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**SOUTH PEMISCOT R-V SCHOOL DISTRICT
SCHOOL CALENDAR
2011-2012**

TEACHERS WORKDAYS	AUG 9-10
FIRST DAY FOR STUDENTS	AUG 11
LABOR DAY NO SCHOOL	SEP 5
EARLY DISMISSAL (12:00) – PD	SEP 21
COLUMBUS DAY NO SCHOOL	OCT 10
END OF 1 st QUARTER 45 DAYS	OCT 14
PAR/TCHER CONF. 5:30 – 7:00 PM	OCT 20
NO SCHOOL PAR/TCHR CONF 8:00 AM-12:00 PM	OCT 21
REPORTS CARDS GO OUT	OCT 21
EARLY DISMISSAL (12:00) – PD	NOV 9
THANKSGIVING NO SCHOOL	NOV 23, 24, 25
END OF 2 nd QUARTER 41 DAYS	DEC 16
END OF 1 st SEM 86 DAYS	DEC 16
EARLY DISMISSAL (12:00)	DEC 16
CHRISTMAS VACATION NO SCHOOL	DEC 17-JAN 2
COUNTY INSERVICE NO SCHOOL	JAN 2
CLASSES RESUME	JAN 3
EARLY DISMISSAL (12:00) – PDC	JAN 16
MARTIN L. KING DAY NO SCHOOL	JAN 25
PROFESSIONAL DEV DAY NO SCHOOL	FEB 17
PRESIDENTS DAY NO SCHOOL	FEB 20
END OF 3 rd QUARTER 46 DAYS	MAR 9
PARENT/TEACHER CONF. 5:30 – 7:00 PM	MAR 15
NO SCHOOL PAR/TCHR CONF 8:00 AM –12:00 PM	MAR 16
REPORT CARDS GO OUT	MAR 16
NO SCHOOL	MAR 19
EARLY DISMISSAL (12:00) – PDC	MAR 21
GOOD FRIDAY – EARLY DISMISSAL (12:00)	APRIL 6
SPRING BREAK NO SCHOOL	APRIL 9-13
GRADUATION – EARLY DISMISSAL (12:00)	MAY 11
LAST DAY STU. – EARLY DISMISSAL (12:00)	MAY 22
END OF 4 th QUARTER 45 DAYS	MAY 22
END OF 2 nd SEM 91 DAYS	MAY 22
TEACHER WORKDAY/AFTERNOON	MAY 22
TEACHER WORKDAY	MAY 23

**SOUTH PEMISCOT
PUBLIC SCHOOL DISTRICT R-V**

611 Beasley Road
Steele, MO 63877

BOARD OF EDUCATION MEMBERS

David Greene, President	John Pierce, Member
Earl Carter, Vice President	Kevin Gilmore, Member
Deborah Adair, Treasurer	Nogi McDaniel, Member
Carolyn Clark, Secretary	Allan Southern, Member

DISTRICT ADMINISTRATORS & COUNSELORS

Dr. Stan Templeton, Superintendent.....	695-4426
Sherry McMasters, High School Principal.....	695-3342
Glen Carter, High School Assistant Principal	695-3342
Ryan Perkins, Elementary Principal.....	695-4781
Darla Fisher, Elementary Assistant Principal.....	695-4875
Jason Williams, District Athletic Director.....	695-3342
Michael Cates, High School Counselor.....	695-3342
Jeanie Dent, Elementary Counselor.....	695-4781

The South Pemiscot School District is located in the southeast corner of the Bootheel and encompasses an area of 96 square miles. There are also several communities outside the city of Steele and within the district. The school is located in the town of Steele with a population of approximately 2500. The district is rural in nature and most of the student population is transported by bus.

MISSION STATEMENT

Our mission is to offer a well-rounded program in the academic subjects, health and physical education, fine arts, and the practical arts so that the youth of our nation can assume their responsibility in the world of tomorrow.

DISTRICT VISION

South Pemiscot School District stands by the ideal that each student will learn as we assess and attempt to meet each student's specific learning needs. The academic program is intended to assist all students in their efforts to maximize the student's mental, social, and physical potentials as well as academic potential.

We expect our school to stimulate each student's interest in lifelong learning and our teachers and staff to provide the finest degrees of caring instruction. Our students will be provided the skills needed for their education. We hope to instill a desire to learn more about our world, to have an understanding of the necessity of good citizenship, and to develop an appreciation for our democratic form of government. Concerted efforts shall be made to expose all students to opportunities for learning about various leisure time activities including fine arts and other recreational activities. Students will be exposed on a regular basis to various levels of technology by accessing information by computer. Finally, we hope to begin developing in each student a sense of responsibility for self, home, family, and community.

HANDBOOK PURPOSE

The purpose of this handbook and calendar is to provide useful information which will help parents, students, and teachers to become better acquainted with the school. Each student should keep the calendar for reference during the school year. The calendar is published to help the new student have an easier adjustment to South Pemiscot Schools. A limited number of these calendars have been printed and one copy is furnished to each junior high and high school student. Each student and parent must review the handbook and sign a letter stating that they have done so.

DISTRICT BELIEF STATEMENT

Recognizing each student as a unique individual, we believe that education should provide an opportunity for the maximum development of each individual's capacities. Through education, it is possible for the individual to discover and endeavor to achieve to the limits of his or her abilities.

We believe that in a democratic society, education must help the student realize his or her worth as an individual and should lead him or her toward becoming a productive member of society.

We believe that the role of the teacher in the education process is to provide opportunities for the individual to achieve at the maximum level of capacity, to create a learning situation in which individual motivation for learning is the stimulus for achievement, and/or promote, through teaching and example, the principles of the democratic way of life.

We believe that parents/guardians have definite responsibilities in education. They need to instill self confidence in the students. The parents/ guardians may do this by cooperating to the fullest with the schools, by encouraging the student to give his or her best efforts to the daily school responsibilities, and by participating in school activities.

We believe that the student must have responsibilities in the educational program of the community. The most important of these is attitude. The student is obligated to come with an open mind, be equipped with all the necessary materials, and be ready to fulfill the responsibilities of the learning process. The student's attitude should be that the school is an institution of opportunity staffed with trained personnel to help the student become a contributing member of society.

We believe that the foundation of the district's educational program is based on the development of competencies in the basic fundamentals of reading, oral and written communication, and mathematics.

DISTRICT PHILOSOPHY

It is our belief that each pupil in the South Pemiscot School District R-V is entitled to an education that will contribute to his effectiveness as a citizen in a democracy. We believe in the American form of democracy.

It is our purpose to formulate an educational program that will stimulate interest, develop skills, develop proper attitudes and ideals, and prepare for family and community responsibilities.

We recognize individual differences among our students, and we propose that each student shall be treated as an individual. It is our aim to offer a program that will enable each student to profit by his/her school experience and thereby become an asset to the community.

All students in the South Pemiscot Schools will have equal access to all educational opportunities regardless of race, creed, sex, socioeconomic status, or handicapping condition. This policy will also include all vocational classes. Implementation of the nondiscrimination policy is coordinated by the Superintendent of South Pemiscot School, 611 Beasley Road, Steele, MO 63877; his phone number is 573-695-4426.

SCHOOL SONG

South Pemiscot, South Pemiscot
We sing thy name with honor
With victory, our history
And black and gold our colors.

In future years our memories,
Will look with pride on times like these
South Pemiscot, South Pemiscot,
We sing thy name with honor.

Composed 1964-1965 by Larry Manness

SCHOOL MASCOT.....Bulldog

SCHOOL COLORS.....Black & Gold

ENROLLMENT AND GRADUATION

ENROLLMENT

A student wishing to enroll at South Pemiscot High School must be accompanied to school by a parent or guardian. The parent must provide proof of residence in the South Pemiscot R-V school district and immunization records for the student. No student will begin classes until school records are received from the student's previous school. The only exception is a waiver of proof of residency by the superintendent using the guidelines found in Board Governance & School District Policies FILE: JECA.

No student shall be readmitted, permitted to enroll, or otherwise attend school (except as may be required by law) following a suspension or expulsion from this or any other school until the district has conducted a conference to review the conduct that resulted in the suspension or expulsion and any remedial actions needed to prevent any future occurrences of any such conduct or related conduct.

CLASSIFICATION OF STUDENTS

Students will be classified using the following guidelines:

Seventh Grade: Promoted from the sixth grade.

Eighth Grade: To be promoted from the seventh grade a student must pass five of the eight semester grading periods in the core courses or attend summer school and pass all subjects.

Ninth Grade: Same requirements as eighth grade.

Tenth Grade: Must have completed at least four units of ninth grade work. Two of these units must be core courses passed both semesters.

Eleventh Grade: Must have completed at least ten units of tenth grade work. Four of these units must be in core courses.

Twelfth Grade: Must have completed at least seventeen units of credit to be a member of the senior class. Seniors must pass a minimum of four units (both semesters) to graduate, regardless of the number of units already acquired.

CREDIT RECOVERY

If a student fails a required class, they will be assigned credit recovery classes using the A+ Credit Recovery Software. Students may attend summer school and try to recover enough credits to remain on schedule to graduate with their class. No student will be allowed to take classes in this way in order to graduate early.

DIPLOMAS

South Pemiscot High School offers a regular diploma and an attendance certificate. Those students who meet the minimum requirements as set by the Board of Education and the Department of Elementary and Secondary Education of Missouri will be issued a regular high school diploma. Those students who attend high school for eight semesters, but fail to meet the graduation requirements may elect to do the following:

1. Receive an attendance certificate at Commencement ceremonies.
2. Receive an attendance certificate and then complete graduation requirements for a regular diploma by attending an approved summer school or by taking correspondence courses.
3. Remain at South Pemiscot High School and complete graduation requirements and graduate with the next class.

COLLEGE PREPARATORY CERTIFICATE

South Pemiscot offers a college preparatory certificate for students who plan to enter college. A student that elects to fulfill the requirements will be given a special certificate with this fact noted. To be eligible to receive the college preparatory certificate, a student must complete 25 units, maintain a grade point average of 3.0 (B) in all core courses, and score at state average or above on the ACT or SAT. The student must maintain attendance of a minimum of 95%.

G.E.D.

A student under the age of 18 who wants to take the G.E.D. (General Equivalency Diploma Exam) must have attended high school for 7 semesters and his/her parent must sign a letter permitting them to take the test. In some cases the school may work with government agencies (DFS, Juvenile Office, etc.) to permit students to pursue their G.E.D. without having met the above criteria. Any final decision will be made by the administration.

COURSE REQUIREMENTS FOR GRADUATION

All students must accumulate a minimum of 24 units to receive a regular diploma. These units must be in the following areas.

3 – Math	1 – Practical Arts
3 – Science	4 – English
½ - Health	3 – Social Studies
1 – Fine Arts	½ - Personal Finance
1 – P. E.	

All courses that meet each day offer ½ unit of credit per semester. Health will not meet P.E. requirements.

