



BLUE SPRINGS R-IV SCHOOL DISTRICT
High School Student-Parent Handbook
2023-2024

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HIGH SCHOOL BUILDING DIRECTORY INFORMATION

Central Office

Bartow Administrative Center
1801 NW Vesper
Blue Springs, MO 64015
7:30 a.m. – 5:00 p.m.

BLUE SPRINGS HIGH SCHOOL

2000 NW Ashton Drive
Blue Springs, MO 64015

Principal: Tom Alderman

7:25 am – 2:15 pm

Phone: 816-874-3400

Fax: 816-224-1025

Kitchen: 816-224-1720

BLUE SPRINGS SOUTH HIGH SCHOOL

1200 SE Adams Dairy Pkwy
Blue Springs, MO 64014

Principal: Ryan Gettings

7:25 am – 2:15 pm

Phone: 816-874-3500

Fax: 816-795-5839

Kitchen: 816-795-5838 (kit)

BLUE SPRINGS CAREER INNOVATION CENTER (CIC)

2103 NW Vesper
Blue Springs, MO 64015

Director: Andy Mayfield

7:30 am – 2:00 pm

Phone: 816-874-3540

Fax: 816-224-1805

Kitchen: 816-224-1807

VALLEY VIEW HIGH SCHOOL

5000 NW Valley View RD
Blue Springs, MO 64015

Principal: Jay Jarrett

7:45 am – 2:00 pm

Phone: 816-874-3560

Fax: 816-224-1309

Kitchen: 816-224-1333

Grade Card Dates 2023-24

Term	Term Ending Date	Store Code	PowerSchool Store Date (Teachers grades/comment due by midnight prior to date stored)	Electronic Grade Card Distribution 5:00 pm
Quarter 1	10/20/2023 (43 Days)	Q1	10/25/2023	10/27/2023
Quarter 2 Semester 1	12/20/2023 (37 Days Q2 – 80 Days S1)	Q2 S1	1/10/2024	1/12/2024
Quarter 3	3/15/2024 (39 Days)	Q3	3/27/2024	3/29/2024
Quarter 4 Semester 2	5/23/2024 (41 Days Q4 – 90 Days S2)	Q4 S2	5/23/2024	5/24/2023

Virtual Academy Grade Card Dates 2023-2024

Term	Term Ending Date	Store Code	PowerSchool Store Date (Teachers grades/comment due by midnight prior to date stored)	Electronic Grade Card Distribution 5:00 pm
Quarter 1	Thursday, 10/19/2023 (42 Days)	Q1	10/25/2023	10/27/2023
Quarter 2 Semester 1	12/20/2023 (37 Days Q2 – 80 Days S1)	Q2 S1	1/10/2024	1/12/2024
Quarter 3	Thursday, 3/14/2024 (38 Days)	Q3	3/27/2024	3/29/2024
Quarter 4 Semester 2	Wednesday, 5/16/2024 (36 Days Q4 – 85 Days S2)	Q4 S2	5/23/2024	5/24/2023



Blue Springs School District 2023-2024*

Approved by the Board of Education on January 9, 2023

**The Blue Springs School District Board of Education reserves the right to adjust the 2023-2024 Academic calendar due to any unforeseen circumstances.*

2023-2024 School Calendar

August 2023						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

8

September 2023						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

20

October 2023						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

20

November 2023						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

18

December 2023						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

14

January 2024						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

19

February 2024						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

19

March 2024						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

15

April 2024						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

20

May 2024						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

17

First Semester:						
PD Days – Aug. 15-21						
First Day of School – Aug. 22						
Labor Day – Sept. 4						
Parent/Teacher Conf. – Oct. 26 & 27						
PD Day – Nov. 7						
Thanksgiving Break – Nov. 22- Nov. 24						
Winter Break – Dec. 21-Jan. 2						
1 st Sem – 80 Days						
1 st Sem – 2 Parent/Teacher Conf Days						
1 st Sem – 6 PD Days						
Green – Staff Day, Non Student Attendance						
Pink – Staff Day, Non Student Attendance						
Blue – Non Staff, Non Student Attendance						

Second Semester:						
PD Day – Jan. 3						
Students Return – Jan. 4						
Martin Luther King Day – Jan. 15						
PD Day – Feb. 6						
President's Day – Feb. 19						
Spring Break – Mar. 18-22						
No School – Mar. 29						
PD Day – Apr. 1 & 2						
Last Day of School – May 23						
2 nd Sem – 90 Days						
2 nd Sem – 4 PD Days						
Student Days – 170; Staff Days – 182						

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DISTRICT INFORMATION

Purpose of High School Student-Parent Handbook

High school staff encourages effective and frequent communication and welcomes the involvement of parents as partners in providing the best possible education for their student(s). In order to establish and strengthen this partnership, all stakeholders must have knowledge of the general information and guidelines necessary to provide quality learning experiences and a positive instructional environment. It is for this reason that the High School Parent-Student Handbook has been prepared. Parents are encouraged to read this handbook carefully and discuss its contents with their student(s). The school principal should be contacted if clarification is required pertaining to any topic addressed within the handbook. The complete and updated Board of Education policies are on-line at the [District Website](#).

BSSD Shared Beliefs

We believe that:

- Every person has unique genius to be discovered and developed.
- All people deserve meaningful opportunities to pursue their potential.
- Growth culture promotes lifelong learning.
- Authentic relationships are the foundation of overall success.
- Involvement fosters engagement, learning, and community.
- Community stays informed and engaged through communication.
- Trust is foundational to growth and achievement.
- The social, emotional, and physical needs of humans change and evolve.
- A holistic approach is necessary to reach human potential.
- Safety protects physical, emotional, and intellectual well-being.
- All people deserve kindness.

BSSD Mission

The mission of the Blue Springs School District, the champion for personal growth, is to ensure every student develops the skills and dispositions to thrive in a global community as a productive and collaborative citizen through innovative education distinguished by:

- a rigorous, accessible learning experiences
- diverse opportunities for involvement and leadership
- a culture of understanding differences and showing kindness
- community partnerships that engage and support students and their families

BSSD 2023-2028 Strategic Objectives

- Each student will demonstrate academic growth through rigorous, diverse learning experiences.
- Each student will positively contribute within the school community.
- Each student will develop strengths of character that promote a culture of kindness and resiliency.
- Each student will build capacity in cultural, social, and emotional development.
- Each student will achieve personal growth by adapting and persevering beyond school.

SCHOOL BUSINESS

Absences and Tardies

ABSENCES AND TARDIES ABSENCE PROCEDURES AND DAILY REPORTING

Absences, regardless of the circumstances, affect a student's academic performance and grades. Students who are consistently in attendance are able to share their unique perspective with their peers, have the opportunity to learn and improve social skills, and develop personal responsibility and self-discipline.

A phone call should be made by parent/guardian prior to 3:00pm on the day of the student's absence; however, it is requested to call the school as early as possible on the day of an absence. Students who return to school without being excused by their parent will maintain an unexcused absence until the parent provides appropriate verification of the absence.

Absences will be classified as excused or unexcused by the school district (Board Policy 5.510):

- a. Excused Absence – An excused absence will include any absence due to legitimate medical issues, religious observances, death of an immediate family member, and other circumstances approved by the building administrator. With any planned, excused absence, it is recommended that the parents contact the school prior to the planned absence and make advanced arrangements for class work. All work missed due to an excused absence may be made up according to the make-up guidelines outlined in this handbook.
- b. Unexcused Absence – A student not excused from school by a parent/guardian may be considered unexcused. A student must have parental consent to leave school during the school day, and appropriately check out of school through the school's attendance office. Students that choose not to follow this procedure will be considered unexcused. Parents/students who do not follow the state compulsory attendance law may be referred to the appropriate authorities.

The following procedures are in place to address student absences:

1. Daily attendance will be verified and monitored.
 2. If a student's absence is not excused, an automated phone call will happen that same day.
 3. At 5 absences (any type), the guardian will be notified by the school.
 4. At 8 absences (any type), the guardian will be notified by the school.
 5. At 10 absences (any type), the parent/guardian and/or student will contact the student's principal to discuss and schedule an attendance conference. The school will also contact parent/guardian and student to set a time for an attendance conference. An Attendance Appeal Form will be provided and must be submitted to the student's principal within two (2) weeks of the 10th absence.
 6. Students who have 10 or more absences and do not participate in an attendance conference may lose credit for the course. An attendance conference must take place with the student and administrator. The student has two (2) weeks to complete the Attendance Appeal Form. Once the form is submitted, a conference will be scheduled with an administrator to discuss the student's attendance. Students that continue to accrue excessive absences after the attendance conference may be in jeopardy of losing credit.
1. Blue Springs City Curfew and Truancy Ordinance
As of March 21, 2005, the City of Blue Springs amended Section 220.540 of the Code of Ordinances to address daytime curfews. A complete copy of the ordinance can be obtained on the Blue Springs website at www.bluespringsgov.com. The daytime curfew applies between 9:00

AM and 2:30 PM on Monday through Friday when school is in session. No minor, as defined as any person between the ages of six (6) and seventeen (17), who is subject to compulsory education laws of Missouri, shall be allowed in a public place or establishment or street during curfew hours. This includes students on suspension or expulsion. Parents/guardians are also prohibited from knowingly permitting or by insufficient control allowing a minor to break the curfew ordinance. A minor truant from school may be arrested. Each violation of the daytime curfew ordinance shall be punishable by up to forty (40) hours of community service for the minor. The parent/guardian may be charged for each separate offense which shall be punishable as a misdemeanor. There are some exceptions such as being accompanied by a parent or being lawfully employed. Check the ordinance for a complete list. The night time curfew did not change. It is unlawful for any person under seventeen to be in any public place or way in Blue Springs between 12:01 AM and 6:00 AM with certain exceptions which include under the direction of the parent/guardian, employment, or religious or school activity.

2. Independence City Curfew and Truancy Ordinance

Section 12.03.009 of the Code of Ordinances for the City of Independence addresses daytime curfew. A complete copy of day and night time curfew can be obtained from the City of Independence website. It shall be unlawful for any minor subject to compulsory school attendance to be upon the streets or public ways, or to be at any public place between the hours of 8:30 AM and 1:30 PM on Monday through Friday when school is in session for that minor. There are provisions that do not apply to a minor accompanied by his or her parent, guardian, or other adult person having the care and custody of the minor or to a minor who is upon an emergency errand directed by his or her parent, guardian, or other adult person having the care and custody of this minor. It is unlawful for any legal guardian or any person having custody of a minor under the age of seventeen (17) years to knowingly fail or otherwise neglect to provide proper care of supervision for the minor, to encourage, condone, or approve the commission of delinquent acts and/or to knowingly allow the minor to be endangered or exposed to the potential of abuse or exploitation of others.

3. Make-Up Work

Students are expected to make-up work in a reasonable amount of time. It is general policy to allow one day for each day absent to make-up work. For example, if the student was absent three days, he/she should be allowed three days to complete the work. Make-up work will be made available the second full day of absence. All homework requests will be honored the second day a student is absent. Arrangements can be made with the front office to pick up work. Students serving out of school suspension will be allowed to make up work.

4. Pre-Absence Excuses

Students involved in academic and extra-curricular activities may miss class/classes to participate in a school sponsored activity or field trip. A pre-absence excuse list is submitted to teachers in advance. Students are expected to obtain and complete all work prior to missing class. It is the student's responsibility to make arrangements with the teacher for missed class work. If a student is failing a class and would miss that class due to pre-absence excuse, the teacher may elect to deny the pre-absence unless the student is attending a school sponsored contest, game, or performing in a group where his absence would affect the ability of the group to perform.

5. Out of School Suspension

Students assigned OSS may not be on school grounds or attend school activities. Students will be able to make-up any missing assignments or test for full credit. For every day a student is suspended they will have that number of days to make-up their work.

6. Tardy to Class

Students who are tardy to class interfere with class work. They inconvenience teachers and fellow students and may be sent to the office. Students are tardy if they are not in their respective

classrooms when the bell rings. STUDENTS ARRIVING AT SCHOOL AFTER ATTENDANCE IS TAKEN MUST SIGN IN THROUGH THE OFFICE. Students who are tardy between classes will be marked excused or unexcused by the teacher. Parents will be notified and further action may be taken.

BUS PROCEDURES

The office of Transportation can be reached at (816) 874-3799. Students can find their bus pick up time and number by using the district website at <https://www.bssd.net/>. Student's appreciation for this service can be shown by their good conduct on the bus and also by considerate treatment of bus equipment. Disorderliness on the bus will distract the driver's attention from their driving and becomes a safety hazard. Therefore, if a student cannot comply with the regulations, the student will be denied the privilege of riding the bus. The driver will show a list of the rules for safety and welfare of students. Requests for students to ride an unassigned bus must be made in writing by a parent and turned in to the office by lunch for approval. Students will not be allowed to ride an unassigned bus to another student's home without parental approval. No one is allowed to board a bus without permission per state statute doing so could result in being charged with trespassing.

CELL PHONES/ELECTRONIC DEVICES

Students will not be able to access the district Wi-Fi with their own personal devices. Students are responsible for their personal electronic devices during the school day. There is also more detailed information regarding the electronic device policy in board policies 5.64(2)(b)(2) and 5.64(2)(b)(6) on the school website.

CHANGE OF ADDRESS/PHONE/EMERGENCY INFORMATION

At the time of enrollment every student fills out a Student Information Form and a Clinic Information Sheet. It is extremely important to keep emergency information up to date so that the school can notify parents in cases of emergency. This can be updated by logging into parent portal.

CHECK WRITING GUIDELINES

Payments for school related expenses can be made by personal check, cashiers' check or money order. Counter checks and "starter" checks will not be accepted. The check writer's driver's license number, birth date, and student's name printed in the comment section are required on all checks. Checks must be written in black or blue ink. If a check is returned for insufficient funds, payment will be collected electronically, and a fee of \$30, or the maximum allowed by law, will be assessed. The check writer is also responsible for all costs associated with a referral to the district's collection agency, ECS (303-486-0840). When collection through ECS is unsuccessful, the matter will be forwarded to the Jackson County Prosecuting Attorney's Office.

DELIVERIES FOR STUDENTS

Delivery of flowers, balloons, for students during the school day is discouraged. If deliveries are received, they will not be given to the student until after school is dismissed. Students may not be allowed to take items home on the bus that could distract or impair the driver's vision, have the potential to create a mess, or could be a potential safety hazard (i.e. balloons, glass flower vase, etc.). Students are not allowed to have lunch delivered during the school day.

DIRECTORY INFORMATION

Per Board Policy 5.34.5, within fifteen (15) days after the first day of school each year, a parent, legal guardian, or student must notify the school administrator of any information which they do not want to be designated as "Directory Information." If notice is not given, the District may disclose "Directory Information" without consent.

DRESS GUIDELINES (BP 5.88)

The high school student dress code centers on two basic beliefs: Responsibility and Respect.

Responsibility for Appropriate School Dress

This includes demonstrating responsible behavior in dressing for school. Extremes in apparel or personal appearance, which disrupt the classroom and/or interfere with the intended function of the school, will not be considered acceptable school dress. We believe dress and grooming are primarily the responsibility of the parent and the student; control by the school is minimal. The school administration is aware of the many different styles of dress worn by students and how rapidly styles change. However, it is felt the safety and welfare of the students is our main concern.

Extremes in apparel or personal appearance which DISRUPT THE LEARNING PROCESS OR INTERFERE WITH THE INTENDED FUNCTION OF THE SCHOOL are not acceptable. Students with inappropriate attire may be asked to turn their shirt inside out or cover with a jacket. Clothing and accessories that display statements, signs, or pictures with alcohol, tobacco, other drugs, weapons, violent themes, sexual innuendo, inappropriate language, inappropriate slogans, or references to gang affiliations will not be permitted.

Appropriate dress for school is for all undergarments to be covered by clothing. Clothing should also cover all cleavage, belly buttons, torsos, and bare backs, while standing or sitting. When a student's appearance or mode of dress disrupts the educational process, or constitutes a threat to health or safety, the student will be required to make modifications.

