technology, and the opportunity to participate in extracurricular clubs and athletics.

Building character and good citizenship is one of the many commissions of our school, while providing safe and secure facilities for your students. The following pages make up the NMCCMS Student Handbook. This handbook outlines the overall operations and discipline code for all NMCCMS students. Students and parents/guardians are highly encouraged to read and become familiar with the student handbook, specifically the attendance policy and dress code.

We encourage all parents/guardians to be a very active part of your student's school life. We encourage students and parent/guardians to login to the Tyler SIS Student Portal and the Tyler SIS Parent Portal to keep updated on academic performance, attendance, account balances, etc. If you need login information, please contact our office. Parent/guardian communication and feedback is welcomed at any time during the school year. Our office phone number is 688-2176 and all of our staff members can be contacted through email (firstnameinitiallastname@nmcr1.org). Welcome to NMCCMS, where it's always a great day to be an EAGLE.

Sincerely,

Mr. Thomas Drummond  
NMCCMS Principal

# New Madrid Middle School 2021-2022

## THE MIDDLE SCHOOL WAY

**Our Mission and Vision Statement-** The vision statement for NMCC Middle School is to create a caring and safe environment in which all students are supported emotionally, intellectually, and physically. We will also provide high quality standards-based educational instructional programs that will prepare students for lifetime achievements. As well as produce confident, knowledgeable, and motivated individuals who adhere to the **Guiding Principles** and **Values** of our school.

## NMCC MIDDLE SCHOOL GUIDING PRINCIPLES AND VALUES

### WE BELIEVE OUR STUDENTS

- Deserve individualized, high-quality instruction
- Can be motivated
- Deserve the opportunity to learn
- Deserve an environment where they belong
- Should be aware of and value the needs of other people

### WE BELIEVE AT OUR SCHOOL

- The number one focus is the well-being of our students
- Student growth is our primary academic objective
- Strong leadership allows us to work as a team
- Time commitment of our faculty is one of our greatest assets

### WE BELIEVE IN THE STAFF AT NMCCMS

- Are confident, knowledgeable and passionate about their instruction
- Are global change agents
- Are responsible to positively impact our students
- Exhibit compassion for our students and their families

# **“MIDDLE SCHOOL MOTTO”**

## **WHERE IS THE FUTURE?**

**ANSWER: Right Here**

## **WHO'S LIFE IS THIS?**

**ANSWER: Mine**

## **THEN WHAT ARE YOU GOING TO DO WITH IT?**

**ANSWER: Live It With A Purpose**

## **New Madrid County R-1 School District** **BOARD OF EDUCATION**

The Board of Education usually meets on the second Thursday of each month at 5:00 p.m. Meetings are open to the public. Missouri law permits the Board to enter into closed session for certain purposes, including in part, discussion of personnel matters, student discipline, litigation and other matters as authorized by Chapter 610, RSMo. The Board of Education is charged with governing and overseeing the management of the district's schools and has overall responsibility for curriculum, taxation, budgets, employment, facilities and many other services. The Board is elected by the citizens of the district to represent the community's interest in providing a strong education program for the district's children. Board members are elected at large and serve without compensation, must be registered voters and must reside in the district.

Mr. Ryan Eddy- President

Mr. Danny Parker- Vice President

Mrs. Kay Rebstock- Secretary/Treasurer

Mrs. Jenny Cope- Member

Mrs. Mary Kay Davis-Member

Mr. Jeff Polk- Member

Mr. John Palmer- Member

Superintendent of Schools

Dr. Sam Duncan, EdD

Middle School Office Contact Information  
308 US Highway 61 New Madrid, MO 63869  
Phone: 573-688-2176 Fax:573-688-5104  
Website: [www.nmceaglenation.org](http://www.nmceaglenation.org)

Director of Business and Finance  
 Director of Special Education  
 Director of District Operations  
 High School Principal  
 Technical Skills Center Coordinator  
 Middle School Principal  
 Lilbourn Elementary Principal  
 New Madrid Elementary Principal  
 Matthews Elementary Principal

Heather Schuereberg  
 Bridgett Masterson  
 Anthony Young  
 Justin Poley  
 Renee Smith  
 Thomas Drummond  
 Ashley Long  
 Toni Lawfield  
 Christie Kenedy

## NMCCMS STAFF

**Mr. Thomas Drummond, Principal**  
[tdrummond@nmcr1.org](mailto:tdrummond@nmcr1.org)

<b>First Name</b>	<b>Last Name</b>	<b>Title</b>	<b>Contact</b>
Chelsea	Baker	Science Instructor	<a href="mailto:cbaker@nmcr1.org">cbaker@nmcr1.org</a>
Alana	Basham	Math Instructor	<a href="mailto:abasham@nmcr1.org">abasham@nmcr1.org</a>
Matelyn	Bolen	Geography Instructor	<a href="mailto:mbolen@nmcr1.org">mbolen@nmcr1.org</a>
Keisha	Bromley	Consumer Science Instructor	<a href="mailto:kbromley@nmcr1.org">kbromley@nmcr1.org</a>
Eric	Bumpus	SRO	<a href="mailto:ebumpus@nmcr1.org">ebumpus@nmcr1.org</a>
Melanie	Crow	Girls P.E. Instructor	<a href="mailto:mcrow@nmc1.org">mcrow@nmc1.org</a>
Chloe	Dambach	History Instructor	<a href="mailto:cdambach@nmcr1.org">cdambach@nmcr1.org</a>
Laura	Dean	Math Instructor	<a href="mailto:ldean@nmcr1.org">ldean@nmcr1.org</a>
Kimberly	Fincher	Math Instructor	<a href="mailto:kfincher@nmcr1.org">kfincher@nmcr1.org</a>
Ethan	Flood	Band Instructor	<a href="mailto:eflood@nmcr1.org">eflood@nmcr1.org</a>
Amy	Foster	Special Education Instructor	<a href="mailto:afoster@nmcr1.org">afoster@nmcr1.org</a>
Jeremy	Frazier	Band Instructor	<a href="mailto:jfrazier@nmcr1.org">jfrazier@nmcr1.org</a>
Joanne	Gardner	Computer Literacy Instructor	<a href="mailto:igardner@nmcr1.org">igardner@nmcr1.org</a>
Jonathan	Haddon	P.E. Instructor	<a href="mailto:jhaddon@nmcr1.org">jhaddon@nmcr1.org</a>
Jamie	Higgerson	Secretary	<a href="mailto:jhiggerson@nmcr1.org">jhiggerson@nmcr1.org</a>



Kelli	Hunt	Special Education Instructor	<a href="mailto:khunt@nmcr1.org">khunt@nmcr1.org</a>
Jessica	Hunter	ELA Instructor	<a href="mailto:jhunter@nmcr1.org">jhunter@nmcr1.org</a>
Dontre	Jenkins	Boys P.E. Instructor	<a href="mailto:djenkins@nmcr1.org">djenkins@nmcr1.org</a>
Heather	Johnson	Science Instructor	<a href="mailto:hjohnson@nmcr1.org">hjohnson@nmcr1.org</a>
Shelly	Johnson	Choir Instructor	<a href="mailto:sjohnson@nmcr1.org">sjohnson@nmcr1.org</a>
Samantha	Jolly	Secretary	<a href="mailto:sjolly@nmcr1.org">sjolly@nmcr1.org</a>
Maradale	Karafa	Nurse	<a href="mailto:mkarafa@nmcr1.org">mkarafa@nmcr1.org</a>
Michaela	Kimball	Science Instructor	<a href="mailto:mkimball@nmcr1.org">mkimball@nmcr1.org</a>
Valerie	Lawrence	Keyboarding Instructor	<a href="mailto:vlawrence@nmcr1.org">vlawrence@nmcr1.org</a>
Larones	Nelson-Bell	Counselor	<a href="mailto:lnelson-bell@nmcr1.org">lnelson-bell@nmcr1.org</a>
Melissa	Noble	ELA Instructor	<a href="mailto:mnoable@nmcr1.org">mnoable@nmcr1.org</a>
Tammie	Nunnery	Language Live Instructor	<a href="mailto:tnunnery@nmcr1.org">tnunnery@nmcr1.org</a>
Liz	Riley	Speech Pathologist	<a href="mailto:lriley@nmcr1.org">lriley@nmcr1.org</a>
Tom	Schoemehl	ISS Instructor	<a href="mailto:tschoemehl@nmcr1.org">tschoemehl@nmcr1.org</a>
Jenny	Sexton	Art Instructor	<a href="mailto:jsexton@nmcr1.org">jsexton@nmcr1.org</a>
Leslie	Sutton	World History Instructor	<a href="mailto:lsutton@nmcr1.org">lsutton@nmcr1.org</a>
Martha	Sutton	Librarian	<a href="mailto:msutton@nmcr1.org">msutton@nmcr1.org</a>
Kris	Wren	ELA Instructor	<a href="mailto:kwren@nmcr1.org">kwren@nmcr1.org</a>

## **STATEMENT ON BULLYING**

The New Madrid County Central R-1 School District strongly prohibits acts of bullying and/or cyber-bullying. The following is our New Madrid County Central R-1 School District Board Policy on Bullying ([JFCF](#)): The New Madrid County Central R-1 School District is committed to maintaining a learning and working environment free of any form of bullying or intimidation. Bullying is strictly prohibited on school grounds, or school time, at a school sponsored activity or in a school related context.

Bullying is the intentional action by an individual or group of individuals to inflict 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; 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 physical actions, including gestures, or oral, cyberbullying, electronic, or written communication, and any threat of retaliation for reporting acts of bullying.

Cyberbullying means bullying as defined above 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. The District may prohibit and discipline for cyberbullying that originates on any District campus or at a District activity if the electronic communication was made using the school's technological resources, if there is a sufficient nexus to the educational environment, or if the electronic communication was made on the District's campus or at a District activity using the student's own personal technological resources.