Correspondence courses or summer school may not be used as an alternate means of receiving unit credit at South Pemiscot High School. The only alternative would be that these courses could be taken as make-up courses for which a student has taken, but failed to receive credit for, at South Pemiscot. South Pemiscot allows students to use A+ Software classes in order to make up failed required classes.

COLLEGE COURSES

A student will be allowed to take college classes after regular school hours with written approval from the principal. College classes cannot be substituted for courses required for graduation from high school unless they are dual credit classes offered on the campus of South Pemiscot High School.

HONOR GRADUATES

Graduating seniors who have a class standing that ranks in the upper ten percent of the class will be designated as honor graduates. We do not recognize a salutatorian and valedictorian as such. Class standings will be based on semester grades received from ninth grade through the last semester of the senior year. Points will be computed as follows:

A - 11 B+ - 9 B- - 7 C - 5 D+ - 3 D- - 1
A- - 10 B - 8 C+ - 6 C- - 4 D - 2 F - 0

Grades earned in all courses will be used in computing honor points. This system will be used in computing the class standings of students. The upper ten percent will wear a gold honor cord at graduation and will be recognized on the stage at Commencement. Weighted classes will add 3 points to the above scale.

GOLDEN SENIORS

Each year, 10 percent of the Senior class is recognized as a Golden Senior. Points are awarded using the following criteria:

Grade Point average of top five seniors - 10, 8, 6, 4, and 2 points.

Honor Roll – 3 points per year

Proficiency Roll – 2 points per year

Perfect Attendance – 3 points per year

Band – 3 points per year

Chorus – 1 point per year

Volleyball – 2 points per year

Basketball – 3 points per year

Spring Baseball – 3 points per year

Fall Baseball – 2 points per year

Girls Softball - 2 points per year

Cheerleading – 3 points per year

Club Membership – 1 point per year

Club Officer – 1 point per year

Class Officer – President and SAC representative – 2 points per year

Class Officer – Vice President and Secretary – 1 point per year

SAC Officers-President 4 points, Vice-President or Secretary 2 points

Stand Manager – 1 point per year

Quiz Bowl – 3 points per year

Science Fair – 2 points per year

Math Team and Mock Trial – 1 point per year each

Homecoming Queen – 1 point

Boy's State – 1 point

Sophomore Pilgrimage – 1 point
Mu Alpha Theta Volunteer of the year – 1 point
Personality Parade – 1 point per year maximum

SCHOLARSHIPS

Various types of scholarship and loan funds are available to worthy students who want a college education. These awards are usually based on need, ability, and high school record. Hence, it is important to make the best possible record during your high school years. Consult your counselor and the catalog for the college in which you are interested.

Local scholarships available for graduates of South Pemiscot High School include:

1. American Legion Post #88 Scholarship
2. Horace Dunagan Memorial Scholarship
3. June Jones Memorial Scholarship
4. Leslie Gilbert Memorial Scholarship
5. M.F.A. Scholarship
6. Lillian D Payne Memorial Scholarship
7. Rotary Club Scholarship
8. Rick Cooper Memorial Scholarship
9. Terry Howell Memorial Scholarship
10. Steele Book Club Scholarship
11. Lucille Stroud Memorial Scholarship
12. Nucor Steele Scholarship
13. Wal-Mart Scholarship

PERMANENT RECORDS

Each graduate will have a permanent record on file in the counselor's office. Current students have an electronic permanent record that is updated each semester by the SIS computer program. The grade that goes on the permanent record is the average of the two quarter grades. No transcripts may be sent to another school for a person owing money to the school.

GRADING

GRADING SYSTEM CHART

A	95 – 100	B-	80 – 82	D+	67 – 69
A-	90 – 94	C+	77 – 79	D	63 – 66
B+	87 – 89	C	73 – 76	D-	60 – 62
B	83 – 86	C-	70 – 72	F	0 – 60

WEIGHTED CLASSES

The classes of Calculus, English IV – CP, and Physics will be given extra weight in determining ranking grade point average. In a weighted class, an “A” will be worth 5 grade points as compared to 4 grade points in non-weighted classes, a “B” will be worth 4 grade points as compared to 3 grade points in non-weighted classes, etc. A grade of F is still a zero.

HONOR ROLL

A student is eligible for the honor roll if they make “B’s” or better in all classes for a quarter and has a 1 or 2 in department in all classes.

PROFICIENCY ROLL

A student is eligible for the proficiency roll if they make no grade lower than a “C” and they have an overall “B” average for the quarter and has a 1 or 2 in department in all classes.

REPORT CARDS

Students will be issued a report card at the end of each quarter. It is the student’s responsibility to assure that their parents or guardians receive the report card.

No report card will be issued to a student that owes a debt to the school.

EXAMINATIONS

Students should try to be present for all examinations. All students will be required to take a comprehensive semester exam in each class. Teachers will be allowed to decide whether or not they will give a quarter test at the end of the 1st and 3rd quarters.

Any student, who must miss a semester exam, must have a good reason and must receive prior permission through the principal's office if at all possible. Students who fail to take a semester exam will receive incompletes for the semester. The examination schedule for semester tests will be announced in advance by the office and semester tests will not be given early. A student who has at least an "A-" for the semester in a class and has missed no more than 3 days in that class during the semester will be exempt from the semester exam. Each class will stand on its grade and attendance for the purpose of test exemption. An activity will be planned for students who are exempt. If a student misses a test one semester, he/she will not be eligible for exemption the following semester.

PARENT ACCESS TO THEIR STUDENT'S PROGRESS AND ATTENDANCE

South Pemiscot Schools has purchased a parent portal for their computer record keeping system that will allow each parent to check their child's grades, discipline record, lunch account, and attendance. The program is secure and a student's records can only be accessed with the password assigned for each individual student. The procedure for accessing a student's records follows.

1. Go to the school website www.southpemiscot.com
2. Click parents on the navigation bar.
3. Click SIS Parent portal.
4. Enter your unique user name and password.
5. Use the menu bar to select your child and the area you would like to view.

In addition to the parent portal, unsatisfactory and good news reports will continue to be sent out at the middle of each quarter. A slip may be sent to a student who does not have a low grade, but is just not working. This slip is an invitation for the parents to come in and talk to the principal and teachers about the work of their son or daughter. Teachers will be required to send unsatisfactory slips to students with a 70% or below average in their class. Teachers will be encouraged to send good news reports for students doing exceptionally well or showing great improvements.

ATTENDING CLASSES

ATTENDANCE POLICY

Frequent absences of students from regular classroom learning experiences disrupts the continuity of the instructional process and causes many students to fail or achieve only mediocre success in their academic program. Therefore, the value of attendance and punctuality cannot be emphasized too much.

Students may not leave school campus during school hours without receiving permission from the office. Students who fail to receive this permission will be subject to the regular penalty for being truant. Parents who wish to give permission for a student to leave school must sign a note and send it by the student stating the reason for leaving. The student should bring it to the office to the principal or secretary before 8:05 a.m. Students must always sign in or out through the office. Phone calls will only be accepted in an emergency.

The policy for allowed absences for South Pemiscot students is as follows:

1. Student attendance will be governed by the following rules.
 - a. A student's parent can excuse them for 6 absences per semester per class for illness when a visit to the doctor is not required.
 - b. A note from the parent will be required to excuse students for illness when a visit to the doctor is not required.
 - c. The student must present a signed note from the parent stating the reason for the absence or acceptable documentation the day the student returns to school.
 - d. Students who have 6 absences excused by parents in any class will need acceptable documentation in order to make up work missed for additional absences.
 - e. Acceptable documentation will be doctor's excuses, court documents, funeral notices, and driver's license exams.

- f. Vacations must be pre-arranged and pre-approved by the administration. Vacation days will count toward parent excused days.
2. The responsibility for attendance is that of the student and parents or guardians.
3. The student must assume the responsibility for make-up assignments and must complete the work within 3 days of the absence. The student must contact the teacher about the make-up work. The teacher will not contact the student.
4. When a student is not allowed to make up work, the work that cannot be made up will be the work assigned the day of the absence or work done during the class period the day of the absence.
5. After 4 absences from any class period during a semester, a letter will be sent to the parents advising them of the number of absences and requesting a conference.
6. Unique cases involving circumstances beyond a student's control, such as absence due to illness confirmed by a doctor's statement will be considered on an individual basis by the Administration.
7. In the event that a student is not in agreement with the Administration, the South Pemiscot Attendance Review Committee (SPARC) will be made up of administrators, counselors, selected teachers, and board members. The committee will review all cases where a student disagrees with the decision made by the Administration. The parents and/or the student will be required to attend the committee meeting to justify absences.
8. School sponsored or sanctioned activities will not count toward absences of students.
9. A student who receives out of school suspension for a disciplinary problem for any number of days will be counted absent on those days missed. Once the student has six days total of OSS and parent justified absences, the student will only be allowed to make up work for days that have documentation as mentioned in number 1.

10. A student transferring into South Pemiscot High School during the semester will have his/her total number of parent-justified days prorated.
11. In unique situations a student and parents may appear before the Superintendent of schools to present extenuating circumstances.
12. Students in grades 7 and 8 who miss more than 10 days in a semester will be required to attend summer school 95% of the time in order to be promoted. If South Pemiscot Junior High School does not offer summer school, the student must find a school that does offer summer school and attend 95% of the time in order to be promoted.

EDUCATIONAL NEGLECT

The law requires all children between 7 and 16 years of age to regularly attend a public, private, parochial, parish, home school or a combination of such schools for the duration of the entire school term. Once enrolled in the district, the district expects the student to attend regularly and for the student's parents/guardians to communicate regularly and honestly with the district regarding the student's absences. Because the South Pemiscot Co. R-V School District Board and district staff strongly believe that regular attendance is important and because state law requires district staff to report all instances of abuse and neglect, including educational neglect, the district will make every effort to ensure students are attending school as required by law. These efforts include, but are not limited to: accurately recording attendance, creating procedures for regular communication with parents regarding attendance, investigating truancy, and reporting suspected incidence of educational neglect to Children's Division of the Department of Social Services.

TRUANCY

Truancy is an absence that occurs without the approval of the parents. Students who are absent from school without consent, leave during school hours without permission from the principal, participate in a "Skip Day", or who deliberately absent themselves from a class are considered truant.

TARDINESS TO CLASS

Continued tardiness on the part of any student will be viewed as a serious matter. Promptness to class is extremely important. Students are expected to be in their seats and ready to work when the bell rings. If they loiter on the way to class, or wait at the door, or in the halls to rush in at the bell, the whole class gets off to a bad start. Teachers will send tardy students to the closest principal's office with a pass stating that the student was tardy to class. The principal will apply the appropriate discipline for the student according to handbook policy.

If a teacher must talk to a student after class, they should send a pass informing the next teacher.

