

Centura Board of Education Regular Meeting
Monday, July 16, 2018 5:00 PM
CENTURA JR./SR. HIGH SCHOOL BOARD ROOM CAIRO,
NEBRASKA
P.O. Box 430
Cairo, NE 68824

Agenda

1. Public hearing to discuss, consider, and receive input on Student Fee Policy 504.19
2. Public hearing to discuss, consider and receive input on the Parental Involvement Policy 1005.03
3. Call the meeting to order
4. Pledge of Allegiance
5. Notation of Nebraska Open Meeting Laws
6. Roll call - excuse/not excuse board members who are absent
7. Approve meeting agenda as presented
8. Recognition of visitors and public comment
9. Board Reports
 - 9.1. Policy Committee Meeting 6.27.18
10. Items for Consideration and Action
 - 10.1. Approve June 11, 2018 regular meeting minutes
 - 10.2. Approve June 27, 2018, Policy Committee meeting minutes
 - 10.3. Reading and approval of July 2018 general fund claims in the amount of \$522,283.13
 - 10.4. Reading and approval of July 2018 building fund claims in the amount of \$81,485.73
 - 10.5. Reading and approval of June 2018 activity fund claims, revenue, and fund balances
 - 10.6. Treasurer's Report
 - 10.7. School Board Policy 504.19, Student Fees-annual review
 - 10.8. School Board Policy 1005.03, Parental Involvement-annual review
 - 10.9. School Board Policy 604.04 Multicultural Education, annual review
 - 10.10. School Board Policy 503.04, Addressing Barriers to Attendance, annual review
 - 10.11. School Board Policy 508.11, Extracurricular Drug Testing Program, review
 - 10.12. School Board Policy 402.09, Recognition for Service of Employees and Others, changes
 - 10.13. School Board Policy 503.08, Married Students or Students with Children, new-first reading
 - 10.14. School Board Policy 603.01, Curriculum Development, changes
 - 10.15. Certificated Hire for 2018-19 School Year
 - 10.16. Review and accept Elementary and High School Teacher Handbook for the 2018-19 school year
 - 10.17. Review and accept High School Student Handbook for the 2018-19 school year
 - 10.18. Review and accept Elementary Student Handbook for the 2018-19 school year
 - 10.19. Review and accept Activities Handbook for the 2018-19 school year
 - 10.20. NRCSA Membership 2018-19
11. Reports
 - 11.1. Superintendent report
12. Next Meeting date and time

13. Adjournment
14. Public hearing to discuss, consider, and receive input on Student Fee Policy 504.19
15. Public hearing to discuss, consider and receive input on the Parental Involvement Policy
1005.03

CENTURA JR/SR HIGH SCHOOL



2018-2019

STUDENT HANDBOOK

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Intent of Handbook

This handbook is intended to be used by students, parents, and staff as a guide to the rules, regulations, and general information about Centura Public Schools. Each student is responsible for becoming familiar with the handbook and knowing the information contained in it. Parents are encouraged to use this handbook as a resource and to assist their child in following the rules contained in this handbook.

Although the information found in this handbook is detailed and specific on many topics, the handbook is not intended to be all encompassing so as to cover every situation and circumstance that may arise during any school day, or school year. This handbook does not create a “contract.” The administration reserves the right to make decisions and make rule revisions at any time to implement the educational program and to assure the well being of all students. The administration will be responsible for interpreting the rules contained in the handbook. Should a situation or circumstance arise that is not specifically covered in this handbook, the administration will make a decision based upon all applicable school district policies, and state and federal statutes and regulations.

Tammy Holcomb, Secondary Principal

Activity and Education Correlation

We believe that the program of interscholastic activities is an integral component of a well-rounded education. Participation in activities is an extension of the school day, during which the learning process continues. While we will strive to make our teams as competitive as possible, our primary objective is to help our students acquire important skills that will help them to be successful in their adult lives. As educators, we recognize that few students will make their livelihoods as athletes or performers, but all students will need to know the values of hard work and joint effort toward a common goal. The efforts of our educators will be focused on teaching our students how to succeed. Through positive reinforcement and intentional teaching, we will show our participants how to succeed with humility and persevere through setbacks in a productive manner.

Our interscholastic activities program places a high value on the power of participation. Within the Centura educational and extracurricular settings, every reasonable effort will be made to provide activities for as many students as possible.

We encourage our students to become involved in as many programs as possible, to do their absolute best, and to support their groups' efforts to excel. We will strive to offer as many groups as can be adequately sponsored, managed, and supported. Teachers will place students in groups appropriate to their developmental and emotional abilities. Attempts will be made to place students at a performance level to match their skill level.

We also hope that during their high school education and activity experiences, our students will have fun and build fulfilling, lifelong relationships with other participants and sponsors. Our programs will strive to provide an opportunity for our students to experience success and become more career, college and citizenship ready. The product of our investment in education and extracurricular activities will be, well-rounded adults who contribute to society in a positive manner.

ARTICLE 1 - MISSION AND GOALS

Vision Statement

A school community about kids, excellence and innovation.

Mission Statement

Centura and its collaborative partners are an innovative community empowering all students to be successful today and in the future.

Continuous Improvement Goals

The current School Improvement goals and objectives have been derived from the review of data, interventions, and the needs of the students at Centura Public School:

District Reading Goal

All students at Centura Public School will become proficient in reading.

District Math Goal

All students will be proficient in math.

District Writing Goal

All students at Centura Public School will become proficient writers.

Accreditation Goals

Collaborate to collect information and determine the needs of stakeholders as measured by survey results and feedback from stakeholders.

ARTICLE 2 - ACADEMIC ACHIEVEMENT

Academic Progress

Student academic progress is evaluated on a daily basis using curriculum guidelines and appropriate assessments. In addition, Nebraska academic standards and nationally normed tests are used to evaluate student achievement. Student academic achievement, effort, and social development is communicated to parents in a variety of methods:

- Report cards are issued at the end of each quarter
- Regularly scheduled Parent/Teacher conferences provide parents, teachers, and students with the opportunity to exchange information about student progress.
- Student portfolios, used to document individual progress and accomplishments, may be shared with parents.
- Informal communication with parents may include telephone calls, after-school meetings, weekly progress reports, and notes.
- All standardized test scores will be reported to parents at the end of the school year.

After School Assistance

Students in grades 7-12 will be required to stay for After School Assistance on Wednesdays from 2:30-4:00 if they are failing one or more classes. If a student intentionally misses After School Assistance, they will either receive an In-School or Out of School Suspension.

Cheating/Plagiarism

Do not cheat. Teachers should be alert for cheating or plagiarism and take preventive action in the classroom, as well as assigning the following penalties: A) A zero for that assignment; B) A problem solving notice filed with the Principal; C) problem solving notice sent to parent(s).

Community Service (BOARD POLICY 611.50)

In addition to the graduation requirements listed in Centura Board Policy 611.50 students who graduate from Centura Public Schools shall have completed 10 hours of community service for each year in attendance at Centura High School (Grades 9-12). Example: A total of 40 hours of community service is required for students in attendance all four years at Centura High School. Community Service hours completed after end of the 8th grade school year will be accepted.

Employment Release

Recognizing that work can be an educational experience in itself, Centura High School will offer an employment release experience to students under the following circumstances:

1. The student must be at least a junior and shall have successfully completed a prescribed semester-length course in workplace readiness.
2. The job must be with someone unrelated to the student. Exceptions to this clause shall be made in the case of a family hardship.
3. The student must carry a full load of classes, exceptions approved by both Principal and counselor, and the work schedule must not interfere with attendance in those classes;
4. The employer must be willing to report to the school on the student's progress at least once every nine weeks.
5. Exceptions for students with special needs shall be approved by the Principal/ student's MDT/IEP team.
6. *Students failing one or more classes will not be dismissed for employment release until the grades are passing.*

Grading System

Grading in the Centura Public Schools is as follows:

A - 93-100 B - 85- 92 C - 77-84 D - 70-76 F - below 70

Certain classes may utilize a 60-Point Scale (60-69 = D, 70-79 = C....). Normally, this scale is employed for the “upper level” or more challenging courses, to encourage students to enroll in such. Letter grades (A, B, C, D, F) are recorded for **most** classes on report cards. Exceptions may include Junior High classes such as Band, Vocal Music, quarter classes and PE, which receive “S” (satisfactory or passing) or “U” (unsatisfactory or failing).

Students and parents may access current grades via the Internet and PowerSchool at any time. If at any time, you are not able to access your students’ grades via the Internet, the school will be happy to send a report home, please contact the office. Report cards are sent home every nine weeks. Progress Reports are mailed weekly to parents whenever student performance fails to meet or exceeds expectations, as well as discipline infractions.

Graduation-Mid-term (BOARD POLICY 611.08)

Students who desire to graduate at mid-term of their senior year may do so, according to guidelines detailed in *Centura Board Policy 611.08*.

Graduation Requirements

To earn a diploma from Centura Public Schools, each student must complete a program of study that includes a specified number of hours and certain specific required courses. To earn the diploma, a student must have attempted 280 hours of credit and have passed 230.

A student must be enrolled in at least 35 hours each semester. Students who have not met the minimum semester credit hours or who have not completed the required courses will not be allowed to participate in graduation exercises.

Students may retake any course and receive the higher of the two grades but shall not receive additional credit for retaking the same course, with the following exceptions:

1. High School Band
2. High School Vocal Music
3. Weights
4. Teacher/Office Aide
5. Upon the approval of a Student Assistance Team under provisions of an IEP/504 plan.

Effective for the 2017 graduates and thereafter

<u>40 hours of English</u>	<u>30 hours of Science</u>	<u>30 hours of Social Studies</u>
10 - English 9	10 - Science 9	10 - World History
10 - English 10	10 - Biology	10 - U. S. History
10 - English 11/Am. Lit.	10 - Earth Explorations or Chemistry or Anat. & Phys. or Physics	10 - American Government
10 - English 12/College English		
	Other Required Courses	
<u>30 hours of Math</u>	20 - Foreign Language or Voc. Ed	05 - Phys. Ed or Weights
10 - Algebra I or Algebra Foundations	10 - Health	05 - Fine Arts
10 - Geometry or Geometry Foundations	05- Speech	40- Electives
10 - Algebra II or Algebra II Foundations	10- Info Technology/Adv Keyboarding	
	05 - Economics or Personal Finance or Accounting or Ag Business	

A list of available classes may be found on the homepage of Centura Public Schools.

Graduation-Valedictorian

The class Valedictorian/s will be selected based on an accumulation of quality points. The quality points will be assigned according to the following criteria:

1. Quality Points for GPA (9-12)

- 3.9 – 4.0 = 4
- 3.8 – 3.89 = 3
- 3.7 - 3.79 = 2
- 3.6 – 3.69 = 1

2. Quality points for challenging course work: (1 point per semester per class; 9-12)

Physics, Chemistry, A&P, Advanced Math, Calculus, College English, Ag Business, Accounting, Spanish IV, On-line Class

3. Quality points for involvement in Activity: (1 per activity over time; 9-12)

4. Quality points for performance on standardized testing: (MAP and NeSA separate; Junior year)

- 90-100% = 3
 - 75-89% = 2
 - 50-74% = 1
- ✓ Instances or circumstances related to illegal activities or discipline referrals may be considered as a disqualifier from the Valedictorian selection process.
- ✓ Students transferring into the school district will be held to the same standards as their graduating class.
- ✓ The number of Valedictorians assigned each year will vary based on the student/s with the highest number of quality points.

****Effective Class of 2019

High Ability Learners

Centura Public Schools will continue to provide a High Ability Learners program to students who qualify in grades 7 and 8. In order for students to qualify, they must meet a certain point total in several categories: MAP assessment, classroom grades, teacher assessment, and parent inventory. Students that qualify will be put into the HAL program that meets one time a week for 30-45 minutes of the day. Students in grades 3-8 can qualify for the program, exceptions may be made for students with special circumstances determined by the HAL coordinator and building principal. While in the program, students will be challenged to enhance their learning in multiple ways such as; providing them with opportunities for independent study, acceleration of curriculum, compacted curriculum, enrichment, special classes or competitions, mentoring or shadowing, as well as more activities that require the use of higher level thinking skills.

Honor Roll

Centura Jr./Sr. High recognizes students for outstanding academic achievement in a variety of ways.

HONOR ROLL - Honor Roll at Centura Jr./Sr. High is a list of all students who have met the following requirements:

A HONOR ROLL - 3.8 or better average on a four-point scale

B HONOR ROLL - 3.0 to 3.79 average with no more than one C and no grade lower than C

GRADUATION WITH DISTINCTION - At the Commencement ceremony, Centura recognizes three levels of academic achievement.

4.0 GPA; With Highest Distinction: Medal, cord and tassel

3.75 GPA; With Distinction: tassel and cord

3.5 GPA; With Honors: tassel

Parent Teacher Conferences

Parent Teacher Conferences are scheduled during the Fall and Spring semesters. At any time if you have questions, please feel free to contact the school.