Further, students who engage in significant acts of misconduct on campus which materially and adversely impact the education of District students will be subject to discipline. Bullying, as defined in this policy, is strictly prohibited. Students are encouraged to report any incident of bullying which they have witnessed or incurred, by contacting their building principal. No employee or student who reports an act of bullying shall be subject to reprisal or retaliation for making such a report. Any person who engages in reprisal or retaliation against an employee or student who reports an act of bullying shall be subject to disciplinary action.

Students who are found to have violated this policy will be subject to consequences depending on factors such as: age of student(s), degree of harm, severity of behavior, number of incidents, etc. Possible consequences to a student for a violation of this policy include: loss of privileges, classroom detention, conference with teacher, parents contacted, conference with principal, in-school suspension, out-of-school suspension, expulsion and law enforcement contact.

Any act of bullying needs to be reported to the office administrator or can be reported using the "No Bullying Zone" link found on the district website: [www.nmceaglenation.com](http://www.nmceaglenation.com).

## **NOTICE OF NON-DISCRIMINATION**

The New Madrid County Central R-1 School District does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following person has been designated to handle inquiries regarding the nondiscrimination policies:

**Dr. Samuel Duncan, Ed. D**

*Superintendent of Schools*

310 US Highway 61

New Madrid, MO 63869

573-688-2165

**Bridgett Masterson**

*Director of Special Education*

310 US Highway 61

New Madrid, MO 63869

573-688-2165

For further information on notice of non-discrimination, visit

<http://wdcrobcolp01.ed.gov/CFAPPS/OCR/contactus.cfm> for the address and phone number of the office that serves your area, or call 1-800-421-3481

## **PUBLIC NOTICE FOR SPECIAL EDUCATION**

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 having a disability and in need of special education even though they are advancing from grade to grade.

The New Madrid County Central R-1 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 impairments, specific learning disabilities, speech or language impairment, traumatic brain injury, visual impairment/blindness and young child with a developmental delay.

The New Madrid County Central R-1 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 New Madrid County Central R-1 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 their 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 New Madrid County Central R-1 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 Superintendent's Office, 310 US Highway 61 New Madrid, MO Monday through Friday. This notice will be provided in native languages as appropriate. Notification of Rights Under the Protection of Pupil Rights Amendment (PPRA) affords parents certain rights regarding our conduct of surveys, collection and use of information for marketing purposes, and certain physical exams. These include the right to:

- Consent before students are required to submit to a survey that concerns one or more of the following protected areas ("protected information survey") if the survey is funded in whole or in part by a program of the U.S. Department of Education—
- Political affiliations or beliefs of the student or student's parent;
- Mental or psychological problems of the student or student's family;
- Sex behavior or attitudes;
- Illegal, anti-social, self-incriminating, or demeaning behavior;
- Critical appraisals of others with whom respondents have close family relationships;
- Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
- Religious practices, affiliations, or beliefs of the student or parents; or
- Income, other than as required by law to determine program eligibility.
- Receive notice and an opportunity to opt a student out of
- Any other protected information survey, regardless of funding;
- Any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student, except for hearing, vision, or scoliosis screenings, or any physical exam or screening permitted or required under State law; and
- Activities involving collection, disclosure, or use of personal information obtained from students for marketing or to sell or otherwise distribute the information to others.
- Inspect, upon request and before administration or use
- Protected information surveys of students;
- Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; and
- Instructional material used as part of the educational curriculum.

These rights transfer from the parents to a student who is 18 years old or an emancipated minor under Missouri State law.

The New Madrid County Central R-1 School District has adopted policies, in consultation with parents, regarding these rights, as well as arrangements to protect student privacy in the administration of protected information surveys and the collection, disclosure, or use of personal information for marketing, sales, or other distribution purposes. The New Madrid County Central R-1 School District will also directly notify, such as through the U.S. Mail or email, parents of students who are scheduled to participate in the specific activities or surveys noted below and will provide an opportunity for the parent to opt his or her child out of participation in the specific activity or survey.

The New Madrid County Central R-1 School District will make this notification to parents at the beginning of the school year if the District has identified the specific or approximate dates of the

activities or surveys at that time. For surveys and activities scheduled after the school year starts, parents will be provided reasonable notification of the planned activities and surveys listed below and be provided an opportunity to opt their child out of such activities and surveys. Parents will also be provided an opportunity to review any pertinent surveys.

The following is a list of the specific activities and surveys covered under this requirement:

- Collection, disclosure, or use of personal information for marketing, sales or other distribution.
- Administration of any protected information survey not funded in whole or in part by the Department of Education.
- Any non-emergency, invasive physical examination or screening as described above.

Parents who believe their rights have been violated may file a complaint with: Family Policy Compliance Office - U.S. Department of Education 400 Maryland Avenue, SW Washington, D.C. 20202-5920

## **NEW MADRID COUNTY CENTRAL R-1 SCHOOL DISTRICT** **NOTIFICATION OF RIGHTS UNDER FERPA**

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age (“eligible students”) certain rights with respect to the student’s educational records. These rights are:

- The right to inspect and review the student’s education records within 45 days of the day the school receives a request for access. Parents or eligible students should submit to the school principal (or appropriate school official) a written request that identifies the record(s) they wish to inspect. The school official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.
- The right to request the amendment of the student’s education records that the parent or eligible student believes are inaccurate, misleading, or otherwise in violation of the student’s privacy rights under FERPA.
- Parents or eligible students who wish to ask the school to amend a record should write to the school principal (or appropriate school official), clearly identify the part of the record they want to change, and specify why it should be changed. If the school decides not to amend the record as requested by the parent or eligible student, the school will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.
- The right to consent to disclosures of personally identifiable information contained in the student’s education records, except to the extent that FERPA authorizes disclosure without consent.

One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the school as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the school board; a person or company with whom the school has contracted as its agent to provide a service instead of using its own employees or officials (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

Upon request, the school discloses education records without consent to officials of another school district in which a student seeks or intends to enroll. (NOTE: FERPA requires a school district to make a reasonable attempt to notify the parent or student of the records request unless it states in its annual notification that it intends to forward records on request.)

Family Policy Compliance Office U.S. Department of Education  
400 Maryland Avenue, SW Washington, DC 20202-5920

## **ADMISSION OF HOMELESS STUDENTS (JEC-1)**

The Board of Education is committed to providing equal access for all eligible homeless students to a free, appropriate education in the same manner as is provided to other District students. In carrying out this commitment, the District will identify and assess the needs of the District's homeless students; provide for the placement of its homeless students in the school of best interest; provide access to the District's programs; and appoint a homeless coordinator. The Superintendent will review all District policies to determine whether they act as barriers to the enrollment of homeless students. Special attention will be given to policies regarding transportation, immunization, residency, birth certificates, school records and guardianship.

## **FOSTER CARE (JGBE-1)**

The District is committed to ensuring and facilitating the proper educational placement, enrollment in school and checkout from school for foster children.

In order to facilitate this process and to serve as the educational liaison for District foster children, the District will designate the Director of Special Education to oversee and assess the District's foster care program.

A foster care child whose home placement is changed may remain enrolled and attend their school of origin, or to return to a previously attended school in an adjacent district. The District will accept for credit full or partial course work satisfactorily completed by a foster child while attending a public school, nonpublic school or non-sectarian school in compliance with District policies, regulations and practices.

If a child in foster care is absent from school due to a decision to change the placement of a pupil made by a court or child placing agency, or due to a verified court appearance or related court-ordered activity, the grades and credits of the pupil will be calculated as of the day the pupil left school and no reduction in grades will occur as a result of the pupil's absence under these circumstances.

If a foster care student transfers into the District prior to or during a school year, the District will initially honor the placement of the student in educational courses and programs based on the student's prior enrollment or educational assessments; will provide comparable services to transferring foster care students with disabilities based on the student's current IEP; and will make reasonable accommodations and modifications to address the needs of a student with disabilities, subject to an existing 504 or Title II Plan in order to provide equal access to education.

The District will conduct evaluations, where necessary, to ensure proper placement and services. The District will waive specific courses required for graduation if similar course work has been satisfactorily completed at another school. Similarly, the District may waive prerequisites for placement in a District course or program based upon courses taken at a prior school. If a waiver is denied for reasonable justifications, the District will provide an alternative means of acquiring the 12 required course work so that graduation may occur on time. If foster care students who transfer at the beginning of their senior year or during their senior year are deemed ineligible to graduate after all alternatives have been considered, the sending District and this District will ensure that a qualified student who satisfies graduation requirements of the sending school, will receive a diploma from the sending school.

Students in foster care who have completed the graduation requirements of the District while under juvenile court jurisdiction will receive a diploma in the same manner as other District students.

#### **District Foster Care and Homeless Liaison**

Bridgett Masterson  
310 Highway 61  
New Madrid, MO 63869

### **DIRECTORY INFORMATION**

The New Madrid County Central R-1 School District strives to provide our students with appropriate instruction and educational services. In order to do so, it is necessary for the district to maintain extensive and sometimes personal information about students and families. These records must be kept confidential in accordance with the law, but must also be readily available to district personnel who need the records to effectively serve the district's students.

Directory information is information contained in an education record of a student that generally would not be considered harmful or an invasion of privacy if disclosed. The following items have been designated by the school district as directory information:

- **Middle school students**—Student's name; parent's name; address; telephone number; date and place of birth; grade level; bus assignment; enrollment status (e.g., full-time or part-time); participation in school-based activities and sports; weight and height of members of athletic teams; dates of attendance; degrees, honors and awards received; artwork or coursework displayed by the district; most recent previous school attended; and photographs, videotapes, digital images and recorded sound unless such photographs, videotapes, digital images and recorded sound would be considered harmful or an invasion of privacy.