PERMISSION TO BE AWAY FROM CLASS

Each student is strictly accounted for each period. The class to which a student is assigned takes precedence over all others. No teacher may excuse a student from another teacher's class. Anything of this nature must be cleared with the principal. If it is necessary for a student to go somewhere on campus, the student should receive a hall pass from their teacher. Anything that involves leaving the campus must be cleared by the principal's office.

Students who must enter a classroom while class is in session should knock and ask permission to enter.

NURSE POLICY/ILLNESS

Any student who becomes too ill to remain at school or needs to see the nurse must report to the office. Arrangements will be made in the office for the student to go home or to see the nurse. If the student goes to the nurse's office, they must return to sign in at the principal's office before returning to class. The nurse will contact the office if a student is sent home. Under no circumstances should a student leave school without permission.

OFFICE WORKERS

Office workers will be selected by the principal. Things that will be considered in this selection will be grades, teacher

recommendations, personality, and compliance with school policies. Students selected are expected to be courteous and to represent the office of principal in a positive manner. Office workers are not to roam during the hour that they work in the office. Office workers should never access information from the Secretary's or Principal's computers. Office workers should not use the Secretary's or Principal's phones. Office workers will be released from their duties and enrolled in a class if they cannot perform their duties according to policy.

WITHDRAWALS FROM SCHOOL

Any student, who intends to withdraw from South Pemiscot High School, should inform the principal's office of his intentions, and if possible give the address of the new school he will attend.

Withdrawal procedures for students are as follows:

1. Pickup clearance sheet from principal's office.
2. Check in all books and settle all debts as indicated on clearance sheet.
3. Bring clearance sheet to office for final check.
4. Permanent records will not be sent to another school unless the student's debts are cleared.
5. If a student does not check out in person, someone will do it for them, but they will still be liable for all debts.

PART-TIME STUDENTS

The following rules apply to students enrolling in the district on a part-time basis:

1. Students enrolling part-time must complete the same enrollment forms and requirements as full-time students including, but not limited to: proof of residency, vaccination, and other disclosures required for enrollment and attendance.
2. Part-time students must meet the same eligibility and prerequisite requirements expected of full-time students when enrolling for a course.
3. Unless the student needs to meet with district staff, a student will not be on school grounds more than five (5) minutes prior to the beginning of or five (5) minutes after the end of any class in which they are enrolled.

4. Part-time students are subject to the same disciplinary consequences as full-time students, including in-school suspension and detention.

5. Part-time students may participate in all district extracurricular activities as long as they meet the eligibility requirements of the activity.

DAILY OPERATING PROCEDURES

BELL SCHEDULE

First Bell: 8:05
Period 1: 8:09 – 9:00
Period 2: 9:04 – 9:55
Period 3: 9:59 – 10:50
Period 4: 10:54 – 11:45
Lunch: 11:45 – 12:15
Period 5: 12:19 – 1:10
Period 6: 1:14 – 2:05
Period 7: 2:09 – 3:00

HOMEROOM SCHEDULE

First Bell: 8:05
Period 1: 8:09 – 8:50
Period 2: 8:54 – 9:35
Homeroom: 9:39 – 10:15
Period 3: 10:19 – 11:00
Period 4: 11:04 – 11:45

DAILY BULLETIN

General information will be published twice daily on the morning and afternoon bulletin. Information appearing on the bulletin must be cleared by the principal. Teachers should read the bulletin to each class.

BAND INSTRUMENTS

The school will furnish the basic large instruments used in the band. Students will furnish their own personal instruments in most cases. Personal instruments should be insured against loss and damage. In most cases, these losses are covered by the Home-Owner's Policy.

CAFETERIA AND LUNCHES

The cafeteria is operated for the convenience of the students. The charge for noon meals is \$1.25 and breakfast is 50 cents. We are proud of our lunches and urge all students to try them. Please help keep the cafeteria clean. Food is not to be taken from the cafeteria.

Only a parent/guardian or grandparent may bring lunch to a student on campus. A parent/guardian or grandparent who brings lunch to a student should bring it to the High School Principal's office.

No food or drink is permitted in campus buildings. Food or drink is only allowed outside on campus grounds or in the cafeteria.

LIBRARY REGULATIONS

1. Books may be checked out for a period of two weeks. They may be renewed only once, unless special permission is given by the librarian to renew them again.

2. Reference books are to be used in the library. They may be checked out for one period to be used in the study hall.

3. Magazines and vertical file materials are to be used in the library also. These materials may be checked out for a period of two days when special permission is given by the librarian.

4. The reading area and tables are reserved for those students who are using library materials. Other lessons are to be studied in the study hall.

5. The library is considered a study area. Noise and conversation is to be kept at a minimum.

6. Computers located in the library are there for the benefit of the students and are to be used in accordance to rules established by the librarian.

7. Students are not permitted to take food or drink into the library and/or study hall area.

COUNSELING SERVICES

Students are advised to take advantage of the counseling services offered in the high school. If you have need of any of the services listed below, please make an appointment to see the counselor. Schedule your appointments during your study hall. If you do not have a study hall, you may see the counselor before school, at lunch, or after school to make an appointment.

1. Individual Counseling: Problems of any nature. The counselor may be able to help or tell you where to get help.
2. School Wide Testing Program: Colleges are using entrance exams now. Make sure your test record is up to date.
3. College Placement: The counselor has information or can get you information about any college.
4. Job Placement: Local jobs after school and on Saturday may be available if you need work to stay in school.
5. Scheduling: Plan your schedule in advance. Look to the future and try to take courses which will aid you in your future occupation.
6. Occupation Information: The counselor has information available on over 2,000 occupations.
7. Military Guidance: Literature is available in this area.
8. Scholarship and Loan Applications are available from the counselor.
9. All persons considering dropping out of school must clear with the counselor and principal.

LOCKERS

Each student will be assigned a locker. There is no charge for the locker, but the students are to keep them clean and doors closed. Students may visit lockers between classes. Boys will not share lockers with girls. Changing lockers is not permissible without permission from a principal or a counselor. The office will not be responsible for things left in unlocked lockers. Students may provide their own combination locks for the lockers, but they must provide the combination of the lock to a principal's office. The school district retains the right to inspect student lockers for any reason any time without notice, consent, or search warrant. Lockers not assigned to a student will remain locked.

HALLWAYS BEFORE SCHOOL AND DURING LUNCH

Students are not allowed in junior high or high school buildings before school and during lunch without permission from a teacher or administrator

FEES

There are no fees charged at South Pemiscot High School, but students are responsible for debts. All students are responsible for textbooks issued to them. If a book is lost, the student must pay for that book before another one is issued. Students will be held liable for damage to books beyond the normal wear of a textbook.

AUTOMOBILES

Students driving automobiles, motorcycles, and bikes to school should park and get out of the vehicle as soon as they arrive. They may not be moved during school hours without permission from the principal or someone in authority. The school, by the policy of the Board of Education, operates a closed campus and students may not drive their automobiles during lunch. Students who drive will be permitted to leave at the 3:00 bell as long as it can be done in an orderly manner. Driving a car to school is a privilege, not a right.

Driving of cars in a careless or reckless manner shall be strictly forbidden, and the right to drive to school may be denied by the principal as a consequence.

Students who drive to school must park in areas provided. Students are not to sit in or on parked cars; hence, the cars should be kept locked during the school day. Students are permitted to park on school premises as a matter of privilege not a right. Students are not to go to cars once arriving on campus without permission.

The school retains the authority to conduct routine patrols of student parking lots. The interior of a student's automobile may be searched if an administrator has a reasonable suspicion to believe that illegal, unauthorized contraband or evidence of a violation of school policy is contained inside the vehicle.

Obscene bumper stickers will not be permitted on campus. No ATV's or unlicensed vehicles will be allowed on school property. Vo-tech students will be assigned a designated parking area.

Students are to park in the student parking lot in front of the multi-purpose building or between the tennis courts and the industrial arts building. In addition, students may park south of the sidewalk leading to the main entrance of the gym.

SCHOOL BUSES

It is the policy of South Pemiscot Schools to provide safe transportation for students who live one mile or more from the school. These rules and regulations were established to assist the drivers in assuring that you are afforded the safest possible ride to and from school. The school bus driver is responsible for the enforcement of the regulations. These rules are posted on the front of every bus, and students who violate the rules can lose their privilege to ride the bus. The following rules and regulations apply to all students riding district operated school buses.

1. Observe same conduct as in the classroom.
2. Be courteous and do not use profane language.
3. Do not eat or drink on the bus.
4. Keep the bus clean.
5. Cooperate with the bus driver.
6. Do not smoke.
7. Do not be destructive.
8. Stay in your seat.
9. Keep head, hands, and feet inside the bus.
10. The bus driver is authorized to assign seats.

The following rules are more general and concern child safety before entering and leaving a bus.

1. Be at the bus stop at the scheduled time. Stand back about ten feet from the bus stop and wait until the door is opened before moving closer to the bus. Do not play on the highway.
2. While waiting for the bus, remain in a safe place away from traffic. If you miss the bus, do not attempt to hitch-hike a ride or walk to or from school.
3. Students who deface or damage a bus shall be required to pay for such damage.

4. Do not ask the driver to let you off the bus uptown, at the store, or to get mail out of the mailbox.
5. If you must cross the highway to enter the bus, wait until the bus has come to a complete stop and the bus driver has signaled for you to cross in front of the bus.
6. Students who must cross the road after leaving the bus in the afternoon must go to a point on the shoulder of the road ten feet in front of the bus. Cross the highway only after the driver has signaled you to do so. Students should not run to meet the bus in the morning or run when leaving the bus.
7. Do not damage road signs or warning signals placed on the highway by the highway department.
8. On trips, including sports/games, students must ride the bus or other transportation provided by the school. Students shall ride the bus both going and returning, unless released to a parent/guardian at the event with the approval of the group sponsor/coach.

TECHNOLOGY

Students will not be given access to the district's technology until the district receives a *User Agreement* signed by the student and the student's parent/guardian.

The following general rules and responsibilities apply to all uses of the district's technology resources:

1. Sharing or using another person's password is prohibited. A user will not be responsible for theft of a password.
2. Use of district technology for soliciting, advertising, fundraising, commercial purposes or financial gain is prohibited
3. Users are required to obey all laws, including criminal, copyright, privacy, defamation and obscenity laws.
4. Accessing, viewing or disseminating information on any product or service not permitted to minors is prohibited.
5. The district prohibits the use of district technology resources to access, view or disseminate information that constitutes insulting or fighting words, the very expression of which injures or harasses other people.

6. Users may only install and use properly licensed software purchased or approved by the district.
7. Users should never use “proxies” in order to view inappropriate materials.
8. Students should not record and/or publish on a website, pictures or videos of inappropriate behavior at school or while dressed in a school uniform.

AUDIO EQUIPMENT

CD-Players, Walkman, cassette players, radios, i-pods, MP3s, headphones, and other audio equipment are prohibited during the school day. Teachers, staff, and administration will confiscate such items until the end of the day.