No one is allowed to board buses

Consequences/Inappropriate Dress

Teachers are encouraged to counsel students and parents when problems arise. If the teacher feels it is necessary that immediate action be taken, then a referral to the principal will take place. The principal will contact the parents to see if the parent is able to bring different clothing to school. In the event this is not possible, and depending on the severity of the dress, the student may remain in the office/recovery room for the remainder of the day and assignments will be sent to the office.

EMERGENCY PREPAREDNESS (FIRE, STORM, & LOCKDOWN DRILLS)

Schools are required by law to conduct emergency preparedness drills. Accordingly, fire, storm, and lockdown drills will be held periodically throughout the school year. When drills are signaled, students must act quickly, quietly, and in an orderly manner. Instructions will be given by the teacher and are to be followed immediately. Emergency procedures will be posted in the classrooms.

FOOD

No food or beverages outside of cafeteria with the exception of the Grab N' Go Breakfast Program. Students are permitted to bring a water bottle during the school day. Students are not allowed to have food delivered during the school day.

LEAVING THE SCHOOL

Identification is required when checking a student out of school. If a student is to be picked up by someone other than the custodial parent/guardian the school must speak to the custodial parent/guardian or be provided a note from the custodial parent/guardian that specifies the date and name of the adult picking up the student prior to release. Students who must leave school during the school day must report to the attendance office to check out.

LOCKERS

Locker request are made through the counseling office. Lockers are not directly assigned to students. Lockers are issued to students with the following understanding.

1. Students assigned to a specific locker will not allow other students to share the locker or have knowledge of the combination.
2. Students should make sure the combination lock is locked and the door latch closed when leaving the locker.

3. Valuables cannot be secure in lockers if students give out their lock combinations or do not properly close the door latch.
4. Lockers that need repair should be reported to their principal's office.
5. Items that are stolen out of lockers should be reported to the office promptly.
6. Students are discouraged from taping or gluing items in lockers.
7. Students are encouraged to take care of their assigned locker. Vandalism, unusual wear, or damage to a locker may require the principal to assess a fine for repairs.

LUNCHES AND SCHOOL BREAKFAST

For the 2023-24 school year, students may purchase breakfast at a cost of \$1.90 and \$2.80 for lunch. Certain a la carte items may be purchased at the high school level. However, students will not be able to charge a la carte items. The district uses an electronic system called School Café with website www.schoolcafe.com, which has a number of features pertaining to the breakfast/lunch program. Parents should create an account with SchoolCafe. Use this program to deposit money directly into the child's account, set up auto-pay, low balance alerts, and access menus and nutritional information. There are parent tutorials located on the district website, www.bssd.net, for parents who have additional questions. To assure uninterrupted service, parents are encouraged to maintain a balance throughout the school year. If not using the online service to deposit money, cash is accepted at the office, but payment by check is preferred (see check writing guidelines). The federal government provides meal subsidies to qualifying families under USDA income guidelines as follows: Free/Reduced breakfast – \$.00; reduced lunch – \$.40. Free and Reduced Meal Benefit applications may be filled out online at the website www.schoolcafe.com. A paper application can be made available through the school office.

No visitors or outside food (i.e., fast food) will be allowed.

Please cooperate in keeping the cafeteria as clean as possible by returning trays, milk cartons, etc. to the appropriate places. Students may not take food or drink from the cafeteria nor have food delivered. All students will go to the cafeteria during their assigned lunch period.

OBLIGATIONS

Students are loaned textbooks, library books, and other school property for their use. THESE SCHOOL PROPERTIES MUST BE RETURNED TO THE SCHOOL UPON THE STUDENTS COMPLETION OF USE. Failure to do so will result in a student being placed in obligation to the school and these obligations are the student's responsibility to clear. If a student has lost or damaged school property, we request payment by check payable to the name of the building the student attended. Register Forms?

PHOTOGRAPHIC AND VIDEO IMAGES

In honor of their activities and accomplishments, the Blue Springs R-IV School District is proud to publish and display student photographs, video images and artwork in different ways including newsletters, promotional items, websites and special events. Any parent who does not wish to have their student's image or artwork published or displayed should notify the school's principal via written request each year. A sample form for this purpose is available at each school.

In order to ensure the safety of our students, all of the district's buses are equipped with video cameras. This footage may be reviewed for disciplinary or positive reinforcement reasons by administration.

PICK UP EXPECTATIONS

The school will notify parents/guardians if there is a need to pick up their student due to exclusionary medical conditions, injury, safety or disciplinary reasons. Schools will notify parents/guardians first and extend to emergency contacts as needed if primary contacts are unreachable. If students are not picked up in a reasonable time or if there is a refusal to pick up this may be grounds for school personnel to notify the Department of Family Services via hotline.

PROJECT/COST

Any students who desire to own a project completed using school materials (valued at \$2.00 or more) may do so by paying for the cost of the materials. Otherwise, the project remains the property of the school.

SCHOOL CLOSING/INCLEMENT WEATHER

Weather may be of such a nature that the district chooses to postpone opening (i.e., 1 or 2 hour delay), release early, or cancel classes for the day. Many information sources are available to ensure that parents receive updated notification. The decision to postpone or cancel school is generally made prior to 6:30 a.m. Once the decision is made, notification will be available from the following sources:

- Local radio and television stations
- Auto dialer (i.e., automated phone call to home or cell phone when activated) Text messages?
- Twitter Follow @BSSDnews
- Blue Springs School District Website (www.bssd.net)

BSSD APP (DOWNLOAD FROM THE ANDROID OR APPLE APP STORE)

It is the parent's responsibility to assure that their student(s) knows where to go if an emergency arises and school is dismissed early. This especially includes situations where no adults will be at home.

STUDENTS ON PREMISES BEFORE/AFTER SCHOOL

Parents should not drop off or leave children at the school more than thirty minutes before or after the start of the school day. Parents may drop students off more than thirty minutes before the start of school if arrangements have been made in advance for the student to be supervised by a staff member. All students must vacate the premises at the end of the school day unless participating in an approved extra-curricular activity, receiving after-school tutoring, or participating in other activities properly scheduled in advance. Skateboarding and rollerblading are not permitted on school grounds at any time.

TEXTBOOKS

All textbooks furnished by the school for student use are the responsibility of the student. Condition of the textbook will be noted by both teacher and student upon checkout and students are responsible for returning the textbook in similar condition with allowance for normal wear. If textbook is lost or damaged, the student is responsible for cost of replacement or cost of repair.

USE OF SECURITY CAMERASBP 5.92

There are security cameras in use in a number of locations throughout the district. The cameras are intended to be used for security purposes by administration. However, information obtained via a security camera may also be used for the purpose of discipline proceedings. Due to the use of security cameras students are not allowed to wear hoods over their head inside district facilities.

VALUABLE AND PERSONAL BELONGINGS

Valuables, large amounts of cash, skateboards, electronic music players, games, and toys are to be left at home. Some games, electronic music players, and toys might be used in clubs, but the teacher will inform the parents and students when this will take place.

VISITORS AND VOLUNTEERS

Please call your student's school for the most current up-to-date protocols concerning parent/patron visitors in the building

WITHDRAWAL FROM SCHOOL

Any student who moves or drops from a school should report to his/her principal's office. All necessary details will be explained to the student, and parents will be contacted. All books and school property must be checked in, and the student must complete the checkout procedure and clear all obligations before being withdrawn from school.

ACADEMIC INFORMATION

ACADEMICS

The goal of the Blue Springs School District is to provide students with the best possible learning environment to promote the highest academic achievement by students. Students are encouraged to take a rigorous academic schedule, including exploratory curricular offerings related to career paths. This will promote the positive learning habits and self-discipline necessary for life-long success.

ACADEMIC INTEGRITY

Students should commit themselves to act honestly, responsibly, and above all, with honor and integrity in all areas of their academic life. Students are accountable for everything they say and write and are responsible for the integrity of their work. Students should not misrepresent their work by using the work of another and representing it as their own. Students should not give or receive unauthorized aid. Academic dishonesty includes, but is not limited to, bringing answers into a testing area, copying homework or assessments from another student, providing answers for another student, or using unauthorized notes or technology. Academic dishonesty may cause loss of points or a zero on the assignment affected.

ACADEMIC WEEK

Each year in March, each high school recognizes those students who have earned academic honors. Students with a 3.5 GPA or higher, are honored at building level functions. Seniors who have maintained an average of 3.5 or above are invited to an Academic Awards Banquet. Students who maintain a cumulative 3.5 Grade Point Average over seven semesters earn a Blue Springs Academic Letter.

ALTERNATIVES FOR DISSECTIONS

Students with medical, personal, or religious objections to participation in dissection labs may request an alternative assignment to the dissection lab (s). Students who refrain from such activities will be provided with alternatives that will provide similar learning experiences. Those who choose such alternatives will not be penalized, although they will be responsible for the material presented in the alternative exercise. The instructor must receive a written request from the parent for an alternative to dissection.

ALTERNATIVE NOVELS

Students who have a personal or religious objection to one of the novels assigned in communication classes may request an alternative novel. Those who choose an alternative will not be penalized, although they will be responsible for the material presented in the alternative exercise. The instructor must receive a written request from the parent for an alternative novel.

GRADING SCALE		
The Blue Springs school grading system follows board policy:		
100% – 97% = A+	96% – 93% = A	92% – 90% = A-
89% – 87% = B+	86% – 83% = B	82% – 80% = B-
79% – 77% = C+	76% – 73% = C	72% – 70% = C-
69% – 67% = D+	66% – 63% = D	62% – 60% = D-
59% – 0% = F		

HOMELESS, MIGRANT, AND ENGLISH LANGUAGE LEARNERS

The district is committed to providing equal access for all eligible homeless, migrant and English Language Learners to a free and appropriate education in the same manner as is provided to other district students.

HONOR ROLL

The honor roll is for students who have earned a “B” average letter grade (3.0) or better in all subjects.

CHILD SEXUAL ABUSE PREVENTION

Per State Statute RSMo 170.045 “...Each school district shall provide trauma-informed, developmentally appropriate sexual abuse training to students in all grades not lower than sixth grade.” Parents can contact building administration with questions or concerns.

EVERY STUDENT SUCCEEDS ACT (ESSA)

The Every Student Succeeds Act (ESSA) was signed by President Obama on December 10, 2015, and represents good news for our nation’s schools. This bipartisan measure reauthorizes the 50-year-old Elementary and Secondary Education Act (ESEA), the nation’s national education law and longstanding commitment to equal opportunity for all students. The new law builds on key areas of progress in recent years, made possible by the efforts of educators, communities, parents, and students across the country. For example, today, high school graduation rates are at all-time highs. Dropout rates are at historic lows. And more students are going to college than ever before. These achievements provide a firm foundation for further work to expand educational opportunity and improve student outcomes under ESSA.

PARENT PORTAL

The PowerSchool Parent Access System is intended to provide parents, students and teachers with a free tool to communicate student performance. It is a web-based application that may be accessed from any place the parent/guardian can access the internet. This service is safe, secure, and private. The application is a secure link that encrypts the data to and from the end user. User information is never sold or shared with people or organizations outside of PowerSchool. In addition, a username and password are provided to allow access for only authorized users to the appropriate student record. Once you create an account, you can use the account for all your students, grades 6 through 12. If you have not created an account a username and password will be made available to parents during registration. After registration you may contact your child’s school for the information.

With Parent Portal, parents may access their child’s grades online, view attendance, and e-mail teachers anytime they wish. Parents may also register for a variety of automated e-mail alerts regarding their child. Parent Portal has proven to be a valuable tool by parents for student success.

STUDENT PARTICIPATION IN STATEWIDE ASSESSMENTS

All Blue Springs School District eligible students will participate in required statewide assessments at the appropriate grade level and during the appropriate testing window as indicated on the DESE website: <http://dese.mo.gov>. Statewide assessments scores will count as a percentage of a student’s final grade during the semester in which the assessment is taken. For example, if a statewide Algebra I assessment is taken in the spring the score will count as a percentage of the student’s spring Algebra I final grade.

STUDENT SERVICES INFORMATION

CARE PROGRAM

Community and Youth Outreach Unit

The Community and Youth Outreach Unit is a partnership between the City of Blue Springs and the district. It is designed for the total care of families whose students attend school in Blue Springs or reside within the city limits. Services are free of charge and include individual counseling, family counseling, parenting classes, support groups, decision-making classes, and individualized programming tailored to meet specialized needs. Referrals to the Community and Youth Outreach Unit may be made through the school or by direct parent contact. The Community Outreach Unit is located at 205 S. 11th Street and can be reached by phone at 228-0178

COUNSELING SERVICES

The main objective of the counseling staff is to counsel, coordinate and consult. Counselors are trained to give students guidance and help with the complexities and opportunities during their educational experience.

Each student will be assigned a counselor who will monitor the student's academic experience. The school counselor will assist students in seeking solutions to questions and problems related to their education and personal/social adjustment. A primary focus is to assist the students with challenges and planning with their educational experience. Counseling services include individual and group planning sessions. Parents and students are invited to schedule a conference to discuss school progress and to develop short and long term goals. The Blue Springs School District provides the opportunity for students to be prepared in many ways. Students take several assessments throughout grades 6 – 12 so that parents, students, and the schools can evaluate their current level of preparation for future goals. A proactive planning approach can be developed in concert between the home and school personnel to help students meet their future goals.

All counselors are trained to help students, parents, and staff with questions, ideas, problems, and concerns. They are willing to help each student as he/she progresses through 6th grade school to graduation.

HEALTH SERVICES

When school is in session, a health aide trained in CPR/AED/First Aid is on duty to assist students with an illness or injury. The parent/guardian or emergency contact will be notified when the student needs to be picked up from school. Prompt pickup of the student is required. The parent/guardian should inform the front office staff of any changes to the student's emergency contact information to ensure timely notification in case of illness or injury.

Health Services staff will only administer medication in accordance with the Blue Springs R-IV School Board Policy. In addition, all students attending school must be compliant with their immunizations according to Missouri state law. **PLEASE REFER TO BSSD.NET WEBSITE FOR BOARD POLICY REGARDING MEDICATION (BP 5.97) AND IMMUNIZATON (BP 5.1.14) INFORMATION.**

Exclusionary Medical Conditions

Below is a list of the medical conditions for which we may exclude students from school attendance. Please keep in mind that the EXCLUSION of your child from school is for the health and benefit of all our students and staff. We look forward to the quick return of your healthy child.

EXCLUSION CONDITION	CONDITIONS FOR RETURN
FEVER (100.4)	Excluded until fever free for 24 hours without the use of fever reducing medication.
SKIN RASH	Excluded if rash is from an undetermined cause. If cause is unknown, the student is kept at home until the rash is gone or we receive a doctor's diagnosis that the rash is non-contagious.
<p>PINK EYE Purulent – redness of eyes and/or eyelids with thick white or yellow eye discharge and eye pain.</p> <p>Non purulent – redness of eyes with a clear, watery eye discharge</p>	Purulent - Excluded until there is a doctor's diagnosis that it is noncontagious or until it has been treated for 24 hours with a prescription antibiotic eye drop. OR – the student is kept at home until the eye is free from redness and drainage.
CHICKEN POX/SHINGLES	Excluded from school until all lesions are crusted and there are no new lesions appearing; generally, day 6 after onset of rash.
<p>VOMITING Defined by American Academy of Pediatrics as forceful throwing up of stomach contents through the mouth.</p>	Excluded until student is symptom free for 24 hours.
<p>DIARRHEA Defined by American Academy of Pediatrics as the passage of loose or watery stools at least 3 times in a 24-hour period. However, it is the consistency of the stools rather than the number that is most important.</p>	Excluded until student is symptom free for 24 hours without the use of medication.
HEAD LICE	Excluded from school for active head lice infestation.
SCABIES	Excluded until the day after adequate treatment is completed.
COVID-19	Must remain at home for at least five days and may return on day six if symptoms are improving and the individual is 24 hours fever-free without use of fever reducing medication.