Please notify the school district if you do not want your child included in the directory of information. If you have any questions about this notice or other questions regarding school records, please contact your child's building principal

### **PARENT NOTIFICATION OF TEACHER QUALIFICATIONS**

Our district is required to inform you of certain 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 you, in a timely manner, the following information:

- 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.
- Whether your student’s teacher is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived.
- Whether your student’s teacher is teaching in the field of discipline of the certification of the teacher.
- 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:

- Information on the achievement level and academic growth of the student, if applicable and available, on each of the State academic assessments required under Title I.A.
- Timely notice that the student has been assigned, or has been taught for four 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.

## **Missouri Department of Elementary and Secondary Education** **EVERY STUDENT SUCCEEDS ACT OF 2015 (ESSA)** **COMPLAINT PROCEDURES**

Local education agencies are required to disseminate, free of charge, this information regarding ESSA complaint procedures to parents of students and appropriate private school officials or representatives.

This guide explains how to file a complaint about any of the programs that are administered by the Missouri Department of Elementary and Secondary Education under the Every Student Succeeds Act of 2015 (ESSA) .

1. What is a complaint? For these purposes, a complaint is a written allegation that a local education agency or the Missouri Department of Elementary and Secondary Education has violated a federal statute or regulation that applies to a program under ESSA.
2. Who may file a complaint? Any individual or organization may file a complaint.
3. How can a complaint be filed? Complaints can be filed with the LEA or with the Department.
4. 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.
5. What happens if a complaint is not resolved at the local level (LEA)? A complaint not resolved at the local level may be appealed to the Department.
6. How can a complaint be filed with the Department? A complaint 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 requirement allegedly violated.



7. 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. A written record of the investigation will be kept.
  2. Notification of LEA. The LEA will 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. Report 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 a 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 complainant or the LEA may appeal the decision of the Department to the U.S. Department of Education.
8. How are complaints related to equitable services to nonpublic school children handled differently? In addition to the procedures listed in number 7 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).
9. 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. This 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 complainant and the LEA. Recommendations and details of the decision are to be implemented within fifteen days of the decision being delivered to the LEA.
10. What happens if a complaint is not resolved at the state level? The complainant or the LEA may appeal the decision of the Department to the United States Department of Education.

## **VISITORS TO THE SCHOOL**

Parents and patrons of the school district are welcome to visit district schools and attend district events. The Board of Education encourages the participation and input of parents and patrons of the school district. At times, parents and patrons of the school district may desire to visit the school facilities. However, all visitors during the regular school day, including Board members, shall sign or check in at the building office prior to receiving permission from the building administrators to proceed elsewhere in the building, even if the visitor has received advance approval for the visit from the building principal or designee. The district discourages parents or others from using the school as a site for visiting students and may refuse the use of the school for that purpose. To ensure that building safety and an appropriate educational environment are maintained, the following additional procedures are required for visits by parents and patrons, including Board of Education members:

The building principal or designee retains the right to restrict the time or manner of parent and patron visits to prevent disruption, annoyance, distraction, hindrance, interruption or intrusion to any class or other school activities including, but not limited to, any instructional process. The building principal or designee may, with or without consultation with the classroom teacher, restrict the time or manner of such visits.

## **MISSOURI COURSE ACCESS AND VIRTUAL SCHOOL PROGRAM** **MOCAP INSTRUCTIONAL SERVICES (IGCD)**

The District will participate in the Missouri Course Access and Virtual School Program (“Program”). The Program offers District students the opportunity to enroll in virtual school courses in a variety of grade levels and content areas from Kindergarten through grade 12. The District may elect to offer specific courses as part of the program. Any on-line courses or virtual programs offered by the District prior to August 18, 2018 will be automatically approved for program participation, where the District course meets program requirements.

### Missouri Course Access Program (MOCAP)

The New Madrid County Central R-1 School District will provide access to virtual (online) coursework for students. Students and families that are interested in virtual coursework should contact the student’s school counselor and inquire about the Missouri Course Access Program (MOCAP).

MOCAP offers virtual online courses for students statewide. Students can take an entire course from any Internet-connected computer, available 24 hours a day, seven days a week.

MOCAP’s mission is to offer Missouri students equal access to a wide range of high quality courses and interactive online learning that is neither time nor place dependent.

The Missouri Department of Elementary and Secondary Education (DESE) and the State Board of Education oversee administration and quality assurance activities such as related content and delivery of courses.

Missouri-certified teachers facilitate MOCAP courses. MOCAP provides Missouri students with equal access to a wide range of coursework, anywhere, any time. For more information, visit the MOCAP website.

### Student Skills Necessary for Success in Virtual Courses:

- Student has demonstrated time-management skills that indicate the student is capable of submitting assignments and completing course requirements without reminders.
- Student has demonstrated persistence in overcoming obstacles and willingness to seek assistance when needed.
- Student has demonstrated verbal or written communication skills that would allow the student to succeed in an environment where the instructor may not provide nonverbal cues to support the student’s understanding.
- Student has the necessary computer or technical skills to succeed in a virtual course.
- Student has access to technology resources to participate in a virtual course.
- Consideration of the student’s previous success (or struggle) in virtual coursework.

Notice: Because virtual instruction can be an effective education option for some students, the district may offer virtual courses to students through district staff or by contracting for those services as part of the district-sponsored curriculum.

In addition, eligible students may enroll in virtual courses offered through the Missouri Course Access Program (MOCAP). The district will accept all grades and credits earned through district-sponsored virtual instruction and MOCAP.

The district will pay the costs of a virtual course only if the district has first approved the student's enrollment in the course as described in this policy. Even if a student or his or her parents/guardians pay the costs for a virtual course, the student or parents/guardians should meet with the principal or designee prior to enrollment to ensure that the course is consistent with the student's academic and personal goals.

The district is not required to provide students access to or pay for courses beyond the equivalent of full-time enrollment. The district will provide supervision for students who take virtual courses in district facilities but will not provide supervision for students taking virtual courses offsite.

Students taking courses virtually are subject to district policies, procedures and rules applicable to students enrolled in traditional courses including, but not limited to, the district's discipline code and prohibitions on academic dishonesty, discrimination, harassment, bullying and cyberbullying.

All "Requests to Enroll" in Virtual Education are due two (2) weeks prior to the semester for which the request is being made. The "Request to Enroll" form should be turned in to the building counselor.

## **ENROLLMENT AGE/DOCUMENTS REQUIRED**

All students are to provide the middle school office with birth certificates, social security numbers, immunization records and proof of residency upon enrollment. Parents must also complete enrollment forms (yearly) and a developmental and health history form. In instances where there may be custody or visitation issues, it is very helpful to have copies of any legal documents which would indicate such arrangements. Such documents will be kept on file in the student's permanent folder.

**As phone numbers and addresses change it is extremely important to have this information updated in our system.**

## **FOOD SERVICES**

It is the goal of the New Madrid County Central R-1 School District and Opa to become a partner in your child's education by providing healthy, well balanced and nutritious meals. The meals served in our school cafeterias meet the nutrient requirement of the recommended dietary allowance and the dietary guidelines for Americans as set forth by the U.S Department of Agriculture.

Students can bring their lunch if they choose to do so.

Students are not allowed to charge over the amount of \$20.00 from ala carte items in the cafeteria. Items will not be allowed to be purchased after a student has hit this limit.

A student's lunch balance can be viewed through the student portal.

## **USE OF OFFICE TELEPHONE**

There is a phone outside of the office for student use if the need should arise. Students may use the phone between classes or with teacher permission. Students are to use the office phone, not cell phones to call/text parent/guardian.

## **SEVERE WEATHER POLICY**

School will be in session unless the weather makes it dangerous for school buses to run. On doubtful mornings, an Eagle Alert and/or School Messenger call will announce the school district decision no later than 7:00 am. It will also be announced on the local radio and television station (KFVS CHANNEL 12). If, during the day, weather conditions become severe enough to require buses to make their runs before the regularly scheduled time, an Eagle Alert will be made, plus each local radio and television station will be notified. If the procedures for your child's transportation after school will be different than normal, you need to discuss in advance with your child who will pick him/her up or what to do in case school is dismissed early.

## **EMERGENCY NUMBERS**

The school must **ALWAYS** be informed as to a work telephone number or emergency number in the event your child becomes ill or is injured at school and requires your presence. Should there be an emergency involving an accident and we cannot reach you, the child will be taken to the hospital emergency room for treatment. It is important to notify the school of any change of address or telephone number so that this can be updated in our student information system.

## **IMMUNIZATIONS FOR STUDENTS**

It is the policy of the New Madrid County Central R-1 School District that all students attending the district schools shall be immunized in accordance with law. The district will not allow a student to attend school until the district has satisfactory evidence on file that the student has been immunized, that the immunization process has begun and satisfactory progress is being accomplished or that the student is exempted from obtaining immunizations in accordance with law.

A student is exempted from obtaining immunizations if the district has on file the completed forms necessary to prove that the student will not be immunized for religious or medical reasons. An exemption for medical reasons requires certification by a licensed doctor of medicine or doctor of osteopathy that either the immunization would seriously endanger the child's health or life or that the child has documentation of laboratory evidence of immunity to the disease.

An exemption for religious reasons requires written certification from the Health Department that immunization of the student violates his or her religious beliefs.

The health staff shall notify the student of the immunization needed. It shall be the student's responsibility to bring written confirmation to the school nurse. Telephone calls cannot be accepted.

## **STUDENT SUPPORT SERVICES**

**HEALTH SERVICES:** Nurses and/or teachers are not permitted to give oral medicines including aspirin, cold remedies, digestive medicines, etc. unless they are brought by the parent and left in the office. At times it may be necessary for your child to be sent home during the school day because of various health reasons. (A fever of 99.6 or higher, vomiting, head lice, bowel accident, etc) If a student is sent home with a temperature, the student is not allowed to return to school until they have been fever free (without fever reducing medication for 72 hours. (re-entry plan)

**COUNSELING SERVICES:** Students may wish to consult with counselors concerning educational and personal matters and problems. Counselors are available to assist students in these areas. The counseling staff also helps students: (a) make positive adjustments to high school; (b) to recognize their educational and career interests, aptitudes, and weaknesses; and (c) make arrangements for attending college or other post-secondary institutions. Students must have a pass from a counselor to present to the teachers prior to the conference.

