

# Ozark School District High School Handbook



**2018-2019**

**Ozark School District  
High School  
1350 W. Bluff Dr.; P.O. Box 166  
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[www.ozarktigers.org](http://www.ozarktigers.org)**

**Jeremy Brownfield**  
*Principal*

**Amy Ramsdell**  
*Assistant Principal*

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*Assistant Principal*

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*Assistant Principal*

**Yancey Little**  
*Activity/Athletic Director*

## Ozark School District Mission Statement

*“Student dedicated every day, Student driven in every way.”*

## Ozark High School’s Mission Statement

*“To inspire and empower students to become productive citizens and lifelong learners.”*

### CONTENTS

<u>WELCOME</u>	3	<u>GENERAL INFO. &amp; FAQ</u>	17-18
<u>DISTRICT TELEPHONE NUMBERS</u>	3	<u>1:1 INITIATIVE</u>	18
<u>2018 – 2019 CALENDAR</u>	3	<u>ATTENDANCE POLICY</u>	18-20
<u>BELL SCHEDULE</u>	4	<u>COLLEGE VISITS</u>	20
<u>PHILOSOPHY</u>	4	<u>AUDIO AND VISUAL RECORDING</u>	20
<u>GRAD/CURRICULUM REQUIREMENTS</u>	5	<u>CLOSED CAMPUS</u>	20
<u>STATE MANDATED EXAMS</u>	6	<u>GUIDANCE/COUNSELING CENTER</u>	20
<u>ENROLLMENT REQUIREMENTS</u>	6	<u>LEARNING RESOURCE CENTER</u>	21
<u>ACADEMIC RECORDS</u>	7	<u>CAFETERIA</u>	21-22
<u>SUMMER SCHOOL CREDIT</u>	7	<u>FOOD OUTSIDE OF CAFETERIA</u>	22
<u>REPRIEVES</u>	7	<u>FOOD ALLERGY INFORMATION</u>	22
<u>8<sup>TH</sup> GRADE COURSE CREDIT</u>	7	<u>HEALTH SERVICE</u>	22
<u>COLLEGE PREPARATION</u>	7	<u>SCHOOL BUS RULES</u>	22-23
<u>COLLEGE PREP OFFERINGS</u>	8	<u>PRIVATE TRANSPORTATION</u>	23
<u>DIPLOMA &amp;</u>	8	<u>EMERGENCY PROCEDURES/DRILLS</u>	23
<u>MISSOURI SEAL OF BILITERACY</u>	8	<u>CARE OF SCHOOL PROPERTY</u>	24
<u>INTERNATIONAL BACCALAUREATE</u>	8-9	<u>HALL PASSES</u>	24
<u>DUAL CREDIT</u>	9-10	<u>LOCKERS</u>	24
<u>GO CAPS</u>	10	<u>STUDENT DRESS CODE</u>	24
<u>CORRESPONDENCE CREDIT</u>	10	<u>STUDENT CONDUCT</u>	24
<u>HOME SCHOOL CREDIT</u>	10-11	<u>TARDY/LATE POLICY</u>	25
<u>TRANSFER CREDIT</u>	11	<u>ADVISORY PERIOD</u>	25-26
<u>FOREIGN EXCHANGE STUDENTS</u>	11	<u>O-TIME/TUTORING</u>	26
<u>STUDENT RECORDS</u>	11	<u>NAVIANCE/FAMILY CONNECTIONS</u>	26
<u>SCHEDULE CHANGES</u>	11	<u>STUDENT WELLNESS/NUTRITION</u>	26-27
<u>GRADING SYSTEM</u>	12	<u>DISCIPLINARY DEFINITIONS</u>	27
<u>FINAL EXAMINATIONS</u>	13	<u>STUDENT DISCIPLINE</u>	27-28
<u>ACADEMIC ACHIEVEMENT</u>	13	<u>PROHIBITED CONDUCT</u>	29-36
<u>NATIONAL HONOR SOCIETY</u>	13	<u>NCAA/NAIA ELIGIBILITY</u>	37
<u>CLASS RANKINGS/HONORS</u>	13	<u>ACTIVITY &amp; ATHLETIC PROGRAMS</u>	37
<u>A+ TUTORING INFORMATION</u>	14-17	<u>ACCEPTABLE USE AGREEMENT</u>	38-41
<u>EARLY RELEASE FOR COLLEGE</u>	17	<u>LOCAL ASSISTANCE NUMBERS</u>	41

