

Welcome to Bellerive School

2020-2021 1st Quarter

Parent / Student Handbook



BELLERIVE LEADERS



Build a Better Tomorrow

Dear Parents and Students:

It is a pleasure to welcome you to the 2020-21 school year at Bellerive School. We know that there is a lot of uncertainty around what this school year might entail. Please know that we will be following district guidelines to keep your child, our staff and students safe. The staff and I are looking forward to a successful school year filled with lots of learning and growing.

In order to ensure your children's success, we are committed to developing a positive relationship among you, the parents, your children, and our staff. Communication is vital in order to facilitate this goal. The Parent/Student Handbook is one opportunity for the school to share information with you.

The answers to many questions concerning policies, procedures, and special programs at Bellerive are contained in this handbook. I encourage you to read and to discuss the handbook with your children. This activity will help to develop the partnership that is crucial to a successful school experience.

Again, welcome to Bellerive School, a Lighthouse School and a Green Ribbon School. The staff and I are excited about the opportunity to work with you and your children. Together we will "Grow Capable Learners... Inspire Lifetime Leaders!"

Sincerely,

Jami DeBosch, Ed.D.

Principal

****Some of the expectations in the handbook may change throughout the year due to operating in a pandemic response mode for the 2020-2021 school year.*

****I also recommend that you check out the Pandemic Response Plan for additional information.*

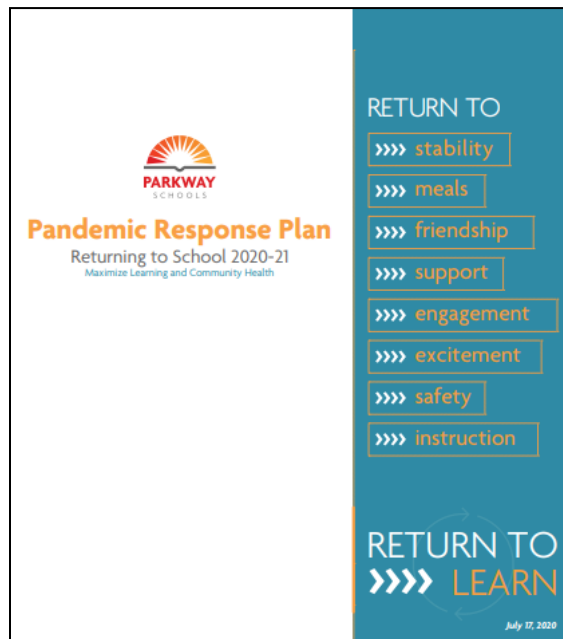
[https://www.parkwayschools.net/cms/lib/MO01931486/Centricity/Domain/2466/](https://www.parkwayschools.net/cms/lib/MO01931486/Centricity/Domain/2466/ReturnToLearn_7_17_20.pdf)

[ReturnToLearn_7_17_20.pdf](https://www.parkwayschools.net/cms/lib/MO01931486/Centricity/Domain/2466/ReturnToLearn_7_17_20.pdf) or the Distance Learning Hub for parents at: <https://sites.google.com/parkwayschools.net/familypage/home>

IMPORTANT NOTICE

As part of our pandemic response plan our 1st quarter Bellerive handbooks lists district notices and district board policy. Additional updates to the handbook will be made throughout the year as learning plans change.

Please reference the district Pandemic Response Plan for additional information. https://www.parkwayschools.net/cms/lib/MO01931486/Centricity/Domain/2466/ReturnToLearn_7_17_20.pdf and the Distance Learning Hub for parents at: <https://sites.google.com/parkwayschools.net/familypage/home>



SERVICES AND RIGHTS FOR STUDENTS WITH DISABILITIES

Students with disabilities have rights and safeguards under Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act (ADA), and, when eligible, the Individuals with Disabilities Education Improvement Act (IDEA-2004). Students with disabilities are protected from discrimination and guaranteed a "free appropriate public education" (FAPE), which is defined by their Individualized Education Program (IEP) or, for Section 504, a §504 Plan. The rights of students with disabilities and the roles/responsibilities for Parkway and the Special School District (SSD) of St. Louis County are described in:

Missouri Department of Elementary and Secondary Education's (DESE) *State Plan for Special Education* and IDEA-2004 *Procedural Safeguards for Children and Parents* brochure

the SSD's Compliance Plan

the St. Louis County *General Assurance Document*

the U.S. General Education Provision Act (GEPA)

Parkway's policies/guidelines and Section 504 rights handout.

Under the Family Educational Rights and Privacy Act (FERPA), parents have the right to review, request amendment of, and file complaints concerning personally identifiable information maintained on their child. Parents/guardians (or majority age students) are to be provided with their procedural safeguards and written notification regarding the identification, evaluation, and/or placement of students with disabilities.

Children under Parkway's jurisdiction between the ages of three (3) and twenty-one (21) may be eligible for special education and related services. The SSD provides services to students diagnosed with one of the following educational disabilities: Autism, Deaf/Blindness, Emotional Disturbance, Hearing Impairment and Deafness, Mental Retardation, Multiple Disabilities, Orthopedic Impairment, Other Health Impairments, Specific Learning Disabilities, Speech or Language Impairment, Traumatic Brain Injury, Visual Impairment/Blind, or Young Child with a Developmental Delay. Parkway provides accommodations and services to students with Section 504 disabilities who are not eligible under the IDEA.