On occasion, the above exclusionary conditions may be evaluated by a District Registered Nurse. A decision may be made not to exclude a student due to student specific circumstances and/or medical diagnosis. For those conditions not listed refer to Prevention and Control of Communicable Diseases published by Missouri Department of Health.

HOMEBOUND INSTRUCTION

Homebound instruction is available for students with a health condition that would result in an extended absence from school. Written documentation from a licensed medical/psychological provider that the student is unable to attend school because of a specified injury, illness, or other health condition may be required for consultation purposes prior to homebound services being provided. Application for homebound instruction is made through the designated building administrator. Homebound instruction will be offered to a student with disabilities when the IEP or 504 team determines that homebound instruction is appropriate. Refer to the District Website for board policy or building administration if internet access is not available.

BULLYING AND THE OLWEUS PREVENTION PROGRAM

Bullying is prohibited in our schools. An administrator will investigate and respond to all reports of bullying made. A victim, bystander, or parent may make a report of bullying. Any reports made to the classroom teacher or a staff member will be referred to the building administrator for further investigation.

BSSD's definition of bullying aligns with Missouri State Statute 160.775: A person is bullied when they are exposed, repeatedly and over time, to unwanted intimidating, aggressive, or harassing behavior that would cause a reasonable student to fear for their property or safety, or which behavior substantially disrupts the educational environment.

The Olweus Program is a bullying prevention program that teaches how to define a bullying situation, report a bullying situation, and respond to a bullying report. Students learn the 4 important rules of bullying prevention in the Olweus Program:

- 1.) We will not bully others.
- 2.) We will try to help students who are bullied.
- 3.) We will try to include students who are left out.
- 4.) If we know that somebody is being bullied, we will tell an adult at school and an adult at home.

EXTRA-CURRICULAR ACTIVITIES

ACTIVITIES OVERVIEW

The district provides a wide range of extra-curricular activities, clubs, and organizations in addition to interscholastic athletics grades 9 -12. This is not an exhaustive list.

CLUBS AND ORGANIZATIONS		
AFS	Green/Recycling Club	TSA (Co-Curricular CTSO)
Art Club	HOSA (Co-Curricular CTSO)	Skills USA (Co-Curricular CTSO)
Chess Club	Math Club	
Drama Club	Modern Language Club	
FCCLA (Co-Curricular CTSO)	National Honor Society	
FBLA (Co-Curricular CTSO)	Robotics	
Fellowships of Christian Athletes	SADD	
FFA (Co-Curricular CTSO)	Scholars/Academics Bowl	
Foreign Language Clubs	Science Club	
Future Teachers of America	Youth Core	

The following are co-curricular activities. Some of these classes are taught at Blue Springs High School and Blue Springs South High School only.

Students must be enrolled in the accompanying class list in the table below in order to participate in the activity.

ACCOMPANYING CLASS LIST	
AJROTC	Music (Vocal)
Culinary Arts	Newspaper
Debate	Student Senate
Forensics	Yearbook
Music (Instrumental)	

ATHLETICS	
Baseball	Soccer, Boys/Girls
Basketball, Boys/Girls	Softball
Cheerleading	Swimming & Diving, Boys/Girls
Cross Country, Boys/Girls	Tennis, Boys/Girls
Dance Team	Track, Boys/Girls
Football	Volleyball
Golf, Boys/Girls	Wrestling

ATHLETIC ACTIVITY PASSES

Activity Passes allow admittance to athletic events at Blue Springs High School or Blue Springs South High School and are required to be purchased.

ATHLETIC AND ACTIVITY BOOSTER CLUBS

Our athletic and activity booster clubs are an integral part of the Blue Springs School District extracurricular program and the high school level. We encourage our parents to actively participate in their respective high school booster clubs. For more information you may contact the Activities Director.

DISTRIBUTION OF FLYERS OR ADVERTISEMENTS

Posters and flyers may only be distributed or posted at school by school clubs or organizations. All posters should be approved and stamped by the Associate Principal.

ELIGIBILITY

Blue Springs School district is a member of the Greater Kansas City Suburban Conference and the Missouri State High School Activities Association. To participate in activities with other schools, a student must meet requirements set forth by the Missouri State High School Activities Association (MSHSAA) and the Blue Springs Board of Education. A student must have successfully completed 3.0 units of credit with a passing grade of D- or higher the preceding semester and currently be enrolled in a minimum of 3.0 units of credit (6 semester classes).

A student must be in school during the day in which he/she will participate in an activity or practice unless excused by the Activities Director. The sponsor should check the attendance of the group members.

TRANSPORTATION

All students involved in any extra-curricular activity may be transported to and from the activity on a school bus. When activities are outside the Blue Springs School District, all students must ride the school transportation provided. For all activities that are being held within the Blue Springs School District boundaries, students may be given the option of how they will be transported. Head coaches may allow students with a valid driver's license to transport THEMSELVES to the activity within the school district. Students are not allowed to carpool with other students to any event.

Parents/guardians will be allowed to transport only their child from the activity once the student is finished. A transportation card will need to be completed and signed prior to the event. In special circumstances, a written request must be submitted to the Activities Director from the parent to allow the student to be transported to the activity.

ACTIVITIES CODE OF CONDUCT

Blue Springs R-IV School District Activities Code of Ethical Behavior and Student Consent and Warning

Student-athletes and students participating in all district activities are representatives of their teams, groups, the activities department, and the Blue Springs School District.

If I am selected to represent a Blue Springs or Blue Springs South High School activities program, I will endeavor to contribute my best to the success of that program. I understand, that as a member of the activities program, I am expected to demonstrate outstanding character by displaying integrity, honesty, respect for others, and good sportsmanship in all academic, athletic, and social activities. Therefore, I agree to abide by the provisions of the following Code of Ethical Behavior. I am also aware that if I do not live up to this agreement, I must accept the consequences as they are outlined in this document, which may include dismissal from the activity in which I am participating.

I realize that if school policies are violated, the procedure and penalties of those policies may take precedence over, or be in addition to, those described in the following rules of conduct for participation. The purpose of the Code of Ethical Behavior is to allow students the privilege of being part of a successful organization, to give students an opportunity to become a better competitor, and to instill in students a sense of responsibility for their personal conduct.

The Code of Ethical Behavior is a 4-YEAR AGREEMENT. This policy is in effect from the first day of signing, whether it be as a freshman, sophomore, junior, or senior, through the completion of my career in the Blue Springs School District's activities program. The standards outlined below apply to all participants in the activities program, including those not actively competing in their sport or participating in their activity (off-season). The standards and expectations set forth, therefore, apply at all times: in season, out of season, on or off campus, and on and off the playing field.

I. GENERAL STANDARDS OF CONDUCT

- A. 1. Student must meet all MSHSAA standards of scholarship, eligibility, school attendance, etc.
2. Student must be a good citizen (MSHSAA By-Law 212, Citizenship Standard)
3. Student must be responsible for proper use and return of all equipment entrusted to him/her.
4. Student must create, promote and maintain elements of good sportsmanship.
5. Student athletes must be positive on social media

B. Law Enforcement (MSHSAA By-Law 212, Citizenship Standard)

A student who commits an act for which charges may be or have been filed by law enforcement authorities under any municipal ordinance, misdemeanor or felony statute shall not be eligible until all proceedings with the legal system have been concluded and any penalty (i.e. jail time, court costs, etc.) or special condition of probation (i.e. restitution, community service, counseling, etc.) has been satisfied. If law enforcement authorities determine that charges will not be filed, eligibility will be contingent upon local school policies. Moving traffic offenses shall not affect eligibility, unless they involve drugs, alcohol, or injuries to others. After a student has completed all court appearances and penalties, and has satisfied all special conditions of probation and remains under general probation only, local school authorities shall determine eligibility.

NOTE: Each student is responsible to notify the school of any and all situations that would affect his/her eligibility under the above standards. If the student does not notify the school of the

situation prior to the school's discovery, the student shall be ineligible for up to 365 days from discovery, pending review by the MSHSAA Board of Directors. (MSHSAA by-laws)

II. SPECIFIC STANDARDS OF CONDUCT

A. Alcohol Use and Abuse – Prohibited acts include, but are not limited to, the following:

1. Possessing or consuming alcohol, public intoxication;
2. Driving while under the influence of alcohol;
3. Misrepresenting someone's age for the purpose of possessing, purchasing or consuming alcohol;
4. Purchasing or serving alcohol to someone underage;

B. Other Drugs and Controlled Substances – Prohibited acts include, but are not limited to, the following:

1. Possessing, selling or using illegal drugs or possessing or using drug paraphernalia;
2. Possessing, selling or using controlled substances;
3. The use of tobacco products, including cigarettes, cigars, and chewing tobacco.

C. Hazing

Hazing is strictly prohibited. Hazing is defined as a willful act, occurring on or off school grounds, against a prospective member or member of a school organization or group that endangers the mental or physical health or safety of said person or produces mental or physical discomfort, intimidation, embarrassment, harassment, or ridicule for the purpose of initiation or admission into or continued membership in any such organization. Such acts include, but are not limited to, physical brutality, whipping, exposure to elements, forced consumption of a substance, sleep deprivation, humiliation, sexual intimidation, mental or emotional abuse, or other extreme stress-inducing activities. Reference School Board Policy 5.64(2)(a)(8)

D. Bullying

Bullying is strictly prohibited. BSSD's definition of bullying aligns with Missouri State Statute 160.775: A person is bullied when they are exposed, repeatedly and over time, to unwanted intimidating, aggressive, or harassing behavior that would cause a reasonable student to fear for their property or safety, or which behavior substantially disrupts the educational environment. (Reference School Board Policy 5.64(2)(a)(10))

E. Out of School Suspension

According to the MSHSAA, a student shall not be considered eligible to participate while serving out of school suspension. (NOTE: A student who is expelled or who withdraws from school because of disciplinary measures shall not be considered eligible for 365 days from the date of expulsion or withdrawal. (MSHSAA By-Law 212)

F. PUNISHMENT FOR VIOLATIONS – cumulative during the high school career

A. First offense: Suspension for up to 20% of contests in the season in which the violation occurs or in the next season in which an athlete has previously participated.

Examples: 1. Football player violating COE in mid-season would serve suspension for up to 20% of total games. 2. Soccer player violating COE with only one game left in season would finish suspension during first part of wrestling if they had been a previous

participant in wrestling. 3. Baseball player violating COE who had not previously participated in any other sport would serve the rest of that suspension the following season in baseball.

B. Second offense: Suspension for up to 40% of contests in the season in which the violation occurs or in the next season in which an athlete has previously participated.

C. Third offense: Suspension from all extracurricular activities for 365 days.

Students will be offered, after 365 days, reinstatement to extracurricular activities with strict parameters and guidelines for behavior, including but not necessarily limited to a drug or alcohol education program, subject to approval by the activities director in a meeting with the student-athlete, parents, and coaches.

III. EXPECTATIONS OF PARENTS: In addition, the Missouri State High School Activities Association (MSHSAA) sets expectations for parents. Your enthusiasm as a spectator includes a vital responsibility for good sportsmanship. Your habits and reactions determine the quality of sportsmanship, which reflects upon our school and community. If expectations are violated parents could be asked to leave, be temporarily or permanently removed from attending school activities due to violating civility clause BP 2.17. Parents are expected to:

- A. Know and demonstrate the fundamentals of good sportsmanship.
- B. Respect school property and authority.
- C. Show respect for opponents and opposing coaches and fans.
- D. Show respect for players who are injured.
- E. Respect the judgment and strategy of the coach (even if you disagree).
- F. Respect the judgment of game officials (even if you disagree).
- G. Avoid profane language and obnoxious behavior at all times.
- H. Avoid applauding errors or penalties of the opponents.
- I. Refrain from heckling, jeering or distracting opponents.
- J. Refrain from being critical of players, coaches or officials for a loss.
- K. Refrain from throwing objects on the playing area or in the bleachers.
- L. Avoid stomping of bleachers or the use of artificial noisemakers.
- M. Refrain from using cheers that taunt/ridicule opposing players, coaches, or spectators.
- N. Refrain from booing or showing displeasure with game officials or game activities.
- O. Be positive on all social media outlets. Refrain from the use derogatory or defaming comments or posts about the team, the coach, the school or the community.

SPECIAL NOTE TO PARENTS AND GUARDIANS:

In signing this agreement, you as a parent or guardian are giving permission for the designated student to participate in organized high school athletics/activities, even though you are aware of the potential for injury, which is inherent in all sports. Even with the best coaching, the use of the most advanced protective equipment, and strict observance of rules, injuries are still a possibility. On rare occasions, these injuries can be so severe as to result in total disability, paralysis, or even death.

I/WE ACKNOWLEDGE THAT I/WE HAVE READ AND UNDERSTAND THE ABOVE STATEMENTS AND CONDITIONS OF PARTICIPATION. WE AGREE, ALONG WITH OUR STUDENT, TO ABIDE BY ALL CONDITIONS OUTLINED IN THE CODE OF ETHICAL BEHAVIOR. ALL DECISIONS BY THE ACTIVITIES DIRECTOR REGARDING THE ADMINISTRATION OF THIS POLICY ARE FINAL.

PARENT/STUDENT APPROVAL	
STUDENT SIGNATURE:	PRINT STUDENT NAME:
PARENT/GUARDIAN SIGNATURE:	PRINT PARENT NAME:
DATE PARENT SIGNED:	DATE STUDENT SIGNED:

SPECIFIC STANDARDS OF CONDUCT

A. Alcohol Use and Abuse – Prohibited acts include, but are not limited to, the following:

1. Possessing or consuming alcohol, public intoxication;
2. Misrepresenting someone's age for the purpose of possessing, purchasing or consuming alcohol;
3. Purchasing or serving alcohol to someone underage.

B. Other Drugs and Controlled Substances – Prohibited acts include, but are not limited to, the following:

1. Possessing, selling or using illegal drugs or possessing or using drug paraphernalia;
2. Possessing, selling or using controlled substances;
3. The use of tobacco products, including cigarettes, e-cigarettes, cigars, and chewing tobacco.
(NOTE: Consequences for use of tobacco products may result in lesser penalties, according to the discretion of the principal and activities director).

Penalties for violation of the above two standards of conduct (A, B) are one of the following:

1. Immediate dismissal from the sport/activity in which the student is participating.
2. Other punishment as deemed appropriate by the principal and the activities director.

C. Teacher Detentions

Any student who receives a detention should report to practices as soon as the detention is completed that day. In sports, extra conditioning will be assigned by the coach to make up for the practice time missed. For other activities, the coach/sponsor will determine the make-up procedures. If a student does not report to practice after a detention, he/she shall be considered to have an unexcused absence for that practice.

D. In-School Detention (ISD)

When ISD is assigned, the student will not be allowed to practice or participate in contests until all ISD consequences end. The student may also have limited participation time in the team's next contest or the next activity event. Multiple ISD assignments may also result in permanent suspension from his/her team or activity.

E. Hazing

Hazing is strictly prohibited. Hazing is defined as a willful act, occurring on or off school grounds, against a prospective member or member of a school organization or group that endangers the mental or physical health or safety of said person or produces mental or physical discomfort, intimidation, embarrassment, harassment, or ridicule for the purpose of initiation or admission into or continued membership in any such organization. Such acts include, but are not limited to, physical brutality, whipping, exposure to elements, forced consumption of a substance, sleep deprivation, humiliation, sexual intimidation, mental or emotional abuse, or other extreme stress-inducing activities. Reference School Board Policy 5.64(2)(a)(8)

F. Bullying

Bullying is strictly prohibited. BSSD's definition of bullying aligns with Missouri State Statute 160.775: A person is bullied when they are exposed, repeatedly and over time, to unwanted intimidating, aggressive, or harassing behavior that would cause a reasonable student to fear for their property or safety, or which behavior substantially disrupts the educational environment. (Reference School Board Policy 5.64(2)(a)(10)

G. Out of School Suspension (OSS)

According to MSHSAA by-law, a student shall not be considered eligible to participate while serving out of school suspension. The student will also face possible removal from the team or

other consequences within the guidelines of this code of ethical behavior as deemed appropriate by the principal and activities director. (NOTE: A student who is expelled or withdraws from school because of disciplinary measures shall not be considered eligible for 365 days from the date of expulsion or withdrawal. (MSHSAA By-Law 212)

CONSEQUENCES FOR VIOLATIONS

First offense: Suspension for up to 20% of contests in the season in which the violation occurs or in the next season in which an athlete has previously participated.