### NOTICES: (Pages 42-48)

NONDISCRIMINATION  
AMERICANS WITH DISABILITIES ACT  
FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT  
PUBLIC NOTICE – IDEA  
MEDICAID DIRECT SERVICE CLAIMING  
PROTECTION OF PUPIL RIGHTS AMENDMENT  
TEACHING ON HUMAN SEXUALITY  
STUDENT HEALTH SERVICES REQUIREMENTS  
NO CHILD LEFT BEHIND COMPLAINT PROCEDURE

*\* To search this document, use the CTRL and F function to seek key words and phrases.*

## **Welcome**

Our school welcomes you into its ranks. We hope that you will always be conscious of its traditions and requirements. This school will be whatever you make it. Let us always have the spirit to do the things that will make it outstanding.

The policies and procedures contained in this handbook are the result of a concerted effort on the part of students, faculty, and administration. This information has been carefully prepared and presented so it will be of great value in helping you adjust to our school and becoming an integral part of it.

### **Ozark School District Telephone Numbers**

Ozark District Office	582-5900
High School Principal	582-5901
High School Attendance	582-5709
School Nurse	582-5722
Transportation	582-4735

### **Ozark School 2018-2019 Calendar**

August 16:	FIRST DAY FOR STUDENTS
September 3:	Labor Day (No School)
October 12:	End of First Quarter
October 19:	No School
November 6:	Election Day – No School/Teacher PD Day
November 21-23:	Thanksgiving Break (No School)
December 20:	End of First Semester
Dec. 21 – Jan. 1:	Christmas Vacation (No School)
January 2:	Christmas Vacation (No School)/Teacher Workday
January 3:	First Day Second Semester
January 21:	Martin Luther King, Jr. Day (No School)
February 18:	President’s Day (No School)
March 8:	End of 3 <sup>rd</sup> Quarter
March 11-15:	Spring Break (No School)
April 19 – April 22:	Easter Break (No School)
May TBA:	Graduation
May 22:	Last Day for Students (1/2 Day)

MAKE-UP DAYS: 1-Jan 21; 2-Feb 18; 3-Built In; 4-Built In; 5-May 23; 6-May 24; 7-May 28; 8-No Make-Up; 9-May 29; 10-No Make-Up; 11-May 30; 12-No Make-Up; 13-May 31

[Return To Contents](#)

## High School Bell Schedule

### Monday – Thursday

	<u>Begin</u>	<u>End</u>
<b>1<sup>st</sup> Block</b>	<b>8:00</b>	<b>9:27</b>
<b>Advisory</b>	<b>9:32</b>	<b>9:56</b>
<b>3<sup>rd</sup> Block</b>	<b>10:01</b>	<b>11:28</b>
<b>4<sup>th</sup> Block</b>	<b>11:33</b>	<b>1:28</b>
1 <sup>st</sup> Lunch	11:28	11:53
2 <sup>nd</sup> Lunch	11:53	12:18
3 <sup>rd</sup> Lunch	12:38	1:03
4 <sup>th</sup> Lunch	1:03	1:28
<b>5<sup>th</sup> Block</b>	<b>1:33</b>	<b>3:00</b>

### Friday (Early Release)

	<u>Begin</u>	<u>End</u>
<b>1<sup>st</sup> Block</b>	<b>8:00</b>	<b>9:15</b>
<b>Advisory</b>	<b>9:20</b>	<b>9:40</b>
<b>3<sup>rd</sup> Block</b>	<b>9:45</b>	<b>11:00</b>
<b>4<sup>th</sup> Block</b>	<b>11:05</b>	<b>12:40</b>
1 <sup>st</sup> Lunch	11:00	11:22
2 <sup>nd</sup> Lunch	11:22	11:44
3 <sup>rd</sup> Lunch	11:56	12:18
4 <sup>th</sup> Lunch	12:18	12:40
<b>5<sup>th</sup> Block</b>	<b>12:45</b>	<b>2:00</b>

## Philosophy of Ozark High School

Ozark High School's primary responsibility is to its students. Under the direction of school personnel, an environment must be provided for students to grow and learn. Students must be given the opportunity to develop mentally, physically, and emotionally.