The SSD offers special education and related services (e.g., physical and occupational therapy, speech and/or language services, social work services, counseling) for students. These include evaluation, screening, and special education services for students with educational disabilities attending non-public schools. For students with and without diagnosed educational disabilities, the districts offer Homebound Instruction (for home or hospital-bound students) and applied technology/vocational programming.

The districts are required to locate, evaluate, and identify children with disabilities under their jurisdiction, regardless of the severity of the disability, and assist the State with information and referral services in the implementation of early intervention services for infants and toddlers eligible for Missouri's First Steps Program. This includes non-resident children attending private schools in Parkway, highly mobile children (i.e., migrant and families in transition), and children suspected of having a disability and in need of special education even though advancing from grade to grade. When staff have significant concerns about a student, they are to initiate the "problem solving" process and, when needed, refer the student to the school's Care Team. Parkway Care Teams initiate the disability identification process when appropriate. Parents/guardians who suspect a disability may initiate the disability "identification" process by making a request to school staff.

All students with disabilities are served in the least restrictive environment and attend their neighborhood Parkway schools unless determined otherwise. A student's IEP or §504 Team determines what placement, program, special education and related services, supplemental aids, adaptations, curriculum modifications, or other accommodations are required. The opportunity to participate in the Parkway curriculum, earn "regular" or "modified curriculum" credit, and obtain a high school diploma is available to all students.

Questions and requests for assistance, information, or this notice in another language should be directed to Parkway's Special Services Department at the Instructional Services Center (@ 314-415-5002) or the school's "special education administrative team," Jami DeBosch, Bellerive Principal or Abbi McCabe, SSD Area Coordinator.

STUDENT ATTENDANCE

1. School Attendance

The Board of Education believes daily attendance is the initial step in achieving academic success. Education is a total process based on continual communication and shared responsibilities among parents, students, teachers, and the school. The Board of Education recognizes parent(s)/legal guardian(s) have both a legal and moral responsibility to require and promote regular school attendance. Furthermore, the Board of Education believes that, as students mature and progress through the educational system, they should assume primary responsibility for regular and prompt school attendance. The professional staff recognizes a successful school experience is directly related to a sound pattern of attendance. Therefore, each teacher and administrator will expect regular and prompt daily attendance.

While the Board of Education seeks to provide educational services beyond the mere minimum requirements of the law, the law requires all children within the compulsory attendance age to regularly attend a public, private, parochial, parish, home school or a combination of such schools for the duration of the entire school term. The compulsory attendance age is between 7 and 17 years of age or, if under 17, until the student successfully completes 16 credits toward high school graduation.

Once enrolled in the district, no matter the age, the district expects the student to attend regularly and for the student's parent(s)/guardian(s) or other adults having charge, control or custody of the student to communicate regularly and honestly with the district regarding the student's absences. Because the Parkway School Board and district staff strongly believe that regular attendance is important in gaining the most from the educational experience, and because state law requires district staff to report all instances of abuse and neglect, including educational neglect, the district will make every effort to ensure students are attending school as required by law. These efforts include, but are not limited to: accurately recording attendance, creating procedures for regular communication with parents/guardians regarding attendance, investigating truancy, and reporting suspected incidences of educational neglect to the Children's Division (CD) of the Department of Social Services.

K - 8

2. School Attendance Responsibilities

Each school will monitor and keep accurate records of student daily attendance as required by law.

The building principal is responsible for supplying information to parent(s)/guardian(s) about student absences and for submitting accurate attendance information to district officials.

Students are required to be in class on time. The student is responsible for being present and ready to learn when the class is scheduled to begin.

Approximately every six weeks, parent(s)/guardian(s) shall be notified of their child's attendance. Additionally, parents/guardians shall be notified of excessive absences or excessive tardies through conferences, telephone calls, e-mails, letters, notices, or progress reports. School officials shall address such issues through the following: student-teacher conference, parent/guardian conference, support personnel assistance (e.g., school nurse, counselor, social worker, administrator, care team), Family Court referral and/or hotline call to the Children's Division of the Missouri Department of Social Services (for students under age 16).
Department

3. Teacher Responsibilities

Each elementary teacher shall be responsible for taking and recording accurate daily attendance. Each middle school teacher shall be responsible for taking and recording accurate student attendance for each assigned period every day. Attendance is to be recorded by teachers in the District's student information system.

Each teacher shall be responsible for monitoring student attendance and notifying parents/guardians when a student's course grade is being adversely affected by excessive absences/tardies.

Each teacher shall implement classroom attendance procedures that are consistent with this policy as well as building attendance procedures.

To the extent possible, students will be allowed to make up missed work. However, it may not be possible to recreate instruction or to make up many activities that occur during actual class time (e.g., discussions, formative assessments, videos, lab work, music rehearsals, physical exercise). This may limit the ability of students to remain current in their coursework and affect their overall progress.

Teachers will determine the best course of action to help a child make up the learning that was missed. When a student has a disability under Section 504 of the Rehabilitation Act and/or the Individuals with Disabilities Education Act and absences impact progress in the curriculum, members of the child's IEP/504 team will collaboratively determine what accommodations and/or services are necessary to address the lack of access to the curriculum.

4. Parent/Guardian Responsibilities

Missouri law places the responsibility on parents and guardians to see their children attend school.

Parent(s)/guardian(s) need to call and provide the school office with the reason for each student absence on the day of the absence.

5. Enrollment Status of Absent Students

Students whose parent(s)/guardian(s) inform the school that the student will not be returning to school shall be dropped from daily attendance rosters. The same is true of students who are absent for ten (10) days or more and school officials have inquired of parent(s)/guardian(s) as to the student's status but cannot determine whether the student will return to school.