USE OF THE PHONE

The telephone in the office is a business telephone and should not be used for visiting and social calls. Students and teachers will not be called to the telephone during class time except in cases of emergency. Students are asked to confine the use of the telephone to a minimum. Students should have permission from the office to use the phone during class time. A log will be kept of student’s using the office phone to contact parents. Students should not make contact outside the offices by using their cell phone during the day.

CELL PHONE POLICY

Cell-phones are useful, but they are a distraction to the instructional process. While a parent’s need to communicate with the child is understood, it is not appropriate during classroom instruction. If a parent must contact a child, the contact should occur through the principal’s office.

After school circumstances may exist to which a student might require a cell-phone; however, cell-phones must be turned off during the school day to avoid interrupting the educational environment. Cell-phones may not be used before school, during class, between classes, during lunch, anytime during the instructional processes of the day, or during school activities during the school day. Any noise from a cell-phone during school

hours is prohibited. Camera phone use will not be allowed due to privacy and safety issues. The school will not be liable for lost or stolen cell-phones. If a staff member sees a student's phone in the open during the school day, it will be confiscated. If a cell-phone is confiscated, the phone will remain in the principal's office and will only be released to a parent/guardian.

In cases of emergency, students will be allowed to come to one of the principal's office and use their phone in the presence of a principal.

Students should not use their cell phones at the end of the day until they have exited the building or they no longer have any contact with school staff.

VISITORS

Visitors are not encouraged. A visitor must report to the principal's office. Students and/or staff will be called to the office if needed by a visitor.

ACTIVITIES

CALENDAR

The school calendar is located in the principal's office. All activities should be cleared through the superintendent's or principal's office and put on the calendar. Anything involving the interruption of classroom routine should be placed on the calendar at least five days in advance. The principal will put out a monthly calendar to all teachers, and copies will be posted on the bulletin boards.

USE OF BUILDINGS AFTER HOURS

Arrangements should be made with the principal for all activities which need to use the building after school hours. The teacher sponsoring the activity should make prior arrangements with the principal's office for use of the building.

PROOF OF INSURANCE

Students who participate on athletic teams, cheerleading squads, and majorette squads, or enroll in Vo-Tech must complete a Proof of Insurance Coverage Form or purchase school time insurance. The South Pemiscot District will make available a program of twenty-four hour and school-time insurance. No obligation is assumed by the school district. The only function of the school district is to assist in the distribution and collection of applications during the insurance enrollment period each year. This is a low-cost accident policy that is being offered to all public school students. Students may be insured for the school year for accidents which occur while he/she is engaged in any school-sponsored activity. If a student takes round-the-clock coverage, the student or parents must notify the school before a claim is filed.

ATHLETICS

We encourage every student that is interested in sports to try out. Every effort is being made by the coaching staff to assure an equal chance of participation for those who have the talent.

There will be no special privileges given to athletes. Every student should realize that athletic competition is in itself a privilege that carries definite responsibilities with it.

The athletic program will be conducted in such a way that it will aid the school administration rather than be a source of problems.

No student may perform or practice on an athletic team without a physical examination and school insurance or proof of other insurance. All rules governing extra-curricular activities apply.

Students must ride the bus or other transportation provided by the school going to and returning from away trips, unless released to a parent/guardian at the event with the approval of the group sponsor/coach.

All practices will be closed to the public. Only the coaches, players and administrators will be allowed in the gym during practice.

Athletes who are injured must continue to attend practice and games in order to remain on the team.

MSHSAA REQUIREMENTS

In order to be eligible to participate in athletic events for South Pemiscot High School, a student must:

1. Be a good citizen in and out of school.
2. Have passed 6 classes the previous semester to be eligible.
 - a. Students in grades 9-12 must be enrolled in courses offering 3 units of credit. A student must have earned 3 units of credit the preceding semester. Credits earned or completed after the close of the semester or in summer school may fulfill this provision.
 - b. Students in grades 7-8 must be enrolled in a normal course load for their grade. Each student must have been promoted to a higher grade at the end of the previous year; however, even though you may have been promoted, you will be ineligible if you failed more than one course the previous quarter.
3. Have entered school within the first 11 days of the current semester.
4. Not have received an award of any kind other than that given by your school for your services as an athlete in the sport in which you are competing.
5. Not have reached your 19th birthday before July 1 of the school year. (14th birthday for 7th graders, 15th birthday for 8th graders.)
6. Not have competed under an assumed name.
7. Not have transferred from another high school to this one without a corresponding change of residence by your parents or guardians.
8. Not have graduated from a four-year high school or its equivalent.
9. Attend the seventh and eighth semester successively and is eligible for only semesters of attendance.
10. Not have competed at any time as a member of a junior or senior college team.
11. Not have competed on an outside team after school starts.

12. Not have transferred from another high school because of being influenced to do so. (No student shall be recruited in any manner.)
13. Not have been suspended for disciplinary reasons. Any eligible player that receives out-of-school suspension during a sport season is ineligible for the remainder of the sport season.

*A sport season is defined as from the 1st practice through the last game.

DRUG TESTING POLICY

The South Pemiscot R-V Board of Education, in an effort to protect the health and safety of students from illegal drugs, has adopted a Student Extra-Curricular Drug Testing Policy. All students participating in extra-curricular activities will be required to participate in the drug-testing program. The provisions of this policy require students and a parent/guardian to sign a drug consent form. The consent form will be kept on file in the principal's office and a copy in the superintendent's office. Students failing to meet this initial requirement will not be eligible to participate in extra-curricular activities.

Every year, prior to the commencement of drug testing, an orientation session will be held with students to educate them of the drug testing process. Each student who attends will receive a copy of the Drug Testing Policy.

Students will be chosen on a random basis every other month from a list of all students involved in extra-curricular activities. Typically, the number of students tested each testing period will be ten percent of all students involved in activities. In addition, any student involved in an extra-curricular activity may be required at any time to submit to a drug test when an administrator, coach, sponsor, or teacher has reasonable suspicion of drug use by that particular student.

Consequences of a Positive Test Result:

1. First Positive Test: A student who tests positive for the first time will be suspended immediately from activities for a period of ten days. The student must receive counseling for drug abuse during the ten day period at the expense of the parent/guardian.

At the conclusion of the ten day suspension the following must be provided to the principal before the student may regain eligibility:

A. Proof of drug abuse counseling during the suspension period.

B. A second drug test done by the tester employed by the school showing a negative result, provided at the expense of the parent/guardian.

2. Second Positive Test: A student who tests positive for the second time will be suspended immediately for the remainder of the activity in which the student is involved. In addition, the student must have a negative drug-test before the student may be eligible to participate in another extra-curricular activity. The student must receive counseling for drug abuse within the suspension period at the expense of the parent/guardian. Prior to next year's season, the following must be provided to the principal before the student may regain eligibility:

A. Proof of drug abuse counseling during the suspension period.

B. An additional drug test done by the tester employed by the school showing a negative result provided at the expense of the parent/guardian.

3. Third Positive Test: A student who tests positive for the third time will be suspended immediately from all activities for 365 calendar days. In addition, the student must have a negative drug-test before the student may be eligible to participate in any extra-curricular activity at the end of the suspension. The student must receive counseling for drug abuse within the suspension period at the expense of the parent/guardian. At the conclusion of the 365 day suspension the following must be provided to the principal before the student may regain eligibility:

A. Proof of drug abuse counseling during the suspension period.

B. An additional drug test done by the tester employed by the school showing a negative result provided at the expense of the parent/guardian.

Refusal to submit to a Drug-Use test will end the student's eligibility to participate in any activities covered under the drug testing policy for the remainder of the school year.

RULES GOVERNING EXTRA CURRICULAR ACTIVITIES

The following rules apply to all extra-curricular activities in which South Pemiscot students participate.

1. The discipline policy will apply.
2. The dress code will apply.
3. Drug and alcohol policies will apply.
4. When a student leaves an event, they may not return.
5. A student must attend four class periods or (3 hrs. 40 minutes of class) on the day of an event in order to be eligible to attend extra-curricular activities. The only exception is when prior arrangements are made with the principal.
6. Students removed from extra-curricular activities must leave the campus immediately.
7. Any student who is socially suspended, assigned to in school suspension, suspended out of school, or expelled may not attend extra-curricular events. If a student was in ISS the day of the event, they may not attend the event unless they were released prior to the last period of the day.

ACTIVITIES

Student Council	SPHS Play
Growl Staff	Art Club
Science Fair Jr. & Sr. High	Mock Trial
Country Spelling Bee	FCCLA
Honor Society	Dances & Prom
Yearbook Staff	Cheerleading
Mu Alpha Theta	Majorettes
Quiz Bowl	Homecoming
Miss Merry Christmas	Math Team
FBLA	Spanish Club

DANCES

During the school year there will be four school dances as follows:

1. High School Back to School Dance sponsored by Honor Society
2. Junior High School Back to School Dance sponsored by Student Council. Students may not invite anyone who does not attend South Pemiscot Junior High School.
3. High School Homecoming Dance sponsored by Student Council
4. Prom sponsored by the Junior and Senior Class.

All school dances except the Prom will be held in the Steele Community Center. The Prom will be held at a location approved by the Board of Education. When allowed, students inviting someone who does not attend South Pemiscot Schools will have to complete a date card by Wednesday the week of the dance. The student's guest must have a picture ID to present when entering the dance. Rules governing extra-curricular activities will apply.

STANDARDS FOR ELECTED POSITIONS

No student may hold an elected position unless the student meets the MSHSAA grade requirements based on the preceding semester. A student must be in good standing with the school as determined by school administration. Students who have served ISS for 2 offenses or OSS for 1 offense will not be eligible to run for office nor to continue holding office. Any student found guilty of a felony or a serious infraction of school policy will be expected to resign from any elected office.

STUDENT COUNCIL

The main function of the student council is to provide learning experiences for students. Its principal contribution to learning is the development of good citizenship, one of the main objectives of the school. The objectives of the South Pemiscot School Student Council are:

1. Develop good citizenship, attitude, and practices.

2. Develop an understanding as to how a representative democracy works.
3. Foster correct sentiments of law and order.
4. Teach respect for authority.
5. Train students in leadership.
6. Promote good relationships between students, faculty, and school.
7. Promote the general welfare of the school and to provide a training ground for developing leadership.
8. Promote scholarship and help solve problems that arise in the school.
9. Uphold school traditions and to develop high ideals of personal conduct.

The members of the council are elected on the following basis:

1. A President, Vice-President, and Secretary of the council will be elected in April or May. They must have served on student council in prior years. The President must be a senior for the upcoming term. The Vice-President must be a junior or senior for their term of office. The Secretary must be at least sophomore for their term of office.
2. The president of grades 7-12 inclusive is a member of the council.
3. The presidents of all organizations are members of the council.
4. Grades seven through twelve shall elect two additional pupils as representatives on the council.
5. The principal and one faculty member selected by the principal and approved by the superintendent shall serve as advisors.
6. Election of the council members shall take place in April or May of the year preceding council membership. The current senior class shall not be eligible to vote for incoming officers.
7. Membership on the council shall last for the year for which the member was elected unless the pupil's school citizenship is such that he is reported to the principal or the advisor, who may recommend removal. Any member may resign if he chooses, with the approval of a majority of the council.