Each student should be respected as a unique individual. As educators, Ozark High School structures its methods to meet these individual needs. The growth of each student is important.

In order to provide opportunities for student growth, OHS feels harmony and cooperation must exist among faculty, staff, and administration in partnership with the parents and community. An atmosphere that reinforces a positive attitude toward learning is essential.

The school's obligation is to prepare students with the skills and attitudes to become productive, responsible members of society. OHS believes young people properly motivated and adequately equipped with appropriate knowledge and skills will become productive citizens.

[Return To Contents](#)

## Graduation & Curriculum Requirements

To meet graduation requirements of Ozark High School, students must complete a minimum of 30 units of credit during grades nine and above. The student's program must be cooperatively planned and approved by the student, his or her parents, and the school. The program shall include courses of study in social studies, English, mathematics, science, fine arts, practical arts, and physical education as specified below.

To receive credit for a course during any semester, the student must enroll in the course during the first two weeks. This requirement is not intended to apply to students transferring into school from another with matching or similar offerings.

A secondary student may take up to a maximum of two credits on a pass-fail basis during his/her four years. The course, if passed, will count as credit toward graduation, but will have no effect upon grade point average or class rank.

The student must request permission from the teacher and counselor asking to take a class Pass/Fail within the first two weeks of the semester.

College-bound students are strongly urged to select additional elective units from the core curriculum areas of English, mathematics, science, and social studies, as well as foreign language. The goal for college-bound students should be 16 core credits or more.

In addition to the program of study for graduation, a student must pass proficiency exams covering Missouri and the United States constitutions to qualify for graduation from the District. No student shall graduate without having successfully completed a course of instruction of at least one semester in length on the institutions, branches, and functions of the government of the state of Missouri, including local government and the electoral process.

Dual-credit and dual-enrollment courses taken in high school for both high school and college credit may be counted toward the core curriculum requirements.

### 2018-2019 Graduation Credit Requirements

English	4
Social Studies	3
Mathematics	3
Science	3
Fine Arts	1
Practical Arts	1
Physical Education	1 ½
Health	½
Career Opportunities	½
Personal Finance	½
Electives	12
<b>Total</b>	<b>30</b>

[Return To Contents](#)

**English** must include English I, II, and III, plus additional English courses to equal four credits; it may include one unit of speech and/or debate.

**Practical Arts** include business, industrial technology, agriculture, family and consumer science, vocational/technical courses, CCE/Marketing, A+ Tutoring, and JROTC.

**Fine Arts** include art, vocal and instrumental music, and drama.

**Science** includes Physical Science (9<sup>th</sup>), and Biology (10<sup>th</sup>). The additional unit of science may be obtained through a science elective, or through a third Vocational Agriculture class, chosen from a combination of the following classes: Ag Science I, Forestry, Animal Science, Equine Science, Fish & Wildlife Management, Horticulture, and Landscaping.

**Social Studies** include Modern American History (9<sup>th</sup>), Contemporary American History (10<sup>th</sup>), and Government (11<sup>th</sup>). Beginning with graduating class of 2020 the course offerings include: American History (9<sup>th</sup>), World History (10<sup>th</sup>), and Government (11<sup>th</sup>).

**Mathematics** includes Algebra 1 or Concepts of Algebra 1B, plus additional mathematics to equal three credits. If high school elective credit was earned for Junior High Algebra I, three additional math credits are required.

**Physical Education** - Students must have 1 ½ credits of P.E., including one credit taken their freshman year (Co-Ed Basic P.E. or Freshman Weights) and may receive additional credits from P.E. courses or JROTC.

### **State Mandated Exams**

All students will be required to take a summative End-of-Course exam (EOC) for each of the following courses: Algebra 1 or Algebra 1B, (Honors) Biology, (Honors) English 2, and (Honors) Government.

A student who is passing an above-named course will take the EOC in order to receive credit for the course.

As a general rule, students who are failing with a 40% and above that still have an opportunity to pass the course, will take the EOC. If the student who fails the course and does not score proficient or advanced on the EOC exam, he/she will be re-enrolled in the course the subsequent school year.

College & Career Readiness Exams - All graduating seniors must have a score on file from a qualifying College and Career Readiness exam, including ACT, SAT, ASVAB, or Work Keys.