When the Principal has information that a student is going to be absent from school for ten (10) or more days but will be returning to school, the student shall be reassigned in the District's student information system until the student returns. The District will not guarantee the student can be kept in the same schedule/classes upon his/her return.

6. Communication to Parents/Guardians

Each new student and his/her parent(s)/guardian(s), upon initial entry into the Parkway School District, shall receive a copy of this policy. Otherwise, the policy will be published annually on the district's website and made available to each Parkway family upon request. Building attendance procedures, which must be consistent with this policy, will be communicated in writing to the students and parents/guardians annually.

7. Implementation

Each school shall develop building attendance management procedures consistent with Policy JE, Student Attendance. Attendance management is the responsibility of the building principal. There shall be no appeal beyond the Principal.

Courses taken at the middle school for high school credit are subject to the K-8 attendance policy. Courses taken by middle school students at the high school for high school credit are subject to the high school attendance or policy.

9-12

2. School Attendance Responsibilities

Each school will monitor and keep accurate records of student daily attendance as required by law.

The building principal is responsible for supplying information to parents/guardians about student absences and for submitting accurate attendance information to district officials.

Each school shall monitor student attendance and implement an attendance program that distinguishes between excused and unexcused absences. The building principal and/or designee shall determine whether an absence

is excused or unexcused based on this policy, Parkway's Mission, Vision and Learning Principles and/or on information provided by the student or the parent/guardian.

EXCUSED absences include the following:

- Illness of the student (In some cases, documentation from appropriate licensed professionals may be required for an excused absence.)
- Death in the student's immediate family
- Days of religious observance
- Medical or dental appointments
- Court Appearance
- Quarantine or hospital confinement
- Medical, mental health/psychological, or substance abuse treatment when documented by appropriate licensed professionals
- Field trips or other school initiated absences
- An emergency that, in the judgment of the principal, constitutes a reasonable cause of absence from school

Attendance at a district approved alternative educational setting/program such as the Alternative Discipline Center or GOLD Star (In cases where lack of transportation, illness, or other mitigating circumstances that prevent a student from attending a district program, the principal will determine whether a student shall receive credit.)

UNEXCUSED absences are those that do not fall within the areas listed above and may include vacations, visiting out of town relatives, or participating in non school sponsored activities or events that the administration believes are not aligned with Parkway's Mission, Vision and Learning Principles.

Students are required to be in class on time. The student is responsible for being present and ready to learn when the class is scheduled to begin.

Approximately every six weeks, parents/guardians shall be notified of their child's attendance. Additionally, parents/guardians shall be notified of unexcused or excessive absences or excessive tardies through conferences, telephone calls, emails, letters, notices, and progress reports. School officials shall address such issues through the following: student teacher conference, parent/guardian conference, support personnel assistance (i.e., school nurse, counselor, social worker, administrator, care team), reduction of citizenship mark, detentions and/or In School Suspension, Family Court referral and/or hotline call to the Children's Division of the Missouri Department of Social Services (for students under age 16), reduction of course grade, or loss of course credit.

Teacher Responsibilities

Each high school teacher shall be responsible for taking and recording accurate student attendance for each assigned period every day. Attendance is to be recorded by teachers in the District's student information system.

Each teacher shall be responsible for monitoring student attendance and notifying parents/guardians when a student's course grade or credit is being adversely affected by excessive absences/tardies.

Each teacher shall implement classroom attendance procedures that are consistent with this policy as well as building attendance procedures.

To the extent possible, students will be allowed to make up missed work. However, it is may not be possible to recreate instruction or to make up many activities that occur during actual class time (e.g., discussions, formative assessments, videos, lab work, music rehearsals, physical exercise). This may limit the ability of students to remain current in their coursework and affect their ability to earn certain grades and/or credit for the course overall progress. For some excused absences (i.e., long-term residential treatment), grades and/or credits may not be possible because of the length of the absence and the requirements of the course(s). In such cases, it may be determined that no course work will be provided to the student during the absence. In most cases when students have excused absences, the student or parent/guardian is responsible for initiating the request for make-up work according to individual school guidelines. Teachers are NOT REQUIRED to provide work (or to grade or grant credit for work turned in) to a student who is voluntarily absent from school for UNEXCUSED reasons such as vacations, visiting out-of-town relatives or participating in non-school sponsored activities or events.

Teachers have the prerogative to waive or compact missed assignments and/or other curriculum for students with excused absences.

When a student has a disability under Section 504 of the Rehabilitation Act and/or the Individuals with Disabilities Education Act and absences impact progress in the curriculum, members of the child's IEP/504 team will collaboratively determine what accommodations and/or services are necessary to address the lack of progress to the curriculum.

4. Parent/Guardian Responsibilities

Missouri law places the responsibility on parents and guardians to see that their children attend school.

Parents/guardians need to call and provide the school office with the reason for each student absence on the day of the absence. Failure to notify the school will result in the absence being classified as unexcused. In addition, parents/guardians should be aware that notifying the school of an absence does not make an absence excused. The Principal shall apply the above policy provisions to make the excused/unexcused determination.

5. Enrollment Status of Absent Students

Students whose parent(s)/guardian(s) inform the school that the student will not be returning to school shall be dropped from daily attendance rosters. The same is true of students who are absent for ten (10) days or more and school officials have inquired of parent(s)/guardian(s) as to the student's status but cannot determine whether the student will return to school.

When the Principal has information that a student is going to be absent from school for ten (10) or more days but will be returning to school, the student shall be reassigned in the District's student information system until the student returns. The District will not guarantee the student can be kept in the same schedule/classes upon his/her return.