## **USE OF FACILITIES**

Students are not to be in any part of the school without being directly supervised by an adult employed by the school district.

## **SEARCH AND SEIZURES**

School lockers and desks are the property of the Board of Education and are provided for the convenience of students, and as such, are subject to periodic inspection without notice, without student consent, and without a search warrant. The lockers and desks may be searched by school administrators or staff who have a reasonable suspicion that the lockers or desks contain drugs, alcohol, material of a disruptive nature, stolen properties, weapons, items posing a danger to the health or safety of students and school employees, or evidence of a violation of school policy.

In addition, the Board of Education authorizes the use of trained dogs to sniff lockers or other school property to assist in the detection of the presence of drugs, explosives, and other contraband. Students or student property may be searched based on reasonable suspicion of a violation of district rules, policy or state law. Reasonable suspicion must be based on facts known to the administration, credible information provided or reasonable inference drawn from such facts or information. The privacy and dignity of students shall be respected. Searches shall be carried out in the presence of adult witnesses, if such witnesses are available. Students may be asked to empty pockets, remove jackets, coats, shoes and other articles of exterior clothing for examination if reasonable under the circumstances.

## **STATEMENT OF ACADEMIC HONESTY**

Academic honesty is a necessary characteristic of all students at New Madrid County Central Middle School. Academic dishonesty is not acceptable behavior. Academic dishonesty includes the following: any action involving cheating or deception done to improve a student's grade and any action that aids another student in committing an act of academic dishonesty.

Some examples of academic dishonesty are copying test or homework answers, copying written material and presenting it as one's own, and letting another student copy one's work. Students involved in cheating on tests, homework assignments, research papers, etc. will be penalized. A portion of the penalty will include a zero for the project with no opportunity for making up the work. The teacher will make personal contact with the parents and a copy of the cheating offense will be sent home. Also a record of the cheating offense will be included in the student discipline folder.

## **PROTECTION OF INSTRUCTIONAL TIME**

The New Madrid County Central R-1 School District is committed to providing each student with the best educational opportunity available. To provide a comprehensive, quality education for all children requires that student's instructional time be safeguarded.

Missouri state guidelines will be adhered to and extracurricular activities will be scheduled to minimize lost instructional time. Faculty phone calls will be deferred to the planning period. Assemblies will focus on curriculum alignment and instructional management. Field trips will be scheduled for the least interference to student instructional time.

Students who will be missing class due to school sanctioned events must fill out a student work form before missing the class.

## **THE IMPORTANCE OF A SCHOOL RECORD**

Students should be made aware of the importance of a school record. A student's school cumulative record is very important to an individual during his or her school days. It is one which remains with that individual throughout life, whether it is good or bad. Each week without exception, some employer writes for information on a former student of this school for employment.

Where do we get this information for the employer?

The information that we put on the questionnaire comes off the following questions, in about this order:

1. School Attendance - If a student attends school regularly, the employer feels the individual will be on the job regularly.
2. School Tardiness - The employer feels that a student who is late to class will also be late to work. A student that is prompt to class will also be on time to work.
3. Discipline Problem in School - Employers feel that if a student can't get along at school with fellow students, teachers, and administrators, they probably can't get along on the job. It is very important that you be able to take orders and criticism from people who are in charge.
4. Activities - The employer always asks about how many extracurricular activities an individual participated in during high school. The employer feels that if an individual will put forth extra effort at school, he or she will also do the same on the job.

Employers are not looking for individuals who are waiting for quitting time and payday.

5. Test Scores -- Anytime a student takes a test, he or she should always do his or her best.

Achievement Test Scores and other specialized test scores will be placed directly on cumulative records. The student should do his or her best on class examinations as these scores make up a large percentage of the grade a student will receive for a particular class.

## GRADING SCALE

### NEW MADRID COUNTY CENTRAL MIDDLE SCHOOL GRADING SYSTEM

100-90	A	90-100=	4.0 Grade Points
89-80	B	80-89 =	3.0 Grade Points
79-70	C	70-79 =	2.0 Grade Points
69-60	D	60-69 =	1.0 Grade Points
59 or below	F	Below 60 =	0.0 Grade Points

We will be using Pass/Fail in courses not for credit. (L. D. Resource Room, etc.)

*Unless otherwise indicated in a student's individualized education plan.*

- An Eagle Alert will include a text when progress reports are available each quarter.

## HONOR ROLL

- a. A four point scale from "A" through "F" will be used.
- b. At the end of each quarter students with a minimum GPA of 3.0 will be recognized as a member of Honor for that Quarter.
- c. Also at the end of each quarter students with a minimum GPA of 4.0 will be recognized as a member of Honor Roll with Distinction for that Quarter.

## REPORT CARDS AND PROGRESS REPORTS

Report cards are issued at the end of each quarter. Progress reports are issued at the end of the 5th week of each quarter for all students. Parents of students doing inadequate work may be notified by note or phone of their child's unsatisfactory progress. Parents can check student grades at any time by logging on to the Tyler SIS parent portal. To obtain a username and password, contact the school office.

## COURSE INFORMATION

For more information on the courses offered at New Madrid County Central Middle School and the prerequisites for each course, please contact the Middle School Office.

## HOMEBOUND INSTRUCTION FOR LONG TERM ILLNESS

Homebound instruction may be available to students who are too ill to attend school for an extended period of time, or have a condition that requires long term absence from school. The amount of instruction and support shall be determined by the needs of the individual student's circumstance. Students on homebound are not eligible for extracurricular activities. Medical documentation and communication with the building principal and special services office should be provided and the decision made by administration. All Homebound prescriptions should have a start and end date posted

and signed by the physician (Homebound prescriptions signed by anyone other than a practicing licensed physician [MD or DO] will not be considered). The student or guardian of the student must bring the prescription order to the school or have it faxed to the school from the doctors office.

## **STANDARDS OF PUPIL CONDUCT**

The Excellence in Education Act of 1985, enacted by the 83rd General Assembly, provides for the establishment of a written policy of discipline. This policy shall contain the consequences of failure to obey standards of conduct set by the Board of Education.

The intent of this legislation is to establish and maintain an atmosphere where orderly learning is possible and encouraged. Toward this end, school officials are authorized to hold every student strictly accountable for any disorderly conduct while in school, on school property or on a school bus going to or returning from school or a school sponsored activity.

The Board of Education holds school officials accountable for the maintenance of adopted standards of conduct. This can best be achieved with the school and home working together.

This handbook is provided in order that each student will know the various rules, regulations, and procedures which must be followed. These rules, regulations, and procedures have been established to create the best possible learning atmosphere for the education of all students. They are based on respect for the rights of others to learn and the individual responsibility that each student must accept to perform to the best of his/her abilities.

It should be pointed out that this set of regulations does not cover all possible incidents that will occur during the school year but only those areas that have potential problems or areas that have been a problem in the past. Your good use of the information provided will be to your best advantage and will help our school continue to maintain the standards we have all come to expect.

## **MSHSAA ATHLETIC ELIGIBILITY STANDARDS:**

Athletic Physicals and MSHSAA Requirements New Madrid County Central Middle School is a member of the Missouri State High School Activities Association and abides by the rules and regulations formulated by member schools for participation in interscholastic activities. A physical exam is required before a student can participate in interscholastic sports (practice or contests). The Missouri State High School Activity Association (MSHSAA) has updated their guidelines for student physicals. Physicals will now be valid for two years from the time of the physical exam. This will apply to any physical completed February 1, 2018 or after. Minimum student insurance is required of a student before he or she is permitted to participate in interscholastic athletics.

### 1. Bona Fide Student

- In order to represent your school, you must be a bona fide student and meet all eligibility requirements. You must be regularly attending classes and you must meet the academic requirements in MSHSAA By-Law 2.3 and those of your school.

### 2. Citizenship



- You must be a credible citizen. Creditable citizens are those students whose conduct - both in school and out of school - will not reflect discredit upon themselves or their school.
- NOTE: Conduct involving law enforcement must be reported to your principal or athletic director immediately as your conduct may affect eligibility or contest outcomes.

### 3. Sportsmanship

- If you commit an unsportsmanlike act while participating in an event, you could become ineligible.
- If your conduct as a spectator is found to be unsportsmanlike, you could be barred from attending any further high school contests. Spectators can also be barred from events for being unsportsmanlike at events.

### 4. Academics

- Grading Period Prior: A “grading period” is a period no less than six weeks and no greater than nine weeks where progress is determined and is reported to students/parents. A student must have been promoted to a higher grade or a higher level in special education at the close of the previous year. However, any such student who failed more than one scheduled subject, or failed to make standard progress in special education, shall be ineligible the following grading period regardless of promotion to the higher grade. (However, see also item c below).
- Grading Period of Participation: The student shall be currently enrolled in and regularly attending the normal course of that grade or must have enrolled in a full course at his or her level in any public school program for the handicapped approved by the Missouri State Department of Education which, though upgraded, enrolls pupils of equivalent chronological age.
- Entry into the 7th or 9th Grade: This section shall not apply to students promoted for the first time into the 7th or into the 9th grade prior to the first day of classes.

## **NEW MADRID COUNTY CENTRAL R-1** **PROCEDURES AND CLASS SCHEDULE**

### **CLUBS AND ORGANIZATIONS**

Students are encouraged to become an active member in one of NMCC’s clubs and organizations. Current clubs/organizations available to NMCC students include:

- |                                  |                          |
|----------------------------------|--------------------------|
| 1. Band                          | 5. F.C.A.                |
| 2. Choir                         | 6. Archey                |
| 3. National Junior Honor Society | 7. NMCCMS Athletic Teams |
| 4. Student Council               | 8. Head To The Top       |

### **ELIGIBILITY REQUIREMENTS FOR CLASS OFFICER**

Elected Offices: President, Vice President, Secretary and Treasurer.