### **Enrollment Requirements**

All students (including seniors) must be enrolled in eight blocks of courses. Of these eight courses, at least three must be core academic courses. One of these three credits may be the 3<sup>rd</sup> course in a series from a career education program. Additionally, no more than two credits may be obtained in PE courses.

To receive credit for a course during any semester, the student must enroll in the course during the first two weeks. This requirement does not apply to students transferring into school from another district with matching or similar offerings.

New enrollees and transfer students are responsible for completing any work they have missed from the last day of attendance at their previous school to the first day of attendance at OHS.

## **Academic Records**

OHS will maintain an official transcript for all students. The transcript lists courses taken, grades earned, grade-point average, class rank, standardized assessment scores, and graduation status. Official transcripts can be issued directly to a college or institution, or to the student in a sealed envelope. Requests for official transcripts must be sent to the Counseling Office. Unofficial transcripts may be issued to the student upon request.

## **Summer School Credit**

Summer school credits apply toward graduation credits. Summer school grades are included on the transcript and calculated into a student's GPA unless the criteria for a reprieve is met. Students who wish to remove a summer school or zero-hour class from their transcripts must make that request in writing to the Counseling Office. If a summer school or zero-hour class is removed, both the credit and the grade will be removed from the transcript. Only summer school, zero-hour, and Junior High Algebra I grades are eligible for removal from a transcript. This decision is final and non-rescindable. Students and parents are encouraged to wait cautiously until a student's junior year to make this decision.

## **Reprieves**

For students with a cumulative weighted GPA higher than 4.0, taking unweighted summer school or zero-hour classes may lower his/her weighted GPA which could affect the student's class rank. The effect is usually negligible for both a student's weighted GPA and class rank. However, if this occurs, students may "reprieve the grade" earned in the class. A reprieve allows a student to earn credit for the class, but removes the effect of the grade on a student's cumulative weighted GPA and class rank. Reprieves are only be granted for grades earned during summer school and zero-hour, and only if the grade earned is an "A." Reprieves are automatically applied to eligible student's transcripts at the end of his/her junior year.

## **8<sup>th</sup> Grade Course Credit**

Algebra I credit earned in 8<sup>th</sup> grade will count as high school elective credit. The credit will be a general elective credit with a weighted grade that will be included in the cumulative GPA calculations. This credit will not count toward the three math credits required for graduation. Junior High Algebra I grades may be reprieved (see above). No other 8<sup>th</sup> grade courses are awarded high school credit.

## **College Preparation**

OHS Counseling recommends the following courses for college-bound students:

- 4 credits English
- 4 credits of Math (Algebra I and higher)
- 3 credits of Social Studies
- 3 credits of Science
- 2 credits of the same Foreign Language
- Additional electives from the areas listed above

[Return To Contents](#)

## **College Preparatory Offerings**

Students enrolled in Advanced Placement (AP) courses may take the College Board exam for the corresponding course. OHS students who score a 3 or higher (on a scale of 0-5) may be eligible to receive college credit from a cooperating college or university. Students are urged to check with their intended college or university as policies on accepting AP scores vary. The AP exam is given in May at Ozark High School. Students are responsible for AP exam fees when registering for exams. Students will be provided information about registering for AP exams in their classes.

Courses offered:

- AP Literature and Composition
- AP Calculus AB
- AP Physics I & II
- AP Computer Science Applications

## **Diploma &**

It is the goal of OHS for all graduating seniors to graduate Diploma &. In order to achieve this goal, all graduates must have completed an Individual Career and Academic Plan (ICAP) (formerly known as Personal Plans of Study) and an “Advanced Option” to enhance their post-graduate work in their chosen pathway.

Advanced Options:

- College Credit
- Job Experience
- Advanced Industry Credentials
- A+ Scholarship
- Advanced Military Enlistment
- Vocational Rehabilitation Plan
- Missouri Seal of Biliteracy (See below for details)

## **Missouri Seal of Biliteracy**

Students are candidates for either the Missouri Seal of Biliteracy or the Distinguished Missouri Seal of Biliteracy. The standard Missouri Seal is awarded to those who show proficiency in English and an intermediate level in at least one additional language. The Distinguished Missouri Seal is awarded to those who show proficiency in English and an advanced level in at least one additional language.