6. Communication to Parents/Guardians

Each new student and his/her parent(s)/guardian(s), upon initial entry into the Parkway School District, shall receive a copy of this policy. Otherwise, the policy will be published annually on the district's website and made available to each Parkway family upon request. Building attendance procedures, which must be consistent with this policy, will be communicated in writing to the students and parents/guardians annually.

7. Implementation

Each school shall develop building attendance management procedures consistent with Policy JE, Student Attendance. These procedures shall include an appeal process for grade reduction or credit loss decisions. Attendance management is the responsibility of the building principal. There shall be no appeal beyond the Principal.

Courses taken by middle school students at the high school for high school credit are subject to the high school attendance policy.

POLICY ADOPTED: May 10, 2017
SUPERSEDES: JE: 04/13/11, 01/27/10, 06/05/09, 09/13/06, 11/01/00 and JED, 03/17/88
LEGAL REFERENCE: RSMo. 167.031
CROSS REFERENCE: JK, Student Discipline

STUDENT DISCIPLINE

A. Philosophy of Education and Discipline

The board of education believes that each student is unique and has the potential for making positive contributions to society. In accordance with this belief and in alignment with Parkway's Mission and Vision, staff and students work proactively to encourage and develop responsible student behavior through instruction and practice. As a result, Parkway students will develop competencies in self-awareness, self-management, and self-advocacy skills. These skills equip and empower students to display respect and, when necessary, appropriately advocate for their own rights and the rights of others through their actions.

In working toward achieving these goals, it is essential that Parkway maintain a positive learning environment for all students. The board of education has created this discipline code to address the consequences for students whose conduct is prejudicial to the good order and discipline in the schools or impairs the morale or good conduct of other students. In addition to the consequences set forth below, which are not exhaustive, staff, students and parents may engage as appropriate in additional methods of addressing the conduct, including a respectful and equitable process of problem-solving, repairing relationships, offering restitution (righting wrongs), and implementing a personalized plan of support for behavioral improvement. The goal of this discipline policy is for students to develop strong character that will transfer to the world outside of school.

For the purpose of this policy which is adopted under authority conferred by state law, potential student discipline consequences are separated into two classifications: Superintendent Suspension, for conduct that is considered serious, and Principal Suspension, for conduct that is less serious but nevertheless disruptive and, therefore, unacceptable. A Superintendent Suspension may also result in a referral to the Board of Education for Expulsion, i.e., permanent removal from school. Teachers and administrators are expected to hold students strictly accountable for their failure to obey standards of conduct set out herein, and may impose lesser consequences than suspension as appropriate. Also see Policy ECAC, Vandalism-Theft-Trespassing.

B Province of the School

The district has authority to discipline students for conduct that is prejudicial to good order and discipline in the schools or which tends to impair the morale or good conduct of pupils. School officials are authorized to hold students accountable for misconduct in district schools or on any property of the school, on any district or contracted school bus, during school-sponsored activities, or at a bus stop. Student misconduct which occurs at non-school related activities and/or off-campus may be the subject of discipline if the conduct causes or could cause a substantial disruption at school or has an adverse impact on the educational environment at the school. The district also has the authority to discipline Parkway students who are receiving services from Special School District of St. Louis County ("SSD") for misconduct occurring on SSD property, SSD buses or at SSD activities.

C. Consequences of Misconduct

Students may be disciplined for conduct that is prejudicial to good order and discipline in the schools or which tends to impair the morale or good conduct of students, including but not limited to, violations of the standards of conduct set out herein. Prior disciplinary actions shall not be used as the sole basis for removal, suspension or expulsion of a student.

Possible consequences include, but are not limited to, notifying parents/guardians by telephone or letter of student misconduct; change of class schedule; special work assignments; loss of class or school privileges; removal from the bus; verbal reprimand; withdrawal of privileges (athletics, intramurals, before/after school activities, attending outside school events, etc.); the reassignment of the student to another school or site within the district; an in-school suspension; the principal's removal of the student from school for a period of one to ten school days ("Principal Suspension"); the superintendent's extension of the Principal Suspension for a period of up to 180 school days ("Superintendent Suspension"); the board's removal of the student from school for a definite period of time; or the board's permanent removal of the student from school ("Expulsion"). Corporal punishment is not an option, as the board of education prohibits its use in the schools. See Policy JKA, Corporal Punishment.

Upon investigation and consideration of all relevant facts, including any extenuating circumstances, the principal shall determine whether the misconduct in question is classified as misbehavior that should result in a lesser disciplinary consequence, a Principal Suspension, or referral for extension of the Principal Suspension for a Superintendent Suspension. The Superintendent may also refer a matter to the Board of Education for removal in excess of 180 days or Expulsion. The exact discipline administered rests with the discretion of the school officials.

D. Due Process Protections

Students and parents/guardians shall be accorded appropriate due process protections in connection with such disciplinary action. Those protections include the following:

Principal Suspension. Prior to a Principal Suspension, an informal conference shall be held with the student wherein: (1) the student shall be given oral or written notice of charges against him/her; (2) if the student denies the charges, the student 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/her version of the incident. The superintendent may revoke a Principal Suspension at any time.

Discipline Review Committee.

If a principal recommends that the superintendent extend a Principal Suspension beyond the initial ten (10) school days, the Discipline Review Committee (DRC) shall review the student misconduct and make a recommendation to the superintendent regarding the length of the suspension. The superintendent may accept or modify the recommendation of the DRC. The DRC recommendation and superintendent's decision normally shall be made prior to the end of the Principal Suspension. The student and the student's parent or guardian have the opportunity and are encouraged to attend all DRC meetings held to address their child's misconduct.