To be elected to one of these offices, a student must have:

- 3.0 or above cumulative Grade Point Average
- 3 Teacher Recommendations
- 10 Signatures of Classmates (from your own class)
- Good Attendance
- No Discipline Referrals

# SCHOOL HOURS

Parent and student cooperation is requested in observing the daily school schedule.

<b>2021-2022 Bell Schedule</b>			
		<b>1st Bell</b>	<b>8:02 AM</b>
	<b>Hour</b>	<b>Start</b>	<b>End</b>
	<b>1</b>	<b>8:07 AM</b>	<b>8:57 AM</b>
	<b>2</b>	<b>9:02 AM</b>	<b>9:52 AM</b>
	<b>3</b>	<b>9:57 AM</b>	<b>10:47 AM</b>
<b>1st Lunch Shift</b>		<b>10:47 AM</b>	<b>11:09 AM</b>
	<b>4</b>	<b>10:52 AM</b>	<b>11:42 AM</b>
	<b>4</b>	<b>11:14 AM</b>	<b>12:04 PM</b>
<b>2nd Lunch Shift</b>		<b>11:42 AM</b>	<b>12:04 PM</b>
	<b>5</b>	<b>12:09 PM</b>	<b>12:59 PM</b>
	<b>6</b>	<b>1:04 PM</b>	<b>1:54 PM</b>
	<b>7</b>	<b>1:59 PM</b>	<b>2:49 PM</b>

All class periods are 50 minutes in length with 5 minutes for passing time between each class.

## ELECTRONIC DEVICES (Cell Phones)

The New Madrid County Central School District understands and acknowledges that cell phones are a necessity for many students and parents. Students may have cell phones on campus, but they must be turned off and put away. These rules are designed to protect student privacy and academic integrity of courses at NMCC. Headphones are allowed for use with chromebook devices. (They are not to be worn in hallways or between classes.) Students may not use cell phones, apple watches, personal laptops, ipads, tablets for non-educational purposes. The school is not responsible for the theft or loss of devices. If a student is seen on a cell phone texting, talking, or viewing, the student should be written up, and the device confiscated. Students should also not wear earbuds in the hallways.

- 1st offense the device will be given back at the end of the day. (Warning)
- 2nd offense results in detention and the parent or guardian must pick up the device from the office. (Detention)
- 3rd offense will result in detention for the student with parent/guardian picking up device
- 4th offense will result in ISS, with parent and guardian picking up device
- 5th offense and each subsequent offense will result in 2 days of ISS, with parent guardian picking up device
- Failure to turn over a cell phone will result in ISS/OSS at Principal discretion. = ISS or OSS of multiple days

## **HALLWAY FLOW AND TRAFFIC**

Congestion in the halls can be improved by keeping to the right and moving on to your destination as quickly as possible. There is no need for running, scuffling, loud talking, whistling, and standing in large groups that block the halls and the efficient flow of traffic. Students are expected to follow the guidelines and flow of traffic when going to their classes.

## **GYMNASIUM AND AUDITORIUM**

Students are not to be in the gym or building without proper teacher supervision. Students using the gym must be supervised by a coach/teacher. Students are not to use the gym as a hallway during passing times. The gymnasium is a classroom and should not be disrupted during the day.

## **LOCKER PRIVILEGES**

Lockers are provided for the students during physical education for the necessary school items and clothing. Abuse of the use of the locker or its immediate area may result in loss of privileges. The storing of edible items in lockers is a cause for loss of the locker privileges. The school administration reserves the right to search the lockers in case of suspected violations of school policy.

School Districts must create a climate in the school which assures the safety and welfare of all students. School authorities may search a student's locker, desk, personal belongings, or make a personal search and seize any illegal contraband, dangerous weapons, or stolen property. A search may be conducted if there is reasonable belief that a controlled substance, gun, stolen property, or other contraband is present. The school is not responsible for lost or stolen articles.

## **STUDENT CHEMICAL ABUSE**

The New Madrid County Central R-1 School District instituted a Student Chemical Abuse Policy in 2008. This applies to students who participate in school athletic teams and students who participate in school clubs and organizations. This program does not affect other policies and practices of the district, which deal with drug possession or use where reasonable suspicion is obtained by means other than random sampling provided in this policy. Students in extracurricular activities will be subject to random drug tests with parental notification of positive results. If a student tests positive on a drug test, they will be tested on all subsequent tests of that academic year. A positive test results in student discipline and suggested counseling. To view the complete policy, you may access the Board Policy available on the district's website under Athletics and at the administrative offices.

## **INELIGIBILITY LIST**

An extracurricular activity is one in which the student does not receive a grade or credit for attendance. These activities include athletic events, dances, and trips.

Any student participating in extracurricular activities who receives more than one F for the quarter will not be allowed to participate in any extracurricular activity during the next quarter following the quarter in which the F's were made. Any student owing money to the school over the daily allowance, may not be allowed to participate or attend any extracurricular student activity. Technology Fines, Lunch accounts, Equipment and Uniform Responsibilities may also validate a student being placed on the ineligibility list. (Exception) Students receiving special services with appropriate and updated IEP's will

be expected to achieve satisfactory progress on that IEP. (“Satisfactory progress” to be determined by the instructor and the Principal). The state guidelines allow incoming seventh and ninth graders who have been promoted to have a “clean start” in regard to extracurricular activity. Students transferring from another school will be allowed to participate in extracurricular activities if they fulfill the Missouri State High School Activities Association Guidelines, until the end of that quarter. At the end of that quarter the above stated rule will become effective.

## **DANCES**

- Middle School will have two dances, one per semester, sponsored by the Student Council.
- Students may not attend if they have been assigned more than 3 days in ISS or if they have been suspended during the semester. Students may not attend if they have more than (6) absences per semester. Excessive office referrals may also result in denial of attendance unless otherwise directed by the superintendent of schools.
- School lunch balances and fines should be paid before attending.
- School Dress Code should be followed by all attendees.

## **HEADED TO THE TOP OF THE CLASS**

Every student is a member of this club at the beginning of each quarter. Eligibility requirements for the Headed to the Top trip are as follows:

- Must pay a \$0.25 entry fee
- Sign and return the contract
- No more than 21 hours absent per quarter (excused or unexcused)
- Maintain a “C” average in all classes
- No discipline referrals for the quarter (this includes corporal punishment, ISS and suspension)

## **SCHOOL SPONSORED TRIPS**

1. Students must have a signed permission slip to attend any school sponsored field trip and are responsible for all academic work missed while on the trip. Students must pick up the school trip form in the Middle School office to document missed work from the field trip.
2. All students who take school sponsored trips must leave and return on the school bus or other transportation furnished for the trip. In the event a student is not present at the appointed time to return from an activity and after all reasonable efforts to locate the student have been exhausted, the sponsor shall contact his/her principal and/or technical skills center director or their immediate supervisor. The administrator will then make every reasonable effort to contact the student’s parents/guardians. If the principal and/or another administrator cannot be contacted, the sponsor shall call the New Madrid County Sheriff’s Office for assistance in locating an administrator. At least one sponsor, with transportation, will remain in the designated pick-up area until the following provisions have been made: (a) the student’s parents/guardians have been contacted by the administrator, and (b) the student’s parents/guardians direct the administrator to instruct the sponsor to return home.
3. Student’s affected by Section 1 (above) will face disciplinary measures which are appropriate considering the degree of the violation. These measures include, but are not limited to: (a) removal from the organization or group involved; (b) being banned from any activities/trips for a period of 365 days; (c) suspension from school.

## **SCHOOL DISCIPLINE**

Certain basic rules are necessary for maintaining proper order in school and at school activities. Discipline, the process of enforcing school rules, begins with the teacher, who is responsible for the orderly operation of the school as well as his/her classroom. Serious or repeated behaviors may be reported to the principal, superintendent, and school board in an ascending order with due process procedures being observed at all levels. Parental/guardian assistance and cooperation will be solicited in efforts to encourage behavioral changes in those students who choose not to abide by school rules. The enforcement procedure for a standard of student conduct must be broad and flexible enough to allow for individual differences and various circumstances. At the same time, they must be specific enough to enhance consistency of disciplinary action and uniform understanding of those involved. Students with disabilities will be disciplined according to their Individualized Education Plan (IEP).

### **STUDENTS WHO REFUSE TO COMPLY A DISCIPLINARY ACTION WILL RECEIVE IN SCHOOL SUSPENSION OR OUT OF SCHOOL SUSPENSION AT PRINCIPAL'S DISCRETION. CONSEQUENCES FOR INAPPROPRIATE BEHAVIOR**

Consequences for inappropriate behavior are listed from minimum to maximum and may be assigned at the discretion of the building principal depending upon the discipline record of the student and the severity of the offense. For example, third and fourth offense punishment may be assigned if the behavior is extreme on the first offense. The principal may decide on specific offenses not listed in the handbook.

## **DETENTION**

The control of student behavior is the responsibility of the teachers and administration in cooperation with the parents. The desired outcome is the development of self discipline on the part of the individual student. It is the responsibility of the school to utilize the most effective means of punishment which is usually administered in a graduated manner from minor to a more severe method of punishment, with suspension or expulsion being the most severe. It is generally agreed upon that a student is best suited to remain in the school environment while receiving punitive actions. Only when a student is a threat to others, himself, or is a definite disruption to the educational process is suspension or expulsion utilized. It is felt that the utilization of a detention, which requires students to stay a specified period of time under appropriate supervision will add additional dimension to the punitive actions available and will provide opportunity to correct misbehavior short of suspension or expulsion. Detentions will be one or two hour(s) in length and will be served on the designated day (Monday-Thursday) each week starting at 3:00 in the library. The students will have 2 opportunities to serve their detention and then will be placed in ISS if not served. You cannot satisfy more than one detention during a one hour period. If you have more detention than you can serve in a timely manner you will serve the remainder in ISS, one day for each detention. After the fourth detention in a semester, students will serve progressive days in ISS in place of detentions. Requirement of a student to attend detention is at the discretion of the principal. To require a student to stay after school imposes upon his/her personal time and places certain requirements on the family. This authority should not be taken lightly. If a parent/guardian refuses to allow for his/her child to remain after school-time for detention, the student will be suspended from school for a period of three (3) days or serve In-School Suspension.