In order to determine competence in English, students must maintain a grade point average of 3.0 or above in English and pass the Missouri End-of-Course Assessment with a Proficient or Advanced score. Determining competence in the language other than English requires a passing score on a small selection of assessments including the IB, AP, or ACTFL assessments. Sociocultural competence is measured through a service project or an essay explaining how knowing English and another language benefits the community.

## **International Baccalaureate Program**

The International Baccalaureate Program is designed as an academically-challenging and balanced program of education with internal and external examinations that prepare high school students for success at post-secondary level. Completing the IB Diploma Program or individual IB Courses may lead to scholarships and/or college credit. Students are urged to check with their intended college or university as policies on accepting IB credit vary.

IB Diploma and Certificate Courses are available to juniors and seniors at OHS. All IB Courses receive weighted credit. Students are expected to meet all IB Course requirements, including

submission of portfolios, papers, presentations, and exams. Students are responsible for IB registration and exam fees when registering for exams. Students are reimbursed paid fees for the courses that they receive a passing IB examination score.

Students enrolled in IB Courses must complete the entire course (one or two years) including all related exam materials. For example, if the course is a two-year sequence, students must complete both years and related exam materials to receive the weighted credit. If students do not pay for the exam in the fall of their testing year, they will be removed from the class at the end of that semester and lose all weighted credit previously received. If students choose to drop the course prior to completion, they will lose all weighted credit previously received.

For IB Diploma candidates, the following requirements must be met:

- Take courses from all six IB subject areas (listed below)
- Complete the requirements for the Theory of Knowledge, Extended Essay and Creativity, Action, and Service components (TOK/EE/CAS)
- Meet minimum score requirements on SL/HL examinations.

#### IB Subject Groups w/OHS Offerings:

- Group 1: Studies in Language & Literature – English HL (2-year course)
- Group 2: Language Acquisition – French SL & HL, Spanish SL & HL (2-year course)
- Group 3: Individuals & Societies – Global Politics HL (2-year course), Psychology SL (1-year course), Psychology HL (2-year course)
- Group 4: Experimental Sciences – Biology SL & HL (2-year course), Physics SL & HL (2-year course), Environmental Systems and Societies SL (1-year course)
- Group 5: Mathematics & Comp. Science – Mathematical Studies SL (1-year course), Mathematics SL & HL (2-year course)
- Group 6: The Arts – Visual Arts SL (1-year course), Music SL (1-year course), Film HL (2-year course)

## **Dual Credit**

### Missouri State University

MSU dual enrollment offerings are available to juniors and seniors. Instructor permission is necessary. MSU dual enrollment classes are not weighted. See [OHS Course Planner](#) for a list.

### Ozarks Technical Community College (OTC)

Some OTC Courses are given weighted GPA credit at OHS. See [OHS Course Planner](#) for a list.

- OTC Fast Track (dual credit) courses are available to a limited number of juniors and seniors with a cumulative weighted GPA of 3.5 or higher and cumulative attendance of 95% or higher.
- If student changes the course selection for OTC after registering, the student will be held responsible for the course changing fee, class cancellation fee, or last registration fee. The student's OHS student account will be charged with the appropriate fee(s). See <https://services.otc.edu/finance/tuition-fees/> for information regarding specific amounts.
- Performance indicators from the ACT and End-of-Course examinations could be used in regard to placement into the proper courses to help ensure student success.
- Interested students should attend informational meetings at Ozark High School. Check online or in the Counseling Center for times and dates.
- Counselor permission is necessary.

- Students may enroll in up to two OTC courses per semester. Students must enroll in an “OTC Placeholder” during 1<sup>st</sup> – 5<sup>th</sup> blocks on their OHS schedules.
- Tuition is paid by Ozark High School for students earning passing grades in up to two OTC courses per semester during the regular school year (not summer school). *Students earning F’s or withdrawing from OTC classes are required to reimburse Ozark School District for the amount of tuition.*
- If a student receives a failing grade or withdraws from his/her OTC Fast Track dual credit class(es), the student is ineligible to take OTC Fast Track classes the following semester.
- Students who have failed to qualify for OHS online classes or the A+ program (at least a 2.5 GPA and good overall attendance) will be carefully considered when taking OTC coursework. If the student is progressively improving his/her grades/standing from the earlier HS performance, this will be taken into account.
- Book purchases or rentals are the responsibility of the student. They can be obtained from OTC, bookstores, or online sources.
- Transportation is the student’s responsibility, thus a driving waiver must be on file in the office for students wanting to take OTC classes at the Richwood Valley campus.
- Classes should not be added or dropped after the first day of OTC class. Fines could be levied against a student who drops a course after the first two weeks of class.