Superintendent Suspension.

Any extension of the suspension by the superintendent should normally be made and communicated to the student's parent or guardian prior to the expiration of the Principal Suspension. In cases where the superintendent extends a Principal Suspension for up to 180 school days, the parent/guardian may appeal the decision to the board of education. The appeal must be filed prior to the end of the period of suspension, unless otherwise required by law. When there is an appeal, the superintendent shall promptly transmit to the board a full report in writing of the facts relating to the suspension, the action taken, and the reasons for the action. The appeal shall be heard by the board of education or a committee thereof, which shall have full authority to act in lieu of the board. Procedures for the hearing are set out in Board Policy BEF. In the event of a suspension of more than ten school days, where the parent/guardian gives written notice that he/she wishes to appeal the suspension to the board, the suspension shall be stayed until the board renders its decision, unless in the judgment of the superintendent of schools, the pupil's presence poses a continuing danger to persons or property or an ongoing threat of disrupting the academic process, in which case the pupil may be immediately removed from school pending the decision of the board, and the notice and hearing shall follow as soon as practicable.

Expulsion.

In cases where the superintendent recommends that the student be removed from school for more than 180 school days or permanently expelled, the board of education shall, after notice to parents/ guardians, hold a hearing upon charges preferred and render its decision in writing. Procedures for the hearing are set out in board Policy BEF. The parent, custodian or the student, if at least eighteen years of age, may waive any right to a hearing before the board of education, provided such waiver is in writing and is made following a meeting with the superintendent or his/her designee wherein the proposed expulsion is discussed.

Standards of Conduct

No code can be expected to list each and every offense that may result in disciplinary action; however, it is the purpose of this policy to list certain offenses which, if committed by a student, will result in the imposition of disciplinary action. Any conduct not included herein, any aggravated circumstance of any offense, or any action involving a combination of offenses may result in disciplinary consequences as determined by the principal, superintendent and/or Board of Education.

The standards of conduct are as follows:

Standard 1. Causing Disruption of School or Any School Function

A student shall not in any way cause the substantial disruption or obstruction of any classroom, learning environment, or school-sponsored activity. Students may also receive disciplinary consequences if they are involved in organizing or inciting a disruption.

Standard 2. Damaging School Property or Property of Others

A student shall not cause or attempt to cause damage to the property of the district (including defacing the school or school property) or property of other persons. Repeated minor damage to school or personal property may be the basis for a Superintendent Suspension or an expulsion from school. Damage to school property may result in the student or parent/guardian being required to pay for the damage.

Standard 3. Stealing or Possessing the Property of the District or Others without Authorization

A student shall not steal, attempt to steal, or be involved in the theft or possession of the property of the district or property of others. A student shall not have in his/her possession property belonging to the district, a school employee, or another student without the permission of the owner; nor shall a student have possession of stolen property. For the purpose of this policy, stealing shall be defined as the unauthorized taking of property belonging to someone else. Property may include, but is not limited to, physical items and work of students or staff, whether in physical, electronic, or other form

Standard 4. Making Inappropriate Physical Contact, Inciting a Fight, Fighting or Assaulting Others

A student shall not make inappropriate physical contact with, fight, or assault another person; nor shall a student commit an act of school violence toward another person or group.

Inappropriate physical contact is defined as any contact which is unwanted or disruptive. Horseplay, play fighting, throwing objects or other behaviors may be defined as inappropriate physical contact.

Inciting or organizing a fight is defined as causing, attempting to cause or promoting others to act in an angry, harmful or violent manner. This would include students who are verbally or physically posturing to fight.

Fighting is defined as two or more students engaged in physical contact with intent to harm. Students are prohibited from fighting or entering a fight in progress and from failing to disperse when instructed to do so.

Assault is defined as causing or attempting to cause serious bodily injury; recklessly causing serious bodily injury to another person; using physical force, such as hitting, striking or pushing, to cause or attempt to cause physical injury; recklessly engaging in conduct that creates a grave risk of serious physical injury; causing physical contact with another person knowing the other person will regard the contact as offensive or provocative; or any other act that constitutes criminal assault in the first, second or third degree.

Standard 5. Harassing, Bullying, Threatening, Hazing or Intimidating Others

A student shall not harass, bully, threaten, haze or intimidate others for any reason. Threatening others for the purpose of obtaining money or anything of value (i.e., extortion) is prohibited.

Standard 6. Committing Sexual Harassment or Other Sexual Misconduct

A student shall not harass other students, staff, community members or Parkway guests through inappropriate verbal or physical conduct of a sexual nature. Sexual harassment may also include written or visual images, physical gestures, as well as communication through social or electronic media.

A student shall not participate in any inappropriate sexual conduct, including exposing sex organs or body parts, toward other students, staff, community members or Parkway guests. Inappropriate behavior may include staring at another's body part or purposefully observing/recording others in a state of undress. A student shall not touch another person's sex organs or any other body parts in any way that constitutes sexual contact, whether or not such touching occurs through clothing. Nor shall a student expose his/her sex organs or body parts under circumstances in which such conduct is likely to be offensive or otherwise inappropriate.