GROWL STAFF

The Growl Staff members are selected from a writing contest. Each grade will have at least one representative.

ART CLUB

To be a member of the Art Club, one must elect to take an additional year or years beyond Art I. Out of this group the art teacher usually chooses a student or students to do the extra curricular work on float building, stage decorating, poster-making, and helping with the Spring Art Show.

FAMILY, CAREERS, AND COMMUNITY LEADERS OF AMERICA (FCCLA)

FCCLA is a national organization of students who have taken or are taking a course in family and consumer sciences. Membership is voluntary and annual dues are required at the regional, state, and national levels. The main goal of the organization is to improve personal, family, community, and professional life.

HONOR SOCIETY

The purpose of National Honor Society is to recognize all students with outstanding scholastic achievement. Membership in the south Pemiscot Honor Society is open to all students in grades 8-12 who have made the Honor roll one semester or two consecutive quarters. They also must exhibit leadership characteristics, service to others, and be of good character. Invitations will be sent to prospective members in the fall of each school year. After becoming a member, a student must maintain grades of "B" or better in all classes. If a student falls below this standard, they will be placed on probation the following quarter. If the next quarter grades are not "B" or better, they would be dismissed from Honor Society.

The president of the Honor Society must be a senior. The vice-president may be either a junior or a senior. The secretary-treasurer may be in grades 9-12. All members of the Honor Society must participate in the activities of the club. Any Honor

Society member in grades 10-11-12 who remains in good standing all three years will receive an Honor Society medallion at graduation.

YEARBOOK STAFF

The yearbook staff is responsible for publishing a history of the school year in a concise and well-organized series of pictures and copy.

The staff of the yearbook will be enrolled in the Web Design class at South Pemiscot. The staff will also conduct the personality parade.

SPHS PLAY

The South Pemiscot High School Play will be under the supervision and control of a director appointed by the principal. The director will select the play, and the cast will be chosen on a tryout basis. The play will be presented around the first of April.

CHEERLEADERS

Junior High Cheerleaders: Twelve entrants scoring the highest total number of points through a tryout process may be chosen to be Jr. High School cheerleaders.

Senior High Cheerleaders: Fourteen entrants scoring the highest total number of points through a tryout process may be chosen to be Sr. High School cheerleaders.

Requirements of selection are:

1. Cannot be captain or co-captain if a member of the basketball team.
2. Encouraged to attend a summer cheerleading clinic.
3. Must obtain a physical.
4. Must purchase school insurance or provide proof of insurance.

The tryout process will consist of a 3 day clinic with tryouts before judges on the fourth day. The judges shall be a panel of 3 qualified judges from outside the school district. The cheerleading sponsor will rate the cheerleaders on their performance during the clinic. When there is an issue of relatives trying out, they will let the other sponsor do this rating. The principal will complete a

character inventory for all candidates. If either principal has a relative trying out, the other principal will do all of the character ratings. The tryout records will be kept in the vault in the principal's office after tryouts.

MAJORETTES

The tryout process will consist of a 3 day clinic with tryouts before judges on the fourth day. The judges shall be a panel of 3 qualified judges from outside the school district. The principal will complete a character inventory for all candidates. If either principal has a relative trying out, the other principal will do all of the character ratings. The band director may be one of the three judges providing they do not have a relative trying out.

Majorettes will be selected in the spring prior to the year they are to serve. Each girl is expected to try out regardless of previous experience.

Two weeks prior to tryouts, each girl planning to try out will be given an application form to be filled out and returned to the band director at least three days before the actual date of tryouts. A copy of the application form and the judging form will be kept on file in the vault in the principal's office.

Requirements of selection are:

1. Must be an active member of the band.
2. Encouraged to attend a summer twirling clinic.
3. Must obtain a physical.
4. Must purchase school insurance or provide proof of insurance.

Drum Major will be selected at the discretion of the band director.

HOMECOMING QUEEN – BASKETBALL

The Basketball Homecoming Queen candidates will consist of 2 juniors and 3 seniors and will be selected by the members of the boy's basketball team. The team shall nominate 5 candidates whose names will be placed on a ballot and voted on by the entire student body.

The freshman and sophomore classes will elect a maid to represent their respective classes. Three maid candidates will be

chosen from each class by the basketball team. Each class will then vote to choose the maid from their class.

A Coronation Ceremony will be held at the homecoming game and the queen will be crowned.

MISS MERRY CHRISTMAS

Miss Merry Christmas is chosen in November. Three candidates each are selected by the junior and senior classes. The names are placed on a ballot and voted on by the entire student body. Miss Merry Christmas' main function is to ride the South Pemiscot School Christmas float in the Christmas parades entered.

AWARDS

South Pemiscot High School presents several awards each year. In order to qualify, the students are required to meet certain standards. The recipients of awards are chosen by faculty members who are responsible for the area of the award.

RELIGIOUS AND FRATERNAL ORGANIZATIONS

Students of the school shall not be assembled involuntarily for any religious instruction or assembly.

Fraternities, Sororities, and other secret organizations have often violated the principles of democracy. Such organizations shall not be approved in the South Pemiscot Schools.

CONDUCT & DISCIPLINE

CODE OF CONDUCT

We, the students of South Pemiscot School District, agree to abide by the following points of good conduct in order to better ourselves and our school, act like the young adults we are, and make people confident that we will make good citizens of tomorrow.

1. We will honor all reasonable requests of faculty and staff members.
2. We will show due respect to the ideas, opinions, and religious beliefs of our fellow students, our faculty members, and our substitute teachers at all times.
3. We will always be honest with ourselves and with others.
4. We will not knowingly injure anyone's feelings, person, or property.
5. We will express a cordial attitude toward new students and try to make them feel a part of our school.
6. We will each do our part in keeping noise in halls, classrooms, and assemblies to an appropriate level.
7. We will refrain from pushing and running in the halls and on the side walks.
8. We will be co-operative in keeping the floors of the classrooms and halls clear of paper, books, and pencils.
9. We will endeavor to be punctual to school for all classes and meetings.
10. We will help improve the appearance of our school by keeping lockers clean and closed and by not marking on or otherwise defacing the furniture.
11. We will refrain from speaking or writing language that is not becoming to students.
12. We will limit our demonstrations of affection to places other than the school setting.
13. We will respect the authority of the bus drivers and obey all rules.
14. We will constantly try to promote good conduct in every way and set an example of good citizenship in our school and community.
15. We will try to be present every day.

16. We will prepare daily assignments.
17. We will not commit any act that will reflect discredit upon ourselves or our school.
18. We will support all interscholastic events in which the school participates including, athletics, musical activities, and academic competitions.

DISCIPLINE – GENERAL

Any student refusing to take punishment will be issued OSS. If a student is suspended he/she will be given an informal hearing as to the reason for the suspension and have the opportunity to state his/her position. Parents have a standing invitation to come in for a conference.

SOCIAL SUSPENSION

A student may receive social suspension for having excess detentions, improper behavior at extracurricular events, ISS terms, OSS terms, and expulsions.

A student who is socially suspended will not be allowed to attend any extracurricular event at South Pemiscot Schools except when they are in a graded situation, such as a band performance. Socially suspended students may not attend any assemblies that are of an entertainment nature, but they may attend those that are educational. Socially suspended students will not be eligible to ride pep buses or to attend appreciation meals that are rewards for some action.

CORPORAL PUNISHMENT

Corporal punishment shall be administered by administrator and witnessed by a certified teacher or administrator. An administrator may administer three swats. Written permission must be obtained from a parent or guardian before corporal punishment will be administered.

The person administering corporal punishment will use only one hand on the paddle and will ask the student if there is any physical reason why they can't take a paddling and if they have had a paddling that day. If the student answers yes to either question, then the paddling will be postponed.

SUSPENSIONS AND EXPULSIONS

By Missouri Law, building principals may suspend students from school for a period not to exceed 10 days. The superintendent may suspend from school for a period not to exceed 180 days. The Board of Education, by Missouri Law, may permanently expel a student from school. In cases involving students who are deemed to be habitual offenders, the student and parents will be asked to appear before the Board of Education.

STUDENT RELATIONSHIP TO FACULTY AND ADMINISTRATION

The student should have a friendly relationship with his or her teachers and other members of the faculty and staff. All faculty members should strive to be fair in their dealings with students and desire the friendship and respect of the entire student body. Students should be reminded that being too friendly could be disadvantageous to both the student and the teacher. Problems that arise between a student and a teacher are best worked out by conferences between the two persons involved.

The student-administration relationship is based on an open-door policy. The principal's office is a place to discuss one's personal school problems or school problems in general. It should be stated here, however, that most personal problems of individual students will best be solved by seeing the guidance counselor. The principal is the student's direct link to the superintendent. The student council will accept petitions pertaining to student government.

DRESS CODE

A. Students are expected to come to school clean, neat, and dressed in a manner which is accepted as being in good taste. Any student may be sent home immediately if clothing or hairstyle presents a danger to the student's health and safety, or attracts undue attention to the wearer, and thus creates a disturbance in the school. All garments must be worn in the manner for which they are designed and must provide modesty

and decency. Garments should be designed in such a way as not to detract from the dignity of the student, school, or community.

B. Students will not wear the following:

1. Shorts or dresses that are more than 2 inches above the knees.
2. Tank tops or blouses that have straps narrower than 3 inches.
3. Hats, caps, or scarves inside the building.
4. See-through clothing.
5. Undergarments as outer garments. At no time should one's undergarments be seen.

C. The following code will apply:

1. Students will not wear outfits with bare-shoulder, barefoot, bareback, or bare-midriff. Shirts and tops must be large enough to cover the entire stomach even when a student is in a stretched or seated position.
2. Belts, if worn, must be fastened as designed.
3. Shirts are to be worn in a neat & appropriate style.
4. Combs, picks, and rakes are not to be worn in the hair.
5. Metal rakes are prohibited on campus.
6. A student shall not wear any article of clothing that bears a slogan or symbol of a vulgar nature or depicting alcohol, smoking activities, drugs, etc.
7. Any articles of clothing or items that depict gang association are prohibited.
8. Slacks, pants, or jeans must be belted if they are not tight enough to stay in place without a belt. They will be belted securely at the waist unless the design of the pants makes this impossible.
9. Overalls and coveralls, if worn, must be securely fastened with all clasps.
10. Students may not wear towels or bandanas about the body.
11. Cleavage is distracting and should not be a part of the school setting.
12. Skin between the knees and upper abdomen should not be visible. No jeans, slacks or pants with holes above the knee.
13. The student's outer garment should be within the school dress code. No mini-skirts or short shorts may be worn over tights.