Second offense: Suspension for up to 40% of contests in the season in which the violation occurs or in the next season in which an athlete has previously participated.

Third offense: Suspension from all extracurricular activities for 365 days. Students will be offered, after 365 days, reinstatement to extracurricular activities with strict parameters and guidelines for behavior, including but not necessarily limited to a drug or alcohol education program, subject to approval by the A.D. in a meeting with the student-athlete, parents, and coaches.

EXPECTATIONS OF PARENTS

In addition, MSHSAA sets expectations for parents. Your enthusiasm as a spectator includes a vital responsibility for good sportsmanship. Your habits and reactions determine the quality of sportsmanship, which reflects upon our school and community. If expectations are violated parents could be asked to leave, be temporarily or permanently removed from attending school activities due to violating civility clause BP 2.17. Parents are expected to:

1. Know and demonstrate the fundamentals of good sportsmanship.
2. Respect school property and authority.
3. Show respect for opponents and opposing coaches and fans.
4. Show respect for players who are injured.
5. Respect the judgment and strategy of the coach (even if you disagree).
6. Respect the judgment of game officials (even if you disagree).
7. Avoid profane language and obnoxious behavior at all times.
8. Avoid applauding errors or penalties of the opponents.
9. Refrain from heckling, jeering or distracting opponents.
10. Refrain from being critical of players, coaches or officials for a loss.
11. Refrain from throwing objects on the playing area or in the bleachers.
12. Refrain from using cheers that taunt/ridicule opposing players, coaches, or spectators.
13. Refrain from booing or showing displeasure with game officials or game activities.

SPECIAL NOTE TO PARENTS AND GUARDIANS:

In signing this agreement, you as a parent or guardian are giving permission for the designated student to participate in organized high school athletics/activities, even though you are aware of the potential for injury, which is inherent in all sports. Even with the best coaching, the use of the most advanced protective equipment, and strict observance of rules, injuries are still a possibility. On rare occasions, these injuries can be so severe as to result in total disability, paralysis, or even death.

I/WE ACKNOWLEDGE THAT I/WE HAVE READ AND UNDERSTAND THE ABOVE STATEMENTS AND CONDITIONS OF PARTICIPATION. WE AGREE, ALONG WITH OUR STUDENT, TO ABIDE BY ALL CONDITIONS OUTLINED IN THE CODE OF ETHICAL BEHAVIOR. ALL DECISIONS BY THE ACTIVITIES DIRECTOR/PRINCIPAL REGARDING THE ADMINISTRATION OF THIS POLICY ARE FINAL.

PARENT/STUDENT APPROVAL

STUDENT SIGNATURE:	PRINT STUDENT NAME:
PARENT/GUARDIAN SIGNATURE:	PRINT PARENT NAME:

This is just a copy of the form that needs to be completed and turned into your coach or activity sponsor. Copies are available in the Athletic Director's office. You do not need to cut this copy out of the handbook to complete.

SCHOOL BEHAVIOR / CONSEQUENCES BOARD POLICIES

CAMPUS COURTESIES

Pride in the district is demonstrated by the way students treat other students, teachers, property, and equipment. Thoughtfulness, sportsmanship, responsibility, and respect are campus courtesies that should be observed by everyone. Good behavior is essential, not only throughout the building but in all activities and events in which our school is involved. Each student's personal conduct should remain above reproach. The school, like students, has certain rights. One of these is the right to be protected from disturbances. Offenses of an extreme nature such as vandalism, stealing, causing false alarms, alcohol and drug abuse, may result in long-term suspension, loss of credit or other punishment for the first offense. Likewise, smoking or chewing tobacco is not permitted in school buildings or on school grounds by any students. **NO STUDENT HAS THE RIGHT TO INTERFERE WITH THE LEARNING OR SAFETY OF ANOTHER.**

COMPUTER SYSTEMS REGULATIONS (BP 5.14.1, 5.14.2)

The school district is responsible for securing its networks and computer systems while making them accessible for authorized and legitimate users. As a user of the districts' resources, students will receive a password/user identification designation for accessing networks and other resources in and outside the district. The student is solely responsible for all actions taken while utilizing his/her password/user identification designation. Violation of computer systems regulations will result in temporary revocation of user accounts and privileges and may result in additional disciplinary action.

UNAUTHORIZED GROUPS/CLUBS

Participation in any unauthorized club or gang activity, including but not limited to, the display or possession of gang or hate group symbols; soliciting others for membership; requesting the payment of dues, insurance, or other forms of protection from any individual; intimidating or threatening any individual; and/or inciting others to participate in any form of physical violence involving persons or property will not be allowed.

HALLWAY ETIQUETTE

In an effort to allow students the opportunity to get to their class on time and enhance safety at the building, students should not congregate and be standing, sitting, and/or socializing in the middle of hallways, doorways, or hallway intersections. Failure to comply may result in disciplinary action.

STUDENT DRESS GUIDELINES

"All pupils should maintain a neat appearance." The staff and students of the district believe that clothing styles and specific articles of dress directly affect the educational atmosphere and order of the school. We are proud of our school and believe that pride in one's self is reflected in his/her own concern for appearance and grooming. We encourage all students to use good judgment and dress appropriate for school. Extremes in wearing apparel or personal appearance which DISRUPT THE LEARNING PROCESS OR INTERFERE WITH THE INTENDED FUNCTION OF THE SCHOOL are not acceptable. Students with inappropriate attire may be asked to turn their shirt inside out or cover with a jacket. Clothing and accessories that display statements, signs, or pictures with alcohol, tobacco, other drugs, weapons, violent themes, sexual innuendo, inappropriate language, inappropriate slogans, are a few examples of extreme apparel. References to gang affiliations such as bandanas, colors, symbols, pictures or any other item believed to represent a gang affiliation will not be permitted since such apparel may place the safety and welfare of students at risk. Appropriate dress for school is for all undergarments to be covered by clothing. Clothing should also cover all cleavage, belly buttons, torsos, bare backs, while standing or sitting. When a student's appearance or mode of dress disrupts the

educational process, or constitutes a threat to health or safety, the student will be required to make modifications.

STUDENT DRIVING AND PARKING RULES

Students who park in the student parking lots (*and identify areas that students are allowed to park) must consider this a privilege. In order for students to drive to school and park in the student lot (or adjacent lot), students must obtain a student parking tag from the office in charge of parking and display this tag from the rear view window. The school district is not responsible for damage or accidents that occur to students' vehicles on school property. As per board policy 5.64, student vehicles are parked on school grounds, are subject to search when suspicion warrants such action. Parking rules apply to adjacent parking areas. BSHS and BSSHS are responsible for setting the permit fee and priority system for the sale of parking permits at their respective campus. Guidelines for driving to school:

Parking in Unauthorized Locations:

a. See building appendix

Smoking/Drinking/Intoxicants in Parking Lot:

a. First Violation: Revoking of parking permit along with the disciplinary steps outlined for smoking/drinking/intoxicants.

Replacement Tags: Students should report to the principal's office for a replacement tag. A \$2.00 fee will be assessed to cover the costs of replacing the sticker.

SEARCH/SEIZURE (BP 5.64 (2)(A)(6))

Students may be requested to submit to searches when reasonable suspicion warrants such action. Students who refuse to submit to the search may be referred to appropriate law enforcement authorities when such action is deemed appropriate by the principal and may be suspended or expelled from school for the lack of cooperation and/or insubordination with school administrators.

School lockers and desks are the property of the board of education and are provided for the convenience of students and are subject to periodic inspections without notice. The lockers and desks may be subject to search by school administrators for a variety of reasons. Among the reasons, but not limited to these reasons, are suspicion of concealing drugs, alcohol, tobacco, or materials of a disruptive nature, stolen properties, weapons, or other items which pose danger to the health or safety of the student, other students, or school employees. All searches will be conducted by an administrator and an additional staff member based on reasonable suspicion.

Student vehicles parked on school grounds are subject to search when suspicion warrants such action according to the procedure outlined for search of lockers and desks.

STANDARDS FOR DISCIPLINE AND SUSPENSION

The one basic, fundamental is: NO STUDENT WILL INTERFERE WITH THE LEARNING WELFARE, OR PROPERTY OF ANOTHER. **Any threats should be immediately reported to a teacher, counselor, or administrator.** We are proud of the general behavior of our student body and the respect they have for the school, its property, and its people. However, there are those few who make it necessary to have rules and procedures to make school a great place for everyone, students and teachers alike. All school district personnel responsible for care and supervision of students are authorized to hold students accountable for any disorderly conduct in violation of the standard of student conduct. This policy applies to students in school, on any property of the school, during any school-sponsored activity, including extracurricular activities, regardless of location, on any school bus going to, returning from a school, or school sponsored activities and during intermission or recess periods.

Any student that exhibits physical or verbally disruptive behavior such as pushing, shoving, or engage in verbal/nonverbal confrontations on school grounds will be referred to an administrator to determine

disciplinary consequences. This applies whether or not physical injury results. Such behavior is one example of a student's behavior being prejudicial to the good order of schools. Administration may assign a variety of consequences to address student behavior including out-of-school suspension and detention either before, during, or after school and possible referral to superintendent for long-terms suspension or expulsion. The Blue Springs School District values the partnership between the Blue Springs School District Department of Public Safety and the Blue Springs Police Department. Each school has a commissioned officer from the Blue Springs Police Department or the Blue Springs School District Department of Public Safety assigned to the building. School Resource Officers perform the duties of law enforcement officers, which also include classroom presentations, acting as a resource to parents, students, and staff, and assisting in mediations. The building S.R.O. can be reached by contacting the main office. They may also be called upon to assist administration regarding student discipline.

BLUE SPRINGS HIGH SCHOOLS DISCIPLINE SCOPE AND SEQUENCE 2023-2024

The following scope and sequence has been created in accordance with district board policies. There are a number of behavior violations that are specifically outlined in the Blue Springs R-IV policy manual and therefore, are not included in this scope and sequence. However, no policy or list can anticipate every discipline situation that might occur. This list is meant to be a general guide for discipline policies only. Refer to Board Policies for additional information and items not listed. The severity of a situation and the frequency of discipline infractions must be taken into consideration when distributing consequences. If deemed appropriate the Severity Clause BP 5.61(3) will be applied.

If a student fails or refuses to complete the assigned disciplinary action, a more severe consequence may be assigned. Law enforcement may be notified and could result in the student's arrest and removal from school property.

BEHAVIORAL VIOLATIONS	
<p><u>Academic Dishonesty BP 5.64 (1)</u> Zero on Assignment, parent contact by teacher Zero, Detention, parent contact Zero, Up to 1-day ISD, parent contact Zero, 2 days ISD, parent contact</p>	<p><u>Damage to Property/Vandalism (BP 5.64(2)(c)(3))</u> 10 days OSS or less and restitution In case of damage totaling \$150 or more 10 days OSS and Referral to CO/Law Officer</p>
<p><u>Alcohol Use/Possession/Influence (BP 5.64(2)(b)(1))</u> 10 days OSS and Referral to CO/Law Officer</p>	<p><u>Discrimination (5.64 (2)(a)(12))</u> First Violation: Suspension for up to 10 days out of school Second Violation: 10 days OSS and referral to the superintendent for appropriate disciplinary action.</p>
<p><u>Assault or Battery/Faculty BP 5.64(2)(a)(2) and/or 5.64(2)(a)(3)</u> First Violation: Suspension for ten (10) school days or less and referral to the superintendent for possible further disciplinary action up to one hundred eighty (180) school days or expulsion Second Violation: Suspension for ten (10) school days and referral to the superintendent for possible further disciplinary action up to one hundred eighty (180) school days or expulsion.</p>	<p><u>Disrespect to Staff Members BP 5.64 (1)</u> 3 days OSS 5-10 days OSS 10 days OSS and Referral to CO</p>
<p><u>Assault or Battery/Student BP 5.64(2)(a)(1)</u> First Violation: Suspension for ten (10) school days or less and referral to the superintendent for possible further disciplinary action up to one hundred eighty (180) school days or expulsion Second Violation: Suspension for ten (10) school days and referral to the superintendent for possible further disciplinary action up to one hundred eighty (180) school days or expulsion.</p>	<p><u>Drug Distribution (BP 5.64(2)(b)(3))</u> 10 days OSS and Referral to CO/Law Officer</p>

<p><u>Physical Assault or Battery of a Faculty or Staff Member</u> <u>BP 5.64(2)(a)(3)</u> First Violation: Suspension for ten (10) school days or less and referral to the superintendent for possible further disciplinary action up to one hundred eighty (180) school days or expulsion Second Violation: Suspension for ten (10) school days and referral to the superintendent for possible further disciplinary action up to one hundred eighty (180) school days or expulsion.</p>									
<p><u>Bullying (BP 5.64(2)(a)(10))</u> 10 days OSS and Referral to CO *Severity clause</p>	<p><u>Drug Possession, Use, Influence, or Paraphernalia</u> <u>BP 5.64(2)(b)(1)</u> 10 days OSS and Referral to CO/Law Officer</p>								
<p><u>Bus Infraction (BP 6.45)</u> Warning – Conference with student, parent contact Bus Suspension 1-3 days, parent contact Bus Suspension 3-5 days, parent contact Bus Suspension 5-10 days, parent contact Bus Suspension 10 days or more, parent contact <i>Note:</i> Major violations may result in immediate suspension from the bus. Please refer to packet from Transportation or call for more details</p>	<p><u>Electronic Devices –Disrupting Academic Time</u> <u>BP 5.64(2)(b)(2)</u> 1 day ISD or less 2 days OSS or less 10 days OSS or less</p>								
<p><u>Computer Misuse/Network (BP 5.14)</u> 3 days ISD or less 3 days OSS or less 10 days OSS or less ***Major violations may result in long term OSS or expulsion/loss of computer privileges</p>	<p><u>Failure to Follow Directions/School Rules (Insubordination) BP 5.64 (1)</u> Detention 2 days ISD 3 days OSS 5 to 10 days OSS</p>								
<p><u>Confrontation/Instigation BP 5.64 (1)</u> 3 days OSS or less 5 days OSS or less 10 days OSS or less</p>	<p><u>Failure to Serve Detention BP 5.64 (1)</u> 1 day ISD Up to 3 days ISD</p>								
<p><u>Fighting (Cumulative 9-12) BP 5.64 (1)</u> 5 days OSS/Law Officer 10 days OSS/Law Officer 10 days OSS Referral to CO/Law Officer</p>	<p><u>False Reporting/Setting off Disaster Alarms/Bomb Threats</u> <u>BP 5.64(2)(a)(7)</u> 10 days OSS and Referral to CO/Law Office</p>								
<p><u>Forgery BP 5.64 (1)</u> 3 days ISD or less, Parent Contact 3 days ISD 3 days OSS</p>	<p><u>General Misconduct (BP 5.61(3) and 5.64(1))</u></p> <table border="0"> <tr> <td><u>Minor</u></td> <td><u>Major</u></td> </tr> <tr> <td>Conference</td> <td>Up to 2 days ISD</td> </tr> <tr> <td>Detention</td> <td>2 days ISD</td> </tr> <tr> <td>Up to 1 day ISD</td> <td>1 to 3 days OSS</td> </tr> </table>	<u>Minor</u>	<u>Major</u>	Conference	Up to 2 days ISD	Detention	2 days ISD	Up to 1 day ISD	1 to 3 days OSS
<u>Minor</u>	<u>Major</u>								
Conference	Up to 2 days ISD								
Detention	2 days ISD								
Up to 1 day ISD	1 to 3 days OSS								
<p><u>Group Misconduct (BP 5.61(3) and BP 5.64(1))</u> 10 days or less 10 days referral to CO Report to Law Officer</p>	<p><u>Harassment—Strictly prohibits harassment of another person(s) without regard for the basis or reason</u> <u>BP 5.64 {2}{A}{11}</u> Up to 10 days OSS 10 days OSS and Referral to CO *Severity clause</p>								
<p><u>Hazing BP 5.64(2)(a)(8)</u> 10 days OSS and Referral to CO or less</p>	<p><u>Tardies (By Semester) BP 5.64 (1)</u> *See Building Procedures</p>								