## **CORPORAL PUNISHMENT**

Corporal punishment should be used only after other methods have failed and when there is reason to believe it will be helpful in maintaining discipline or in the development of the student's character and power of self-control. All instances of corporal punishment shall be witnessed by at least one other certified staff member of the school staff and will only be administered by a principal or other District administrator. The use of reasonable force for a District employee to protect persons or property is not abuse within the meaning of Chapter 210, RSMo.

## **IN SCHOOL SUSPENSION**

In-school suspension is a structured disciplinary action in which a student is isolated or removed from regular classroom activities, but is not dismissed from the school setting. The principal/designee may assign students to the in-school suspension program for a reasonable and specified period of time. The New Madrid County Central R-1 School District Suspension (ISS) program is designed to provide a firm disciplinary alternative for those students who have become involved in a disciplinary incident, yet at the same time providing the opportunity for the student to remain in the educational learning environment where he/she can continue to receive instructional guidance. ISS placement will begin immediately after the student is assigned to ISS. If ISS is full and students must wait to serve their time in ISS, they will not be allowed to participate in extracurricular activities until their ISS time is served.

Objectives:

1. To provide adequate and suitable punishment for those students involved in a disciplinary incident, to include removal from the regular classrooms and the mainstream activities.
2. To attempt to bring about a positive change in undesirable and unacceptable student behavior.
3. To reduce the amount of educational learning time lost through out-of-school suspension.
4. To provide the student the opportunity to remain in the educational learning environment where he or she can continue to receive instructional guidance.

## **POLICIES**

1. Administrators of the New Madrid County Central R-1 School District have the authority to place students in the ISS program. This placement may be for such time as the administrator deems necessary for proper behavior adjustment.
2. Assignment to the ISS program will be for the entire school day unless otherwise indicated by an administrator. Students must copy the ISS rules daily while in attendance for their discipline. Students may also be required to write the policy that was broken while serving. Students who do not complete the entire school day in ISS will not have that day counted toward their ISS assignment, unless they have received prior approval from an administrator to be absent from the program. Partial days do not count toward the assigned number of days in ISS.

## **OUT OF SCHOOL SUSPENSION (OSS)**

OSS- refers to an exclusion from school for a specific period of time short of permanent exclusion. Building principals are authorized to suspend students for periods of time not to exceed ten (10) consecutive school days for violation of District regulations, and are authorized to impose additional suspensions of not more than 10 consecutive school days in the same school year for separate acts of misconduct. The days of suspension will not be counted against the days allowed by Board policy unless the student is in Alternative School. Alternative School student suspensions will count toward the allowed number of days. Building principals may also recommend extensions of suspension for

periods of time up to 180 consecutive school days to the Superintendent. The Superintendent of schools may suspend students for periods up to 180 consecutive school days and recommend longer suspensions and expulsions to the Board of Education. Only the Board may impose suspensions in excess of 180 consecutive school days. These days are not to exceed the end of the grading period in which the student was suspended.

## **EXPULSION**

The term "expulsion" refers to permanent exclusion from school. If a student consistently or grossly refuses to conform to school policies, rules and/or regulations, the Superintendent may recommend to the Board of Education that the student be expelled from school. Parent(s) (guardian(s)) may waive the right to a hearing for their student provided the student is under the age of eighteen (18) and provided the waiver is in writing.

## **STUDENT BEHAVIOR CODE**

All students are expected to conduct themselves at all times in a manner that will contribute to the best interest of the school system and not infringe on the rights of others. The following activities are considered improper conduct and will subject the student to disciplinary action including, and not limited to, suspension or expulsion from school. A violation of the rule will occur whether the conduct takes place on the school grounds at any time, off the school grounds at a school activity, function, or event, en-route to and from school.

## **STUDENT RULES**

Students will receive detention or other punishment for violation of certain school rules. Administrators have some discretion as to the appropriate discipline. Students who refuse to serve detentions will be assigned In School Suspension or 3 days Out-Of-School suspension. All suspensions of ten days or more may require student appearance before the school board before the student is allowed to return to school. Certain violations of the student behavior code result in contact with legal authorities. Below is an abridged list of rules that can and will earn a student disciplinary action, however, there is no way to have a complete list of any infraction that may be brought before the school's attention. You can access the full Board Approved Policy on the New Madrid County Central R-1 School District Website.

## **DRESS CODE**

New Madrid County Central R-1 Middle School is committed to providing an environment free from distractions in the educational setting. The appearance and dress of each student plays a role in this process. The following guidelines should be followed by students regarding their choice of dress while at school and at district sponsored extracurricular activities. Administration has the final decision on ALL dress code offenses. Clothing should promote decency and modesty appropriate for a learning environment. Undergarments should not be visible. The district prohibits any clothing that promotes disruptive behavior. No article of clothing and/or accessories may be worn that has words, symbols, or pictures, associated with alcohol, tobacco, drugs, profanity, double meanings, gang affiliation, and other products or activities deemed inappropriate by the administration. Pajamas, house shoes, or slides may not be worn to school. Blankets and pillows are not to be brought into the buildings, worn or used during school time.

## **TOPS/SHIRTS**

- Tops/Shirts must cover the entire torso.
- Tank Tops may only be worn under another shirt or jacket
- Tops that reveal cleavage are not allowed. No strap or color of a student's bra should be visible.
- Strapped Tops must be 2 inches in width, and off the shoulder tops are not allowed.

## **BOTTOMS**

- Shorts and skirts are to be at least fingertip length with arms extended at your side. This is to be checked immediately by the teacher when addressed.
- Running shorts that are cut on the side must be fingertip length or longer at the highest cut.
- There are to be no holes or excessive frayed areas in jeans that are above the knee (same as shorts and skirts above).
- No words or art work are allowed on the seat of pants.
- Students are not to wear sagging pants that show underwear, even with a long shirt.
- Students are not to wear leggings/tight revealing workout/yoga pants without a shirt that completely covers their front and buttox area while standing at fingertip length. Cover Shirts should be at least fingertip length for students while standing with arms extended at your side. This should be checked and addressed immediately upon report.
- House shoes, slides, skates and pajamas are not allowed to be worn on campus.
- No blankets, comforters, or pillows are allowed on campus or in classrooms.
  1. Students should not wear vulgar or distracting clothing. Determination for vulgar and distracting dress will be made by staff and administration.
  2. Students should not wear clothing that bears slogans that carry a double meaning. Determination of double meaning will be made by staff and administration.
  3. Students should not wear clothing that denotes gang affiliation or garments that are sexually explicit, or sexual terms of that nature.
  4. Students should not wear see-through blouses/shirts, midriff tops, pajamas, halter tops, strapped tops, off the shoulder tops, muscle or sleeveless top garments. Clothing cannot advertise products that are not appropriate for student use or advertisement at school. This includes tobacco, drugs, alcoholic products, or describes sex/sexuality in nature.
  5. Students should not wear shorts or skirts that are shorter than fingertip length at the highest cut with students' hands at their side. Skin tight clothing that forms itself to the body can only be worn as an undergarment. An outer garment must cover the body to at least fingertip length, with the students arms extended by their side. Garments with holes and frayed areas cannot be worn at school if the holes are above fingertips length, or above knee.. Holes and frayed areas can have appropriate sewn repairs made and meet school criteria. Taped patches are not acceptable.
  6. Sunglasses are not to be worn during the school day unless under documented doctor's orders.
  7. Students are not to wear headgear (caps, sock hats, curlers, stockings, visors, sweatbands, do-rags, bandanas, hooded sweat suits or hooded jackets) during the school day. Students should put their headgear in their backpack at the 7:56 am bell. The buildings are open during inclement weather, please go inside if it is cold enough for head gear.
  8. Students are not to wear earbuds or headphones in the hallways or between classes.
  9. Pillows and Blankets are not allowed on campus. (exception- Overnight trips with clubs & organizations)



10. No spiked accessories or chains including those attached to wallets or belt loops.

**1st Offense- Principal/Student conference and change of clothes if not contacted ISS for the day.**

**2nd Offense- Change of clothes and Detention if not contacted student ISS for the day + detention.**

**Subsequent Offense- Progressive days of In-School-Suspension, + 2 DETENTIONS.**

## **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; the use of computer applications to produce work that is not the students, and other misconduct related to academics.

1st Offense-No credit for the work, grade reduction, or replacement assignment.

2nd Offense-No credit for the work, grade reduction, course failure, or removal from extracurricular activities.

**1st Offense- Detention, In-School-Suspension, 1-180 days Out-of-School Suspension or Expulsion. Restitution if appropriate.**

**Subsequent Offense- 1-180 days Out-of-School Suspension or Expulsion. Restitution if appropriate.**

## **ARSON**

Intentionally causing or attempting to cause a fire or explosion

**First Offense- Detention, In-School-Suspension, 1-180 days Out-of-School Suspension or Expulsion. Restitution if appropriate.**

**Subsequent Offense- 1-180 days Out-of-School Suspension or Expulsion. Restitution if appropriate.**

## **ALCOHOL**

Possession of or presence under the influence of alcohol regardless of whether the student is on school premises

**First Offense- In-School-Suspension or 1-180 days Out-of-School Suspension.**

**Subsequent Offense- 1-180 days Out-of-School Suspension or Expulsion.**

## **ASSAULT**

Assault of a Student or Staff Member - Use of physical force with the intent to do bodily harm.

**1st Offense- Principal/Student conference, Detention, Corporal Punishment,**

**In-School-Suspension, 1-180 days Out-of-School- Suspension or Expulsion. Possible contact of authorities.**

**Subsequent Offense-** Corporal Punishment, In-School-Suspension, 1-180 Days Out-of-School Suspension or Expulsion. Possible contact of authorities.