Standard 7. Possessing, Using, Distributing, Selling or Being under the Influence of Alcohol, Controlled Substances, or Imitation Controlled Substances or Tobacco Products

A student shall not possess, use, transfer, distribute, or be under the influence of any alcoholic beverage, controlled substance or imitation controlled substance. The term "controlled substance" shall include any substance defined in the Narcotic Drug Act, Section 195.010RS Mo, including any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, imitation controlled substance, chemical substance, or intoxicant of any kind. An "imitation controlled substance" shall mean a substance that is not a controlled substance as defined by Missouri law, but which by appearance (including color, shape, size and markings) or by representations made, would lead a reasonable person to believe that the substance is a controlled substance.

The possession, distribution, and sale of drug paraphernalia on school property or at school-sponsored activities are expressly prohibited. Paraphernalia may include any device used to inhale. Any attempt to possess, use, transfer, distribute, buy, or sell alcohol or a controlled substance or imitation controlled substance, whether completed or not, will be considered a violation of this standard.

Possession, use or distribution of any tobacco products on school property or at school-sponsored activities are expressly prohibited. Electronic cigarettes, electronic smoking devices and smoking paraphernalia are also prohibited on school property or at school-sponsored activities.

Use of a drug authorized for a student with a medical prescription from a registered physician or over-the-counter medication shall not be considered a violation of this standard so long as the student complies with Policy JLCD, Administration of Medicine to Pupils.

Standard 8. Being Disrespectful

A student shall not be disrespectful. Disrespectful behavior is defined as verbal or non-verbal actions which insult, harm, embarrass, degrade, offend, or defame other students, staff, community members or Parkway guests. These actions may include gestures, written communication or communication through social media

Standard 9. Being Insubordinate

A student shall not be insubordinate. Insubordination is the refusal to comply with adult directives or directions. Adults include all Parkway and Special School District staff. Insubordination also includes the repeated refusal to follow school rules or the refusal to abide by support/behavior plans developed for students.

Standard 10. Possessing Firearms and Weapons

A student shall not bring, possess or use a firearm or a weapon on school property, a school bus, or at any school activity. The term "firearm" includes, but is not limited to, such items as:

1. Any item which is a loaded or unloaded weapon, weapon frame, or weapon barrel and which is designed to, or may be readily converted to, expel a projectile by action of an explosive, or
2. Any item which will, or which may be readily converted to, expel a projectile by the action of an explosive or other propellant, and which has a barrel with a bore of at least one half inch in diameter, or
3. Any explosive, incendiary, or poison gas, such as: bombs; grenades; rockets with a propellant charge of greater than four ounces; and other similar devices as recognized under federal law, or
4. Any combination of parts either designed to or intended for use in converting any device into a device as described in the paragraphs above.
5. The term "weapon" shall mean a firearm as defined above, and the items listed, which are defined as weapons in section 571.010 RSMo: blackjack, concealable firearm, explosive weapon, firearm, firearm silencer, gas gun, knife, machine gun, knuckles, projectile weapon, rifle, shotgun, spring gun, or switchblade. Other weapons include mace, pepper spray, or items customarily used, or which can be used, to inflict injury upon another person or property.

In accordance with federal and state law, any student who violates this standard will be suspended from school for at least one calendar year or expelled and will be referred to the appropriate legal authorities. The suspension or expulsion may be modified on a case-by-case basis by the superintendent.

A toy gun, water gun, gun replica or weapon replica (collectively, "replica weapon") is not considered a firearm or weapon under this standard. However, possession of any replica weapon is prohibited. Additionally, a student will be subject to discipline under this Standard 10 if it is determined that the student used a replica weapon in a threatening manner or misrepresented a replica weapon as a real weapon.

Standard 11. Posing a Threat of Harm to Himself/Herself or Others at School, as Evidenced by Prior Conduct

A student who poses a threat of harm to himself/herself or to others, as evidenced by the prior conduct of such student, may be immediately removed from school. Prior disciplinary actions shall not be used as the sole basis for removal, suspension or expulsion of a student.

Standard 12. Possessing Bombs or Other Dangerous Substances

A student shall not possess an explosive or incendiary device or any item or substance which could reasonably be considered dangerous to persons or property (such as bombs, gunpowder, ammunition, fireworks, fire bombs, smoke bombs, acid, or other dangerous chemicals) in school or on any property of the school, on any district or contracted school bus, during school-sponsored activities, or during intermission or recess periods.

Standard 13. Making False Alarms or False Bomb Reports

A student shall not make a false statement regarding the possession or location of an explosive device or incendiary materials, nor shall a student report a fire or activate the fire alarm system when no fire exists.

Standard 14. Setting Fires

A student shall not set a fire, attempt to set a fire, or participate in an act which results in a fire on school property, buses, or at a school-sponsored activity off school property.

Standard 15. Misuse of Network Access, Internet Access, or Electronic Equipment

Students are responsible for good behavior on school computer networks just as they are in a classroom or school hallway. A student shall not engage in inappropriate behavior on a school computer or the district computer network. The following acts represent the kinds of conduct considered inappropriate:

1. Hacking, attempting to hack, and other unlawful activities
2. Sending or displaying offensive messages or pictures
3. Using obscene language
4. Harassing, insulting, or attacking others
5. Accessing material that advocates illegal acts or violence or is otherwise inappropriate
6. Damaging computers, computer systems, or computer networks
7. Violating copyright laws
8. Using another's password
9. Trespassing in another's folders, work, or files
10. Employing the network for commercial purposes
11. Unauthorized disclosure, use, and dissemination of personally identifiable information
12. Other inappropriate electronic-related actions as determined by the principal

In addition, students will be held accountable for compliance with the district Network Access Policy, IJNDBC and administrative guidelines.