### Articulated Credit

Students enrolled in Articulated Courses may qualify for OTC credit after high school graduation and upon enrollment at OTC. There is no charge to obtain the OTC credit for these classes. See [OHS Course Planner](#) for the list of classes.

### GO CAPS

GO CAPS courses are available to juniors and seniors. Students build career readiness by exploring a variety of careers within a focus area while developing professional skills valued by industry. Students must apply and be accepted into GO CAPS before enrolling. GO CAPS courses can be taken dual credit with MSU. See [OHS Course Planner](#) for a list of classes.

### Correspondence Course Credit

Credit for correspondence work will be accepted toward graduation under these provisions:

- Only correspondence work completed in the extension division of accredited colleges and/or universities will be accepted.
- No more than three credits of correspondence will be accepted.
- Grades will be reported on the high school transcript based on the OHS grading scale.
- Credit(s) from private correspondence schools will not be accepted for graduation.
- Courses must be pre approved by the student’s counselor.

### Home School Credit

If a parent chooses to home school, he or she shall offer 1,000 hours of instruction during the school year with at least 600 hours in the basics, which will be in reading, language arts, mathematics, social studies, and science. At least 400 of the 600 hours shall occur in the home location. A completed credit toward high school graduation is defined as 100 hours (50 hours per 1/2 credit) or more of instruction in a course. Credits shall not exceed nine per calendar year. A parent who is homeschooling a child must maintain the following records:

1. A plan book, diary, daily log, or other written record indicating the subjects taught and the activities engaged in with the student
2. A portfolio containing samples of the student's academic work
3. A record of evaluation of the student's academic progress
4. Or other written or credible evidence equivalent to 1, 2, or 3

Home school courses with proper documentation will be awarded a Pass grade on the student's transcript. Students who receive a Pass grade on their transcript may not graduate with honors.

### **Transfers from Unaccredited Schools**

The district will attempt to award credit for classes completed in previous schools if there is sufficient evidence of achievement. Only credits that correspond to course offerings accepted by the Missouri State Board of Education or by the Ozark School District may be accepted to meet graduation requirements.

### **Transfer/Home School Credits**

OHS awards transfer credit to students who have earned credits at accredited schools. Transfer grades and credits are recorded on a student's transcript. Credits earned at unaccredited schools, including home school, will be recorded as Pass/Fail on the student's transcript. One-half credit will be awarded for each 50 documented hours of instruction, not to exceed nine credits per calendar year. Students receiving unaccredited transfer credits, including homeschool, may not graduate with honors.

### **Foreign Exchange Students**

Ozark High School recognizes the learning opportunities that foreign exchange students bring to all students while at OHS. In order to best serve the exchange and resident student populations, Ozark High School will limit the number of Foreign Exchange students to six per school year.

### **Student Records**

In order to provide students with appropriate instruction and educational services, it is necessary for the district to maintain extensive and sometimes personal information about students and families. These records must be kept confidential in accordance with law, but must also be readily available to district personnel who need the records to effectively serve district students. To view the full policy, click on the following link (Policy JO: [Student Records](#))

### **Schedule Changes**

OHS wants all students to be enrolled in classes that are both valuable and enjoyable. Class schedules may be changed for academic reasons, such as a scheduling conflict, an unmet prerequisite, or to meet graduation requirements, etc. Class schedules will not be changed for non-academic reasons, such as teacher preference, to have classes with friends, etc. Students in 10th-12<sup>th</sup> grade may request their classes during their initial spring enrollment and should strive to request courses that reinforce their ICAP.