## **BULLYING**

Intentional intimidation or infliction of physical, emotional, or mental harm . Bullying forms will be filled out upon report.

**1st Offense-** Detention, In-School-Suspension, or 1-180 days OSS Meeting with Admin, Counselor, bullying contract, etc., Parental Contact.

**Subsequent Offense-** 1-180 Days Out-of-School Suspension or Expulsion.

*The police may be notified and Charges may be filed.*

## **COMMONS PROCEDURES/RULES VIOLATIONS**

**1st Offense-** Conference with Principal, Lunch Detention, Detention, Corporal Punishment, In-School-Suspension

**Subsequent Offense-** Lunch Detention, Detention, ISS

## **ELECTRONIC DEVICES/CELL PHONES**

Students may not use cell phones, personal laptops, apple watches and other electronic devices during the school day. Use of such devices for reasons other than school related business will result in confiscation of the device and other specified punishment. The school is not responsible for theft or loss of electronic devices. Students should not be taking or making calls on their phones or texting. Students should also not wear earbuds or headphones in the hallways or between classes. Personal devices should be off and put away while at school. Exception-After school for extra curricular activities, games, etc. (Safety precaution) A student who will not relinquish their cell phone to teachers or administration will receive OSS, and/ or ISS if the students' parent or guardian comes and picks up the device.

**1st offense-** Warning and the device returned to the student at the end of the day.

**2nd offense-** Confiscation of device, detention, and parent must pick up the device.

**3rd offense-** Confiscation of device, detention, parent must pick up device.

**4th offense-** ISS, confiscation of device, parent must pick up device.

**5th offense-** ISS, confiscation of device, parent must pick up device.

## **DEFIANCE OF AUTHORITY**

Refusal to obey directions or defiance of staff authority.

**1st Offense-** Principal/Student conference, Detention, Corporal Punishment, In-School-Suspension, or 1-180 days Out-of-School Suspension

**Subsequent Offense-** Corporal Punishment, In-School-Suspension, 1-180 days Out-of-School Suspension or Expulsion.

## **DISHONESTY**

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

**1st Offense-** Nullification of forged documents. Principal/Student conference, Detention, Corporal Punishment, In- School Suspension, or 1-10 days Out-of-School Suspension.

**Subsequent Offense-** Nullification of forged documents. Detention, Corporal Punishment, In-School Suspension, 1-180 days Out-of-School Suspension, or Expulsion.

## **DISRUPTIVE BEHAVIOR**

Conduct which has the intentional effect of disturbing education or the safe transportation of a student.

**1st Offense-** Principal/Student conference, Detention, Corporal Punishment, In-School-Suspension, or 1-180 days Out-of-School Suspension

**Subsequent Offense-** Corporal Punishment, Detention, In-School-Suspension, 1-180 days Out-of-School Suspension or Expulsion.

## **DISTURBING CLASS**

**1st Offense-** Student/Teacher conference + Detention

**2nd Offense-** Detention, Corporal punishment/1 day In-School-Suspension + conference with Principal

**3rd Offense-** Detention, Corporal punishment/2 days In- School-Suspension

**4th Offense-** Out-of- School Suspension for 3 days

## **DRUGS/CONTROLLED 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 grounds, on the school parking lot, a school bus or at a school sponsored activity whether on or off of school property.

**1st Offense-** In-School-Suspension or 1-180 days Out-of-School Suspension.

**Subsequent Offense-** 1-180 days Out-of-School Suspension or Expulsion.

*The police may be notified and Charges may be filed.*

Sale of a controlled substance or substance represented to be a controlled substance while at school or at any of the locations described above.

**1st Offense-** 1-180 days Out-of-School Suspension or Expulsion.

**Subsequent Offense-** 1-180 days Out-of-School Suspension or Expulsion.

*The police may be notified and Charges may be filed.*

## **STUDENT TRANSPORTATION SERVICES-BUS PRIVILEGES**

Pupil transportation is a necessary auxiliary service and an integral part of the total educational program of the District. The time students spend on the bus exerts an important influence on the physical and mental condition that students bring to the classroom. Therefore, the major objectives of the pupil transportation program are as follows:

1. Provide the means by which students can reach school under safe and healthful conditions with as little time on the bus as is reasonably necessary.

2. Provide for an efficient and economical transportation system.
3. Adapt transportation to the requirements of the instructional program. Any student whose conduct on a school bus is improper or jeopardizes the safety of other students may have his/her right to school bus transportation suspended for such a period of time as deemed proper by the Superintendent, building principal or Transportation Director.

Students may only ride their assigned bus as determined by the residence of parent or guardian. Students may not ride the bus with a friend unless a note has been given to the middle school office, signed by a parent and approved by administration. The riding of school buses is a privilege, not a right. The building administrator may suspend students from riding school buses.

**1st Offense-** Warning or loss of privilege or detention. Principal/Student conference, Detention, Corporal Punishment, In-School-Suspension, or 1-180 days Out-of-School Suspension

**2nd Offense-** Loss of bus riding privileges for 1 day. Principal/Student conference, Detention, Corporal Punishment, In-School-Suspension, or 1-180 days Out-of-School Suspension

**3rd Offense-** Loss of bus riding privileges for 3 days. Principal/Student conference, Detention, Corporal Punishment, In-School-Suspension, or 1-180 days Out-of-School Suspension

**4th offense-** Loss of bus riding privileges for 5 days. Principal/Student conference, Detention, Corporal Punishment, In-School-Suspension, or 1-180 days Out-of-School Suspension

**5th offense-** Loss of bus riding privileges for 10 days

**Subsequent Offenses-** Loss of bus riding privileges for remainder of quarter, semester or year. Principal/Student conference, Detention, Corporal Punishment, In-School-Suspension, or 1-180 days Out-of-School Suspension

## FIGHTING

Mutual combat in which both parties have contributed to the conflict either verbally or by physical action. If a student involved in an altercation is told to stop and he/she continues, the punishment will be more severe. Non-aggressors may receive a lesser punishment.

**1st Offense-** Principal/Student conference, Detention, Corporal Punishment, In-School-Suspension, Charges may be filed. or 1-180 days Out-of-School Suspension

**Subsequent Offense-** In-School-Suspension, 1-180 days Out-of-School Suspension or Expulsion.

*The police may be notified and Charges may be filed.*

## HAZING

Student hazing is expressly prohibited by Board of Education policy. For purposes of this policy, hazing is defined as willful conduct directed at another student, whether occurring on or off school property, for purposes of initiation or admission to any school-related activity or athletic team. Conduct prohibited by this policy includes, but is not limited to, exposure or contact of genitals, buttocks, or breasts (female students), directly or indirectly through contact with undergarments; threats of physical harm; and infliction of physical or mental harm or humiliation. Students found to have violated this policy will be subject to suspension/expulsion from school and suspension and exclusion from activities/athletic participation depending on the severity of the misconduct. Non-students who participate or enable the hazing of students may be

excluded from attendance at school activities and school athletic events. District employees, including sponsors and coaches who have knowledge of student hazing but fail to take corrective action will be subject to discipline up to and including termination.

**1st Offense-** In-School -Suspension or 1-180 days Out-of-School Suspension.

**Subsequent Offense-** 1-180 days Out-of-School Suspension or Expulsion

## **IMPROPER DISPLAY OF AFFECTION**

Public Display of Affection Consensual kissing, fondling, or embracing.

**1st Offense-** Principal/Student conference, Detention, In-School-Suspension, 1-10 days Out-of-School Suspension.

**Subsequent Offense-** Corporal Punishment, In-School Suspension, 1-180 days Out-of-School Suspension, or Expulsion.

## **IMPROPER LANGUAGE**

Threatening Language Or Inappropriate language. Use of verbal, physical or written threats to do bodily harm to person or personal property. Any profanity or disrespectful comments directed toward a staff member will be dealt with more severe discipline.

**1st Offense-** Principal/Student conference, Detention, In-School-Suspension, 1-10 days Out-of-School Suspension.

**Subsequent Offense-** Corporal Punishment, In-School Suspension, 1-180 days Out-of-School Suspension, or Expulsion.

Use of Profanity or Vulgar Language- Language which depicts sexual acts, human waste, and blasphemous language. Any profanity or disrespectful comments directed toward a staff member will be dealt with more severe discipline.

**1st Offense-** Principal/Student conference, Detention, ISS, 1-10 days of OSS.

**Subsequent Offense-** Corporal Punishment, In-School Suspension, 1-180 days Out-of-School Suspension, or Expulsion.

## **DISRUPTIVE OR DEMEANING LANGUAGE OR CONDUCT**

Use of hate language to demean other persons due to the race, gender, disability, natural origin, or religious beliefs. This provision also includes conduct, verbal, written, or symbolic speech which materially and substantially disrupts class, school activities, transportation, or school functions. Any profanity or disrespectful comments directed toward a staff member will be dealt with more severe discipline.

**1st Offense-** Principal/Student conference, Detention, In-School-Suspension, 1-10 days Out-of-School Suspension.

**Subsequent Offense-** Corporal Punishment, In-School Suspension, 1-180 days Out-of-School Suspension, or Expulsion.

## **DISRESPECTFUL CONDUCT OR LANGUAGE TO STAFF**

Verbal, written, pictorial or symbolic language or gesture that is directed at any person and that is rude, vulgar, defiant, in violation of district policy or 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. Any verbal altercation or physical gesture, which is considered defamatory or disrespectful toward a faculty or staff member, will result in an automatic out of school suspension.