Standard 16. Being Charged, Convicted or Pleading Guilty to Commission of a Felony in a Court of General Jurisdiction or Being Registered on the Missouri Sex Offender Registry

A student who is charged with, convicted or pleads guilty in a court of general jurisdiction (i.e., an adult court, not a juvenile or family court) to commission of a felony criminal violation of state or federal law shall be in violation of this standard and may be suspended or expelled. A student who is on the Missouri Sex Offender Registry shall be in violation of this standard, shall be suspended or expelled, and is prohibited from being present on school property for any reason. If the charges are subsequently dismissed or the student is acquitted, the student may be readmitted or enrolled. The student shall not be suspended until (1) notice of the proposed suspension and a hearing is given to the parents or others having custodial care of the student, and (2) the Board of Education, following a hearing, finds that a prosecutor has filed a formal complaint in court against the student for commission of a felony, or that a grand jury has indicted the student for the commission of a felony.

Standard 17. Being Charged, Convicted, or Pleading Guilty to Certain Serious Felonies

A student who had been charged, convicted, or pled guilty in a court of general jurisdiction to one of the crimes enumerated below shall be suspended, or if the student is attempting to enroll, shall not be allowed to enroll. In addition, if a petition has been filed in family court alleging, or the family court has adjudicated, that the student has committed an act that if committed by an adult would be one of the crimes enumerated below, such student shall be suspended or denied enrollment. The enumerated crimes are as follows:

1. First degree murder under section 565.020, RSMo;
2. Second degree murder under section 565.021, RSMo;
3. First degree assault under section 565.050, RSMo;
4. Rape in the first degree under section 566.030, RSMo;
5. Sodomy in the first degree under section 566.060, RSMo;
6. Robbery in the first degree under section 570.023, RSMo;
7. Delivery of a controlled substance under section 579.020, RSMo;
8. Arson in the first degree under section 569.040, RSMo;
9. Kidnapping in the first degree under section 565.110, RSMo;
10. Statutory rape under section 566.032 RSMo;
11. Statutory sodomy under section 566.062 RSMo.

The student should not be suspended until school officials have verified that a prosecutor has filed formal charges in court against the student, or that a petition has been filed in family court against the student. If the charges are dismissed or if the student is acquitted or adjudicated not to have committed any of the above crimes, the student may be readmitted or enrolled, unless another basis for suspension and/or expulsion exists. This provision shall not apply to a student with a disability, as identified under state eligibility criteria, who is convicted or adjudicated guilty as a result of an action related to the student's disability.

Standard 18. Engaging in Other Serious Misconduct

Students who engage in other misconduct not expressly covered by the foregoing standards but that is disruptive to school operations and detrimental to good order and discipline may be subject to disciplinary action up to and including suspension and/or expulsion

F. Prohibition against Being On or Within 1,000 feet of School Property during Suspension

All students who are SUSPENDED OR EXPELLED are prohibited from being ON SCHOOL PROPERTY for any reason unless permission is granted by the superintendent, designee or building principal. In addition, any student who is suspended for an act of violence (defined as the exertion of physical force or other act by a student with the intent to do serious bodily harm to another person or group, including but not limited to the conduct under Standard 4), Standard 7 (drug or illegal substance-related activities), or for any of the following offenses committed on school property, any school bus, or while involved in school activities shall not be WITHIN 1,000 FEET OF ANY PUBLIC SCHOOL in the district during the suspension:

1. First degree murder under section 565.020, RSMo;
2. Second degree murder under section 565.021, RSMo;
3. Kidnapping in the first degree under section 565.110, RSMo;
4. First degree assault under section 565.050, RSMo;
5. Rape in the first degree under section 566.030, RSMo;
6. Sodomy in the first degree under section 566.060, RSMo;
7. Burglary in the first degree under section 569.160, RSMo;
8. Burglary in the second degree under section 569.170, RSMo;
9. Robbery in the first degree under section 570.023, RSMo;
10. Manufacture of a controlled substance under section 579.055, RSMo;
11. Delivery of a controlled substance under section 579.020, RSMo;
12. Arson in the first degree under section 569.040, RSMo;
13. Voluntary manslaughter under section 565.023, RSMo;
14. Involuntary manslaughter in the first degree under section 565.024, RSMo or involuntary manslaughter in the second degree under section 565.027, RSMo;
15. Second degree assault under section 565.052, RSMo;
16. Rape in the second degree under section 566.031, RSMo;
17. Kidnapping in the second degree under section 565.120, RSMo;
18. Property damage in the first degree under section 569.100, RSMo;
19. The possession of a weapon under chapter 571, RSMo;
20. Child molestation in the first, second, or third degree pursuant to sections 566.067, 566.068 or 566.069, RSMo;
21. Sodomy in the second degree pursuant to section 566.061, RSMo;
22. Sexual misconduct involving a child pursuant to section 566.083, RSMo;
23. Sexual abuse in the first degree pursuant to section 566.100, RSMo;
24. Harassment in the first degree under section 565.090, RSMo; or
25. Stalking in the first degree under section 565.225, RSMo

The only EXCEPTIONS to this prohibition are as follows:

1. The student is under the direct supervision of the student's parent, legal guardian or custodian and has pre-approved permission granted by the suspending principal, the superintendent or designee.
2. The student is under the direct supervision of another adult designated by the student's parent, legal guardian or custodian. The designation must be made in advance and in writing to the principal of the school that suspended the student.
3. The student is in an alternative school that is located within 1,000 feet of a public school in the district.
4. The student resides within 1,000 feet of a public school in the district and is on the property of his or her residence.