Promotion/Retention

To be promoted from grade seven to eight, or from grade eight to nine, students must demonstrate, by their grades, that they have mastered sufficient skills to insure the probability of success in the next grade. The criteria for promotion will be passing grades in the basic subjects of English, Social Studies, Math, and Science.

A failure in two or more of these subjects will result in a recommendation to the Superintendent for either retention in grade or the necessity for Summer School.

In grades 9 through 12, students accrue hours to meet the graduation requirements. Any failing grade in a required course requires that the course be retaken and students must earn the specified number of credits in order to graduate.

Response to Intervention

Response to Intervention (RtI) is a problem solving process to determine appropriate ways to affect students behavior and academic progress positively. Problem solving is defined as a process that includes a systematic analysis of a student's behavior or academic difficulties. The process uses this analysis to provide the foundation for a planned, systematic set of interventions. The student's progress in these interventions is then monitored and evaluated to determine effectiveness. The problem solving process involves continuous monitoring of progress, redefining the problem, and refining the plan. Throughout the RTI process these steps will be repeated many times. A staff committee has been put into place to look at each student and assess the best possible way to affect their academic and behavior progress.

Schedule Changes

Changes in class schedules can be arranged with the guidance office. Students may not drop or add a class after the first week of the semester without written permission from parents, affected teachers, Guidance Counselor and the Principal.

ARTICLE 3 - STUDENT ATTENDANCE

Attendance/Absence Policy (Nebraska State law, §79-209) (BOARD POLICY 503.01; 503.03; 503.04)

Regular attendance by students at school is essential for students to obtain the maximum opportunities from the education program. Parents and students alike are encouraged to ensure an absence from school is a necessary absence. Students shall attend school unless excused by the principal of their attendance center.

It shall be the responsibility of the parent to notify the school as soon as the parent knows the student will not be attending school on that day. Evidence or written verification of the student's reason for absence may be requested. Therefore, the following attendance policy to include a provision indicating how the school district and the county attorney will handle cases in which excessive absences are due to documented illness that makes attendance impossible or impracticable has been accepted and approved by the Centura Board of Education.

1. Excused Absence – Student absences approved by the Principal shall be excused absences. *Excused absences shall count as days in attendance for purposes of the truancy law. These absences include, but are not limited to illness, college visits, family trips, doctor and dentist visits, documented medical conditions making attendance impossible or impracticable, family emergencies, recognized religious observances, appointments that cannot be scheduled outside of the school day, and school sponsored or approved activities, court appearances, and funerals.*
2. Unexcused Absence – All absences not approved by the Principal.
3. Excessive Absences – If any student has accumulated a total of five absences per quarter or the hourly equivalency, the school shall render all services in its power to compel the student's attendance.
 - a. These services shall include but are not limited to:
 - i. Investigation of the problem by the Principal to identify conditions contributing to the excessive absenteeism *through verbal or written communication with the person or persons who have legal or actual charge or control of any child; and/or*
 - ii. Collaborative team meeting(s) between the Principal, the student and the student's parents to solve the excessive absenteeism problem. *The result of the meeting or meetings shall be to develop a collaborative plan to reduce barriers identified to improve regular attendance. The plan shall consider, but not be limited to:*
 - a) *Illness related to physical or behavioral health of the child;*
 - b) *Educational counseling;*
 - c) *Educational evaluation;*
 - d) *Referral to community agencies for economic services;*
 - e) *Family or individual counseling; and*
 - f) *Assisting the family in working with other community services.*

- iii. Educational counseling to explore curriculum changes, such as alternative education programs, to solve the excessive absenteeism problem.
- iv. Educational evaluation to assist in determining the specific conditions contributing to the excessive absenteeism, supplemented by specific efforts by the school to help remedy any condition diagnosed.

- b. In addition to the services rendered after 5 absences, a student who exceeds 10 absences in one semester may lose the opportunity to earn credits for that semester. For example, the following standard may be used

14 (OR MORE) ABSENCES – LOSS OF THE OPPORTUNITY TO EARN A SEMESTER OF CREDIT

- c. If the student is absent more than 20 days per year, the Principal shall file a report with the County Attorney of which the student resides.
- d. Students are subject to disciplinary action for excessive absenteeism, including suspension and expulsion.
- e. It shall be within the discretion of the principal to determine, in light of the circumstances, whether the student may make up work missed because of excessive absenteeism.
 - 1. Excused absence—Current make-up provisions will apply to all excused absences: Student work is to be made up in advance or at the teacher’s discretion except for illness, and two days grace for each day missed for illness.
 - 2. Out-of-school Suspension—Work missed because of a student’s suspension for disciplinary infractions may be allowed to be made up for minimum credit.
 - 3. In-school Suspension—All work assigned during an in-school suspension will be turned in by the deadline established by the teacher. Minimum credit will be allowed at the discretion of the Principal.

4. School Activity – *Students who wish to participate in school-sponsored activities must attend school for the entire day the day of the activity unless permission has been given by the principal for the student to be absent. All participants must report to school ON TIME by 8:20 AM on the day of an activity and the day FOLLOWING the activity. Students that arrive more than 10 minutes late (after 8:30am) will be considered absent for that period.* Exceptions to this are:

- a. pre-determined doctors appointments
- b. unplanned doctors visits accompanied with a doctor’s note
- c. family emergencies
- d. other circumstances approved by the Principal.

If a student is counted ‘Absent’ to first period, they are ineligible to participate in any activity scheduled for that day.

Students absent from school on the Friday before a Saturday event will be NOT be allowed to participate in the Saturday event unless absent due to one of the reasons listed above. The Principal retains the right to grant participation should exceptional circumstances arise.

5. College Visit - Additionally, juniors and seniors are allotted one day per year for college visitation which will be counted as a school absence, provided the student has registered with the counselor in advance of the trip, produces proof of the visitation upon return and provides a school activity form to the High School office.

Tardiness

A student is considered tardy when (s)he is not in the proper assigned area prior to the first bell for that period. If a teacher or other school personnel detain in the hallway, or in the preceding class a student, the teacher will send a note with, or send an email, to the student's teacher.

All students who are not in the assigned area will be marked absent/unexcused by the classroom teacher after 10 minutes. Any student arriving to school late must stop in the office for a pass to class. Failure to sign in at the office will result in an unexcused absence. Each student is allowed four tardies within each quarter. Each tardy in excess of this limit will be considered a discipline infraction and treated as such. The following discipline infractions will be followed:

- o Fifth Tardy: One 30 minute detention will be assigned for the fifth and all subsequent tardies and the student's parents will be notified. The detention will be served with the Principal.

ARTICLE 4 – STUDENT RIGHTS AND RESPONSIBILITIES

Activity Eligibility (NSAA Regulations)

Participation in school activities is a privilege. School activities provide the benefits of promoting additional interests and ability in the students during their school years and for their lifetime. Eligibility requirements as published by the Nebraska School Activities Association (NSAA) shall be observed as well as additional eligibility requirements imposed by the school district. Student eligibility lists will be pulled after two weeks into the first and second semesters. Any student whose name appears on the down list for two consecutive weeks or two times in one week will be ineligible for activities and athletics for the following week and will be required to spend an after school academic assistance (2:30 pm-4:00 pm) with the teacher in which (s)he is down in. In addition, students who are suspended, either in or out of school, during the same time specified for the down list will be ineligible. Activity ineligibility runs from 8:00am on Monday of each down list cycle through the next Monday at the same time.

Activity Code of Conduct

Activities at Centura Jr./Sr. High are defined as “any organized school function, involving students at which public attendance is encouraged, which involves competition with other schools, which involves students as representatives of the school, or for which the school assumes a sponsor's role.” Activities at Centura, include but are not necessarily limited to, athletics, music, speech and drama, student council, National Honor Society, and organizations such as FFA and FBLA. Activities also include school-sponsored events such as dances, banquets, and ceremonies for the purposes of the policy.

Students representing Centura in any activity will be expected to conduct themselves in such a manner as to reflect a favorable impression of the school and community. To participate in a

school activity at Centura, a student must meet all requirements as set forth by the NSAA. In addition, the Board of Education has adopted the following:

In order to be eligible to participate in activities at Centura a student **shall not**:

1. *Violate any law other than a traffic violation.*
2. Partake in the use of any form of tobacco.
3. *Use, dispense, be under the influence of or possess alcohol.*
4. *Use, dispense, be under the influence of or possess any controlled substance.*
5. Violate any of the areas of prohibited student conduct.
6. Violate the academic requirements of participation ie. Down List.
7. Violate any other reasonable rules or regulations adopted by a coach or sponsor of a co-curricular activity provided that participants shall be notified of such rules or regulations by written handouts or posting on bulletin boards.
8. Be seen in photos or other media in an act depicting a violation of the Student Conduct descriptors.
9. Violate the Uniform Controlled Substances Act, to include, possessing, dispensing, delivering or administering anabolic steroids.

Violations of the Student Conduct Code that occur during the summer may be subject to consequences including, but not limited to, activity suspensions.

Students violating *state law, school policy or student activity provisions* will be suspended from participation in all school activities using the following guideline. All suspensions are subject to administration discretion.

- **FIRST OFFENSE:** Activity suspension for 20 school days. Student will be suspended from all school activities for 20 school days from the date of completion of the investigation of the offense. If the 20 school days does not include a contest or performance in each event in which the student participates, the student will miss the next event in each activity. In cases where the student self-reports the incident to the coach, sponsor or Principal within 24 hours of the occurrence, the activity suspension shall be mitigated to 10 school days and, if there are no activities during the 10 school days, miss only one event per activity. In the case where the school year ends before the full term of the penalty for the first offense can be served, the penalty will carry over into the next school year.
- **SECOND OFFENSE:** Activity suspension of 45 school days. Suspension from participating in all school activities for 45 school days except in cases where the student self-reports the incident to the coach, sponsor or Principal within 24 hours of the occurrence, in which case the activity suspension shall be for 25 school days and, if there are no activities during the 25 school days, miss only one event per activity. In case the school year ends before the full term of the penalty can be served, the penalty will carry over into the next school year.
- **THIRD OFFENSE:** Activity suspension from all activities for the remainder of the student's high school career. Students are suspended from all Centura Activities with no opportunity for recourse.

This penalty applies to every activity in which the student participates. In addition, coaches/sponsors reserve the right to remove students from elected/appointed positions and/or any associated duties.

For purposes of the Centura Activity Eligibility policy, a violation of Student Conduct rules or *violation of state law, school policy* shall be deemed to have occurred if the school

1. receives a report from a law office or law official regarding a violation; or
2. if a student or parent self-reports to the coach, sponsor or Principal that a violation occurred; or
3. if a student is visually depicted in an identifiable, validated *violation of state law, school policy or student activity provision*. Anonymous reports will not be investigated.

The school's enforcement of this policy shall not be hindered nor in any way affected by any plea agreement or diversion in lieu of formal charges instituted by the court or County/District Attorney having jurisdiction over any such case.

Violations during or at school activities: Any student who *violates any state law, school policy or student activity provision* while at a school-sponsored event, either at the school or at any other site where Centura is a participant school in an activity, will be liable for a five-day, in-school or out of school suspension from school in addition to the penalties listed above. On a second offense he/she will be liable for a long-term suspension under Nebraska School Law. The suspension from activities will begin on the first day of the in or out of school suspension.

Extracurricular Drug Testing Program (BOARD POLICY 508.11)

The school district supports and values student participation in extracurricular activities, but such participation in school district extracurricular activities is a privilege and not a right. Students in all extracurricular activities in grades 7-12 shall be subject to mandatory and random testing for the presence of alcohol or illegal drugs.