**1st Offense-** Principal/Student Conference, Detention, Corporal Punishment, In-School-Suspension, or 1-10 days Out-of-School suspension

**Subsequent Offense-** Detention, Corporal Punishment, In-School-Suspension, 1-180 days Out-of-School Suspension or Expulsion

## **INAPPROPRIATE SEXUAL CONDUCT**

Physical touching of another student in the area of the breasts, buttocks, or genitals

**1st Offense-** Principal/Student conference, Detention, In-School-Suspension, 1-10 days Out-of-School Suspension.

**Subsequent Offense-** Corporal Punishment, In-School Suspension, 1-180 days Out-of-School Suspension, or Expulsion.

Use of sexually intimidating language, objects, or pictures.

**1st Offense-** Principal/Student conference, Detention, In-School-Suspension, 1-10 days Out-of-School Suspension.

**Subsequent Offense-** Corporal Punishment, In-School Suspension, 1-180 days Out-of-School Suspension, or Expulsion.

Indecent Exposure - Includes display of breasts, buttocks and genitals in a public location

**1st Offense-** Principal/Student conference, Detention, In-School-Suspension, 1-180 Out-of-School Suspension.

**Subsequent Offense-** Corporal Punishment, In-School Suspension, 1-180 days Out-of-School Suspension, or Expulsion.

## **EXTORTION**

Verbal threats or physical conduct designed to obtain money or other valuables.

**1st Offense-** Principal/Student conference, Detention, ISS, 1-10 days of OSS.

**Subsequent Offense-** In-School Suspension, 1-180 days Out-of-School Suspension, or Expulsion.

## **FAILURE TO MEET CONDITIONS OF SUSPENSION**

Coming within 1,000 feet of any public school in the district while on suspension for an offense that requires reporting to law enforcement or for an act of school violence or drug-related activity

defined by district policy as a serious violation of the district's discipline policy. See section of this regulation entitled, "Prohibition against being on or near School Property during Suspension." In determining whether to suspend a student, consideration should be given to whether the student poses a threat to the safety of any child or school employee and whether the student's presence within 1,000 feet of the school is disruptive to the educational process or undermines the effectiveness of the school's disciplinary policy.

**1st Offense-** Verbal warning, Detention, Corporal Punishment, In-School-Suspension, 1-180 days Out-of-School Suspension or Expulsion.

**Subsequent Offense-** Verbal warning, Detention, Corporal Punishment, In-School-Suspension, 1-180 days Out-of-School Suspension or Expulsion

## **FALSE ALARMS**

Tampering with emergency equipment, setting of false alarms, making false reports; communicating a threat or false report for the purpose of frightening, disturbing, disrupting or causing the evacuation or closure of school property.

**1st Offense-** Restitution. Principal/Student conference, Corporal Punishment, In-School Suspension, or 1-180 days Out-of-School Suspension or Expulsion.

**Subsequent Offenses-** Restitution. Corporal Punishment, In School suspension, 1-180 days Out-of-School Suspension or Expulsion.

## **FIREARMS AND WEAPONS**

Possession of a firearm or weapon

**First Offense:** Out of School Suspension for no less than one (1) year or Expulsion. *The police may be notified and Charges may be filed.*

## **TOBACCO/VAPING USE OF AND/OR POSSESSION OF TOBACCO PRODUCTS**

Possession of any tobacco/Vaping products on school grounds, school transportation or at any school activity. Vaping, or the possession of a juul device or paraphernalia will result in confiscation of the device and ISS.

**1st Offense-** Confiscation of tobacco/Vaping products. Principal/Student Conference, Detention, In-School- Suspension.

**Subsequent Offenses-** Confiscation of tobacco products. Detention, ISS or 1-10 days Out-of-School Suspension

## **FIREWORKS**

Fireworks are PROHIBITED. Each case will be handled on a "case-by-case" basis with possible suspension Vandalism Intentional damage or attempt to damage property belonging to staf , students, or the District.

**1st 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.

## **THEFT**

Nonconsensual taking or attempt to take the property of another person or persons.

**1st Offense-** Return of or restitution for property. Principal/Student conference, Detention, Corporal Punishment, In-School-Suspension, 1-180 days Out-of-School Suspension.

**Subsequent Offense-** Return of or restitution for property. In-School Suspension, 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.

**1st Offense-** Principal/Student conference, Detention, Corporal Punishment, 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.

## **TECHNOLOGY MISCONDUCT**

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

**1st Offense-** Restitution. Principal/Student Conference, Loss of user privileges, Detention, Corporal Punishment, In-School Suspension or 1-180 days Out-of-School Suspension.

**Subsequent Offense-** Restitution. Loss of user privileges, 1-180 days Out-of-School Suspension or Expulsion.

## **DISCIPLINARY STEPS TO BE FOLLOWED FOR DEATH THREATS**

Threats directed toward the school, on or off campus, written, verbal, or through telecommunications, may result in expulsion.

1. Principal will go to the classroom or area and bring the student to the office.
2. Due process procedures given.
3. Contact SRO/Police



4. Immediate OSS suspension (minimum of 3 days).
5. Contact Parents - Parental involvement will be taken into consideration concerning punishments.
6. Inform superintendent.
7. Student(s) will have a psychological exam and/or threat assessment before returning to school.
8. Appear before the School Board before returning to school if deemed necessary by administration.

## **TARDIES**

A student will be considered tardy if not in his/her chair, prepared for class when the final bell rings. A student who is unprepared for class (ie: no paper, no books, etc.), shall be considered tardy. Teachers keeping a student into another class period shall write an excuse for the student: Students arriving after 8:19 are reported absent, not tardy. Administration will determine if a student is abusing the tardy policy and discipline accordingly.

**1st Offense-** Warning

**2nd Offense-** Warning

**3rd Offense-** Detention

**4th Offense-** ISS + Meeting with Principal or Dean of Students

## **TRUANCY**

Absent from school without the knowledge and consent of parents/guardian and/or the school administration; excessive non-justifiable absences, even with the consent of parents/guardians. Students may recover 50% credit for work missed while truant. Being truant any portion of a day will result in a minimum of 1 day of ISS. Students leaving campus or failing to report to class will be considered truant. Truancy will be reported to the proper juvenile authorities.

**1st Offense-** Principal/Student conference, Detention, Corporal Punishment, or 1-3 days In-School-Suspension.

**Subsequent Offense-** Detention, Corporal Punishment, or 3-10 days In-School-Suspension.

## **LEAVING CLASS/CAMPUS WITHOUT PERMISSION**

Students are not to leave the school premises without permission. Students are considered to be on school premises once they are on the bus or the physical boundaries of a school campus. Students are not to leave campus after arriving by bus, walking, or arrival by automobile without permission from administration and parental consent. Students must check into the office and sign out before leaving. STUDENTS MUST HAVE PARENTAL AND OFFICE CONSENT.

**Students leaving campus will be considered truant and will be assigned In-School Suspension.** Students with multiple offenses may receive Principal/Student conference, Detention, Corporal Punishment, In-School-Suspension, 1-180 days Out- of-School Suspension or Expulsion.

## **CHEATING/PLAGIARISM**

It is the responsibility of students to produce work for assignments and tests that they have originated or given reference for copied material. Students are not to turn in the work of others and present it as their own. Turning in the work of others on tests and assignments is defined as cheating and/or plagiarism. Copied text from the Web or other written sources without acknowledgment of that source is plagiarism. Bought or otherwise acquired assignments presented as your own, work that you did not produce, is cheating/plagiarism.

**1st Offense-** Student is given a zero on the assignment or test + In-School-Suspension and 30 day suspension of internet user account if computer related.

**Subsequent Offense-** Student receives a zero on assignment or test + progressive days of In-School Suspension and 30 day suspension of internet user account if computer related.

## **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 an entrance.

**1st Offense-** Principal/Student conference, Detention, Corporal Punishment, In-School-Suspension or 1-180 days Out-Of-School Suspension.

**Subsequent Offense-** 1-180 days Out-of-School Suspension or Expulsion

## **REPORTING OF VIOLENT BEHAVIOR**

All school employees are required to notify their immediate supervisor if they have reason to believe that a student or District employee has committed any of the offenses set out below, has physically or sexually abused any District student, or has possessed a controlled substance or weapon in violation of District policy. The principal will immediately report to the appropriate law enforcement agency and to the Superintendent/designee any instance where a student is found to be in possession, on their person or in their possession, of any weapon defined in Regulation 2620 or of controlled substances, or is found to have placed such substances elsewhere on school premises. For purposes of this regulation, "school premises" shall be defined to include school property, school playgrounds, school parking lots, school buses, or at school activities whether on or off school property.

## **MANDATORY REPORTED OFFENSES TO LAW ENFORCEMENT SAFE SCHOOLS VIOLATIONS**

It is the policy of the New Madrid County Central R-1 School District to report all crimes occurring on school grounds to law enforcement, including, but not limited to, the crimes the district is required to report in accordance with law. The following acts, regardless of whether they are committed by juveniles, are subject to this reporting requirement:

## **SAFE SCHOOLS VIOLATIONS**

- First degree murder under section 565.020;

- Second degree murder under section 565.021;
- Kidnapping under section 565.110;
- First degree assault under section 565.050;
- Forcible rape under section 566.030;
- Forcible sodomy under section 566.060;
- Burglary in the first degree under section 569.160;
- Burglary in the second degree under section 569.170;
- Robbery in the first degree under section 569.020;
- Distribution of drugs under section 195.211;
- Distribution of drugs to a minor under section 195.212;
- Arson in the first degree under section 569.040;
- Voluntary manslaughter under section 565.023;
- Involuntary manslaughter under section 565.024;
- Second degree assault under section 565.060;
- Sexual assault under section 566.040;
- Felonious restraint under section 565.120;
- Property damage in the first degree under section 569.100;
- The possession of a weapon under chapter 571;
- Child molestation in the first degree pursuant to section 566.067;
- Deviate sexual assault pursuant to section 566.070;
- Sexual misconduct involving a child pursuant to section 566.083;
- Sexual abuse pursuant to section 566.100;
- Harassment under section 565.090; or
- Stalking under section 565.225

Students in violation of one or more Safe Schools Act may be subject to alternative school placement, suspension 1-180 days or expulsion in accordance with Missouri law.