If a student violates this prohibition, his or her suspension may be extended, or in the case of serious misconduct, the student may be expelled. In making this determination, consideration shall be given to whether the student poses a threat to the safety of any child or school employee and whether such student's unsupervised presence within 1,000 feet of the school is disruptive to the educational process or undermines the effectiveness of the school's disciplinary policy.

G. Notification To Family Court

If District officials are aware that a student who has been suspended for more than ten days or expelled is under the jurisdiction of the family court, the superintendent is required to notify appropriate personnel at the family court of the long-term suspension or expulsion.

H. Reenrolling Students Previously Suspended or Expelled

The following provisions apply to students who have been suspended or expelled from either the Parkway School District or another school and who wish to enroll in or be readmitted to the Parkway schools.

1. Remedial Conference. Prior to the readmission or enrollment of any student who has been suspended for ten school days or more or expelled for an act of school violence, a conference shall be held to review the student's conduct that resulted in the suspension or expulsion and any remedial actions needed to prevent future occurrences of such conduct or related conduct. The conference shall include the appropriate school officials including any teacher directly involved with the conduct that resulted in the suspension or expulsion, the student, and the parent or guardian of the student or any agency having legal jurisdiction, care, custody or control of the student. District officials shall notify in writing the parents or guardians and all other parties of the time, place and agenda of any such conference. Failure of any party to attend this conference shall not preclude holding the conference.

2. Students Currently Suspended or Expelled From Another School. If a student currently suspended or expelled from another in-state or out-of-state school district, including a private or parochial school, attempts to enroll, the Parkway School District should enroll the student if the student would otherwise be eligible to enroll in and attend Parkway schools. At the request of the parent or guardian, a conference with the superintendent or the superintendent's designee may be held to consider if the conduct of the student would have resulted in a suspension or expulsion from Parkway. Regardless of whether the parent or guardian requests a conference, the superintendent or his/her designee should determine whether the conduct would have resulted in a suspension or expulsion from Parkway. If the superintendent or his/her designee determines that it would have, the District may make the prior suspension or expulsion effective in Parkway. If the superintendent or the superintendent's designee determines the conduct would not have resulted in suspension or expulsion from Parkway, the student will be allowed to attend the appropriate Parkway school. In the case of a student with a disability, the suspension or expulsion does not eliminate the obligation under federal law to provide the student with a free appropriate public education (FAPE).

I. Student Discipline Records

The Board of Education directs the superintendent or his/her designee to compile and maintain records of any serious violation of this Student Discipline Policy for each student enrolled in the District. Such records shall be made available to teachers and other school district employees with a need to know, and shall be provided in accordance with state law to any school district in which the student subsequently attempts to enroll within five business days of receiving the request. Personally identifiable student records will only be released or destroyed in accordance with state and federal law.

J. Support Plan

The Parkway School District believes students develop into citizens who act out of a strong sense of personal, social and civic responsibility and who seek to understand the views, values and cultures of others. To aid in this development, school staff work to help students develop self-awareness and self-management skills, use social-awareness and interpersonal skills and demonstrate responsible behaviors in personal, school and community contexts.

Although schools have character development plans in place, stakeholders in the Parkway School District community realize students make mistakes. A student support plan may be needed to help students learn from their behaviors and support them as they strive to meet Parkway's Character Competencies. The support plan will be created when student data indicates the need for additional assistance in meeting identified competencies.

Each school will use a collaborative process to create a support plan. Members of the collaborative team developing the plan may include, but is not limited to: the student, the student's family/guardians, teachers, administrators, counselors, School Resource Officers, district personnel and special education staff. Appropriate support from community-based agencies may also be included in developing a support plan if parent/guardian permission is granted. The plan may include ways to restore relationships and repair harm. During the creation of the plan, the team may identify and address those harmed by the student misconduct, their needs and what is required in order to heal and put things as right as possible.

K. Parent/Guardian and Student Notification

Students and parent/guardians should know in advance the standards of conduct which students are expected to observe in the schools and the probable consequences of their failure to obey these standards. A copy of this policy and any local school discipline policy will be sent by mail to all parents/guardians at the beginning of each school year. Students and staff shall also receive a copy and meetings will be held to discuss these policies either prior to or shortly after the school year begins. At the time of registration, a new student and his/her parent/guardian shall be provided a copy of this policy and any local school discipline policy. A copy of this policy shall be available in the superintendent's office during normal business hours and can be accessed on Parkway's district website.

APPROVED: May 10, 2017
SUPERSEDES: JK: 04/22/15, 04/23/14, 04/21/10, 01/24/07, 05/24/06, 08/10/05, 04/23/03, 06/5/02, 07/2/99, 05/6/98

LEGAL REFERENCE: Missouri State Statutes Sections 160.261, 167.161, 167.171
Gun Free Schools Act, Section 14601, (March 1994)

CROSS REFERENCE: ECAC, Vandalism Theft Trespassing
GBAA, Sexual Harassment
JICB, Care of School Property by Students
JICG, Smoking
JICH, Student Drug Abuse
JIH, Interrogations and Searches
JIJ, Student Demonstrations and Strikes
JKA, Corporal Punishment
JKD, Student Suspension
JKF, Disciplining Students with Disabilities
JLCD, Administration of Medication to Pupils

Note: Although the Standards of Conduct and the Support Plan defined in Policy JK, Student Discipline, apply to all students, specific consequences for violations of these standards by students with disabilities will be determined in accordance with Policy JKF, Disciplining Students with Disabilities, and its guidelines