Purpose of Random Drug Testing

- i. *The school district has recognized that observed and suspected drug and alcohol use and abuse have increased among the student population, including students participating in extracurricular activities.*
- ii. *The school district seeks to provide safe, drug-free schools.*
- iii. *The school district seeks to deter the use of illegal and prohibited drugs and alcohol among students.*
- iv. *The school district recognizes that students who use illegal and prohibited drugs pose a threat to the health and safety of themselves, other students, teachers, administrators, and other persons.*
- v. *The school district finds that the drug and alcohol problem among the student body will be effectively addressed by making sure that the large number of students participating in extracurricular activities do not use drugs and alcohol.*

Notice. *Each student who participates or seeks to participate in extracurricular activities shall be given a copy of this policy. This policy may also be included in the student handbook.*

Drug Testing Coordinator. *The Drug Testing Coordinator shall be the Principal or his or her designee unless otherwise indicated.*

Extracurricular Activities. *This policy applies to any activity that meets the guidelines of an extracurricular activity at the school district which includes but is not necessarily limited to the following:*

Basketball	Cheerleading	Band
Cross Country	Dance	FBLA
Yearbook/Journalism	FFA	Football
Golf	Student Manager	Student Council
Jazz Band	One Act Plays	Quiz Bowl
Chamber Choir	Speech	Softball
NHS	Track	Volleyball
Wrestling	Science Olympiad	Centura Vision
Student Help Desk	Principal Advisory Group	Choir

Students Who Are Required to Submit to Drug Testing

Grades. *All students in grades 7-12 who participate in any extracurricular activity or competition are part of the pool subject to random drug testing.*

Consent. *A student and his or her parent(s)/guardian(s) must sign a consent form before the student shall be eligible to try out for, practice with, or participate in the extracurricular activity. The consent form is attached to this policy.*

Selection Pool Eligibility. *Students shall remain in the selection pool for an entire calendar year (365 days) from the date the consent form is received by the school district except that students who quit during the season or activity (prior to being selected for testing) or students who are cut from an activity will be removed from the testing pool.*

Withdrawal. *Students who have a consent form on file remain eligible for drug tests from the date the consent form is received by the school district and throughout the remainder of the calendar year, or until the student files a Withdrawal of Student from Activity form signed by the student and his or her parent(s)/guardian(s). Upon withdrawal, the student shall not be eligible to participate in any activity that is subject to drug testing for the remainder of the calendar year. A student who files a Withdrawal of Student from Activity form after selected for a random drug test, but before submitting to the test or after testing positive, shall be ineligible to participate in any extracurricular activities for one calendar year from the date the Withdrawal of Student from Activity form is received by the Drug Testing Coordinator.*

Drugs. *Students participating in extracurricular activities are prohibited from using, possessing, distributing, manufacturing, or having drugs present in their system. “Drugs” means:*

- a. *Any substance considered illegal by the Uniform Controlled Substances Act, Neb. Rev. Stat. § 28-401 et seq.*
- b. *Any substance which is controlled by the Food and Drug Administration unless prescribed to the student by any licensed medical practitioner authorized to prescribe controlled substances or other prescription drugs;*
- c. *Alcohol for any student under the age of 21. Alcohol shall have the meaning as provided in NEB. REV. STAT. § 48-1902(1).*

Testing Procedures

- a. Student Selection.** All students who participate in extracurricular activities and submit a consent form will be included in a master list and will be subject to random drug screening. The master list shall be submitted to the company employed by the district to conduct the testing.
- b. Parental Request.** Students who do not participate in extracurricular activities may be added to the random drug screening master list upon parental request. Upon completion of the required consent forms, the school will add the student to the master list for one-calendar year or until a Withdrawal of Student from Activity form is completed.
- c. Type of Test.** The school district reserves the right to utilize urinalysis testing procedures. Urine samples which screen positive will be confirmed by GC/MS.
- d. Collection Site.** The Drug Testing Coordinator will designate the collection site at which student will provide specimens.
- e. Collection Procedures.** The school board will select a Drug Program Administrator (DPA). The DPA shall randomly select the students subject to drug testing from the master list. The DPA will maintain and follow generally accepted industry standards for collecting, maintaining, shipping, and accessing all specimens. The DPA will seek to obtain the sample in a manner designed to insure accurate testing protocols while minimizing intrusion into a student's privacy. The DPA and the school district will provide a copy of the collection procedures upon request.
- f. Drugs.** Students may be randomly tested for any drugs, including but not limited to alcohol, amphetamines, marijuana or cannabinoids, cocaine, methadone, methaqualone, propoxyphene, hallucinogens, opiates, phencyclidine, synthetic opiates and PCP, steroids, barbiturates, benzodiazepines, nicotine, and any prescription drug that was obtained without proper authorization.
- g. Results.** The DPA shall notify the student and the Drug Testing Coordinator of any positive test after the initial screening. The school representative shall notify the student's parents. The DPA will use a secure method to transmit all positive test results to the DPA's Medical Review Officer (MRO). The MRO will be certified by a MRO accreditation body. The MRO will be responsible for reviewing test results and determining whether the use of a substance identified by the sample analysis is from illicit use or a legitimate medical use. Prior to making a final decision, the MRO or his or her assistant shall contact the student and his or her parent(s)/guardian(s) to discuss the result either face-to-face or over the telephone. If the MRO determines the test results are negative, no further action shall be taken against the student. The MRO will report results of verified positives to the DPA. The DPA shall then notify the Drug Testing Coordinator of the positive test result. The Drug Testing Coordinator shall notify the student and his or her parent(s)/guardian(s) and any staff members responsible for implementing the consequences of this policy.

h. Request for a Retest. *A split specimen will be collected for all testing methods, with the exception of alcohol testing. A positive alcohol test will be confirmed with an EBT device. A student's parent(s)/guardian(s) may request that the split specimen be tested at a second nationally certified laboratory from a list provided by the MRO. The request for the test must be submitted in writing to the MRO (with a copy sent to the Drug Testing Coordinator) within 72 hours of being notified of the final testing result. The student and his or her parent(s)/guardian(s) must pay the associated costs for an additional test in advance. The costs will be reimbursed if the result of the split sample test is negative. The student will remain subject to the consequences of this policy during the retesting procedure.*

Negative Tests. *Students and their parents will receive verbal or written notice when the student's test result is negative.*

Consequences for Testing Positive. *Whenever the test results indicate the presence of drugs, the Drug Testing Coordinator shall schedule and hold a confidential meeting with the student, parent/guardian, and sponsor/coach. Other members of the school's administration may also attend the meeting. At the meeting, the Drug Testing Coordinator shall explain the drug testing procedures and the policy of the district. All offenses are cumulative in grades 7-8. Offenses that occur in grades 7-8 shall not count as offenses in grades 9-12. All offenses are cumulative in grades 9-12.*

In cases where the student self-reports the incident to the coach, sponsor or Principal within 24 hours of the occurrence, the activity suspension shall be mitigated to 10 school days and, if there are no activities during the 10 school days, miss only one event per activity. The consequences shall be as follows:

First Offense

- i. The student shall be required to attend practice.*
- ii. The student will be ineligible to publicly perform in any extracurricular activity for 20 school days. The day the district receives notice of the positive test result shall be the first day for counting purposes. If the end of the activity precedes the end of the 20 school days, the remaining days will carry over to the next activity so the student completes the required number of days.*
- iii. Consequence may be reduced to 10 school days, if student enters a pre-approved drug counseling program. Parents bear all costs of the program and the cost of a re-test within 5 school days of the positive test notification.*
- iv. The student must submit to a district administered test and the test must indicate a reduced result before the student is allowed to return to the activity. The student will be subject to follow-up drug tests at least one time per month for the next 2 months or end upon graduation.*

Second Offense

- i. The student shall be required to attend practice.*
- ii. The student will be ineligible to publicly perform in any extracurricular activity for 45 school days. The day the district receives notice of the positive test result shall be the first day for counting purposes. If the end of the activity precedes the end of the 45 days, the remaining days*

will carry over to the next activity so the student completes the required number of days.

- iii. Consequence may be reduced to 30 school days, if student completes a drug and alcohol assessment at student's expense from a certified substance abuse counselor or licensed mental health provider who holds a valid license that includes in its scope of practice the ability to administer substance abuse evaluations and/or treatment. Parents bear all costs of the assessment and the cost of a re-test within 5 school days of the positive test notification. The student shall provide written proof of obtaining the assessment to the Principal or designee. The student is strongly encouraged to comply with the assessment recommendations.
- iv. The student must submit to a district administered test and the test must indicate a reduced result before the student is allowed to return to the activity. The student will be subject to follow-up drug tests at least one time per month for the next 6 months or end upon graduation.

Third Offense

The student will be ineligible to participate in any extracurricular activity for the remainder of the student's time at the school district.

Refusal to Test

A student who refuses to submit to a drug test authorized under this policy, or fails or refuses to comply with any other provision of this policy, shall be deemed to have submitted a positive test.

Tampering

Tampering is the use of any agent or technique, which is designed to avoid detection of a drug and/or compromise the integrity of a drug test and is prohibited. This includes providing false urine samples (for example, urine substitution), contaminating the urine sample with chemicals or chemical products, the use of diuretics to dilute urine samples, and the use of masking. If the Drug Testing Coordinator determines that a student tampered with a drug test, the student shall be deemed to have submitted a positive test.

The use of any such agent or technique shall be treated as a positive test for drugs prohibited by this Policy and shall be subject to the penalties set forth in Section 9 of this Policy.

Maintenance of Records

All results of drug testing shall be confidential. Procedures for maintaining confidentiality will be developed by the school district and the testing organization. The Drug Testing Coordinator shall maintain records of positive tests in a secure location. This information will not be available to anyone other than appropriate school personnel and parents. This information will be destroyed upon the student's graduation or one year after the student's class graduates. Under no circumstances will this information become a part of the student's permanent file, nor will it be sent to another school when the student moves to another district or transfers to another school. The school district will not share drug testing results with any law enforcement agencies.

Appeal

The school district will rely solely upon the opinion of the MRO to determine whether the positive test result was the result of the consumption of a drug. There shall be no appeal of the test result to any school administrator or the board of education.

Severability

If any portion of this policy is deemed to be contrary to the law of the State of Nebraska or the United States by judicial decision or an act of Congress, then only such portion or provision directly deemed to be unconstitutional shall be stricken, and the remainder of the policy shall remain in full force.

Activity Season Tickets

Prices for those activities for which Centura charges admission are generally \$4.00 for students and \$5.00 for adults. Preschoolers are admitted free. An All-Sports Season Pass, good for admission to all home sporting events during the year but not good for Conference or District events, may be purchased at a cost of \$25 student, \$30 adult, or \$100 family. The All-Sports Ticket may be purchased at the office, or from ticket sellers at the gate during football, volleyball, and basketball seasons.

Activity Trips/Field Trips

Activity trips involving Centura students will follow school guidelines.

1. Ordinarily, activity trips will leave from the school no earlier than necessary to be on time for the activity and will leave the site as soon as the activity, or Centura's part in it, is over, returning to the school. Where groups will leave earlier or stay later, prior announcement of the time schedule will be made.
2. All students, parents, and sponsors shall sign a permission slip prior to leaving on an activity trip, which indicates their understanding of the rules and agreement to abide by them or accept the consequences. Signing of the permission slip is a condition of participation in the trip and the activity.
3. For any trip, Centura reserves the right to search any student luggage, coolers, equipment, rooms, or any other place or possession for alcohol, tobacco, or drugs, as a condition of the students' participation in the trip.
4. Prior to beginning any trip, or during any trip, students may be asked to submit to a Breathalyzer or similar test to determine prior consumption of alcohol. A positive result on the test will result in removal from the trip roster and enforcement of applicable penalties.
5. The areas of prohibited conduct, as defined in the student handbook and the statutes of the State of Nebraska, shall be in effect during all school activities.
6. Violation of the rules of prohibited conduct or of this trip policy may result in the student's being sent home at the parent's expense.
7. Students are expected to participate in all planned activities while on the trip unless expressly excused by the sponsor.
8. The use of alcohol, tobacco, or drugs while representing Centura on a school activity trip will result in consequences to be determined by "activity eligibility."
9. Out-of-state trips and trips not involving participation in district or state sponsored activities are not allowed except by special approval of the Board of Education.
10. Overnight stays for activity trips are discouraged and will not be allowed unless absolutely necessary for Centura to participate.

11. When overnight trips are necessary, arrangements will be made by the administration for accommodations.
12. All students participating in the activity which occasions an over-night trip will stay in the accommodations provided by the school until the activity, or that student's part in it, is over, at which time, the student may be released, but only to the parents of that student or **in cases of emergency**, another responsible adult expressly identified in writing by the parent.
13. On overnight trips, a predetermined time will be set when all students will return to their rooms and stay there.
14. Students shall not be in the rooms of members of the opposite sex, nor have members of the opposite sex in their rooms.
15. Students shall not be in rooms not under the direct supervision of a Centura sponsor nor shall they have persons in their rooms who are not responsible to a Centura sponsor.
16. Students engaging in vandalism, theft, undue noise, or any activity or behavior in violation of the rules of the establishment where they are staying, may be dropped from the activity and returned home at the parent's expense.

The above language deals with Activity Trips involving overnight stays. For the more common, almost day-to-day travel issues such as away athletic events, music contests, field trips or extracurricular activity excursions such as Husker Harvest days or Career Day, the following rules – in addition to any relevant rules, above, apply:

1. Participants are to ride on school vehicles to the event unless other arrangements have been made with the coach/sponsor and approved by administration prior to departure.
2. Other arrangements will be approved if circumstances warrant, i.e., family commitment preventing arrival on time for departure; another school related conflict; medical, dental or other appointment.

Participants are to ride back to Centura, after the away event, as approved or established.

1. Students may ride home with parents after an event. Sponsors are to gain a parent signature before releasing the student.
2. Students may ride home with a responsible adult expressly designated (in writing) by the parent in cases of emergency.

Breathalyzer Use (Board Policy 504.13)

The school district is committed to providing a safe, healthy, and orderly environment for its students, employees, and patrons and to discouraging and eliminating the use of alcohol by students. The school board believes that the use of breathalyzers for students at school and at school-sponsored events is an acceptable and appropriate deterrent to underage drinking.

Random or Mandatory Breathalyzer Test. Any student who attends a school-sponsored activity or athletic event, regardless of location, is subject to a random or mandatory breathalyzer test prior to entering or exiting the event and while attending the event.

Reasonable Suspicion Testing. Students may be required to submit to a breathalyzer when on school grounds, in a school vehicle, or at a school-sponsored event or athletic event at any time when school district personnel determine there is individualized reasonable suspicion based upon articulable facts to believe that the student has consumed alcohol.