[Return To Contents](#)

## Grading System

A weighted grading system to reward students for taking higher level academic courses. The system gives a one point bonus to students receiving an A, B, or C in the following courses:

<b>English</b>	<b>Science</b>	<b>Social Studies</b>
Honors English I	Honors Physical Science	Honors American History
Honors English II	Honors Biology	Honors World Cultures
Honors American Literature	Chemistry	Honors Intro to Amer. Gov.
Honors World Literature	Chemistry II	IB Global Politics
AP Literature and Composition	Anatomy and Physiology	IB Psychology
AP Literature and Language	AP Physics I	Honors Cont. Amer. History
IB English	AP Physics II	
	IB Environmental Sys./Soc.	<b>Other</b>
<b>Mathematics</b>	IB Biology	OTC Dual Credit Courses
Honors Geometry	IB Physics	IB Film
Honors Algebra II		IB Theory of Knowledge
Trigonometry	<b>Foreign Language</b>	IB Visual Art
Analysis	IB Spanish	IB Music
AP Calculus	IB French	AP Computer Science
IB Math Studies		
IB Mathematics		

The following grading/point scale is used to calculate GPA of both weighted and regular courses:

<u>Letter Grade</u>	<u>GPA Points</u>	<u>Weighted GPA Points</u>
A	4	5
B	3	4
C	2	3
D	1	1
F	0	0

The following system will be used for evaluating scholarships:

A	Excellent
B	Superior or above average
C	Average
D	Inferior or below average
P/F	Pass-Fail
CR	Individual achievement based on academic potential
F	Unsatisfactory work (No credit earned)
Y	Successful completion of Missouri and U.S. Constitution requirements
I	Incomplete work (Work must be made up or completed within following quarter, or it becomes an "F" grade. Incomplete grades must have prior clearance from the building principal.)

Quarter grades serve only as an indicator of the student's progress for a specific period of time. Only semester grades become part of the student's official transcript, and these are based upon student's performance throughout the entire semester. Quarter or progress report grades do not affect a student's GPA or class rank.

All classes taken for credit during the semester as a part of the student's daily schedule will be counted toward the student's grade point average, with the exception of P/F and CR courses.

## **Final Examinations**

Comprehensive exams will be given at the end of each semester in all classes. Final exams will count no more than 10% of a student's final grade. Students may opt out of taking their final at their discretion (and with parent/guardian permission) based upon the following:

- They have missed two (2) days or fewer of school that semester. Two days are calculated based on total minutes. One day is equal to 393 minutes (6.55 hours). Therefore, a student who has missed a cumulative of 786 minutes (13.1 hours) of school or less meets the attendance criteria.
- They have an A, B, or C in the class.
- They have not been assigned any administrator After-School Detention, In-School Suspension or Out-of-School Suspension at any point during the semester.

\*Students may not opt out of finals in Online Courses; those course finals are mandatory.

## **Academic Achievement**

In an effort to reward and recognize students at Ozark High School who have excelled in their classroom work, academic honors are awarded in the following manner:

- Students must have at least a 3.85 cumulative GPA to qualify
- 10<sup>th</sup> – 12<sup>th</sup> grade students with a 4.0 or greater will receive an academic medallion
- **Awards earned:**      First year – Academic Letter  
   Subsequent year(s) – Bar

\*Students who obtain a 3.85 GPA at later dates are recognized in the spring.

Transfer students are eligible for the academic awards after attending Ozark High School for two complete semesters (exclusive of summer school).

These awards are based on grade point averages at the end of the fall semester each year. An awards assembly is held in the spring each year to honor these students and their parents.

## **National Honor Society**

Students are selected through an application process. These students must have a cumulative GPA of 3.5 or higher and demonstrate the qualities of leadership, character, and service. Members are challenged to maintain these standards as an example to other students. Members are required to be involved in service projects throughout the school year. Each year, two members are nominated for a national scholarship of \$1,000.

## **Class Rankings/Honors**

In the interest of encouraging and recognizing outstanding achievement, students meeting established criteria may graduate with honors.

To be eligible for honors, a student must meet the following criteria:

1. Maintain 95% attendance
2. Score at or above the national average on the ACT test
3. Attend OHS for the last four consecutive semesters at the time of graduation
4. Take no classes as Pass/Fail

Categories/Degree of Honors is based on cumulative weighted grade point average as follows:

1. Cum Laude                      3.85-3.99 GPA
2. Summa Cum Laude      4.00 GPA and above

[Return To Contents](#)

## **A+ Tutoring**

The A+ Tutoring Program provides tutoring opportunities during the school day, after school and during summer school. An A+ Tutoring class is offered as an elective semester course available to juniors and seniors. This course is designed to assist students completing a minimum of 50 hours of school-based tutoring required for the A+ Schools Financial Assistance. Students may tutor younger students at other schools within the Ozark School District; however, students must provide their own transportation.