<p><u>Obscene Materials BP 5.64 (1)</u> 3 days ISD or less, parent contact 3 days OSS, parent contact 5-10 days OSS</p>	<p><u>Theft (Minor/Major) BP 5.64(2)(c)(2)</u> 3 days ISD/Restitution 3 days OSS/Restitution 5-10 days OSS/Restitution and CO Referral/Law Officer</p>
<p><u>Possession or Use of a Weapon BP 5.64(2)(a)(5)</u> 10 days OSS and Referral to CO/Law Officer</p>	<p><u>Threats/Direct or Indirect to Others BP 5.64(2)(a)(9)</u> Up to 10 days OSS and Referral to CO/Law Officer</p>
<p><u>Possession or Use of Potentially Dangerous, Hazardous, or Inappropriate Items BP 5.64(2)(a)(4)</u> 10 days OSS or Less and Referral to CO</p>	<p><u>Tobacco/ E-cigarettes/Devices/Products</u> 3 days OSS 5 days OSS 10 days OSS 10 days OSS Referral to CO Report to Law Officer</p>
<p><u>Profane Language/Inappropriate Gesture BP 5.64 (1)</u> 1 day ISD or less 3 days ISD or less 3 days OSS or less</p>	<p><u>Truancy BP 5.64 (1)</u> 3 days ISD or less 3 days ISD or less 3 days ISD or less</p>
<p><u>Public Display of Affection BP 5.64 (1)</u> Detention, parent contact 3 days ISD or less 3 days ISD 3 days OSS</p>	<p><u>Behavior Disruption and Prejudicial to the Good Order and Discipline BP 5.64 (1) and 5.61 (3)</u> 10 days OSS and Referral to CO/Law Officer or less</p>
<p><u>Offensive Language/Discriminatory in Nature BP 5.6(12)</u> Up to 10 days OSS and Referral to CO</p>	

BLUE SPRINGS RIV SCHOOL DISTRICT

Board of Education Policies

2023-24

The following policies have been adopted by the Blue Springs R-IV Board of Education. Please read this document carefully with the understanding that these are the behavioral guidelines for our schools.

Not all policies are listed or fully stated in the student handbook. The complete and updated Board of

Education policies are available at the [District website](#).

2.7 Discrimination, Harassment, Retaliation Prohibited (February, 2023)

The District is committed to providing equal opportunity in all areas of admission, recruiting, hiring, retention, promotion, contracted services, and access to programs, services, activities, and facilities. The District further commits itself to the policy that there shall be no unlawful discrimination, harassment, or retaliation against any person because of race, color, religion, disability, age, sex, gender, national origin, or any other characteristic protected by law. The District also prohibits retaliatory action, harassment, or discrimination against individuals who make complaints of, report, or otherwise participate in the investigation of any such unlawful discrimination, harassment, or retaliation. Persons who believe that they have been discriminated, harassed, and/or retaliated against in violation of this policy or any other district policy should report the alleged discrimination, harassment and/or retaliation to the appropriate district compliance coordinator as identified in this policy below. All complaints of violation of this policy will be promptly investigated by the District, and appropriate action will be taken.

For purposes of this policy, the following definitions shall apply:

Discrimination: Adverse conduct directed at an individual or group based on race, color, national origin, ancestry, religion, sex, disability, age, genetic information, or any other characteristic that is protected by law. The encouragement, cooperation, coercing, or support of adverse conduct that is based on race, color, national origin, ancestry, religion, sex, disability, age, genetic information, or any other characteristic that is protected by law is discrimination.

Harassment: Harassment is conduct, including but not limited to, intimidation, ridicule or insult, toward an individual or group because of race, color, national origin, ancestry, religion, sex, disability, age, genetic information, or any other characteristic that is protected by law and is so severe or pervasive that it:

- 1) Affects an individual's ability to work in, participate in, or benefit from an educational program or activity; and
- 2) Creates an intimidating, threatening, abusive hostile or offensive environment; or
- 3) Has the purpose or effect of substantially or unreasonably altering the work or educational environment.

Retaliation: Adverse conduct including, but not limited to, conduct of a coercive, intimidating, threatening, discriminatory, or harassing nature because of an individual's good faith complaint, participation in the investigation, testifying, or resolution of discriminatory or harassing conduct based on an individual's race, color, national origin, ancestry, religion, sex, disability, age, genetic information, or any other characteristic that is protected by law.

Compliance Coordinators

To ensure that these obligations are met, the board designates the following individual to act as the district's non-discrimination laws compliance coordinators, who shall also be the appointee for all laws specifically mandating such an appointment:

Title IX Complaints:

Director of Compliance
1801 NW Vesper
Blue Springs, Missouri 64015
(816)874-3200
title9@bssd.net

Harassment, Discrimination, or Retaliation Complaints:

Assistant Superintendent of Human Resources
1801 NW Vesper
Blue Springs, Missouri 64015
(816)874-3200

Student Disability Related Inquiries:

Assistant Superintendent of Special Services
Blue Springs School District
1801 NW Vesper
Blue Springs, Missouri 64015
(816) 874-3200

Facility Related Inquiries:

Assistant Superintendent of Operations
Blue Springs School District
1801 NW Vesper
Blue Springs, Missouri 64015
(816) 874-3200

Reporting and Complaint

Any employee of the district or member of the board of education who becomes apprised of a possible violation of this policy must report the matter to the appropriate compliance coordinator and/or building principal. Students must report any matter of alleged discrimination, harassment, or retaliation to the building principal. In the event the building principal is the subject of the report, reports should instead be directed to the appropriate compliance coordinator who will assume the building principal's duties for the purpose of that complaint.

Grievance Procedure and Resolution of Complaints

The administration will establish an effective grievance procedure and take any other actions necessary to carry out this policy, with due regard for the substantive and procedural rights of all parties concerned.

Confidentiality and Records

To the extent permitted by law and in accordance with board policy, the district will keep confidential the identity of the person filing a grievance and any grievance or other document that is generated or received pertaining to grievances. Information may be disclosed if necessary to further the investigation, appeal, or resolution of a grievance, or if necessary to carry out interim or disciplinary measures. The district will disclose information to the district's attorney, law enforcement, the CD and others when

necessary to enforce this policy or when required by law. In implementing this policy, the district will comply with state and federal laws regarding the confidentiality of student and employee records. Information regarding any resulting employee or student disciplinary action will be maintained and released in the same manner as any other disciplinary record. The district will keep any documentation created in investigating the complaint including, but not limited to, documentation considered when making any conclusions, in accordance with the Missouri Secretary of State's retention manuals and as advised by the district's attorney.

Public Notice and Dissemination

A copy of this policy will be posted in a public area of each building used for instruction and/or administrative offices. A copy of this policy will also be distributed annually to employees, parents or guardians, and students. The administration is directed to further publicize this policy and provide for such training or instruction as necessary to ensure district wide compliance with anti-discrimination laws, including instruction in recognizing behavior indicative of a violation of this policy.

2.10 Discrimination Grievance Procedures (February, 2023)

The following policies and procedures are established in order to assist in the fair, prompt, and equitable resolution of student, parent/legal guardian, or employee discrimination or harassment grievances. A grievance hereunder is a claim by a student, parent/legal guardian, or employee that a violation of Title VI (race, color or nation origin), Title IX (sex), Section 504 (disability), Title II of the Americans with Disability Act (disabilities), the Age Discrimination Act of 1975, the Boy Scouts Act or their regulations, has occurred in the programs, activities or facilities of the District. Whenever a grievance occurs, the following procedure will be followed and every effort will be made to secure an appropriate resolution as early as possible.

- (1) As used herein, the term "grievant" means the individual student, parent/legal guardian, or employee filing a grievance under this policy and includes both the complainant and the accused; the term "days" shall mean days when school is in session except that when a grievance is filed on or after May 16, "days" shall refer to Mondays through Fridays, excepting legal holidays.
- (2) At each step of the grievance process, the grievant shall be entitled to identify witnesses and present other relevant information. The District will take necessary steps to correct any conduct which was proven to be discriminatory or harassing and the effects caused by the conduct and to prevent recurrence.
- (3) If a formal complaint under Title IX is received, the additional requirements of 34 CFR Section 106.45 shall be followed, are incorporated in this grievance procedure, and are controlling if there is a conflict between the federal regulations and this policy.
- (4) The inclusion of time limits in this policy is for the purpose of insuring prompt action. However, a specified time limit may be extended by mutual agreement or as determined by the investigating officer in the presence of extenuating circumstances. Any grievance or appeal not filed within the time limits set forth in this policy, unless there is a mutually agreed extension of time, shall be deemed denied.

Procedures

Level One

A grievant may, within ten (10) days after the occurrence of the event which is the subject of the grievance, make an appointment with and discuss the matter with the appropriate principal. The name and contact information for the principal is located on the district website. Every effort will be made to resolve the grievance informally at this level. The principal shall conduct any necessary investigation.

The principal shall notify the grievant of the outcome of the investigation within ten (10) working days after the initial discussion. While the grievant is encouraged to use the informal process,

Level One is optional and may be bypassed by the grievant.

Level Two

In the event the grievant proceeds with Level One and is not satisfied with the disposition of the grievance at Level One, the grievant shall reduce the grievance to writing, sign it, and submit it to the appropriate compliance coordinator within ten (10) days after receiving the response at Level One. See Board Policy 2.7 for the identity of the appropriate compliance coordinator.

If the grievant does not pursue the grievance through Level One, the grievant shall, within ten (10) days of the occurrence of the event which is the subject of the grievance, reduce the grievance to writing, sign it, and submit it to the appropriate compliance coordinator. See Board Policy 2.7 for the identity of the appropriate compliance coordinator.

A written grievance shall contain a detailed description of the factual circumstances upon which the grievance is based and an explanation of how such facts result in discrimination. The compliance coordinator may designate another appropriate administrator to conduct any necessary investigation. The compliance coordinator or the compliance coordinator's designee will issue a written response to the grievant no later than thirty (30) working days after receipt of the written grievance.

Level Three

In the event the grievant is not satisfied with the Level Two resolution, within five (5) days after receiving the response, the grievant may submit an appeal to the superintendent. The superintendent or the superintendent's designee will meet with the grievant, conduct an additional investigation if necessary, and respond in writing to the grievant within ten (10) days of the receipt of the appeal on the grievance. If the superintendent is the subject of the grievance, an appeal of the compliance coordinator's decision may be made to the Board of education as outlined in Level Four.

Level Four

Within five (5) days after receiving the Level Three decision, the grievant may appeal the superintendent's decision to the Board by notifying the Board secretary in writing. The grievant shall provide the original grievance, responses and appeals from previous levels, supporting documents, exhibits, any relevant new information, and a list of potential witnesses and/or their statements to the board members for their consideration. If the written grievance, as submitted, provides all the relevant information to render a decision, the board may decide the grievance without a formal hearing.

If the Board decides to hear the grievance, it will occur in closed executive session. The board may place the appeal on the agenda of the earliest practical closed executive meeting of the board following receipt of the grievance. The Board shall hear evidence from the grievant. The Board will consider all relevant evidence presented in connection with the grievance and may request individuals to testify before the Board. Within thirty (30) days after the hearing of the grievance, the Board of Education shall determine what action, if any, should be taken to resolve the grievance. The decision of the Board of Education shall be final and the grievant shall be informed of the decision in writing.

Rev. 4/12, 11/18, 02/23

2.8 Sexual Harassment (February, 2023)

The Blue Springs School District is committed to a positive and productive working and learning environment free from discrimination and harassment. Because sexual harassment is a form of sexual discrimination and compromises the attainment of education and work excellence, the Blue Springs

School District strictly prohibits sexual harassment of its employees or students. Such behavior may occur between members of the same or opposite sex.

This policy applies to all acts of sexual harassment at any event on district property, and at any event or location when the behavior involves district employee(s) or students, including but not limited to: (a) those acts by school district employee(s) directed toward and affecting other district employee(s), (b) those acts by school district employee(s) directed toward and affecting district student(s), (c) those acts by school district students(s) toward other student(s), (d) those acts by district student(s) directed toward and affecting district employee(s), and (e) those acts by non-district employees or students directed toward district employees or students.

Definitions of Sexual Harassment

Sexual harassment is generally defined as any unwelcome sexual advance(s), request for favors and/or other verbal, physical and/or visual contact of a sexual nature when:

1. submission is made either explicitly or implicitly a term or condition of an individual's employment or education;
2. submission to or rejection of that conduct or communication by an individual is used as a factor in decisions affecting that individual's employment or education; or
3. the conduct or communication has the purpose or effect of substantially or unreasonably interfering with an individual's employment or education, or of creating an intimidating, hostile or offensive employment or educational environment.

Definitions of a Hostile Environment

Any "intimidating, hostile or offensive employment or educational environment" means an environment in which:

1. Unwelcome sexually-oriented jokes, innuendoes, obscenities, pictures/posters, leering, or any action with sexual connotation makes a student or employee feel uncomfortable, or
2. Any aggressive, harassing behavior in the work place or school that affects working or learning, whether or not sexual in connotation, and is directed toward an individual because of their sex.
3. Any action with sexual connotation which makes a student or employee feel uncomfortable.
4. Any behavior that adversely affects work or learning that is directed toward an individual because of their sex.

Sexual Harassment Includes, But is Not Limited To

Persistent request for dates or other social activity when such requests are refused.

Grabbing, touching or brushing another person when that person verbally or physically objects, or grabbing, touching, or brushing another who may not be mature enough to voice objection to the harasser, when the conduct is directed toward an individual because of their sex.

Displaying sexually suggestive objects, pictures, cartoons, or posters where others may see them.

Circulating sexually suggestive letters, electronic messages, notes, or other such written material.

Offering or implying special treatment in employment or school, in hope of, or in exchange for sexual favors.

Physical conduct such as pushing, impeding or blocking movement because of the sex of the victim.

Hazing, or daring to perform unsafe work or learning tasks because of the sex of the victim.

Unwelcome, persistent leering or staring at another person because of their sex.

Making lewd or offensive sexually oriented comments or suggestions.

Uninvited and repeated sexual flirtations, advances, or propositions.

Uninvited and repeated comments of a sexual nature.

The effect of the behavior on the victim regardless of the intent of the accused, determines whether or not harassment has occurred.

Prevention of Sexual Harassment

It is the practice of the district to provide annual in-service education and/or training about sexual harassment for employees and students.

Students Reporting Incidents of Sexual Harassment

Students who believe they have been or are being sexually harassed should immediately contact a teacher, counselor, or other school employee, their principal, or the district Title IX coordinator. The district staff member receiving the report of sexual harassment shall immediately notify the appropriate individual/coordinator or commence an inquiry, if appropriate, under board of education policy.

Employees

Employees who believe they have been or are being sexually harassed should inform the individual that his/her behavior is unwelcome, offensive or inappropriate. Should the behavior continue, the employee should report the incident(s) to their immediate supervisor, or the Assistant Superintendent of Human Resources.

Any person who receives a report of sexual harassment or witnesses sexual harassment behavior being inflicted upon another must report it to their immediate supervisor, or the Assistant Superintendent of Human Resources.