Refusal. A student who refuses to submit to a breathalyzer authorized under this policy shall be deemed to have submitted a positive test.

Testing Procedure. The breathalyzer shall be administered by designated school personnel. If the student tests positive for alcohol, a second test shall be administered 15 minutes after the first test unless the student admits to the consumption of alcohol. The second positive test or the first positive test plus and student admission to the consumption of alcohol shall be

considered testing positive for alcohol. School district personnel shall contact law enforcement after a positive test. School district personnel shall also contact the parents. If law enforcement does not take the student into custody, the parents shall take custody of the child. If parents do not respond, school district personnel shall contact the emergency contact or take other appropriate steps to make appropriate arrangements for the student.

Consequences. The student may face disciplinary action up to and including expulsion.

Communication Plan for Students and Parents

Students have certain rights. Procedures are in place for students and parents/guardians to follow if they are not in agreement with school actions. It is important that students and parents/guardians visit first with the school person directly involved in the decision or incident. If the problem cannot be resolved at that level, it may be taken to a higher level of authority.

Generally, the following procedures should be taken if students or parents/guardians are not in agreement with school actions:

- Have a scheduled conference with the staff person involved in the complaint matter.
- Appeal to the Principal if the matter is not resolved at Step 1.
- Appeal to the Superintendent if the matter is still unresolved at Step 2.
- Appeal to the Board of Education if the matter is still unresolved at Step 3. A written appeal should be made within five (5) days of the Superintendent's decision.

Drug-Free/Tobacco Free *Campus* (BOARD POLICY 1006.02)

School District facilities, including school vehicles, shall be off limits for smoking or other uses of tobacco products. For purposes of this policy, it includes all products such as cigars, cigarettes, chewing tobacco, nicotine products, vapor products (including e-cigarettes), and any products intended by appearance or effect to replicate tobacco products. This requirement extends to employees and visitors. This policy applies at all times, including school-sponsored and non-school-sponsored events. Refer to the Activity Code of Conduct section of this handbook for consequences related to student violations of the Drug-Free/Tobacco Free *Campus* policy.

Freedom of Expression

Students will be allowed to express their viewpoints and opinions as long as the expression is responsible. The expression shall not, in the judgment of the administration, encourage the breaking of laws, defamation of persons, be obscene or indecent, or cause a material and substantial disruption to the educational program. Further, the expression must be done in a reasonable time, place, and manner that is not disruptive to the orderly and efficient operation of the School District.

Gun-Free/Weapon Free School (BOARD POLICY 504.11)

The Gun-Free Schools Act of 1994 requires the expulsion from school for a period of not less than one year of any student who brings a firearm or dangerous weapon to school, the superintendent or his designee may modify the expulsion requirement on a case by case basis.

Harassment/Bullying Policy (BOARD POLICY 504.18 and 504.20)

It is the policy of Centura Schools to prohibit harassment, sexual harassment, or bullying of students anywhere where the school has jurisdiction. If a student feels he or she has been victimized verbally, physically, or in any other way, he or she should report the incident to the Principal or superintendent as soon as possible. The accuser will fill out a form provided by the school specifying the charges, and the school will undertake immediate and appropriate action within the bounds of the law. If requested, parents or legal guardians shall be provided a copy of the bullying policy and relevant information. **ADDITIONAL INFORMATION CAN BE FOUND IN BOARD POLICY 504.18 and 504.20.**

Illness & Communicable Diseases

Children should come to school only when well. If your child has any of these symptoms: above-normal temperature (100 degrees Fahrenheit or more), upset stomach, headache, earaches, diarrhea, sore eyes, cough, rash or skin eruptions, and/or pain or swelling, it is best to keep them home until consulting with your physician. Students may return to school when they are fever and symptom-free for 24 hours.

Children with head lice **must** remain home until treated with an approved shampoo and all nits have been removed.

A child suspected of having a communicable disease might be excluded from school. The child will be readmitted upon presentation of a physician's certificate or on completion of the period of exclusion required by the State Health Department.

As germs may be spread through saliva, spitting on school grounds, school property, or another person is strictly prohibited. Individuals violating this reasonable expectation will be disciplined under the appropriate provisions of the Student Code of Conduct that could include, but is not limited to, out-of-school suspension and expulsion.

Students habitually absent due to illness will be required to provide the school with a doctor's written excuse for each absence. Absences due to illness will count toward the absence limitations.

Pregnant or Parenting Students (Board Policy 503.07)

The district recognizes that pregnant and parenting students have the right and the responsibility to attend school. This attendance right and responsibility applies to students regardless of their marital or parental status. Further, the district will educate pregnant and parenting student and will provide reasonable accommodations to support and encourage all pregnant and parenting students to obtain their high school diploma. No student will be excluded from, denied the benefit of, or discriminated against under any educational program or activity because of pregnancy or parenting responsibilities. For more information refer to Board Policy 503.07.

Passes from Class

Passes are allowed on a discretionary basis within each classroom. Excessive or unreasonable requests can be denied. Students are encouraged to use various applications on their laptop.

Permanent Records

Parents/guardians have the right to examine their child's permanent records. The following records are maintained as permanent records of the student:

- The record of dates of attendance
- Highest grade level completed
- A transcript of classes taken with grades and credits received
- The records of inoculations and health examinations

Teachers, counselors, or school administrators shall have access to student records. Authorized representatives of the State or Federal government and state educational authorities connected with the enforcement of requirements of certain educational programs as prescribed by law shall have access to student records within the limitations of state statutes. No one else shall have access to the records unless permission is granted by parents/guardians or the courts. This policy does not apply to student directory information.

Physical Restraint and Seclusion (BOARD POLICY 505.07)

I. The Centura Public Schools' Statement of Values and Beliefs

- A. Social and emotional skills form a foundation for young people's success not just in school, but also as healthy and caring adults, productive workers and engaged citizens. Positive student behavior in school is directly connected to increased motivation, efficient learning, high achievement, diminished disciplinary action and increased graduation rates.
- B. Students and school personnel should expect to work in a safe environment. Implementation of a school-wide systematic approach to positive student behavior will improve overall school safety, will minimize the need for the use of restraint and seclusion, and will ensure they are only used as a last resort in an emergency situation.

II. Physical restraint and seclusion should be used only as a last resort when necessary to protect the safety of a student or others, and never for punishment. This policy sets forth the limited circumstances when physical restraint and seclusion may be used by staff members.

III. Authorized Use

- A. Centura Public Schools supports school-wide programs and services that motivate, teach and support positive behavior to create a school climate that is highly conducive to learning.
 1. Each school will establish practices that have the goal of making the school climate and environment welcoming and supportive of learning, and that promote the recognition and reinforcement of appropriate student behavior.
 2. It is expected that school staff will implement positive behavior supports and interventions, functional behavioral assessments and related behavior plans, and constructive methods to de-escalate potentially dangerous situations.
 3. When the district anticipates that a student is likely to behave in a way that climate and environment welcoming and supportive of learning, and that promote the recognition and reinforcement of appropriate student behaviors.
 - i. The plan will be developed in cooperation with the parent or guardian.

ii. This will occur whether or not the student is eligible for special education.

B. Centura Public Schools authorizes staff members to use physical restraint and seclusion in limited situations. They may only be used under the circumstances specified in this policy.

Publication of Student Pictures and Products

Sometimes students are photographed for the newspaper, television, or Internet web pages. The news media may do stories on events occurring in school or other newsworthy events. Since pictures of students are personally identifiable information, you may have concerns about your student's picture appearing in the news media or on the Internet. All families will be required to fill out a media publication form that will or will not permit Centura Public School to publish a photo of your child. This authorization is sent home at beginning of year for your consideration and then returned to the school to be kept on file.

Public Display of Affection

The display of affection between students in public by such acts as holding hands, hugging, kissing, and similar behavior is not allowed. Such actions will result in loss of privileges, detention, and possible suspension from school, depending upon the frequency and nature of the behavior.

Questioning of Students by Outside Agencies

Police officers (or other authorities) do not have the automatic right to question students in school. Police officers do have access to directory information. If such questioning is desired, the principal or designee will attempt to contact parents for their permission and ask them to be present. In the event parents are not present during such questioning, the building principal or designee will sit in on the conference to protect the student's rights. Some situations (such as child abuse/neglect) are covered by special state statute and do not require parental permission for questioning. School officials will comply with court orders concerning the dealings of proper authorities with students. School officials will notify the proper legal authorities when a student engages in illegal activities.

Reasonable Physical Force

Corporal punishment is the intentional physical punishment of a student and is prohibited. However, no employee is prohibited from: 1. Using reasonable and necessary force, not designed or intended to cause pain, in order to a) Quell a disturbance or prevent an act that threatens physical harm to any person; b) Obtain possession of a weapon or other dangerous object within a pupil's control; c) Defend one's self or defense of others; d) Protect school property; e) Remove a disruptive student from class or school premises or school-sponsored activity; f) Protect a student from the self-infliction of harm; g) Protect the safety of others. 2. Using incidental, minor, or reasonable physical contact to maintain order and control. Upon request, the student's parents shall be given an explanation of the reasons for physical force.

School Dances

Students are expected to follow all school rules while in attendance at a school dance or sponsored event. The following dances at Centura are provided for students to have an opportunity to develop social skills. Photo identification of outside dates will be required.

*Homecoming (open to all Centura 9th-12th graders and outside dates that are under the age of 21, approved by the administration and in good standing in their resident school.

Good standing will be determined either via a phone call from the Centura Principal to the resident school Principal of the outside date or an outside date form.)

- * Prom (open to Centura 11th and 12 graders, Centura 10th grade dates and outside dates that are at least 10th graders and under the age of 21, approved by the administration and in good standing in their resident school. Good standing will be determined either via a phone call from the Centura Principal to the resident school Principal of the outside date or an outside date form.)
 - * Spring Dance (open to all Centura 9th-12th grade and outside dates that are under the age of 21, approved by the administration and in good standing in their resident school. Good standing will be determined either via a phone call from the Centura Principal to the resident school Principal of the outside date or an outside date form.)
- Dress Code for dances will be casual, but dressy, and follow the school dress code (exclusion Prom and Homecoming).

School Supplies

Each student is expected to provide paper, notebooks, pencils, pens, and special materials required in classes. Some classes, such as industrial technology, welding, and art classes, have a fee for materials used by students on their projects. The band instructor has a supply of reeds and care supplies for purchase by students needing them.

Student Attire and Grooming

A student's grooming and dress have bearing on behavior and reaction of others. When a student is dressed or groomed in such a manner as to violate the Board of Education Policy 504.06 and/or 504.50 or the administrative regulations associated with either policy, the school administration will advise the student of the violation and take appropriate disciplinary action. This list is not inclusive of all items that may be considered in violation.

1. Clothing articles, which are excessively soiled, **baggy**, torn or ragged.
 - Holes in jeans will be allowed as long as...
 - the holes are 'reasonable' in size;
 - the holes pose no safety risk to classroom expectations;
 - the holes are at or below the fingertips/short length; and
 - any frayed holes above the fingertips/short length must not reveal skin or undergarments.
2. Articles displaying offensive, obscene, or vulgar writing or symbols.
3. Apparel that promotes products or behavior that are illegal for all students or which is in bad taste.
4. Articles that could cause damage to other individuals or property.
5. Clothing that is revealing.
 - a. Yoga pants or leggings may be worn during the school day as long as a shirt/sweater/sweatshirt is worn over the pants/leggings. The length of the top must cover the buttocks and all the way around hip area.
 - b. Sports bras are considered undergarments and, as such, are **not** allowed to be visible during the school day, sports practices and/or competition events.
6. The acceptable length for shorts, skirts and dresses is at or below the fingertips.
7. Shirts and Blouses/Sweaters
 - a. Shirts or blouses should have a 2" band or strap at the shoulder.
 - b. Necklines must not reveal cleavage.
 - c. Shirts, blouses, sweaters, or other upper garments must extend at least to the waistband of the pants, or skirt.
 - d. Armholes on sleeveless shirts cannot reveal the wearer's torso.

8. Bare feet.
9. Visible (other than the ear) body or skin piercing, including the tongue and lip.
Flat surface studs will be allowed.
10. The wearing of hats in the building and during the school day.
 - a. Hats may be worn, in the manner in which they were intended during indoor school activities when appropriate, not withstanding above rules 2 and 3.
 - b. Rule 10 shall not be interpreted to prevent any organization sponsor from establishing a rule restricting the wearing of hats by students within that organization who may be directly involved with the school activity.
11. The wearing of athletic equipment except during the event for which it was specifically purchased unless authorized by the Principal.

All staff members retain the right to address any article of clothing that does not meet the dress code standard established by Centura staff and administration.

Student Conduct Student Discipline Act (79-267)

Centura Junior/Senior High School students have the right to the best educational experience available within the resources of the district. With this right come duties and obligations of the student to comply with the school rules. Any conduct that causes or creates disruption with any school function or activity is prohibited. Violations of the Student Conduct Code that occur during the summer may be subject to consequences including, but not limited to, activity suspensions.