14. Student's will not be allowed to go on field trips if they are not dressed according to the school dress code. The final judgment rests with the administration as to the acceptable nature of student attire and their recommendation should be followed. If you have any doubts as to whether your manner of dress is inappropriate then don't wear them until cleared by the administration.

SEARCH AND SEIZURE

Search of the student's person or possessions will be limited to situations where there is reason to believe that a student is hiding evidence of an illegal act or a school violation.

When it is practical, the student shall be present during a search of his/her possessions (including automobiles). The school resource office will be present for searches. Items confiscated by the school will be evaluated for return to the proper owner upon completion of an investigation or a disciplinary action. Contraband or unlawful items, the possession of which violates the Student Behavior, School District Policy, State Laws, and/or Federal Laws, shall not be returned to the student or to any representative of the student. These items will be turned over to law enforcement officials or, if not desired by such law enforcement officials, shall be destroyed by the school. Other items left unclaimed after an investigation or a disciplinary action will be disposed of by the school.

POLICE INVOLVEMENT

The South Pemiscot School District has employed a full-time School Resource Officer who will be involved in matters of discipline where legal issues are present. School officials have the option to notify other police authorities, and in cases of major violations, may press charges.

If the police are notified, legal guardians will be contacted. Any action taken by police will be in addition to action by the school. School officials, guided by District Policy and Procedures, will cooperate with police during investigations.

OFF CAMPUS BEHAVIOR (MISCONDUCT)

Students are subject to discipline, up to and including expulsion, for significant misconduct regardless of whether the conduct occurs at a school activity and regardless of when the misconduct occurs when it is reasonably determined that a student's misconduct adversely affects school safety or student welfare.

DISCIPLINE POLICY GRADES 7-12

Approved by the Board of Education June 9, 2011.

FORMS OF PUNISHMENT

- A. VERBAL REPRIMAND
- B. DETENTION
- C. CORPORAL PUNISHMENT
- D. SHORT TERM IN SCHOOL SUSPENSION (ISS) (1-5 DAYS)
- E. LONG TERM IN SCHOOL SUSPENSION (ISS) (10 OR MORE DAYS)
- F. OUT OF SCHOOL SUSPENSION (OSS)
- G. SOCIAL SUSPENSION
- H. EXPULSION
- I. ALTERNATIVE SCHOOL

IMPORTANT! PUNISHMENT FOR EACH OFFENSE MAY VARY ACCORDING TO SEVERITY OF THE OFFENSE. FOR EXAMPLE, THIRD AND FOURTH OFFENSE PUNISHMENT MAY BE ASSIGNED IF THE MISBEHAVIOR IS EXTREME EVEN ON THE FIRST OFFENSE.

NO STUDENT WILL SERVE ISS FOR UNACCEPTABLE BEHAVIOR MORE THAN FIVE TIMES. A STUDENT WHO HAS SERVED ISS FIVE DIFFERENT TIMES FOR THE SAME OFFENSE WILL BE ASSIGNED OUT OF SCHOOL SUSPENSION.

1. DETENTIONS FOR FAILURE TO DO ASSIGNED WORK

Teacher will assign:

- 1ST Offense:** 1 – 10 minute detention
- 2nd Offense:** 2 – 10 minute detentions
- 3rd Offense:** 3 – 10 minute detentions
- 4th Offense:** 4 – 10 minute detentions

2. DETENTIONS FOR FAILURE TO DRESS-OUT FOR AND/OR PARTICIPATE IN PE

Teacher will assign:

- 1ST Offense:** 1 – 10 minute detention
- 2nd Offense:** 2 – 10 minute detentions
- 3rd Offense:** 3 – 10 minute detentions
- 4th Offense:** 4 – 10 minute detentions

3. VIOLATION OF CLASSROOM RULES

Teacher will assign:

- 1ST Offense:** 1 – 10 minute detention
- 2nd Offense:** 2 – 10 minute detentions
- 3rd Offense:** 3 – 10 minute detentions
- 4th Offense:** 4 – 10 minute detentions

4. HORSEPLAY

Teacher will assign:

- 1ST Offense:** 1 – 3 10 minute detentions
- 2nd Offense:** 2 – 4 10 minute detentions
- 3rd Offense:** 1 – 3 days ISS
- 4th Offense:** 3 – 5 days ISS

5. TARDINESS TO CLASS OR SCHOOL

Students who are tardy to class or school must report to a principal. A student who is not in their seat when the bell finishes ringing will be considered tardy. The following will be applied.

- 1st Offense:** Verbal warning documented on SIS record of student
- 2nd Offense:** 1 – 10 minute detention
- 3rd Offense:** 2 – 10 minute detentions
- 4th Offense:** 3 – 10 minute detentions
- 5th Offense:** 1 day of ISS

Each successive tardy will bring longer ISS terms than the previous tardy.

6. FORGERY OR LYING

1st Offense: 1 – 30 minute detention.

2nd Offense: 3 – 30 minute detentions.

3rd Offense: 1 – 3 days ISS

4th Offense: 2 - 5 days ISS

7. USE OF VULGAR AND ABUSIVE LANGUAGE OR OBSCENE GESTURES

1st Offense: 2 – 4 30 minute detentions

2nd Offense: 3 – 5 30 minute detentions.

3rd Offense: 1 – 3 days ISS

4th Offense: 2 – 4 days ISS

8. DISTURBING OR DISRUPTING CLASS

1st Offense: 1 – 3 30 minute detentions.

2nd Offense: 2 – 4 30 minute detentions.

3rd Offense: 1 – 3 days ISS

4th Offense: 5 days ISS

9. DISTURBING OR DISRUPTIVE BUS BEHAVIOR

1st Offense: 3 – 5 30 minute detention.

2nd Offense: 3 – 5 30 minute detentions.

3rd Offense: 1 – 3 days ISS. 10 days bus suspension. A conference with the principal, student, and parent must occur before the student may ride the bus again.

4th Offense: 5 days ISS. Bus suspension for the remainder of the school year. A conference with the principal, student, and parent must occur before the student may ride the bus again. *Student may be suspended from riding the bus beginning with the first offense.*

10. MISUSE OF VEHICLE

1st Offense: 1 – 30 minute detention.

2nd Offense: 3 – 30 minute detentions. Student may not bring a vehicle to school for 5 days.

3rd Offense: 1 – 3 days ISS. Student may not bring a vehicle to school for the remainder of the school year.

11. MISUSE OF TECHNOLOGY/COMPUTERS

1st Offense: 1 – 30 minute detention.

2nd Offense: 3 – 30 minute detentions. Student will be banned from school computers for 20 school days. (This ban will not be applied during Credit Recovery classes.)

3rd Offense: 1 – 3 days ISS. A conference with the principal, student, teacher, and parent must occur before the student is removed from ISS. Student will be banned from school

computers for 45 school days. (This ban will not be applied during Credit Recovery classes.)

4th Offense: 2 – 4 days ISS. A conference with the principal, student, teacher, and parent must occur before the student is removed from ISS. Student will be banned from school computers for the remainder of the school year. (This ban will not be applied during Credit Recovery classes.)

South Pemiscot considers the use of videos and technology to humiliate other students a very serious offense. In the event that a video or picture is taken for this purpose, students will receive 3rd offense level punishment for misuse of technology/computers.

12. WILLFUL DESTRUCTION OF PROPERTY

1st Offense: Repair or pay for destroyed or damaged property and 5 – 30 minute detentions.

2nd Offense: Repair or pay for destroyed or damaged property and 1 – 3 days ISS. A conference with the principal, student, teacher, school resource officer, and parent must occur before the student is removed from ISS. Administration may contact the juvenile officer/local police.

3rd Offense: Repair or pay for destroyed or damaged property and 10 days ISS. A conference with the principal, student, teacher, school resource officer, and parent must occur before the student is removed from ISS. Administration may contact the juvenile officer/local police.

The administration may issue a harsher punishment depending on the severity of the destruction.

13. SEXUAL MISCONDUCT

1st Offense: Student will have a conference with administrators and counselor and 1 – 5 30 minute detentions.

2nd Offense: Student will have a conference with administrators and counselor. 3 days ISS. A conference will occur with principal, counselor, student, school resource office, and parent before student may return to class from ISS.

3rd Offense: Student will have a conference with administrators and counselor. 10 days ISS. A conference will occur with principal, counselor, student, school resource office, and parent before student may return to class from ISS.

4th Offense: The student will be suspended for 10 days or until the next board of education meeting. The student and parent will be required to attend the next board meeting to present any information they desire. The student has the right to representation at the board meeting.

14. POSSESSING TOBACCO PRODUCTS AND OR LIGHTERS ON SCHOOL PREMISES

1st Offense: 1 – 30 minute detention.

2nd Offense: 3 – 30 minute detentions.

3rd Offense: 1 – 3 days ISS

4th Offense: 2 – 4 days ISS

15. SMOKING or USING TOBACCO PRODUCTS AND OR LIGHTERS ON SCHOOL PREMISES

1st Offense: 3 days ISS

2nd Offense: 5 days ISS

3rd Offense: 10 days ISS

For each additional offense, the number of days of ISS will be increased by one day.

16. DRESS CODE VIOLATION

1st Offense: Verbal warning documented on student's SIS record. Student will be given an opportunity to remedy the problem by putting other clothing on or they may contact a parent to bring appropriate clothing to school. Student will be sent to ISS and remain in ISS until appropriate clothing is brought to school.

2nd Offense: 1 day ISS. A conference with the principal, student, teacher, and parent must occur before the student returns to class.

3rd Offense: 3 days ISS. A conference with the principal, student, teacher, and parent must occur before the student returns to class.

4th Offense: 10 days ISS. A conference with the principal, student, teacher, and parent must occur before the student returns to class.

17. CELL PHONE VIOLATIONS

1st Offense: Cell-phone will be confiscated until parent picks up the cell-phone in the principal's office.

2nd Offense: Cell-phone will be confiscated until parent picks up the cell-phone in the principal's office. 1 day of ISS

3rd Offense: Cell-phone will be confiscated until the parent picks up the phone in the principal's office. 3 days ISS.

4th Offense: Cell-phone will be confiscated until the parent picks up the phone in the principal's office. 1 day OSS.

For each additional offense, the number of days of OSS will be increased by one day.

18. STEALING (ALL FORMS)

1st Offense: Student will replace stolen item(s) and receive 5 – 30 minute detentions. A conference will be held with principal, student, and school resource officer. If the value of the item was originally more than \$50 or the item is a cell phone, the student will be punished with the 2nd Offense punishment.

2nd Offense: 3 days ISS. A conference with the principal, student, teacher, school resource officer, and parent must occur before the student is removed from ISS. Administration may contact the juvenile officer/local police.

3rd Offense: 10 days ISS. A conference with the principal, student, teacher, school resource officer, and parent must occur before the student is removed from ISS. Administration may contact the juvenile officer/local police.