Prohibition Against Retaliation

The district strictly prohibits retaliation against any employee or student because he or she has made a report of alleged sexual harassment, or against any employee or student who has testified, assisted, or participated in the investigation of a report. Retaliation includes, but is not limited to, any form of reprisal or adverse action. Retaliation is itself a violation of federal and state laws prohibiting discrimination and may lead to separate disciplinary action against the offender.

Violation

Employees who violate this policy will be disciplined, up to and including employment termination. Students who violate this policy will be disciplined in accordance with board policy 5.64 which includes possible expulsion.

Confidentiality

A report of sexual harassment and the investigation are to be disclosed in accordance with this policy, or the Title IX grievance policy.

Rev. 12/99, 4/04, 10/07, 02/23

2.9 Sexual Harassment Under Title IX (February, 2023)

Harassment Prohibited

The district does not discriminate on the basis of sex in its education programs and activities, including employment and admissions, as required by Title IX of the Education Amendments of 1972 (Title IX), as

amended. Sexual harassment under Title IX is conduct on the basis of sex within the scope of the district's education programs or activities that satisfies one or more of the following:

1. An employee of the district conditioning the provision of an aid, benefit or service of the district on an individual's participation in unwelcome sexual conduct;
2. Unwelcome conduct determined by a reasonable person to be so severe, pervasive and objectively offensive that it effectively denies a person equal access to the district's education program or activity; or
3. "Sexual assault" as defined in 20 U.S.C. 1092(f)(6)(A)(v), "dating violence" as defined in 34 U.S.C. 12291(a)(10), "domestic violence" as defined in 34 U.S.C. 12291(a)(8) or "stalking" as defined in 34 U.S.C. 12291(a)(30).

Retaliation Prohibited

No person employed by or associated with the district will intimidate, threaten, coerce or discriminate against any individual for the purpose of interfering with any right or privilege secured by Title IX or because the individual has made a report or complaint, testified, assisted, participated or refused to participate in any manner in an investigation, proceeding or hearing under Title IX. Intimidation, threats, coercion or discrimination constitutes retaliation. Complaints alleging retaliation must be filed with the Title IX coordinator.

Title IX Coordinator

The district Title IX Coordinator shall have the responsibility to coordinate district efforts to receive and respond to complaints in accordance with Title IX, as amended, and regulations related to Title IX. The District's Title IX Coordinator is:

Title IX Complaints:

Director of Compliance

1801 NW Vesper Blue Springs, Missouri 64015

Phone:(816) 874-3200

Fax: (816) 224-1764

Email: title9@bssd.net

The Coordinator's responsibility shall also include compliance with all requirements of the law or regulations including training of staff as required by 34 CFR Section 106.45, public notice, and record keeping.

Complaints of Sexual Harassment under Title IX

Any person who believes they have been or are being sexually harassed should immediately report to the Title IX coordinator or by any other means which will result in the Title IX coordinator receiving the complaint such as reporting the sexual harassment to a building principal. Any person who receives a report of sexual harassment or retaliation or witnesses sexual harassment or retaliation occurring shall report it to the Title IX coordinator. In the event the Title IX coordinator is unavailable or is the respondent to a complaint, reports should instead be directed to the Assistant Superintendent for Administration.

Response to Complaints

Upon being notified of a complaint, the Title IX Coordinator must promptly contact the complainant to discuss the availability of supportive measures as provided for in Title IX, consider the complainant's wishes with respect to supportive measures, inform the complainant of the availability of supportive measures with or without the filing of a formal complaint, and explain to the complainant the process for filing a formal complaint. A recipient's response must treat complainants and respondents equitably by offering supportive measures as defined in 34 C.F.R. Section 106.30.

If the person makes a formal complaint by notifying the Title IX Coordinator in person, by mail, or by electronic mail, by using the contact information for the Title IX Coordinator of the complaint and requesting an investigation, the Coordinator must follow the grievance process in 34 C.F.R. Section 106.45. The grievance process must be followed before the imposition of any disciplinary sanctions or other actions that are not considered supportive measures against the respondent. At any time prior to reaching a determination regarding responsibility, the Coordinator may facilitate an informal resolution process, such as mediation, that does not involve a full investigation and adjudication as provided for in Section 106.45.

Once a formal complaint is lodged with the Title IX Coordinator and deemed appropriate for investigation under Title IX, the complaint will be assigned to an unbiased investigator. The investigator shall follow the investigatory procedure established by 34 C.F.R. Section 106.45 and submit an investigative report to the decision-maker. The decision-maker will make a determination on the matter and issue a written decision based upon clear and convincing evidence.

The range of disciplinary sanctions and remedies may include, but may not be limited to, supportive measures, short-term suspension, long-term suspension, expulsion for students, and/or termination for employees. Complainants and respondents shall be treated equitably by providing remedies to a complainant where a determination of responsibility for sexual harassment has been made. The Title IX Coordinator is responsible for the effective implementation of any remedies. If the investigation results in a recommendation that a student be suspended or expelled, procedures outlined in board policy and Missouri law governing student suspension and expulsion will be followed. If the investigation results in a recommendation that an employee be suspended without pay or terminated, procedures outlined in board policy and/or state law will be followed.

Confidentiality and Record Keeping

Except as required by law, as permitted by the FERPA statute or regulations or to carry out the purposes of Title IX, including the conduct of any investigation, hearing or judicial proceeding arising thereunder, the district will keep confidential the identity of any individual who has made a report or complaint of sex discrimination. The district shall maintain records of Title IX complaints as required by Section 106.45.

2.17 Civility (February, 2023)

The board of education is committed to providing a safe, harassment-free environment for students and staff, which promotes mutual respect, civility and orderly conduct among district employees, parents and the public. The district prohibits uncivil behavior. This policy is not intended to deprive any person of his or her freedom of expression, but rather to maintain a safe, orderly educational environment for our students and staff.

Uncivil behavior shall be defined as any behavior that is (1) physically or verbally threatening, either overtly or implicitly, as well as behavior that is aggressive, hostile, volatile, coercive, intimidating, violent, harassing or bullying, and (2) directed toward employees, students, parents, patrons, visitors or anyone having business with the district, on or off district property. Examples of uncivil behavior include, but are not limited to, the use of profanity, disrupting or threatening to disrupt school or office operations, threatening the health or safety of others, willfully causing property damage, loud or offensive language that might provoke a violent reaction, personally insulting remarks, attacks regarding a person's race, gender, nationality, religion, disabling condition or any other personal characteristic, or behavior that is out of control. Uncivil behavior may be verbal or nonverbal and can occur during face-to-face or written communications, telephone conversations, voice mail messages and any other electronic means or medium of communication.

If any individual engages in uncivil behavior, the district employee may notify the individual that the meeting and/or communication is terminated. If the uncivil behavior occurs on school district property or during a school district activity, the district employee may direct the individual to leave promptly. The district employee will notify their supervisor as soon as possible about the incident. The supervisor shall make a determination on the method of any future communication which may include advising the individual that they are not allowed on school district property and/or at school district activities until further notice and that any future communication be directed only to the supervisor. In addition, the superintendent or designee shall be notified of the incident and may inform the individual that he or she is not allowed on district property or at district events indefinitely or for a specific period of time. If an individual violates this policy for a second time or more, the superintendent or designee may impose a permanent prohibition on the individual being at district events or on district property. If the individual refuses to comply with the district notice that they are not allowed to come on school property, the district will notify law enforcement and file a report charging the individual with trespass. *Rev. 9/01, 2/06, 12/13, 02/23*

5.1.14 Student Immunization (September 2013)

Students not in compliance for immunizations with Missouri statutes and rules (RSMo 167.181) and the Blue Springs School District policies relating to students (Section 5:5.14) will not be allowed to enroll, pick up their schedules, or attend school. Proper immunization records or documentation for exemption must be presented. Students whose immunizations are “in progress” may continue to attend school as long as the immunization process is being accomplished in the prescribed manner. Forms for exemptions are available at the Jackson County Health Department and/or physician’s offices. Immunization records and/or exemptions are maintained in the student’s school health record.

Students who are in the household of an active-duty member of the military and who cannot provide immediate proof of immunization will be given 30 days to satisfy the requirements of law. (RSMo 160.2000)

Homeless students have the right to enroll immediately even if lacking medical or immunization records. The enrolling school and the homeless liaison should work together to get immunization records as soon as possible. If a student has not been immunized, initial doses should be administered as soon as possible. *Rev. 5/97, 9/13, 7/16*

5.14 Technology Resources (October 2001)

Please refer to [District website](#) for technology resources policy. If internet access is not available, please refer to the building administration

5.14.1 Student Access to Technology Resources (September 2003)

Student access to and use of technology resources shall be in accordance with district policy and procedures. Student access and use will be monitored. The district will provide filtering devices to screen objectionable and obscene materials. Even though filtering devices are used, it should be understood that students may encounter such materials. The district will include education for students in appropriate online behavior as a part of the curriculum.

Student use of technology resources may be permitted upon submission of the Acceptable Use and Procedures form signed by parents of minor students (under 18 years of age) and by students. **See Appendix 5(20) and/or Appendix 5(22)**

5.14.2 Student Issued Devices (August, 2020)

As a part of the board of education’s commitment to excellence in education, the district will issue a district-owned device to students who are in designated grade levels and actively attending classes in person or virtually. The devices are issued for the individual student’s use only and only for educational

purposes. The student's use shall be governed by board policies as revised, amended or newly adopted, including but not limited to, Policy 5.14, Technology Resources; Policy 5.14.1, Student Access to Technology Resources; Appendix 5(13) or 5(14), pages 1-2, Standard of Student Conduct as signed by parent/student; Appendix 5(20) pages 1-4, Student Technology Resources Acceptable Use and Procedures; Technology User Agreement, Student Issued Devices; Student/Parent Handbook; and any applicable laws or regulations. The device is at all times the property of the district so that there is no expectation of privacy regarding student use. The student's use will be filtered and logged and subject to review by district personnel. *Rev. 9/2018, 8/2020*

5.18 Nondiscrimination (June, 2016)

Anti-Discrimination Law Compliance

The board of education is prohibited from and hereby declares a policy against, engaging in unlawful discrimination, including harassment, creating a hostile environment, on the basis of race, color, religion, sex, national origin, ancestry, disability, or age in its programs and activities and provides equal access to Boy Scouts and other designated youth groups.

Prohibitions

As part of this obligation, the board is also prohibited from, and declares a policy against:

- (1) Retaliatory actions based on making complaints of prohibited discrimination or participation in an investigation, formal proceeding or informal resolution concerning prohibited discrimination;
- (2) Aiding, abetting, inciting, compelling or coercing discrimination; and
- (3) Discrimination against any person because of such person's association with a person protected from discrimination due to one or more of the above-stated characteristics.

Compliance Coordinators

To ensure that these obligations are met, the board designates the following individual to act as the district's nondiscrimination laws compliance coordinators, who shall also be the appointee for all laws specifically mandating such an appointment:

Staff Related Inquiries, including Title IX:

Assistant Superintendent of Human Resources
Blue Springs School District
1801 NW Vesper
Blue Springs, Missouri 64015
(816) 874-3200
Fax (816) 224-1764

Student Related Inquiries, including Title IX:

Assistant Superintendent of Administration
Blue Springs School District
1801 NW Vesper
Blue Springs, Missouri 64015
(816) 874-3200
Fax (816) 224-1425

Student Disability Related Inquiries:

Assistant Superintendent of Special Services
Blue Springs School District
1801 NW Vesper

Blue Springs, Missouri 64015
(816) 874-3200
Fax (816) 228-1056

Facility Related Inquiries:
Director of Buildings and Grounds
Blue Springs School District
1801 NW Vesper
Blue Springs, Missouri 64015
(816) 874-3200
Fax (816) 228-4818

Reporting and Complaint

Any employee of the district or member of the board of education who becomes apprised of a possible violation of this policy must report the matter to the appropriate compliance coordinator and/or building principal. Students must report any matter of alleged discrimination to the building principal. In the event the building principal is the subject of the report, reports should instead be directed to the appropriate compliance coordinator who will assume the building principal's duties for the purpose of that complaint.

Grievance Procedure and Resolution of Complaints

The administration will establish an effective grievance procedure and take any other actions necessary to carry out this policy, with due regard for the substantive and procedural rights of all parties concerned.

Confidentiality and Records

To the extent permitted by law, any public record held by this school district that is generated or received pursuant to this policy shall be closed and available only to the board acting as a quorum, a committee appointed by the board to carry out this policy on a permanent or ad hoc basis, the compliance coordinators and other administrators whose duties require access to the record in order to carry out this policy. Such persons may share access, on an individual basis, to such records with complainants or participants in a grievance or other resolution, only to the extent such disclosure promotes the purposes of this policy and is not prohibited by FERPA or any other law. Certain other limited disclosures may be required when material in the records is integral to an action affecting a constitutionally recognized property or liberty interest.

Public Notice and Dissemination

A copy of this policy will be posted in a public area of each building used for instruction and/or administrative offices. A copy of this policy will also be distributed annually to employees, parents or guardians, and students. The administration is directed to further publicize this policy and provide for such training or instruction as necessary to ensure district wide compliance with anti-discrimination laws, including instruction in recognizing behavior indicative of a violation of this policy. Rev. 12/01, 12/10, 6/16

5.34.5 Classification of Records (March, 2021)

Please refer to the [District website](#) for the classification of records policy BP 5.34.5. If internet access is not available, please refer to the building administration

5.35.1 Collection of Information (December 2009)

Generally, the district will not collect, disclose, or use personal student information for the purpose of marketing or for selling that information or otherwise providing that information to others for that purpose. In any case where the district may collect student information to disclose or use that information for marketing or selling purposes, the parent of a student (parent includes a legal guardian and other person

standing in loco parentis such as a grandparent or stepparent with whom the child lives, or a person who is legally responsible for the welfare of the child) shall have the right to inspect, upon request, any instrument used in the collection of personal information before the instrument is administered or distributed to a student. A parent should notify the building principal at least three business days before the instrument is administered of their request to inspect. This paragraph does not apply to the collection, disclosure, or use of personal information collected from students for the exclusive purpose of developing, evaluating, or providing educational products or services for, or to, students or educational institutions, such as the following: (a) college or other postsecondary education recruitment, or military recruitment; (b) book clubs, magazines, and programs providing access to low-cost literary products; (c) curriculum and instructional materials used by elementary schools and secondary schools; (d) tests and assessments used by elementary schools and secondary schools to provide cognitive, evaluative, diagnostic, clinical, aptitude, or achievement information about students (or to generate other statistically useful data for the purpose of securing such tests and assessments) and the subsequent analysis and public release of the aggregate data from such tests and assessments; (e) the sale by students of products or services to raise funds for school-related or education-related activities; and (f) student recognition programs.

5.35.2 Physical Screenings or Examinations (December 2009)

In general, the district will not conduct physical examinations of a student without parental consent unless the health or safety of the student or others is in question or unless by court order. Parents will be notified in advance when any nonemergency, invasive physical examination or screening administered by the district will be conducted that is required as a condition of attendance and not necessary to protect the immediate health and safety of the student or other students. The term “invasive physical examination” means any medical examination that involves the exposure of private body parts, or any act during such examination that includes incision, insertion, or injection into the body, but does not include a hearing, vision, or scoliosis screening. The district will conduct physical examinations or screenings permitted or required by state law which would include, but not be limited to, vision, hearing, dental, scoliosis, and lice. Parents shall have the right to opt out of any physical examinations or screenings permitted or required by state law.

5.35.3 Consent (December 2009)

In accordance with the law, no student shall be required, as part of any applicable program partially or wholly funded by the U.S. Department of Education, to submit to a survey, analysis, or evaluation that reveals any of the following information without the prior consent of the student (if the student is an adult or emancipated minor) or, in the case of an unemancipated minor, without the prior consent of the parent: (a) political affiliations or beliefs of the student or the student’s parent; (b) mental or psychological problems of the student or the student’s family; (c) sex behavior or attitudes; (d) illegal, anti-social, self-incriminating, or demeaning behavior; (e) critical appraisals of other individuals with whom respondents have close family relationships; (f) legally recognized privileged or analogous relationships, such as those of lawyers, physicians, and ministers; (g) religious practices, affiliations, or beliefs of the student or student’s parent; or (h) income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program). The district will take measures to protect the identification and privacy of the students participating in a protected information survey, regardless of the source of funding. These measures may include limiting access to the completed surveys and the survey results as allowed by law.