Not all acts of misconduct can be itemized in this regulation. The following is an enumeration of areas of conduct which may lead to disciplinary action such as: detention, confiscation of material, revoking privileges, arrangement of schedules, probation, exclusion, mandatory program reassignment, suspension or expulsion in accordance with the standards established by state law as required.

1. Use of violence, force, coercion, threat, intimidation, or similar conduct in a manner that constitutes an interference with school purposes, to include hazing;
2. Willfully causing or attempting to cause damage to property, stealing or attempting to steal property of substantial value, or repeated damage or theft involving property;
3. Causing or attempting to cause personal injury to a school employee, a school volunteer, or to any student. (Personal injury caused by accident, self-defense, or other action undertaken on the reasonable belief that it was necessary to protect some other person shall not constitute a violation of this subdivision.);
4. Threatening or intimidating any person for the purpose of, or with the intent of, obtaining money or anything of value from such person;
5. Knowingly possessing, handling or transmitting any object or material that is ordinarily or generally considered to be a weapon;
6. Engaging in the unlawful possession, selling, dispensing, or use of a controlled substance or an imitation controlled substance, a substance represented to be a controlled substance, as defined in Nebraska and Federal law, or being under the influence of a controlled substance or alcohol;
7. Public indecency;
8. Engaging in bullying;
9. Sexually assaulting or attempting to sexually assault any person; including sexual assaults or attempted sexual assaults which occur off school grounds not at a school function, activity, or event;
10. Engaging in any other activity forbidden by the laws of the State of Nebraska which constitutes a danger to other students or interferes with school purposes;

11. Repeated violation of rules of conduct established by the Board of Education, Superintendent, or Principals of the Centura Public Schools.
12. Possessing, selling, dispensing or use of any tobacco product such as cigars, cigarettes, chewing tobacco, nicotine products, vapor products (including e-cigarettes), and any products intended by appearance or effect to replicate tobacco products;
13. Causing a false fire alarm;
14. "Trespassing" (Being present in an unauthorized place in the school, unauthorized presence on school property, or refusing to leave the school premises when ordered to do so by school officials);
15. Unlawful assembly (assembly of students which disrupts the educational process);
16. Insubordination, repeated disrespect of authority;
17. Self-administration of medication. All medications must be dispensed through the school nurse. School district personnel may not dispense medication to students without prior written authorization from the physician and the parent/guardian. Prior authorization includes the original prescription container whose label includes the child's name, physician's name and directions for dispensing the medication.
18. False communication, verbal or written, of presence of a bomb or other explosive device or any other communication that disrupts the educational process;
19. Reckless endangerment, to include driving, which causes an interference with the education process;
20. Inappropriate use of technology, to include plagiarism or cheating, which causes an interference with the educational process;
21. Any violation of the Uniform Controlled Substances Act, to include, possessing, dispensing, delivering or administering anabolic steroids.

Complaint/Grievance Procedures

Students have certain rights. Procedures are in place for students and parents/guardians to follow if they are not in agreement with school actions. It is important that students and parents/guardians visit first with the school person directly involved in the decision or incident. If the problem cannot be resolved at that level, it may be taken to a higher level of authority. Generally, the following procedures should be taken if students or parents/guardians are not in agreement with school actions:

- Have a scheduled conference with the staff person involved in the complaint matter.
- Appeal to the Principal if the matter is not resolved at Step 1.
- Appeal to the Superintendent if the matter is still unresolved at Step 2.
- Appeal to the Board of Education if the matter is still unresolved at Step 3. A written appeal should be made within five (5) days of the Superintendent's decision.

Due Process

Due process is provided to all students. Students must have prior knowledge of the conduct which is required or prohibited at school. Students will be made aware of the specific behavior or charge against him/her. Prior to disciplinary action, students will have the opportunity to present his/her rebuttal regarding the behavior or charge.

Detention of Students

The building Principal has the right to detain students within reasonable limits. Students may be detained after school (or before school, at the discretion of the Principal or teacher involved) for reasons related to academic performance as well as for disciplinary purposes. The school

recognizes that students have obligations outside of school including family or jobs, as well as school related activities; consequently, students will be granted (but may waive) one day's notice in order to allow the student to inform employer and/or parents and/or to arrange transportation.

Suspension/Expulsion

The Principal may suspend a student from school for up to five school days for failure to follow the rules and regulations of the school.

For more serious or repeated offenses, the Principal may recommend to the superintendent that a long-term suspension (over five but less than 20 school days) or expulsion (for up to one year) be applied. The Superintendent will then proceed according to State Law (Sec. 79-4.170 to Sec. 89-4.205) as adopted by the Board of Education. The suspended student may reenter school only after a conference involving the administration, parents, and student, unless prior arrangements have been made with the parents. If the conference results indicate that the problem has been resolved, the student may reenter school.

The administration of the Centura Public Schools, in recognition of the rights and responsibilities of students, but also recognizing that the duty of the school is to provide instruction at public expense, establishes the following regulations with the purpose of not only insuring students' rights but also administrative responsibility and duty.

1. Due process as defined in the Student Discipline Act of 1994 (Section 79-4,170 through 79-4,205 Revised Statutes of Nebraska) will be followed in all situations that may involve emergency exclusion, short-term or long-term suspension, expulsion, or mandatory reassignment.
2. Emergency Exclusion
A student may be excluded from school in the following circumstances by the Principal, Superintendent of schools, or other such persons as may be from time to time authorized by the Superintendent of schools
 - a. If the student has a dangerous communicable disease transmittable through normal school contacts that poses an imminent threat to the health or safety of the school community; or
 - b. If the student's conduct presents a clear threat of the physical safety of himself, herself, or others or is so extremely disruptive as to make the student's removal necessary to preserve the rights of other students to pursue an education.Such exclusion shall be subject to the procedural provisions of Section III of this policy, provided that, if the Superintendent or his designee determines that such exclusion shall extend beyond five school days, the procedures set forth in Section VIII of this policy shall be followed, and a final determination shall be made by the hearing officer within ten school days after the initial date of the exclusion.

Any emergency exclusion shall be based upon a clear factual situation warranting it and shall last not longer than necessary to avoid the dangers described in subparagraphs a and b above.
3. Short Term Suspension
The Principal, Superintendent of Schools, or any other individual from time to time designated to have such authority by the Superintendent of schools may deny a student the right to attend school or take part in any school functions for a period of up to five school days on the following grounds:

- a. Conduct constituting grounds for suspension or expulsion (see “Student Conduct”).
 - b. Any other violation of rules and standards of behavior adopted by the Board of Education.
4. It shall be the policy of the district that students *may* not be allowed to make up work or credit missed due to any long-term or short-term suspension. This decision will be made by the administration, the teachers of the student and will follow the guidelines provided in the course syllabus for each class.

Student Directory Information (Family Educational Rights and Privacy Act (FERPA))

The *Family Educational Rights and Privacy Act* (FERPA), a Federal Law, requires that Centura Public Schools District, with certain exceptions, obtain parents’ written consent prior to the disclosure of personally identifiable information from a child’s education records. However, Centura Public Schools may disclose appropriately designated “directory information” without written consent, unless you have advised Centura to the contrary in writing. The Primary purpose of directory information is to allow Centura Public Schools to include this type of information from a student’s education records in certain school publications. Examples include: A playbill, showing your student’s role in a drama production; The annual yearbook; Honor roll or other recognition lists; Graduation programs; and, Sports activity sheets showing weight and/or height of team members.

Directory information, which is information that is generally not considered harmful or invasion of privacy if released, can also be disclosed to outside organizations with a parent’s prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks. In addition, two federal laws require schools receiving assistance under the *Elementary and Secondary Education Act of 1965* (ESEA) to provide military recruiters, upon request, with three directory information categories—names, address and telephone listings—unless parents have advised the school that they do not want their student’s information disclosed without their prior written consent.

If parents do not want Centura to disclose directory information from a child’s education records without prior written consent, notify the District in writing. Centura Public Schools has designated the following information as directory information: student’s name, address, telephone listing, photograph, date and place of birth, major field of study, dates of attendance, grade level, participation in officially recognized activities and sports, weight and height of members of athletic teams, degrees, honors, awards received and the most recent educational agency or institution attended.

Student Valuables/Lost and Found

Student valuables should be kept at home or in a locked car. Loss of personal items is not the responsibility of the school district. All articles found should be taken to the Centurion Store and an attempt will be made to return these articles to the rightful owner. Items that are turned into the lost and found are kept until the end of each grading period.

Surveillance Cameras

Surveillance cameras are in use at all times in areas around school property and on school buses to exclude restrooms and locker rooms. The conduct of surveillance monitoring or recording, and the use of surveillance cameras at Centura Public Schools are limited to uses that do not violate federal or state constitutional protections against unreasonable search and seizure or other applicable laws including federal and state laws prohibiting wiretapping and electronic surveillance of aural communications.

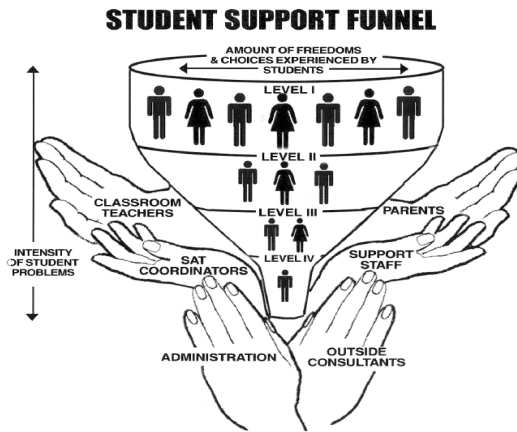
Only authorized personnel will be involved in, or have access to, surveillance monitoring. Surveillance cameras will be installed and configured to prevent tampering with or unauthorized duplicating of recorded information.

Systemic Student Support System General Description

This school district’s mission for all students is to provide an education where academics and student learning are the primary focus and purpose. As part of this school district’s effort to fulfill this mission, a Systemic Student Support System has been developed.

Although most students are able to learn within the supportive environment provided by Centura Public School personnel, there are times when some students experience academic or behavior difficulties that cannot be resolved with the classroom teacher and student alone. In these situations, parents and teachers are directed to use the Centura Public School Student Support System. This dynamic system was designed to provide parents and teachers with a practical way to resolve student academic and/or behavior difficulties so students can master learning and performance goals.

The Student Support System is designed purposefully so the degree of home-school supervision and problem solving support are directly related to student performance. The system is also constructed to minimize the loss of student freedom and choices. In this step-by-step process, supervision and problem solving support are increased proportional to student problem intensity until the academic and/or behavior problem is resolved or an appropriate educational setting is identified. There are four levels of problem solving in this Student Support System: Level I Prevention, Level II Accommodation, Level III Correction and Level IV Remediation. The support system is illustrated as follows:



Level I Prevention

Before students are expected to successfully perform academic and behavior goals, teachers implement six steps of prevention. These steps help increase student performance of goal behaviors and decrease the likelihood of student performance problems. At the beginning of the school year, teachers prepare students to successfully perform the expected goals by working through the following steps:

1. State the expected goal behaviors. Teachers explain what each goal means to them and describes why the goal is important for each student. There are three student performance goals:

- Be Responsible

- Complete assigned tasks on-time
 - ☒ Be Respectful
 - ☒ Be Resourceful
2. Teach the expected performance goal behaviors. Teachers explain how students should perform each goal successfully.
 3. State the tolerance for unacceptable performance. Teachers explain the extent to which student can perform unacceptably in the classroom before accommodating measures will be taken.
 4. Provide practice opportunities. Teachers provide students with time to practice the performance of the goal behaviors in the classroom.
 5. Provide performance feedback. Teachers provide students with feedback so they understand the accuracy of their performance before discipline policy is implemented.
 6. Problem solve informally. Teachers re-explain their tolerance for unacceptable performance and provide students with opportunities to resolve their academic or behavior problems by conducting and documenting a student problem solving conference. Copies of the problem solving conference documentation will be mailed or emailed home so parents have the opportunity to visit with their child about the problem. After a student receives three problem-solving conferences, the teacher will contact a parent by telephone to inform them about the identified problem.

Visitors

All visitors to the school, while welcome, are required to report to the office before going anywhere else in the school. Each visitor should have a visitor's pass, worn in a clearly visible manner. Anyone wishing to visit a teacher or a class during the school day should make arrangements with that teacher and/or the office prior to the visitation. Students who wish to bring a guest who will attend classes with them must get approval from the Principal and each of their teachers at least one day in advance of the visit. No children younger than seventh grade will be accepted as a student's guest, nor will persons who are no longer in school themselves be accepted as a student's guest.

ARTICLE 5 - SCHOOL DAY and POLICY

Bulletins/Announcements/Calendars

Bulletin boards are maintained throughout the school for the posting of general information and school announcements. The Principal must approve all postings. Posters should relate directly to school events or directly affect students at Centura. Students should make it a habit to read the material posted throughout the school to keep informed.

A bulletin is published daily for the purpose of informing all stakeholders of events concerning the school. Items for the bulletin should be turned in, in writing, by 4:00 pm. the previous day to ensure publishing. A bulletin will also be posted in the 100 pod.