4th Offense: Student will receive long-term ISS (10 or more days). A conference with the principal, student, teacher, school resource officer, and parent must occur before the student is removed from ISS. Administration may contact the juvenile officer/local police.

19. TRUANCY (Skip day and leaving campus without permission)

1st Offense: 3 days ISS

2nd Offense: 5 days ISS

3rd Offense: 10 days ISS

For each additional offense, the number of days of ISS will be increased by one day.

20. DISRESPECT / INSUBORDINATION TO STAFF MEMBER INCLUDING BUS DRIVER and MONITOR (School Employee)

1st Offense: 1-3 days ISS.

2nd Offense: 2-4 days ISS.

3rd Offense: 5-10 days ISS.

4th Offense: 3 days OSS.

Disrespect to Bus driver and/or monitor will also result in bus suspension during the time of ISS. A conference with the principal, student, and parent must occur before the student may ride the bus again.

21. POSSESSION OF, EXPLODING FIREWORKS OR STINK BOMBS WHILE ON CAMPUS OR AT A SCHOOL SPONSORED ACTIVITY

1st Offense: 3 days ISS. A conference with the principal, student, teacher, school resource officer, and parent must occur before the student is removed from ISS.

2nd Offense: 5 days ISS. A conference with the principal, student, teacher, school resource officer, and parent must occur before the student is removed from ISS.

3rd Offense: 10+ days ISS. A conference with the principal, student, teacher, school resource officer, and parent must occur before the student is removed from ISS.

22. BULLYING, MENACING, HARASSING, THREATENING, OR INSTIGATING TROUBLE

1st Offense: 1-3 days ISS.

2nd Offense: 2-4 days ISS.

3rd Offense: 5-10 days ISS.

4th Offense: 3 days OSS.

Administration may contact the juvenile officer and/or local police. Bullying that occurs on the bus will also result in bus suspension during the time of ISS. A conference with the principal, student, and parent must occur before the student may ride the bus again.

23. POSSESSION, USE OF, OR INTENT TO USE WEAPONS OR DANGEROUS ITEMS

A weapon is a blackjack, a concealable firearm, an explosive weapon, a firearm, a firearm silencer, a gas gun, a knife, knuckles, a machine gun, a projectile weapon, a shotgun, a spring gun, a switchblade knife as defined by 571.010 RSMO or any object used as a weapon that could inflict serious injury. Adopted by the BOE 11-14-96

1st Offense: Confiscation of weapon, notification of legal authorities and/or up to 10 days suspension from school, or suspension until the board of education meets. The Board of Education policy will apply. The parents shall be notified at the time of the offense that they have the right to attend the meeting with representation to present any information they may desire.

24. FIGHTING / ASSAULT (*Students may also receive bus suspension while in ISS.*)

A. Minor physical or verbal altercation / scuffle

1st Offense: 3 days ISS and parent notification.

2nd Offense: 5 days ISS, 10 days Social Suspension and parent notification.

3rd Offense: 3 days OSS, 20 days Social Suspension and parent conference before returning to school.

4th Offense: 5 days OSS, 30 days Social Suspension, referral to Juvenile Office and or Law Enforcement, and parent conference before returning to school.

5th Offense: 10 days OSS, Social Suspension for the remainder of the school year, referral to Juvenile Office and/or Law Enforcement, and parent conference before returning to school.

6th Offense: Referral to the Superintendent of Schools and/or Board of Education for long-term suspension, referral to Juvenile Office and/or Law Enforcement, and social suspension for up to one full year.

B. Level 1: Blows are exchanged but students quit fighting when asked.

1st Offense: Student choice of 5 days ISS or 3 days OSS, at least one follow-up meeting with counselor, and parent conference before returning to school.

2nd Offense: 5 days OSS, 30 days Social Suspension, referral to Juvenile Office and/or Law Enforcement, at least one follow-up meeting with counselor, and parent conference before returning to school.

3rd Offense: 10 days OSS, 45 days to one full year Social Suspension, referral to Juvenile Office and/or Law Enforcement, at least one follow-up meeting with counselor, and parent conference before returning to school.

4th Offense: Referral to the Superintendent of Schools and/or Board of Education for long-term suspension, referral to Juvenile Office and/or Law Enforcement, and social suspension for up to one full year.

C. Level 2: Blows are exchanged, students do not stop when asked, a staff member or others must intervene.

1st Offense: Minimum of 5 days OSS, 30 days Social Suspension, referral to Juvenile Office and/or Law Enforcement, at least one follow-up meeting with counselor, and parent conference before returning to school.

2nd Offense: Minimum of 10 days OSS, 45 days to one full year Social Suspension, referral to Juvenile Office and/or Law Enforcement, at least one follow-up meeting with counselor, and parent conference before returning to school.

3rd Offense: Referral to the Superintendent of Schools and/or Board of Education for long-term suspension, referral to Juvenile Office and/or Law Enforcement, and social suspension for up to one full year.

D. Level 3: Blows are exchanged, students do not stop fighting when asked, a staff member or others must intervene, and students continue to argue and try to fight after intervention.

1st Offense: Minimum of 10 days OSS, charges filed with Juvenile Office and Law Enforcement, 45 days to one full year social suspension, parent conference before returning to school and Superintendent Review.

2nd Offense: Referral to the Superintendent of Schools and/or Board of Education for long-term suspension, referral to Juvenile Office and/or Law Enforcement, and social suspension for up to one full year.

3rd Offense: Referral to the Superintendent and Board of Education with recommendation for long-term suspension, or expulsion. Charges filed with Juvenile Office and Law Enforcement.

All fights count as an offense in any level. (Example: First offense is a level 2 then second fight is first offense level 1 but will be treated as 2nd offense fight.)

25. PHYSICAL ASSAULT ON SCHOOL PERSONNEL

1st Offense: Contact local police and recommend expulsion.

26. ALCOHOL AND DRUG ABUSE

1st Offense: The students will be sent to the principal's office and the nurse will be called to make an observation. If the opinion is that the student is under the influence of a controlled substance or alcohol, the parents will be contacted. The superintendent, school resource officer, and juvenile office/police will be contacted. When appropriate, a drug test may be required. The student will be suspended up to five days.

2nd Offense: All procedures from 1st Offense will be followed. The student will be suspended for 10 days or until the next board of education meeting. The student and parent will be required to attend the next board meeting to present any information they desire. The student has the right to representation at the board meeting.

27. POSSESSION OF ILLEGAL OR LEGALLY CONTROLLED SUBSTANCE

Any student determined to be in possession of an illegal or legally controlled substance or a substance that the student believed is illegal or legally controlled substance; such as drugs prescribed by a physician for their personal use, illegal drugs, drug paraphernalia, or alcohol while on school property or school-sponsored activities is subject to disciplinary action. If a student is taking prescribed medication, the student must report that fact to the principal's office. The parents shall be notified at the time of the offense. Legal authorities will be notified to the offense and the district's intended actions.

1st Offense: An offense concerning this policy may result in suspension for up to 10 days or until the next regularly scheduled board meeting at which time the student may be suspended or expelled. The parents shall be notified at the time of the offense that they have the right to attend such meeting with representation to present any information they may desire.

Legal authorities will be notified of the offense and the intended actions taken by the school district. Any confiscated items pertaining to this policy shall be held and turned over to proper authorities. Counseling and/or rehabilitation may be required to re-enter school.

28. PROVIDING ILLEGAL OR LEGALLY CONTROLLED SUBSTANCES TO OTHER STUDENTS

Any student determined to be providing an illegal or legally controlled substance or providing a substance that he/she advertises as being an illegal or legally controlled substance such as drugs prescribed by a physician for their personal use, illegal drugs, drug paraphernalia, or alcohol while on school property or school-sponsored trips is subject to disciplinary action. If a student is taking prescribed medication, the student must report that fact to the principal's office. The parents shall be notified at the time of the offense. Legal authorities will be notified to the offense and the district's intended actions.

1st Offense: An offense concerning this policy may result in suspension for up to 10 days or until the next regularly scheduled board meeting at which time the student may be suspended or expelled. The parents shall be notified at the time of the offense that they have the right to attend such meeting with representation to present any information they may desire. Legal authorities will be notified of the offense and the intended actions taken by the school district.

29. DISOBEYING RULES GOVERNING NIGHT ACTIVITIES

1st Offense: 7 days social suspension.

2nd Offense: 3 days ISS and 30 days social suspension

3rd Offense: 10 days ISS and social suspension for the remainder of the year.

Student may be removed from the activity at any offense and must leave the school campus immediately.

DISCIPLINE HIERARCHY POLICY

<p>Students will be issued the harsher of the two punishments for any violation. (i.e. If a student has violated the cell phone policy for the second time, but it is his/her 9th office referral, the 9th referral, resulting in 5 days ISS would supersede the 2nd offense punishment for cell phone violation, which is 1 day ISS.)</p>	
# of Office Referrals	Consequence
1	1 – 30 minute detention
2	2 – 30 minute detentions
3	3 – 30 minute detentions
4	5 – 30 minute detentions
5	10 – 30 minute detentions
6	2 days of ISS
7	3 days of ISS
8	4 days of ISS
9	5 days of ISS
10	10 days of ISS
11	3 days OSS
12	5 days of OSS
13	Meet with the Board of Education & a probable 10 days of OSS.
<p>The 4th and all subsequent infractions of the same noon detention offense will be treated as insubordination.</p>	

CONSEQUENCES SHOULD A STUDENT SKIP, ARRIVE LATE, OR ARRIVE UNPREPARED TO SERVE DETENTION

<u>Offense #</u>	<u>Consequence</u>
1 st	Warning documented on SIS record
2 nd	Additional detention form with 1-day
3 rd	1 day ISS and 7 days of Social Suspension
4 th	1 day ISS and 7 days of Social Suspension
5 th	1 day ISS and 14 days of Social Suspension

VIOLENT BEHAVIOR

Any act of school violence or violent behavior will be reported to the appropriate authorities. Staff shall be informed of these acts. An act of school violence/violent behavior is defined as the exertion of physical force with the intent to do serious physical injury to another person while on school property, including a school bus in service on behalf of the district, or while involved in school activities, or behavior which endangers the welfare or safety of students, staff, and patrons.

A STUDENT'S RIGHT TO DUE PROCESS

This calendar has explained the major disciplinary problem areas and the actions that may result for those students who will not follow the rules. All students are entitled to due process. This means that no action will be taken against a student until the facts presented by everyone involved and a judgment has been made. There are certain procedures which school officials must follow prior to taking appropriate disciplinary action. There are also procedures which students and parents must follow if they do not agree with the school's actions.

Hopefully, students will never be in a situation where they need the protection of due process. If, however, a student does become involved in a suspension or expulsion, both the student and his/her legal guardian, upon request to the principal, will be given a more detailed description of the due process procedure.