5.35.4 Right to Inspect (December 2009)

A parent may inspect, upon request, all instructional materials, including teacher’s manuals, films, tapes, or other supplementary material which will be used in connection with any survey, analysis, or evaluation as part of any applicable educational program. Instructional material does not include academic tests or academic assessments. A parent shall also have the right to inspect, upon request, a survey created by a

third party before the survey is administered or distributed by a school to a student. A parent should notify the building principal at least three business days before the survey is administered of their request to inspect.

5.35.5 Notice and opt Out (December 2009)

In accordance with the law, parents will receive prior notice and an opportunity to opt out of any of the following: (a) activities involving the collection, disclosure, or use of personal information collected from students for the purpose of marketing or for selling that information (or otherwise providing that information to others for that purpose); (b) the administration of any survey containing one or more items described in clauses (a) through (h) of Section

5.35.3, above; and (c) any nonemergency, invasive physical examination or screening that is required as a condition of attendance, administered by the school and scheduled by the school in advance, and is not necessary to protect the immediate health and safety of the student, or of other students.

5.47 MOCAP Virtual Instruction (January, 2023)

Virtual instruction courses may be available to full-time enrolled students, including virtual courses offered through the Missouri Course Access Program (MOCAP). Students enrolling with a non-hosted virtual education provider (not hosted by another Missouri Local Education Agency (LEA) or institution of higher learning) must apply for courses using the district process and will remain enrolled as students of the district even after placement in virtual courses. Students enrolling with a virtual program provider sponsored by another Missouri Local Education Agency (LEA) or institution of higher education (hosted provider) must meet residency requirements in the district before enrolling with the hosted provider. Students enrolling in full-time virtual courses with a hosted provider will be unenrolled from the district once acceptance by the hosted provider occurs. Students returning to the district from enrollment with a hosted or non-hosted provider will not be allowed to return to that same virtual provider for the remainder of the current school year.

To be considered eligible to enroll in virtual instruction, a student must be enrolled full-time in the district. A district counselor must approve in advance the course as academically acceptable based on district course and graduation requirements. Counselor course consideration will also be based upon the appropriateness of the course for the student, which shall include consideration of the student's prior participation in virtual courses. Virtual course approval shall be consistent with the determination that is made for such a course request by a district student enrolling in a similar course offered in-person by the district.

If the district disapproves a student's request to enroll in a course or courses provided by MOCAP or another virtual provider, the reason shall be provided in writing, and it shall be for good cause. Good cause shall be a determination that doing so is not in the best educational interest of the student and shall be consistent with the determination that would be made for such course request regarding a similar in-person course offered by the district. As stated above, the determination of course appropriateness may be based upon the student's prior participation in virtual courses. If a student's request for placement in a virtual course is denied, that decision may first be appealed to the Assistant Superintendent of Curriculum, then to the Superintendent or Superintendent's designee.

For students enrolled with non-hosted providers to receive credit for a virtual instruction class, the student must remain enrolled in the district throughout the course and must complete all required assessments which include, but is not limited to, MAP testing, End-of-Course testing, college or career assessments before credit is earned. All grades and credits earned through a non-hosted provider will be accepted as if earned within the district. *Rev. 1/19, 12/20, 1/23*

5.5 Admission and Attendance Regulations

Please refer to bssd.net website for admission and attendance regulations policy. If internet access is not available, please refer to the building administration.

5.51.4 Proof of Residency and Required Admission and Enrollment Information

Please refer to bssd.net website for residency and required admission and enrollment policy. If internet access is not available, please refer to the building administration.

5.53 Individual School Attendance Eligibility

Please refer to bssd.net website for individual school attendance eligibility policy. If internet access is not available, please refer to the building administration.

5.6 Student Discipline Please refer to the [District website](#) for the student discipline policies. If internet access is not available, please refer to the building administration

5.61 Policy Goals and Definitions (May 2007)

1. The adoption of the foregoing Policy of Student Discipline shall revoke and replace Section 5.6 Discipline" of the Policies of the board of education.

2. It is the position of the Blue Springs School District that academic achievement and student discipline are very closely related. The district's goal is to establish a standard of conduct which, when obeyed, shall maintain an atmosphere where orderly learning is possible and encouraged. The ultimate goal of the district policy is to help students develop self-discipline. Therefore, pursuant to the Excellence in Education Act of 1985 and the Safe Schools Act of 1996, it is with these goals in mind that the district adopts this Policy of Student Discipline.

3. As part and parcel of the district policy, the Blue Springs School Board recognized the authority granted by Sections 167.161 and 167.171

RSMo (Supp.1983) of the Missouri state statutes permitting the suspension or expulsion of a student for conduct which is prejudicial to good order and discipline in the schools, or which tends to impair the morale or good conduct of the students.

4. While the district policy is designed to comply with section 5.2 of the Excellence in Education Act of 1985 and the Safe Schools Act of 1996 of a student's failure to obey the standard of conduct established by the board, it is impossible to conceive or list every action which would warrant disciplinary consequences: nevertheless, this policy specifically identifies those major violations that could lead to a student's suspension or expulsion. Minor behavior disruptions which might arise are not outside the scope of this policy; however, the consequences for such minor disruptive behavior shall be administered by the principal or other district personnel responsible for the supervision of the disruptive student in accordance with the Student Information and Policies Guide found in the Student handbook.

5. In addition to establishing a standard of conduct and identifying the consequences for major deviations from that standard, this policy also establishes certain procedural rights guaranteed to the student prior to his disciplinary suspension or expulsion as required by Section 167.171 RSMo, Missouri's Administrative Procedures and Review Act, the Excellence in Education Act of 1985 and various applicable case law standards.

6. All students of the district, regardless of age, shall be equally accountable for maintaining the standard of conduct set forth herein; nevertheless, as a result of enactment of the federal Education of the Handicapped Act, additional staff procedures shall be required before the handicapped student is placed on suspension for more than ten (10) days. See Section 5.65 (2) (b) (2), infra.

7. Teachers and other authorized district personnel, including volunteers, responsible for the care, supervision and discipline of students, shall not be civilly liable when acting in conformity with this policy.

8. A written copy of this district policy shall be available for public inspection in the Office of the Superintendent at 1801 NW Vesper Street in Blue Springs during normal business hours.

9. Definitions: For purposes of this policy the following words shall include the meanings set forth:

a. Board: Shall mean generally the duly elected Blue Springs R-IV School District Board and include any committee of board members appointed by the president of the board, which shall have full authority to act under this policy in lieu of the board.

b. Superintendent: Shall mean generally the administrative head of the R-IV School District and include for purposes of this policy any designee appointed by the superintendent to administer student discipline.

c. Pronouns: All "his" pronouns shall be inclusive of both genders and shall include the plural form where applicable.

d. Notices: All notices, where writing is required, shall be sent jointly to the student and his parent(s) or others having custodial care of the student in accordance with information, designations and addresses provided and found in the latest school records.

e. Violation: In policy 5.64, Violative Conduct & Its Consequences "consequences" are defined according to first violation only, the first and second violation only, or as first, second and third violation. Consequences may be extended through the summer and completed during the fall of the succeeding year.

5.62 Standard of Student Conduct (September 2001)

Students, parents, teachers, administrators and community residents share the responsibility for creating the positive school environment necessary to promote excellence in education. Individual student self-control and motivation is a primary key to creating that environment. Therefore, the standard of student conduct for the Blue Springs R-IV School District is that each student will act to respectably further his or her education and no student will interfere with the education, welfare or property of another.

A Standard of Conduct form shall be signed at the beginning of each school year by each student and by each student's parent/guardian for PK - 12.

This standard of student conduct is designed to foster student responsibility, respect for the rights of others, and to insure the orderly operations of Blue Springs R-IV Schools. The standard militates against and sets consequences for conduct which is prejudicial to good order and discipline in the schools, or which tends to impair the morale or good conduct of the students. This standard, though fundamentally the same for students in kindergarten through grade twelve, shall be applied so as to meet the specific, emotional, developmental and intellectual needs of the various age groups.

5.63 Student Accountability and Consequences (April, 2023)

1. Student Accountability

All school district personnel responsible for care and supervision of the students are authorized to hold every student strictly accountable for any disorderly conduct in violation of the standard of student conduct. The discipline authority, standard of conduct and consequences of violative conduct administered by district personnel as described in this policy shall apply equally to students:

- a. in school;
- b. on any property of the school;
- c. during any school-sponsored activities, including extracurricular activities regardless of where

located.

- d. on any school bus going to or returning from school, or any school - sponsored activities; or
- e. during intermission or recess periods.

2. Possible Consequences

The following are common consequences resulting from violations of conduct and the district personnel authorized to impose those consequences:

- a. In-Room Discipline In-room discipline is a broad category of consequences which include, but are not limited to, additional study assignments, in-room detention during recess or other break periods, revocation of otherwise common privileges, and other effective minor disciplinary measures which can be imposed by any district personnel, but shall be overseen by the room teacher, if any, responsible for the supervision of that student during the imposition of the in-room disciplinary consequence. See Student Information and Policies Guide in the Student Handbook.
- b. Corporal Punishment Corporal punishment shall not be permitted in the Blue Springs R-IV School District.
- c. In-School Detention In-school detention is the removal of a violating student from his regular school environment. The student shall remain within a designated area and shall continue his or her studies and testing in supervised solitude. In-house detention shall be imposed by the building principal or by the superintendent or his administrative designee. See Student Information and Policies Guide in the Student Handbook.
- d. Suspension The term "suspension" refers to an exclusion from school that will not exceed a specific period of time and shall be subject to the due process procedures set forth for "suspensions."

1. Ten (10) school days or less: A suspension of ten (10) days or less is the removal of the violating student from school property for that length of time determined and may be imposed by the building principal, the superintendent or his administrative designee, pursuant to the procedures set forth in Section 5.65(2)(b), *infra*.

Students shall not be allowed to participate in extracurricular activities, attend any school function, or be on any Blue Springs School District property during the length of the suspension. Suspension may be extended if a student is found to be on school property or in attendance at a school function while on suspension.

Any student who is suspended for violation of a Safe Schools Act offense shall not be allowed within 1000 feet of District property unless residing within that distance or given prior permission by District officials. In such case the parent/guardian must request permission in writing and accompany the student if permission is granted. Students violating this provision shall be subject to further disciplinary action.

2. Eleven (11) to one hundred eighty (180) school days: A suspension of eleven (11) to one hundred eighty (180) school days is the removal of the violating student from school property for that length of time determined and may be imposed by the superintendent, who may consider the recommendation of his administrative designee. This consequence shall conform to the procedure set forth in Section 5.65 (2) (b), *infra*.

The superintendent, or his designee, may impose one or all of the following conditions on any student suspended for eleven (11) to one hundred eighty (180) school days which must be successfully completed prior to readmission to the sending school:

- a. They have maintained a drug and alcohol-free lifestyle for the duration of their absence.

- b. They have had no arrests or charges brought against them by any law enforcement agency.
- c. They have not been on school property or at school sponsored activities during their absence.
- d. They have enrolled in and successfully completed an appropriate counseling program for the behavior they have exhibited; example, if it is a drug or alcohol related violation, that they have been in drug or alcohol rehabilitation, or if it is a weapons charge that they have attended appropriate counseling sessions on behavior and anger control.

The district shall conduct a conference upon the student's return to school after a suspension of 11-180 school days. The conference shall include the student, his/her parent(s), and appropriate school officials who are directly involved with the conduct that resulted in suspension.

3. When a student is involved in more than one specific conduct violation, the student is subject to the consequences specified for each separate violation. Such consequences to be served consecutively or concurrently as deemed appropriate by the administering authority.

e. Expulsion The term "expulsion" refers to exclusion for an indefinite period and shall be subject to the due process procedures set forth for "expulsions."

3. Repeated Conduct The regular progression of disciplinary consequences may be disregarded and more severe disciplinary consequences imposed in the event of repeated conduct of a same or similar nature. Repeated conduct includes conduct which may have occurred in any current or prior school years. *Rev. 3/98, 9/01, 12/01, 8/04, 5/07, 4/23*

5.64 Violative Conduct and Its Consequences

Please refer to bssd.net website for violative conduct and consequences policy. If internet access is not available, please refer to the building administration.

5.64(2)(a)(10) Bullying

In alignment with Missouri State Statute 160.775: A person is bullied when they are exposed, repeatedly and over time, to unwanted intimidating, aggressive, or harassing behavior that would cause a reasonable student to fear for their property or safety, or which behavior substantially disrupts the educational environment.

5.65 Administration and Review of Suspension/Expulsion Consequences (December 2001)

1. Authorization

The board of education believes that the right of a student to attend free public schools carries with it the responsibility of the student to attend school regularly and to comply with the lawful policies, rules and regulations of the school district. This observance of school policies, rules, regulations and standards of conduct is essential for permitting others to learn at school.

Therefore, the board authorizes the administrative prerogative to remove a student from his present school setting because of a willful violation of school rules and regulations or willful conduct which materially or substantially disrupts the rights of other students or the property of the school. Such action shall be taken in accordance with due process and with due regard for the welfare of both the individual

and the school. School attendance may be temporarily denied to individual by the administrative act of summary suspension, but expulsion can be implemented only through specific action by the board of education.

2. Suspension (December 2001)

a. Suspension for Ten (10) School Days or Less The board authorizes the summary suspension of students by building principals, or the superintendent or his administrative designee for a period not to exceed ten (10) school days, provided such action is in accordance with due process and state statutes. Any suspension by the building principal or the superintendent's administrative designee shall be immediately reported to the superintendent, who may revoke the suspension at any time.

Any student suspended or dismissed from school shall be denied entrance to any school grounds and/or facilities until the period of his/her suspension has expired.

Any student seen on the grounds or in a school building during the period of suspension should be reported to school authorities that, in turn, should notify the local police authorities of his/her presence on school property. In such cases, the suspension may be extended.

No student shall be suspended for ten (10) school days or less, unless:

1. The student shall be given oral or written notice of the charges against him; and
2. If the student denies the charges, he shall be given an oral or written explanation of the facts which form the basis of the proposed suspension; and,
3. The student shall be given an opportunity to present his version of the incident before any consequences are imposed. A student has the right to bring forward witnesses on his behalf.
4. Prompt notification will be given to the parent or others having custodial care of the student, of the administrator's action and the reasons for such action.
5. No further due process requirements need be met except in the possible case of ten (10) school days or less suspension by the board, in which event a hearing must be held pursuant to Section 167.161 RSMo and Section 5.65 (4), infra.

b. Suspension for Eleven (11) to One Hundred Eighty (180) School Days (May 1997)

1. Right to Appeal

The board authorizes the summary suspension of students by the superintendent only for a period from eleven (11) to one hundred eighty (180) school days, provided such action is in accordance with due process and statutes.

In the case of a suspension by the superintendent for more than ten (10) school days, the student or his parents or others having custodial care of the student may appeal the decision of the superintendent to the board or to a committee of board members appointed by the president of the board, which shall have full authority to act in lieu of the board. In the event of an appeal, a hearing before the board shall be held as soon as practicable.

2. Handicapped Students

In the event the violating student is a handicapped child, the Education of the Handicapped Act would require that the handicapped student's IEP committee convene before a long-term suspension is imposed. A "long term" suspension is defined as a suspension of more than ten (10) school days per semester.