No parties, picnics, shows, treats, social hours, etc., affecting the student body shall be planned or held by student organizations, faculty members, or parent organization without prior placement on the school calendar. Plans for any activity must be approved by administration before being put on the calendar. All approved dates must be placed on the calendar by the superintendent, Principal, or athletic director. All school activities must be sponsored by school personnel and

shall end no later than 11:00 pm. No school events shall be scheduled for Wednesday evenings after 5:45 pm.

Cell Phone Usage During School Hours

Student cell phone usage will be allowed for students in grades 7-12 during passing periods and at lunch time.

- Students can have their phone from bell to bell during passing period.
- Students can use their phone during the entire lunch period.
- 4 strike policy
 1. First offense: the teacher asks you to put the phone away OR turns it into the office
 2. Second offense: the teacher keeps your phone for the rest of the class period OR turns it into the office
 3. Third offense: the teacher keeps your phone for the rest of the day OR turns it into the office
 4. Fourth offense: the phone is turned into the office.

Cell Phones will **not** be available for use:

- During class
- During testing
- In the Red Zones...restrooms; locker rooms; etc.

Closed Campus/Parking Lot

Students who drive vehicles to school must be properly licensed to do so by the State of Nebraska. Once at school, the vehicle is to be parked properly in the parking lot and left there until the student leaves school. Properly parked means between the yellow lines of a marked parking stall, on the paved lot, with the cars facing north or south. Students are not to move their cars to the circle drive after school. Unsafe driving will be reported to law enforcement. Improper parking of any sort while on school grounds will result in detention or a fine and may result in the loss of the privilege of driving to school. Students will not be permitted to return to the parking lot during the school day to retrieve items.

Daily Schedule/Entering & Leaving the Building

The school day at Centura begins at 8:20 am with students in their classrooms, and ends at 3:40 pm. Students entering the building prior to 8:20 should remain in the pods or cafeteria unless engaged in a supervised activity. Teachers are available Monday through Friday (except on days when staff meetings are held), from 8:00 am until the first bell and from 3:40 to 4:00 for assistance with assignments or conferences with students. Students should make arrangements for before-school assistance from teachers in advance whenever possible. Students are not to be in their cars or in the parking lot during the school day. The elementary building is strictly off-limits to secondary students except for students in a class meeting in that building with a teacher,

students who serve as aides, or athletes practicing in the gym area after school. After school, students should be out of the building unless they are supervised by a teacher or are at a supervised practice. All areas of the school are off-limits to unsupervised students after school except for practice areas. The classroom areas of both buildings will be locked at 4:00 P.M. If a student needs to leave the building before 3:40 pm, notice must be given to the front office by a parent.

Pledge of Allegiance

Each public school district shall require each such district's schools to establish a period of time during the school day, when a majority of pupils is scheduled to be present, during which pupils will be led in the recitation of the Pledge of Allegiance in the presence of the flags of the United States of America, in grades kindergarten through twelve. Pupil participation in the recitation of the Pledge of Allegiance shall be voluntary. Pupils not participating in the recitation of the Pledge shall be permitted to silently stand or remain seated but shall be required to respect the rights of the those pupils electing to participate.

School Food Services

Breakfasts and hot lunches are available to students and faculty. Students bringing their lunches are to eat in the same area as those purchasing noon meals, it is recommended that those bringing a lunch do not bring pop to drink.

This financially self-supporting and non-profitting program is supervised by the State Department of Education. For families in need, lunches are available at free or at reduced prices if the family meets the criteria established by USDA. Forms explaining the programs and application procedures are mailed to each household at the beginning of the school year and are also available from the office at any time.

Notice of Nondiscrimination

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA. Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English. To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

- (1) Mail: U.S. Department of Agriculture Office of the Assistant Secretary for Civil Rights 1400 Independence Avenue, SW Washington, D.C. 20250-9410*
 - (2) Fax: (202) 690-7442; or*
 - (3) Email: program.intake@usda.gov*
- This institution is an equal opportunity provider.*

Lunch Fees

Students grades 7-12: **\$2.80**
 Second Milk: \$. 40
 Adults: \$3.50

Breakfast Fees

\$ **1.50**
 \$.40
 \$ **1.75**

A la carte items will be available on a cash only basis.

Severe Weather and School Cancellations

School closings and cancellations will be posted in the following locations:

- School Website: www.centuraps.org
- Centura Alert System
- Channel 10/11/KOLN/KGIN
- Channel 13/NTV
- Channel 5/KHAS-TV

In case of emergency situations, Centura has developed plans for shelter and evacuation of the buildings with civil defense agencies and the State Fire Marshall. Plans include practice drills to insure that all parties know the proper procedures to follow in case of emergency. Fire drills will be conducted monthly, without advance warning, by the ringing of the alarm bell. Tornado procedures will be practiced two times each year.

Supervision Responsibility

Centura students may expect their teachers and other school personnel to model the behavior that they themselves are expected to exhibit the following 3R's:

Be Responsible	Be Respectful	Be Resourceful
<i>Complete assigned tasks on time.</i>	<i>Demonstrate Respect for Persons and Property.</i>	<i>Devise innovative ways and means of promoting student academic achievement.</i>
<i>Respond appropriately to directives.</i>		<i>Devise innovative ways and means of promoting positive student performance behaviors.</i>
<i>Arrive to class prepared.</i>		<i>Devise innovative ways and means of promoting student civic responsibility.</i>
<i>Use work time appropriately.</i>		

(All Centura students and teachers will be expected to follow the 3R's program that has been implemented. There are common rules for Respect, Responsibility, and Resourcefulness within the building; however there are also rules posted in areas that are specific to that area.)

ARTICLE 6 - STATE AND FEDERAL PROGRAMS

Asbestos

The Institute for Environmental Assessment was requested by Centura Public Schools to review and prepare an asbestos management plan identifying the presence of asbestos within district school buildings. The Institute's federally certified inspectors, planners, public health and engineering consultants worked in conjunction with school administrative personnel to identify asbestos-containing building products. The only asbestos exists in floor tile. The district implemented its management plan and will continue to conduct a periodic surveillance of all asbestos-containing building material. The detailed plan and updated information for each building, or for the entire district, is open for public review.

Computer Fees (BOARD POLICY 504.19)

Students will be charged a \$80 non-refundable computer usage fee.

By participating in the Computer Usage program, it is agreed and understood that:

- Student use of the school issued computer is available to all students 24 hours per day.
- Participation in the Computer Usage program is totally voluntary.
- A separate Computer Usage form will be needed for each student/computer.
- Computer malfunction or breakdown due to manufacturer's defect will be repaired at no cost to the student/family.
- Minor repair damages that result from normal usage will be paid for through this fee.
- Theft or loss may be covered if the appropriate paperwork is received from law enforcement.
- For purposes of this program the maximum agreed-upon value of the computer shall be established at \$1400.00. In the event of damage, this agreement will pay 70% (up to \$980.00) of the amount of damage. Student/Parent will be responsible for 30% (up to \$420.00) of the amount of damage.
- Student/parents/guardians will be assessed a repair fee for irresponsible care of the computer and/or accessories such as a cracked screen, missing keys, liquid damage, etc. The amount of the repair fee will be dependent upon the severity of the damage.

ADDITIONAL INFORMATION AND FEE POLICY CAN BE FOUND IN BOARD POLICY 504.19

Copyright and Fair Use

Students are reminded that, when using school equipment and when completing course work, they also must follow the federal copyright laws. Copyrighted works are protected regardless of the medium in which they are created or reproduced.

The "fair use" doctrine allows limited reproduction of copyrighted works for educational and research purposes such as criticism, news reporting, teaching (including multiple copies for classroom use), and scholarship. The following factors help determine whether a particular use of a copyrighted work is a permitted rather than an infringement of the copyright:

- The purpose and character of the use, including whether such use is of a commercial nature or is for nonprofit educational purposes;
- The nature of the copyrighted work;
- The amount and substantiality of the portion used in relation to the copyrighted work as a whole, and
- The effect of the use upon the potential market for or value of the copyrighted work.

Students should seek assistance from a faculty member if there are any questions regarding what may be copied.

Designation of Coordinators

Any person having inquiries concerning this district's compliance with Title VI (discrimination or harassment), Title IX (gender equity), Section 504 of the Rehabilitation Act and the Americans with Disability Act, Homeless student laws, or Safe and Drug Free Schools and Communities should contact the Centura Public Schools' Administrative Office.

Immunizations/Physical Examination

Nebraska State Laws require all Nebraska children to be immunized against a number of specified diseases. Students are not allowed to attend school until such immunization is up to

date. Students must submit proof of immunization against measles, mumps, rubella, poliomyelitis, diphtheria, pertussis, tetanus and Varicella for Kindergarten, 7th grade and new out-of-state transfer students or documentation of the disease.

A complete Physical Examination is required for all incoming 7th grade and out of state students. In addition, all student participating in athletic activities grades 8-12 will be required to have a current Physical examination.

Notice of Nondiscrimination

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA. Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English. To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

(1) Mail: U.S. Department of Agriculture Office of the Assistant Secretary for Civil Rights 1400 Independence Avenue, SW Washington, D.C. 20250-9410

(2) Fax: (202) 690-7442; or

(3) Email: program.intake@usda.gov

This institution is an equal opportunity provider.

Notice of Staff Qualifications

Parents have the right to get information about the professional qualifications of their child's classroom teachers. Upon request, Centura Jr.-Sr. High School will give parents the following information about their child's classroom teacher:

Whether the teacher has met Nebraska qualifications and licensing criteria for the grade levels and subject areas in which the teacher provides instruction.

Whether the teacher is teaching under an emergency or provisional teaching certificate.

The baccalaureate degree major/or masters degree of the teacher.

You may also ask for information about other graduate certification or degrees held by the teacher, and the field of discipline of the certification or degree. We will also, upon request, tell parents whether their child is being provided services by a paraprofessional and, if so, the qualifications of the paraprofessional.

The request for information should be made to the Principal. The information will be provided to you in a timely manner. Finally, Centura Jr.-Sr. High School will give timely notice to you if our child has been assigned, or has been taught for four or more consecutive weeks by, a teacher who does not meet the requirements of the Act.

Student Fees

The District's general policy is to provide for free instruction in accordance with the Nebraska State Constitution. The District also provides activities, programs, and services that extend beyond the minimum level of constitutionally required free instruction. Under the Public Elementary and Secondary Student Fee Authorization Act, the District is permitted to charge students fees for these activities or to require students to provide specialized equipment and attire for certain purposes. This policy is subject to further interpretation or guidance by administrative or Board regulations. Students may be eligible for a student fee waiver if they 1). are a foster child 2). receive food stamps; or if they 3). receive free/reduced meals. Students are encouraged to contact their building administration, teachers or their coaches/sponsors for further specifics and for information about **Student Fee Waivers (Board Policy 504.19R1)**.

FEES: This is a list of possible additional fees that students may encounter while being a student at Centura. This list is not meant to be all-inclusive; however, much of the information listed is to provide a overview of expense. The amounts listed may change on a yearly basis.

Activities: Each activity may have a fee attached. In most cases students are afforded the opportunity to fund raise in order to pay for their involvement:

1. Cheerleading: uniform, shoes, warm-up
2. Dance Team: uniform, shoes, warm-up
3. Flag Corp: uniform, shoes
4. FFA: Cost of a jacket
5. FBLA: \$25 (Dues and t-shirt)
6. Athletic Event Pass: \$25 student, \$30 Adult, \$100 Family
7. Band:
 - a. Elementary/Junior High - \$20, if renting a school instrument
 - b. High School - \$20 (Mandatory dry cleaning fee); \$20, if renting a school instrument
 - c. Other miscellaneous fees, as applicable
8. Athletic Programs: Students must provide their own shoes and undergarments
 - a. Football, basketball, volleyball, wrestling, track, cross country
 - b. Golf: students must supply their own clubs
9. Choir: shoes, cleaning of uniform, jewelry
10. Art Classes: \$ 5.00
11. Summer School: students must pay the summer school tuition determined by contractual arrangement with another school district.
12. Class Dues:
 - a. Sophomores \$40.00
 - b. Juniors: \$75.00
 - c. Seniors \$25.00
13. Dual Credit Classes: students must pay the tuition fees set by the post-secondary institution
14. Computer Usage Fee: \$80.00 non-refundable usage fee ***Students may be charged for intentionally removing keys and vinyl lettering. Approximate cost per key or letter is \$1.00 each.***

OTHER COSTS: Some athletic groups may purchase warm-ups, T-shirts, etc. This is not a mandatory expense.

ARTICLE 7 – STUDENT SUPPORT SERVICES

Asthma and Allergic Reaction Protocol (Board Policy 508.12)

The district will adopt and implement the Emergency Response to Life-Threatening Asthma or Systemic Allergic Reactions (Anaphylaxis) protocol as required by the Nebraska Department of Education.

The parent or guardian of a student of minority age may sign a waiver requesting that their student not receive emergency treatment under this protocol. The waiver form will be provided to each student in the beginning of the year enrollment packet information or at the time of enrollment.