APPENDIX

FIRE ALARM DRILL INSTRUCTIONS

I. The fire alarm drill (fire alarm in case of fire) will be designated by a series of 3 short rings on the electric bell system. All students should vacate the building as outlined in the following directive:

A. All students on the third floor of the old building will vacate by the Fire escape on the east side of the building according to the following plan: (Teachers may direct students down stairways after checking to see there is no fire on the stairways. Process is in step D.)

1. Students in rooms 32, 33, and 34 will vacate first.
2. Students in rooms 30, 29, and 3rd floor office will vacate second.

B. When the alarm sounds, the teachers on the third floor should follow the procedure outlines below:

1. Direct children to file out in a single line.
2. The first teacher out on the east roof will direct students down the steps.
3. Instruct one boy to help students at the top of the platform.
4. Instruct the first 2 students to reach the ground to hold down the fire escape until the last person has vacated the building.

C. First and second floor should be evacuated in the following manner:

1. Students in room 21 (study hall) should file out the west door.
2. Students in rooms 24 and 25 should file out the west door.
3. Students in room 27 should file out the south door.
4. Students in room 26 should file out the north door.
5. Students in the library and viewing room will exit using east doors.

D. Third floor will be evacuated in the following manner.

1. Students in rooms 32, 33, and 30 use north stairways and north doors.
2. Students in rooms 29, 34, and 3rd floor office will use south stairways and south doors.

II. Students in the new building will vacate according to the following plan:

- A. Students in the Science room (Room 8), offices, and restrooms will vacate through the southwest (lobby) door.
- B. Students in the FACS room (Room 9) and Rooms 1 and 2 will vacate through the northwest door.
- C. Students in rooms 3, 4, 5, and 6, will vacate through the east door.
- D. Students in the gym will vacate through southwest gym door.
- E. Students in the weight facility will vacate through the west door in the weight room.
- III. Students in the industrial arts building will vacate through the west door.
- IV. Students in the music/band room will vacate through the east door.
- V. General Instructions
 - A. Teachers should close the door to their room as they leave as this will help to prevent draft.
 - B. Teachers should instruct students to keep at least 60 feet from the building until they are given the clear signal. When the clear signal has been sounded, students should return to their classrooms as quietly and quickly as possible.

EARTHQUAKE DRILL

The earthquake alarm will be designated by one long and continuous bell.

1. Teachers will instruct students to take cover under desks or tables and turn away from windows.
2. Students shall remain in sheltered position for at least 60 seconds, remain silent, and listen to instructions. Teachers should bring the earthquake kits in each room with them when they evacuate.
3. Upon instructions from the teacher, students will evacuate buildings in the same manner as for a fire drill. All students should meet on ball field behind the tennis courts.

TORNADO ALARM

South Pemiscot students can expect tornados and tornado warnings to occur in the geographic area around Steele. It is not the intention, in planning some safety measures, to frighten anyone. However, as a precautionary measure, it is our

responsibility to have some plans and know what we should do if a tornado should come our way. Teachers should read the tornado alarm instructions to each class, including home room. This is necessary in order for the student to know where he is to go at each period during the day if the tornado alarm should sound.

The tornado alarm will be designated by one long ring on the electric bell system followed by two short rings. The one-story high school building will be our tornado shelter. All students (except those having classes in the new building) will rise and march quietly from the building they happen to be occupying, according to the following plan:

1. Students having classes in the new building when the alarm sounds will file quietly and orderly to the Science room and remain standing.
2. Students who are in the industrial arts and music buildings will file out and proceed to the new building and enter by the way of the east door.
3. Students who are in the three story building are to file out quietly and orderly and enter the new building by the way of the west door. Rooms 27, 29, 33, and 34 will use southern stairways. Rooms 24 and 25 will use western stairways. Rooms 26, 30, and 32 will use northern stairways. All students will exit the building through the southern door.

STANDARD COMPLAINT RESOLUTION PROCEDURE FOR IMPROVING AMERICA'S SCHOOLS ACT PROGRAMS

This complaint resolution procedure applies to all programs administered by the Department of Elementary and Secondary Education under the Goals 2000: Educate America Act and the Improving America's Schools Act (IASA).

A complaint is a formal allegation that a specific federal or state law or regulation has been violated, misapplied, or misinterpreted by school district personnel or by Department of Education personnel.

Any parent or guardian, surrogate parent, teacher, administrator, school board member, or other person directly involved with an activity, program, or project operated under the general supervision of the Department may file a complaint. Such a complaint must be in writing and signed; it will provide specific details of the situation and indicate the law or regulation that is allegedly being violated, misapplied, or misinterpreted.

The written, signed complaint must be filed and the resolution pursued in accordance with local district policy: **(1) A verbal complaint must be registered with the building principal that includes the nature of complaint and supporting information with regard to justification of complaint. (2) An attempt to resolve the complaint will be made at the building level. (3) Any complaint not resolved at the building level may be referred in writing to the superintendent and if no resolution to the Board of Education.** If the issue cannot be resolve at the local level, the complainant may file a complaint with the Missouri Department of Education. If there is no evidence that the parties have attempted in good faith to resolve the complaint at the local level, the Department may require the parties to do so and may provide technical assistance to facilitate such resolution.

Any persons directly affected by the actions of the Department may file a similarly written complaint if they believe state or federal laws or regulations have been violated, misapplied, or misinterpreted by the Department itself.

Anyone wishing more information about this procedure or how complaints are resolved may contact local districts or department personnel.

Adopted by the Board of Education
July 11, 2002

PROOF OF INSURANCE COVERAGE

The South Pemiscot School District will make available a program of twenty-four hour and school time insurance. No obligation is assumed by the school district. The only function of the school district is to assist in the distribution and collection of applications during the insurance enrollment period each year.

No student may perform on an athletic team, participate in cheerleading or majorettes, or enroll in Industrial Arts or Vo-Tech without school insurance or proof that one has insurance coverage by another means.

Therefore, a student has two options—

1. Purchase the insurance at the school during the enrollment period.

OR

2. If you have insurance coverage purchased by your parents or if you are covered by Medicaid or any other insurance provider other than the school-time insurance, you have the responsibility of providing a copy of that coverage to the Athletic Director and the Principal. The school district will ask for a copy of the coverage at the beginning of each semester. In addition, the district asks that you complete the information below—

STUDENT: _____

PARENT(S): _____

NAME/ADDRESS/PHONE NUMBER OF INSURANCE

PROVIDER:

DATE: _____

ATTACH A COPY OF PROOF OF INSURANCE TO THIS DOCUMENT

**STUDENT EXTRA-CURRICULAR ACTIVITY
DRUG TESTING—CONSENT FORM**

Policy Statement

The South Pemiscot R-V Board of Education, in an effort to protect the health and safety of students from illegal drugs has adopted a Student Extra-Curricular Drug Testing Policy

General Authorization Form

We have read and fully understand the South Pemiscot R-V School District's Student Extra-Curricular Drug Testing Policy.

We understand fully that the student's safety and the safety of all other students depend upon each individual. We hereby agree to accept and abide by the standards, rules, and regulations set forth by the South Pemiscot R-V School District's Student Extra-Curricular Drug Testing Policy.

We authorize the South Pemiscot R-V School District through Abbot Drug Screening Services to conduct a drug test as set forth in the extra-curricular activity drug testing policy. We further authorize the release of drug testing information/results to the South Pemiscot R-V School District.

We also authorize the South Pemiscot R-V School District to release to the drug-testing laboratory the minimal student information necessary for the purpose of contacting parents and/or guardians with the results of the drug test.

Student Signature	Printed Name
Parent/Guardian Signature	Grade
Address	City, State
Date	

**SOUTH PEMISCOT R-V
INTERNET ACCESS/USAGE POLICY AND
CONSENT FORM**

South Pemiscot provides access to the Internet as a means to inform, educate, and culturally enrich all students. The resources will be equally accessible to all students with the understanding that it is the individual user's responsibility to demonstrate judgment, respect for others, and appropriate conduct while using district resources and facilities.

Internet computers will not be used by anyone for illegal activity, to access illegal materials, or to access materials that by local standards would be obscene or otherwise inappropriate. Students using a proxy to view such materials would be subject to the South Pemiscot Discipline Policy. All users will abide by the following rules:

1. Sharing or using another person's password is prohibited. A user will not be responsible for theft of a password.
2. Use of district technology for soliciting, advertising, fundraising, commercial purposes or financial gain is prohibited
3. Users are required to obey all laws, including criminal, copyright, privacy, defamation and obscenity laws.
4. Accessing, viewing or disseminating information on any product or service not permitted to minors is prohibited.
5. The district prohibits the use of district technology resources to access, view or disseminate information that constitutes insulting or fighting words, the very expression of which injures or harasses other people.
6. Users may only install and use properly licensed software purchased or approved by the district.
7. Users should never use "proxies" in order to view inappropriate materials.

South Pemiscot supports the right and responsibility of parents to direct the use or the Internet by their own children, and provides access to filtered search engines on Internet terminals. Filtered search engines may restrict access to sites that could be deemed objectionable, but may also limit access to sites that have legitimate research value. No filtering system is completely effective or efficient.

District employees are authorized to take prompt and appropriate actions to enforce and/or prohibit use by persons who fail to comply with the Internet Access/Usage Policy as stated or implied herein. The South Pemiscot High School Discipline Policy will apply to persons who willfully disregard the rules regarding the use of the Internet.

I have read and understand the above information.

Student Signature

Date

PARENT OR GUARDIAN

As the parent or guardian of this minor, I have read the conditions for Internet access. I understand this access is for educational, informational, and recreational purposes. Further, I recognize it is impossible for the South Pemiscot District to totally restrict access to all controversial materials, and I will not hold the school responsible for materials acquired from this network. Additionally, I assumed the full responsibility for counseling my child on this matter.

Printed name of Parent/Guardian

Signature of Parent/Guardian

Date

Approved by the Board of Education July 10, 2008



South Pemiscot High School
611 Beasley Road
Steele, MO 63877



Sherry McMasters
Principal
573-695-3342

Glen Carter
Assistant Principal
573-695-3342

August 11, 2011

Dear Students and Parents/Guardians,

You are receiving a copy of the Student Handbook/Code of Student Conduct. It is your responsibility to review the handbook and abide by its regulations and ways of behaving at school, at school-sponsored events, and in the community. Students are held accountable by the policies and rules within the Student Handbook/Code of Conduct. The Student Handbook is intended to safeguard all students while under the protection of the South Pemiscot R-V School District. In addition, please note that the South Pemiscot R-V School District enforces a corporal punishment policy.

Please sign and date this document below, where indicated. Signing indicates that you have seen the Student Handbook and understand its contents. Students and parents/guardians are to sign and return this document to the first period teacher by Monday, August 23, 2010.

 Print Student Name

 Student Name

 Date

 Parent/Guardian Signature

 Date

Sincerely,

Karen Davis
 High School Principal