3. Due Process Rights

- a. No student shall be suspended from eleven (11) to one hundred eighty (180) school days, unless:
1. The student shall be given oral or written notice of the charges against him; and
 2. If the student denies the charges, he shall be given an oral or written explanation of the facts which form the basis of the proposed suspension; and
 3. The student shall be given an opportunity to present his version of the incident before any consequences are imposed. A student has the right to bring forward witnesses on his behalf.
 4. Prompt notification will be given to the parents or others having custodial care of the student, of the administrator's action and the reasons for such action, and the right to a hearing before the board. This notice shall be promptly made by certified mail, addressed to the student's parents or others having custodial care of the student at their last address shown on school records.
- b. In the event of an appeal to the board, the superintendent shall promptly transmit to it a full report in writing of the facts relating to the suspension, the action taken by him and the reasons, therefore.
- c. In the event of a board appeal, the suspension shall be stayed until the board renders its decision, unless in the judgment of the superintendent, the student's presence poses a continuing danger to persons or property or an ongoing threat of disrupting academic process, in which case the student may be immediately removed from school property, and the second notice described in section 5.65(2)(b)(3)(d), infra., shall follow as soon as practicable.

- a. In the event the student, parents or others having custodial care of the student exercise the student's right to a board hearing, which right must be evidenced by a written request to the secretary of the board of education from the student, parents, or others having custodial care, within seven (7) days of the receipt of the superintendent's notice of suspension described in section 5.65(2)(b)(3)(a)(4), supra, the person seeking the hearing will receive a second notification advising them of:
 1. the date, time and place of the hearing.
 2. the nature of the charges.
 3. the right to call and examine witnesses and introduce exhibits.
 4. the right to cross-examine witnesses.
 5. the right to have the hearing proceedings recorded and preserved.
 6. the right to be represented by counsel.
 7. the right to subpoena witnesses.
 8. the right to present oral arguments or written brief at the close of the hearing.
 9. the right to written findings of fact, conclusions of law and decision; and
 10. the right to judicial review.

4. Suspension Hearing Before the Board Any suspension hearings before the board shall be conducted in accordance with the procedure set forth in Section 5.65(4), infra.

3. **Expulsion**

a. **Authority** The board may expel a student for conduct which is prejudicial to good order and discipline in the schools or which tends to impair the morale or good conduct of the students. The board alone may expel a student, and then only after notice to parents or others having custodial care and a hearing upon the charges preferred. The board may originate the expulsion disciplinary hearings upon the recommendations of the superintendent.

b. **Due Process Rights** Before any student can be expelled the board must notify the parents or others having custodial care of the student. That notification shall be made by certified mail, addressed to the student's parents or others having custodial care of the student at the last address shown on school records and shall advise them of:

1. the date, time and place of the hearing.
2. the nature of the charges.
3. the right to call and examine witnesses and introduce exhibits.
4. the right to cross-examine witnesses.
5. the right to have the hearing proceedings recorded and preserved.
6. the right to be represented by counsel.
7. the right to subpoena witnesses.
8. the right to present oral arguments or written brief at the close of the hearings.
9. the right to written findings of fact, conclusions of law and decision; and the right to judicial review

c. **Expulsion Hearing Before the Board**

An expulsion disciplinary hearing shall be held as soon as practicable. In the interim, the student shall remain in school, unless the student's presence poses a continuing danger to persons or property or an ongoing threat of disrupting the academic process, in which case the student may be immediately removed from school property. Any expulsion hearing before the board shall be in accordance with the procedures set forth in Section 5.65(4), infra.

d. **Presence on School Property While Expelled** (December 2001) Any student who is expelled by the Blue Springs R-IV Board of Education is forbidden from attending any school function or being on any Blue Springs School District property until such time the student has been accepted for readmission [See 5.65(5)] or the graduation date for the student's class has passed if the student had remained enrolled in school, whichever occurs first. School administrators have the right to have expelled students removed from school grounds and/or functions.

4. **Appellate Suspension and Expulsion Hearings** (December 2001)

In all hearings, whether initiated by the board of education, or by a student, or by his parents or others having custodial care of the student as an appeal, the following procedures will be followed:

a. The hearing will be closed unless mutually agreed upon by both the student and student's parents or others having custodial care of the student and the district that the hearing will be open. At the hearing, the board or their counsel will present the charges and such testimony and evidence to support such charges.

The student, his parents or others having custodial care of the student or their counsel shall have the right to: present witnesses; introduce exhibits; cross-examine witnesses called in support of the charges; present oral arguments, and/or present written briefs. The hearing will be recorded. A written transcript will be prepared and provided upon request.

b. At the conclusion of the hearing, the board of education shall deliberate in executive session and shall render a decision to dismiss the charges; refer the student to the superintendent of schools for appropriate disciplinary action; or to expel the student from the schools of the district. The administration or its counsel, by direction of the board of education, shall promptly prepare and transmit to the student and his parents or others having custodial care of the student written Findings of Fact, Conclusions of Law and Decision.

c. The student, his parents or others having custodial care of the student may waive the right to appear personally before the board of education at the hearing. If a student, his parents or others having custodial care of the student choose to waive the right to appear personally before the board of education

at the hearing a Waiver of Hearing form must be completed and submitted to the superintendent of schools or his/her designee prior to the date and time of the scheduled hearing. **See Appendix 5(15).**

If a waiver is requested, the board will take action on the expulsion at the next regularly scheduled board meeting. A decision shall be rendered as per Section b of this policy.

5.815 Student Speakers (February 2015)

The district recognizes that students are provided the opportunity to speak at certain school events to which the public has been invited. The district hereby establishes a limited public forum at all school events to which the public is invited and at which a student is to publicly speak. The district shall not discriminate against a student's voluntary expression of a religious viewpoint when speaking in this limited public forum. Student expression on an otherwise permissible subject shall not be excluded from the limited public forum because the subject is expressed from a religious viewpoint. The district shall use a method, based on neutral criteria, for the selection of student speakers at school events to which the public is invited and graduation ceremonies. The district shall ensure that a student speaker does not engage in obscene, vulgar, offensively lewd, threatening, or indecent speech. The district shall state, in writing, orally, or both, that the student's speech does not reflect the endorsement, sponsorship, position or expression of the district. The school district disclaimer shall be provided at all graduation ceremonies. The school district shall also continue to provide the disclaimer at any other public event at which a student speaks publicly for as long as a need exists to dispel confusion over the district's non-sponsorship of the student's speech.

5.910 Suicide Awareness and Prevention (May 2018)

The Blue Springs R-IV School District is committed to maintaining a safe environment to protect the health, safety and welfare of students. The purpose of this policy is to assist in providing such an environment through youth suicide awareness and prevention. Starting no later than the sixth grade, the district will use a risk assessment tool for determining whether a student is at risk of suicide. Appropriate staff will receive training in risk assessment and using this tool to assist in making these determinations. Students who are considered to be at possible risk of suicide shall be referred to the school counselor to determine the next appropriate strategy. Strategies for helping the student may include, but are not limited to, changing academic schedules, periodic contact with the school counselor, referral for grief counseling or professional mental health evaluation and counseling. Staff shall notify a parent or legal guardian of a student who is considered at possible risk of suicide. When a suicide death of a student occurs, the superintendent or designee will determine appropriate procedures for informing the school community. Staff and students who need attention will be provided support and resources available through the district crisis team, other district counselors, social workers, and outside mental health resources as needed

5.92 Safety (February 2002)

The board authorizes the use of video cameras on district property and in district vehicles to ensure the health, welfare, and safety of all staff, students, and visitors to district property, and to safeguard district facilities and equipment. Video cameras may be used in locations as deemed appropriate by the superintendent or his/her designee.

5.97 Medication at School

Please refer to bssd.net website for medication at school policy. If internet access is not available, please refer to the building administration.

5.98 Student Allergy Prevention and Response

Please refer to bssd.net website for student allergy prevention and response policy. If internet access is not available, please refer to the building administration.

6.45 Bus Discipline

Please refer to bssd.net website for bus discipline policy. If internet access is not available, please refer to the building administration.

NOTIFICATION OF RIGHTS UNDER THE FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

The Family Education Rights and Privacy Act (FERPA) affords parents and students over 18 years of age ("eligible students") certain rights with respect to the student's education records. These rights are:

1. The rights to inspect and review the student's education records within 45 days of the day the School receives a request for access. Parents or eligible students should submit to the School principal (or appropriate school official) a written request that identifies the record(s) they wish to inspect. The School official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.
2. The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate, misleading, or otherwise in violation of a student's privacy rights. Parents or eligible students may ask the School to amend a record that they believe is inaccurate or misleading. They should write the School principal (or appropriate official), clearly identify the part of the record they want changed, and specify why it is inaccurate, misleading, or in violation of the student's privacy rights. If the School decides not to amend the record as requested by the parent or eligible student, the School will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures and rights after the hearing decision will be provided to the parent or eligible student when notified of the right to a hearing.
3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the School as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the School has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her task. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. Upon request, the School discloses education records without consent to officials of another school district in which a student seeks or intends to enroll.
4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the School to comply with the requirements of

FERPA. The name and address of the Office that administers FERPA are:

**Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SE Washington, DC 20202-4605**

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).

What is a complaint for purposes of this policy?

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.

Who may file a complaint?

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.

What types of complaints are recognized?

There are two types of complaints:

1. A complaint alleging that a local school district is violating, misapplying, or misinterpreting a law or a regulation of the Department of Elementary and Secondary

Education: and,

2. A complaint alleging that the Department of Elementary and Secondary Education is violating, misapplying, or misinterpreting a law or regulation.

How are complaints filed?

1. Complaints against local school districts.

A complaint alleging that local school district officials have violated, misapplied, or misinterpreted a state or federal law or regulation must first be filed and resolution pursued in accordance with local district policy. If the issues cannot be resolved at the local level, the complainant may file a complaint with the Department. Before accepting such a complaint, the Department will ask for evidence of an attempt 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. A question about local school district policies, rules, or practices, which are not based on federal or state laws or regulations, is not a complaint within the meaning of this policy and must be settled at the local school district level.

2. Complaints against the Department of Elementary and Secondary Education

A local school district official, a local board of education, or any person directly affected by actions of the Department may file a written complaint alleging that the Department or its personnel have violated, misapplied, or misinterpreted a state or federal law or regulation directly with the Department.

How does the Department hear and resolve complaints?

1. Any formal complaint against the Department or an unresolved complaint against a local school district related to the IASA is to be addressed to the Director of the Grants management section.

2. Within thirty days after receiving a complaint or appeal, the section director will resolve the complaint and inform interested parties in writing of the decision. In resolving the complaint, the section director may rely upon statements of the parties involved or may conduct an independent investigation. The section director may grant an extension of the thirty-day limit for just cause.
3. If a complainant disagrees with the decision of the section director, the complainant may, within ten working days, appeal to the Deputy Commissioner of Education. This appeal must be in writing and state why the complainant disagrees with the decision.
4. Within thirty days after receiving an appeal, the Deputy Commissioner of Education will render a final administrative decision and notify the complainant in writing.
5. If the complainant disagrees with the decision of the Deputy Commissioner of Education in a matter relating to federal law or regulation, the complainant may request a review of the decision by the United States Secretary of Education in accordance with 34 CFR Part 76, section 76.781.

What other recourse is available in resolving complaints?

In some circumstances, complainants may have additional recourse in the courts or through the Administrative Hearing Commission.

BLUE SPRINGS R-IV SCHOOL DISTRICT
STANDARD STUDENT CODE OF CONDUCT
Student-Parent (9-12)

School Year: 20__ - 20__

Student's Name: _____

Grade Level: _____

This document is based upon policy established by the Blue Springs Board of Education and addresses provisions of the Missouri Safe Schools Act, the Federal Gun Free Schools Act and other pertinent laws which support schools being safe places for students and employees. Each student is expected to further his/her education and to respect each student's right to learn in a safe environment. The Standard of Student Conduct applies in school buildings, on district grounds, at school activities, at bus stops, in vehicles used to transport students for the school district as well as behavior outside of school which causes a disruption which is prejudicial to good order and discipline in the school. These standards, though fundamentally the same for K-12 students, will be applied to appropriately address the emotional, developmental and intellectual level of the student. **Non-compliance with these standards may result in suspension, expulsion and/or reporting to the appropriate agency including law enforcement which may result in removal from school grounds.**

A copy of the policies of the Blue Springs Board of Education is available on the district website www.bssd.net or can be provided by the school's principal.

This document requires the signature of the parent/guardian. Signatures indicate that the content has been read and understood. This signed document will be kept in the student's file.

1. Behaviors including but not limited to profanity, truancy, display of affection, insubordination, bullying, hazing, behavior disruptions, use of tobacco products, and behavior prejudicial to the good order and discipline of the schools are violations of policy. Students in violation will be subject to disciplinary action.
2. Oral/physical assault or battery of a fellow student or staff member may result in suspension, expulsion, and/or be reported to the appropriate authorities. Any threat of harm to a person or property, whether made directly or indirectly, is also prohibited.
3. Blue Springs School District prohibits the use, possession, storage, distribution, sale, purchase, transmittal, transfer, or obtaining of weapons on school property. No student may possess a weapon on school property at any time. A weapon is defined by the Missouri Safe Schools Act, the Federal Gun Free Schools Act of 1994, 18 U.S.C. 921 and 930, FSMO 571.010, and the policies of the Blue Springs Board of Education. Violators shall be referred to the appropriate legal authorities and are also subject to long-term suspension or expulsion from school. If a student violates the weapons policy as provided in both state and federal law, the student shall be suspended and/or expelled for a period of not less than one year as specified by law.
4. Blue Springs School District prohibits the use, possession, attendance, or being present under the influence of alcohol or drugs or any substance represented to be alcohol or drugs and any attempt to purchase, sell, or transfer such items. Drug paraphernalia is also prohibited. Students in violation are subject to long-term suspension or expulsion and will be reported to appropriate authorities.
5. Students are forbidden from making any terroristic threat or false report of a catastrophe,

including but not limited to false bomb threats or fire alarms, to frighten or disturb people or cause evacuation or closure of any building, place of assembly or facility of transportation. Violations may result in suspension or expulsion and be reported to the appropriate law enforcement authorities.

6. Extortion, theft, and any attempt to cause damage to any property located on district grounds or belonging to the school, staff or a fellow student are prohibited. Violators will be subject to restitution, and/or suspension or expulsion, and may be reported to the police.

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7. Students are expected to be clean and tidy in attire. Dress and grooming must not disrupt the teaching/ learning process. When, in the judgment of the principal, a student's appearance or mode of dress disrupts the educational process or constitutes a threat to health or safety, the student may be required to make modifications.

8. Federal laws and district policy dictate technology use. The use of school technology resources, such as computer equipment, electronic mail, phone systems and all other communications capabilities, is a privilege. Any misuse of technology which violates district policy or state/federal law will result in disciplinary action and may result in the loss of technology privileges and/or legal consequences (including FBI, United States Secret Service, etc.). Electronic devices and computers may not be used to capture sound, digital, video, or photo images, at anytime or any where during the school day or while being transported in a district vehicle without the prior approval of administrators or staff, or at any other time, place, or school sponsored activity when a person has expectation of privacy which shall include, but not be limited to, a locker room, restroom, dressing room, or any other location where a person may be changing clothes or engaged in personal or private activities.

9. It is the policy of the Blue Springs School District to maintain a learning and working environment that is free from discrimination of its students and employees. The District prohibits any form of sexual harassment. Reports of such incidents should immediately be made to building administrators. Disciplinary action may include suspension, expulsion, and referral to the appropriate authorities.

10. The Blue Springs School District will appropriately report and make available the record of student incidents to appropriate individuals, agencies, schools, and the police as required by law.

The preceding list presents some of the standards which govern the conduct of students in the Blue Springs School District. These standards of conduct also apply to all school activities outside the regular school day.

I have read and do understand the Blue Springs Standard of Student Conduct and my responsibilities to expect my student to follow all the disciplinary rules and regulations of the Blue Springs School District as referenced above and in the policies of the Blue Springs Board of Education.

Standard of Student Conduct Agreement	
Enter Parent/Guardian Name:	Enter Student's Name:
Parent/Guardian (Signed):	Student's Signature:
Date Signed:	School Name:

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