Abuse/Neglect (Nebraska State Law LB 28-710)

School employees and all adults are bound by Nebraska State Law LB 28-710 to report any suspected case of child abuse or neglect to authorities for investigation. Proper protocol will be followed if a student is suspected of being abused.

Dating Violence Policy (BOARD POLICY 504.21)

Centura Public Schools strives to provide physically safe and emotionally secure environments for all students and staff. Positive behaviors are encouraged in the education program and are required for all students and staff. Dating violence will not be tolerated.

For purposes of this policy “dating violence” means a pattern of behavior where one person uses threats of, or actually uses, physical, sexual, verbal, or emotional abuse to control his or her dating partner. “Dating partner” means any person, regardless of gender, involved in an intimate relationship with another person primarily characterized by the expectation of affectionate involvement.

Incidents of dating violence involving students at school will be addressed as the administration determines appropriate, within the scope and subject to the limits of the District’s authority.

Staff training on dating violence shall be provided as deemed appropriate by the administration. The dating violence training shall include, but need not be limited to, basic awareness of dating violence, warning signs of dating violence, and the District’s dating violence policy.

Dating violence education that is age-appropriate shall be incorporated into the school program. Dating violence education shall include, but not be limited to, defining dating violence, recognizing dating violence warning signs, and identifying characteristics of healthy dating relationships.

The administration will be responsible for ensuring that this dating violence policy is published in the school district’s student handbook. Parents and legal guardians shall be informed of the dating violence policy by such other means as the administration determines appropriate. If requested, parents or legal guardians shall be provided a copy of the dating violence policy and relevant information. (Neb. Rev. Stat. 79-2, 139 to 79-2, 142). **ADDITIONAL INFORMATION CAN BE FOUND IN BOARD POLICY 504.21.**

Equal Education Opportunity

All students attending Centura Public Schools may participate in education programs and activities, including but not limited to health, physical education, music and vocational and

technical education (homemaking and consumer education, trades and industrial education, business and office education, etc.) regardless of race, color, national origin, religion, age, handicap, or sex. Anyone needing this information in alternate formats please contact the Superintendent's office.

Students, their families and potential employees of Centura Public School are hereby notified that Centura Public School does not discriminate on the basis of race, color, national origin, age, religion, marital status, sex or disability in employment career and technology programs or activities as set forth in compliance with federal and state statutes and regulations. Any persons having inquiries concerning Centura Public School compliance with Title II, Title IV, Title VI, Title IX and/or Section 504 may contact:

Ryan Ruhl, Superintendent
Centura Public School
PO Box 430
Cairo, NE 68824
Phone: 308.485.4258 or 308.226.8224
Email: ryan.ruhl@centuraps.org

Homeless Students Policy (BOARD POLICY 503)

Medication

All medicine must be dispensed through the school nurse. School district personnel may not dispense medication to students without prior written authorization from the physician and the parent/guardian. Prior authorization includes the original prescription container whose label includes: the child's name, physician's name, and directions for dispensing the medicine. Aspirin, Tylenol, and other over-the-counter medicines are dispensed only when we have written or verbal authorization from the parent or guardian. Whenever possible, ask your physician to write a prescription eliminating the need for dispensing medicine during school hours.

Multicultural Policy (BOARD POLICY 0604.04)

Students shall have an equal opportunity for a quality education without discrimination, regardless of their race, religion, color, sex, marital status, national origin or disability. The education program shall be free of discrimination and provide equal opportunity for the students. The education program shall foster knowledge of and respect and appreciation for the culture, history and contributions of diverse cultural groups including, but not limited to, African Americans, Hispanic Americans, Native Americans, and Asian Americans. It shall place special emphasis on human relations and sensitivity toward all races. The board shall adopt a written plan for the implementation of multicultural education and shall evaluate this plan periodically. During the evaluation process, the board shall involve parents, students, employees and a diverse representation of the community members in assessing the effectiveness and appropriateness of the program. The plan shall establish district goals for the multicultural program and will include staff development to assist the district in pursuing these goals. The plan shall include a process for selecting appropriate materials and shall incorporate multicultural education into all subject areas of the core curriculum of grades kindergarten through twelve.

School Counseling Program

A school counselor helps children with academic, social, and personal needs. A variety of resources are available to students including, but not limited to, counseling regarding

personal/social issues, maintaining a current list of scholarships; and monitoring community service hours/graduation requirements.

School Health Services

The following health services are provided to all students:

- The school nurse provides first aid.
- All immunizations are referred to the parent. Parents will receive information from the school indicating which immunizations and booster shots are needed.
- Height, weight, vision, and hearing screenings are given annually to all students. Parents are notified if possible problems are identified.
- All state required immunizations must be taken care of before the student can attend school.

Student Services (Section 504 Rehabilitation Act of 1973)

In accordance with Section 504 Rehabilitation Act of 1973 there is a continuum of services provided to qualifying students throughout the district: 1) Speech pathologists work with children individually or in small groups; 2) Homebound instruction may be provided to children, who, according to medical recommendation, are physically unable to attend school over a period of time; 3) Enrichment and remedial instruction is designed to meet the needs of children who need extra challenges as well as those who need remedial assistance; and 4) Special Education programs are available to students who have verified handicapping conditions. Questions regarding any of these services may be directed to the Educational Consultant or the building principal. Guidance counselors, school psychologists, Crisis Team members, Response to Intervention Team, and Student Assistance Teams are also available to support and help students and their families.

ARTICLE 8 – Building and Grounds

Care of School Property

This is your school. Make it a point to take good care of it. Do not permit others to deface your property. Deliberate vandalism will not be tolerated. In order to effectively discourage lack of respect and improper care of school property, a record is made at the beginning of the year of property assigned to each student, such as books, lockers, etc. If they show excessive wear or abuse, a fine will be assessed and must be paid before school records will be cleared.

Disaster Drills (BOARD POLICY 508.05)

Fire drills are held on a regular basis. At least two tornado drills shall be conducted annually. In cooperation with the local Police and Fire Departments, a district Crisis Plan has been established for each attendance area. In case of an emergency, teachers and students may be evacuated from the school and taken to an alternative site. In such an event, parents will be notified through radio and television broadcasts and the Centurion Alert. Please do not come to the school or tie up the school's telephone lines with incoming calls during this time.

Disaster Drill Standard Response Protocol

IN AN EMERGENCY WHEN YOU HEAR IT. DO IT.

LOCKDOWN! LOCKS, LIGHTS, OUT OF SIGHT.

STUDENTS

Move away from sight
Maintain silence
Do not open the door

TEACHER

Lock interior doors
Turn out the lights
Move away from sight
Do not open the door
Maintain silence
Take attendance



LOCKOUT! SECURE THE PERIMETER.

STUDENTS

Return inside
Business as usual

TEACHER

Bring everyone indoors
Lock perimeter doors
Increase situational awareness
Business as usual
Take attendance



EVACUATE! TO ANNOUNCED LOCATION.

STUDENTS

Bring your phone
Leave your stuff behind
Follow instructions

TEACHER

Lead evacuation to location
Take attendance
Notify if missing, extra or injured students



SHELTER! HAZARD AND SAFETY STRATEGY.

STUDENTS

Hazard	Safety Strategy
Tornado	Evacuate to shelter area
Hazmat	Seal the room
Earthquake	Drop, cover and hold
Tsunami	Get to high ground

TEACHER

Lead safety strategy
Take attendance



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Emergency Evacuation Parent-Reunification (BOARD POLICY 508.06)

After an emergency evacuation is conducted, the Police/Sheriff/State Patrol will be notified immediately.

1. All teachers will take attendance at the off-site evacuation building.
2. The administration will go around to each teacher and collect names of students that are absent.
3. The absent students will be compiled on the master list.
4. The students will be released to their parents/guardian by alphabetical order according to their last name.
5. The first 40 students will be called up to the front of the evacuation site and loaded on a bus. They will be transported to a separate site where they will be reunified with their parent/guardian.
6. At the reunification site the students will be in a room and the parent/guardians will need to show a form of ID and sign out their child/children.
7. Once the sign out has been completed the child/children will be brought to the parent and they will then be encouraged to leave the site with their family.
8. In the event that a student has been injured or transported to the hospital, the parent will be accompanied to a parent support room so that all appropriate information can be given privately.
9. If parents/guardians at any time become angry/combatative or verbally abusive teachers should not try to handle the situation. Law Enforcement will take over immediately.

Electronic Devices/Computers

The carrying of wireless phones and/or camera phones, MP3s, iPods is not prohibited but the use of such is restricted as specified below and violations shall result in the confiscation of the device by school officials as well as a discipline referral.

1. Conversing or text messaging is permitted during passing periods and lunch periods.
2. Cameras are not to be used in the classroom, hallways, locker rooms, or restrooms. Exceptions for assigned class or club activities may be given for the hallways and classroom use only.

*Inappropriate content may lead to further disciplinary actions.

*Computer suspension rules also apply to electronic devices.

Insurance/Accidents

No student may participate in athletic events without health insurance coverage. Students shall have the opportunity to participate in the health and accident insurance plan selected by the School District. The cost of the program shall be borne by the student. Participation in the plan is not a contract with the School District, but rather a contract between the insurance company and the student. Centura Public Schools does not assume financial responsibility for accidents or injuries to students engaged in school related activities. An accident report will be filled out and filed.

Lockers/Searches

All students are responsible for obeying state law, policies of the Board of Education, and the rules of the school. No student should bring anything to school that is prohibited by statute, policy, or school rule.

- The administration has the authority to search school property, student property (including cars), and students themselves when there is substantial reason to believe a student has violated a statute, policy, or rule or that the search may reveal items which

may be injurious to the health, welfare, safety, or morals of the students or employees in the school. Lockers, computers, and desks are the property of the school district and are made available to students for their convenience.

- Each student is responsible for the locker and gym locker issued to him/her as well as being responsible for the content and security of that locker. Therefore, students should refrain from sharing locker combinations with others.
- The school Principal may, within the scope of district policy and regulation, and without advance warning other than this clause, employ the use of specially trained canine for the purpose of determining the presence of illegal drugs or contraband on school grounds, whether in a desk, student locker, vehicle or any other place on school grounds including any and all student book bags.
- Any illegal drugs and/or contraband discovered pursuant to such inspections or searches shall be confiscated and turned over to law enforcement.
- Video cameras are used to record the activity of students and visitors 24 hours a day.

School Buses

Bus service on a regular schedule is provided for rural students to and from the school and for all students from the towns to the school. Buses are also provided for all school activities. ***Riding the school bus is a PRIVILEGE not a right*** and privileges can and will be taken away at any time if student behavior warrants such action. Rules for conduct on the buses are necessary both by state law and by the need for the safety of the students. These rules will be strictly enforced.

Proper Bus Etiquette:

1. Under direction of the driver, each student is held responsible for that seat.
2. Pupils must be on time; the bus cannot wait for those who are tardy.
3. Unnecessary conversation with the driver is prohibited.
4. Outside of the ordinary conversation, classroom conduct is to be observed by all students. Any pupil who is guilty of unbecoming conduct, of using inappropriate language, of abusing or casting reflections upon the driver or other students or teachers may forfeit the right to ride the bus. No gum, candy, or other food or drink is allowed unless the driver gives permission to do so.
5. Students must not throw waste paper or other rubbish on the floor of the bus, nor put anything in the aisles.
6. No students shall at any time extend arms or head, or any part the body out of the bus windows.
7. Students must not get on or off or move about within the bus while it is in motion.
8. When leaving the bus, students should cross the road in front of the bus. Look both ways and make sure it is safe.
9. The driver is in full charge of the bus and the students. Students are to comply promptly, cheerfully, and fully with each driver's request.
10. If monitors or patrols are on duty, students must obey and respect their orders as well.
11. Any damage to the bus is to be reported at once to the driver.
12. Students will be especially quiet when the bus is stopped at a railroad crossing so the driver can hear oncoming trains.
13. No student will leave the bus other than at assigned stop or at the school except with permission of the driver.

Violation of any the above rules may render consequences from the driver, the building principal or both and parents contacted.

Buses are also provided for activities that take place at other schools. All students participating in an activity are required to ride the bus, both to and from the activity, unless excused to ride with their parents by **signature of their parents** with the coach or sponsor. Unless otherwise arranged in advance, activity buses will leave immediately following the event and will come directly back. Pick-up point for school activity trips is the school.

Student Internet and Computer Access

Students are expected to use computers and the Internet as an educational resource. The following procedures and guidelines govern the use of computers and the Internet at school.

Student Expectations in the Use of the Internet

A. Acceptable Use

1. Students may use the Internet to conduct research assigned by teachers.
2. Students may use the Internet to conduct research for classroom projects.
3. Students may use the Internet to gain access to information about current events.
4. Students may use the Internet to conduct research for school-related activities.
5. Students may use the Internet for appropriate educational purposes.
6. Students shall use Team Blue applications in the appropriate manner on school computers.

B. Unacceptable Use

1. Students shall not use school computers to gain access to material that is obscene, pornographic, harmful to minors, or otherwise inappropriate for educational uses.
2. Students shall not engage in any illegal or inappropriate activities on school computers, including the downloading and copying of copyrighted material.
3. Students shall not use school computers to participate in on-line auctions, on-line gaming or mp3 sharing systems including, but not limited to Aimster or Freenet and the like.
4. Students shall not disclose personal information, such as their names, school, addresses, or telephone numbers outside the school network.
5. Students shall not use school computers for commercial advertising or political advocacy of any kind without the express written permission of the system administrator.
6. Students shall not publish web pages that purport to represent the school district or the work of students at the school district without the express written permission of the system administrator.
7. Students shall not erase, rename or make unusable anyone else's computer files, programs or disks.
8. Students shall not share their passwords with fellow students, school volunteers or any other individuals, and shall not use, or try to discover, another user's password.
9. Students shall not copy, change or transfer any software or documentation provided by the school district, teachers or another student without permission

from the system administrator.

10. Students shall not write, produce, generate, copy, propagate or attempt to introduce any computer code designed to self-replicate, damage, or otherwise hinder the performance of any computer's memory, file system, or software. Such software is often called, but is not limited to, a bug, virus, worm, or Trojan Horse.
11. Students shall not configure or troubleshoot computers, networks, printers or other associated equipment, except as directed by a teacher or the system administrator.
12. Students shall not take home technology equipment (hardware or software) without permission of the system administrator.
13. Students shall not forge electronic mail messages or web pages.

C. Methods of Enforcement

1. The district monitors all Internet communications, Internet usage and patterns of Internet usage. Students have no right of privacy to any Internet communications or other electronic files. The computer system is owned by the school district. As with any school property, any electronic files on the system are subject to search and inspection at any time.
2. The school district uses a technology protection measure that blocks access to some Internet sites that are not in accordance with the policy of the school district. Standard use of the Internet utilizes a proxy server-based filter that screens for non-curriculum related pages.
3. Due to the nature of filtering technology, the filter may at times filter pages that are appropriate for student research. The system administrator may override the technology protection measure for the student to access a site with legitimate educational value that is wrongly blocked.
4. The school district staff will monitor students' use of the Internet through direct supervision and by monitoring Internet use history to ensure enforcement of the policy.

D. Consequences for Violation of this Policy

1. Access to the school's computer system and to the Internet is a privilege, not a right. Any violation of school policy and rules may result in:
 - a. Loss of computer privileges;
 - b. Short-term suspension;
 - c. Long-term suspension or expulsion in accordance with the Nebraska Student Discipline Act; and
 - d. Other discipline as school administration and the school board deem appropriate.
2. Students who use school computer systems without permission and for non-school purposes may be guilty of a criminal violation and will be prosecuted.

Protection of Students (Children’s Online Privacy Protection Act (COPPA))

- E. **Children’s Online Privacy Protection Act (COPPA)**
1. The school will not allow companies to collect personal information from children under 13 for commercial purposes. The school will make reasonable efforts to disable advertising in educational computer applications.
 2. This policy allows the school to act as an agent for parents in the collection of information within the school context. The school’s use of student information is solely for education purposes.
- F. **Education About Appropriate On-Line Behavior**
1. School district staff will educate students about appropriate online behavior, both in specific computer usage units and in the general curriculum.
 2. Staff will specifically educate students on
 - a. appropriate interactions with other individuals on social networking websites and in chat rooms.
 - b. cyberbullying awareness and response.
 3. The School District’s superintendent or designee shall inform staff of this educational obligation and shall keep records of the instruction, which occurs in compliance with this policy.

Computers/Computer Use Policy

Centura Public Schools shall use a technology protection measure that blocks and/or filters Internet access to prevent access to Internet sites that are not in accordance with the policies of Centura Public Schools. Centura Public School’s network facilities and laptops are to be used in a responsible, efficient, ethical manner in accordance with the educational philosophy of Centura Public Schools. Access to the computer systems is a privilege not a right and should be revered as such. Students and parents must acknowledge their understanding of this policy as well as understand the financial responsibility within this policy. Failure to adhere to the standards set forth by Centura Public Schools will result in a suspension or revocation of the offender’s laptop and network privileges.

- Students shall not access material that is obscene, child pornography, harmful to students, or otherwise inappropriate.
- Students shall not send or display offensive messages or pictures; type, or otherwise use, obscene language.
- Students shall not use Centura Public Schools technology or Internet resources to engage in hacking or attempts to otherwise compromise any computer or network system’s security nor, to harass, insult, defame or attack others.
- Students shall not engage in any illegal activities on the Internet or other computer applications
- Students should use electronic mail, chat rooms, and other forms of direct electronic communications only for purposes related to education within the context of a school-related assignment activity, with permission of a teacher.
- Students shall not disclose personal identification information on the Internet or use other students’ login passwords or share their password.
- Students shall not trespass in others’ folders, work or files
- Students shall not intentionally or repeatedly neglectfully waste limited resources including excessive downloading and storage of images and/or computer games.

- Students shall not employ the network for commercial purposes.
- Laptops must be kept in the protective carrying case provided by the school.
- Students are not to deface their laptops with stickers, tape, or other means of destructive devices.
- Files stored within the school computer systems should be limited to those relating to formal school courses or activities. Games, music, or graphic files that are not intended for a school project or activity should not be stored on the school computer.
- School administrators reserve the right to remove student access and accounts on the network.

Laptop/Computer Suspensions

The following suspension will be in effect for the laptop/computer used by the students. After three suspension periods a repeated offense will result in revoking the computer.

Offense	1 st Offense Days Suspended	2 nd Offense Days Suspended	3 rd Offense Days Suspended	4 th Offense
Unattended Laptop	3 days	5 days	10 days	Revocation
Playing inappropriate games				
Inappropriate Music				
Inappropriate Class Use				
Abuse of Laptop				
Printing inappropriately				
Inappropriate Desktop Pictures*				
Inappropriate pictures in history*				

*If pictures show illegal action, a violation of school rules, etc. you will also be subject to other disciplinary actions. Information posted on MySpace, Facebook, or other student-generated sites can lead to discipline and non-school ramifications.

* Note: Any student who has their laptop suspended will not be allowed to use it for any homework, class work, etc. at home. Desktop computers will be available in the building for assessments, assignments, and class projects.

Nebraska statutes 79-737 and 79-2,127 allow the District to obtain reimbursement from, or on behalf of, students for any damage to, loss of, or failure to return school property. No student shall receive a computer until the student and parent/guardian complete forms signifying their understanding of these rules and accepting responsibility for loss or damage.

ARTICLE 9 – PARENTS/GUARDIANS

Communication Plan for Students and Parents

Students have certain rights. Procedures are in place for students and parents/guardians to follow if they are not in agreement with school actions. It is important that students and parents/guardians visit first with the school person directly involved in the decision or incident. If the problem cannot be resolved at that level, it may be taken to a higher level of authority.

Generally, the following procedures should be taken if students or parents/guardians are not in agreement with school actions:

- Have a scheduled conference with the staff person involved in the complaint matter.

- Appeal to the Principal if the matter is not resolved at Step 1.
- Appeal to the Superintendent if the matter is still unresolved at Step 2.
- Appeal to the Board of Education if the matter is still unresolved at Step 3. A written appeal should be made within five (5) days of the Superintendent’s decision.

Custody and Parental Rights

Disagreements between family members are not the responsibility of the School District. The School District will not take the “side” of one family member over another in a disagreement about custody or parental rights. Court orders that have been issued shall be followed by the School District. It shall be the responsibility of the person requesting an action by the school to inform and provide the school with a copy of the court order allowing such action. This policy does not prohibit an employee from listening to a student’s problems and concerns.

Parental Involvement Policy (BOARD POLICY 1005)

Parents/Guardians are encouraged to become involved with school and to participate in school events and activities. Parents have access to all textbook, tests, curriculum materials, and any other instructional materials used by the school. Parents have the right to be informed and choose non-participation in any surveys of a sensitive nature in accordance with the No Child Left Behind Act of 2001.

School Visits

Parents/guardians are encouraged to visit school. Please check with your child’s teacher regarding the best time to visit (**A day’s notice, to visit the classroom, is required to the principal and/or teacher. This can be a note or phone call. Parents wishing to only eat lunch do not need to have a day’s notice, but need to call school by 9:00 a.m. so that the appropriate amount of food can be ordered.**). We request that parents not plan visits during the first two weeks or the last two weeks of school. All parents and visitors must enter and exit the building through the main doors during school hours. Before visiting a classroom, permission must be given through the school office.

Visitor responsibilities:

- Give notice of 24 hours to the building principal.
- Check in at the office.
- Do not bring other children unless otherwise cleared with building principal.
- Do not disrupt the learning of your child or others by: drawing attention to yourself, talking during teacher instruction, or any behavior known to be unacceptable in a school setting.
- Have fun and enjoy your time at Centura.

Use of Telephones

The school telephone is for school business and should not be used for personal calls. The office will gladly cooperate with parents to give messages to students during school hours. However, calls for students during school hours are disturbing to the school routine and should be held to a minimum. Messages will be written down and given to the student. Students may be called to the telephone only in cases of emergency. Students may use the telephone in the office to place phone calls during the day, providing they have received permission and a pass from the office or supervising teacher. Long distance calls cannot be made without permission.

The student handbook recommended at the July Board meeting for the 18/19 school year. Upon approval the handbook will be found on the website and will be pushed out to all student computers. Here is an overview of the changes:

1. New or Revised

- a. Employment Release – p. 9
 - i. Added ‘no release for students failing classes’ verbiage
- b. Student Attendance – p. 13
 - i. Match board policy 503:03; 503.04
 - ii. Reviewed March 12, 2018
 1. Defined ‘excused absences’
 2. Added Board policy information regarding ‘excessive absences’
 3. Added ‘School activities’ clarifications
 - a. 10 minute absent related to ‘full day’ definition and participation in activities
 - b. Friday absences related to Saturday events
- c. Activity Code of Conduct – p. 15
 - i. Removed ‘Be charged with and/or arrested for’ language from #1, 3 and 4 descriptors
 - ii. Added ‘any violation of state law, school policy or student activity provision’
- d. Extracurricular Drug Testing Program – p. 17
 - i. New Board policy 508.11
 - ii. Approved June 11, 2018
- e. Tobacco Free Campus - p. 24
 - i. Match changes to Board Policy 1006.02
 - ii. Reviewed May 14, 2018
 - iii. Changed ‘environment’ to ‘campus’
- f. Pregnancy/Parenting Policy – p. 25
 - i. New Board policy 0503.07
 - ii. Approved April 9, 2018
 - iii. No student will be excluded from, denied the benefit of, or discriminated against under any educational program or activity because of pregnancy or parenting responsibilities.
- g. Student Attire – p. 28
 - i. Added ‘baggy’
- h. Cell phone usage during school – p. 35
 - i. Removed ‘no pictures’ – impossible to manage and covered under ‘Red Zone’
- i. School Food Services - p. 36
 - i. Breakfast increase to \$1.50; adults increase to \$1.75
 - ii. Lunch increase to \$2.80
- j. Add nondiscrimination notice – p. 38
- k. Student Fees – p.39
 - i. Removed FCCLA
 - ii. Computer Fine for intentional damage to keys or vinyl lettering (\$1.00 new vinyl or keys)
- l. Multicultural Policy – p. 42
 - i. Match to Board policy 604.04
- m. Removed Activity Letter and added to Activity handbook

2. Review Procedures/Processes

- a. Graduation – Valedictorian – Review procedures
- b. Graduation with Distinction – review procedures
- c. Electronic Devices/Computers – Review Procedures (Red Zone)
- d. Laptop/Computer Suspensions- Review Procedures
 - i. Computer suspensions will allow for student use during the school day.
Check in/out of the through the media center.
 - ii. Abuse of computer – papers/books in bag; Not in bookbag; keys;
removal of vinyls/keys
 - iii. Inappropriate desktop pictures
 - iv. Inappropriate pictures in history
- e. Annual Review Policies:
 - Dating Violence – 504.21
 - Harassment by Students – 504.18
 - Bullying – 504.20
 - Restraint/Seclusion - 505.07
 - Suicide Awareness - 504.23
 - Dating Violence - 504.21

1. Calendar Items:

Phase V- Goal Setting with Mike Lucas--dates: July 17, 18, 30 or August 6, 7, 8.

August Budget Retreat--We will set this in early August for an hour meeting.

August 13- First Day with Staff

NASB [NASB meetings](#)

2. **Strategic Plan: Review**

- a. Academics
- b. Student Service Programs
- c. Technology
- d. Staff
- e. District Culture
- f. District Building and Grounds

August 13 at 8:00 a.m. Staff Breakfast and Superintendent introduction.

Priority V: District Culture Objective:

Strengthen relationships with staff, families and engage community members in partnership.

5.1 Strengthen and enhance productive partnerships with internal staff, external patrons, and partners for education.

5.2 Develop and implement district standards and a methodology for how staff engage parents and families in positive and important communication throughout the school year.

5.3 Grow and sustain communications with internal and external stakeholders.

3. Tobacco Free Campus

-We have 'signage' to make patrons and visitors aware.

-Clean -Air act covers building so the policy was changed to "campus"

-Administration has held meetings with teachers.

-Communication will resume in August and supervision provided to uphold the Tobacco Free environment.