### **Semester class qualifications:**

In order to enroll in the A+ Tutoring class, student tutors must:

1. Be a junior or a senior.
2. Have a good citizenship record.
3. Be a participant in the A+ Schools program.
4. Apply as a tutor to the A+ Office prior to scheduling.

### **A+ financial incentive students must meet the following requirements:**

1. Enter into a written agreement with the school prior to high school graduation.
2. Attend a designated A+ School for three consecutive years prior to high school graduation.
3. Maintain at least a 95% overall attendance for grades 9 through 12.
4. Graduate from high school with an overall GPA of 2.5 or higher on a 4.0 scale.
5. Perform 50 hours of unpaid, school-based tutoring or mentoring for younger students.
6. Maintain a record of good citizenship, as defined by the student handbook, avoid the unlawful use of drugs and/or alcohol or violate the District student alcohol/drug abuse policy.
7. Achieve a score of proficient or advanced on the Algebra I End-of-Course Exam (EOC) or other alternate MDHE approved Mathematics score listed on the following table:

#### **Alternate score for Class of 2019 for A+**

<b>ACT Math Score</b>		<b>High School GPA</b>
17 or greater	and	2.5 or greater
16	and	2.8 or greater
15	and	3.0 or greater

## **ATTENDANCE POLICY**

Participation in the A+ Schools Program is both an honor and a privilege. To qualify for the A+ Financial Incentive, a student must have at least a 95% attendance record for the four years of high school. A student who has less than 95% attendance for four years will not qualify for the A+ Financial Incentive.

## **ATTENDANCE UPDATE**

The A+ Coordinator will update each student's attendance status on a semester basis. An A+ Status Review will be mailed home each semester. Updated information will be used to satisfy the attendance requirement of the A+ Schools Program.

## **ATTENDANCE APPEALS**

Students and/or parents may appeal absences in *special circumstances*. These may include conditions that require ongoing doctor visits and/or hospitalization to treat or cure a condition. Long-term illness or injury requires an application for homebound instruction which, if granted, does not count against the days absent.

In order to appeal absences, students must submit an [A+ Attendance Appeal Form](#) and appropriate medical documentation to the A+ Office prior to graduation.

### REVIEW PROCEDURES

The review committee (consisting of the principal, assistant principals, a counselor, two teachers and the A+ Coordinator) will respond in one of two ways.

- Grant a waiver of the appealed absences
- Deny a waiver of the appealed absences

The student and/or parents may or may not wish to attend the review committee meeting. The A+ Coordinator will make notification of the appeals decision to the student and parent/guardian. Appeals of the review committee's decision may be made to the superintendent and Board of Education in writing within 14 calendar days of notification. Appeals after 14 days will not be considered. The superintendent will make notification of the appeals decision to the student and parent/guardian.

### DROP/RE-ENROLL

A student who drops and/or transfers to another school, but re-enrolls at OHS within 15 days, will still be eligible for the A+ Financial Incentive. Any absences during this time will be added to the student's OHS absenteeism total.

### CITIZENSHIP POLICY

An important component of the A+ Schools Program is the fostering of good citizenship in the District's students. A student demonstrates good citizenship by showing respect for self, law, property, and the rights of others.

To qualify for the A+ Financial Incentive, a student's behavior shall be in compliance with Board Policies, the guidelines in the student handbook, the A+ Schools guidelines, the Safe Schools Act, and state and local regulations and laws.

### CITIZENSHIP UPDATE

The assistant principals update the SIS with each student's citizenship status as required. The updated information is verified each semester or as needed by the A+ Coordinator and is used to satisfy the citizenship requirements of the A+ Schools Program.

### CITIZENSHIP ELIGIBILITY

Student discipline records are maintained throughout the student's four years of high school. These records are reviewed at the end of each semester by the A+ Coordinator. In-school suspensions, office-assigned after-school detentions and out-of-school suspensions are cumulative over the four years a student attends high school. Citizenship/discipline violations that may jeopardize a student's A+ eligibility include, but are not limited to, the following:

1. ***Five days in-school suspension, office-assigned after-school detentions and/or out-of-school suspension*** - Any student who accumulates any combination of five days of in-school suspension, office-assigned after-school detentions and/or out-of-school suspension will be counseled by the A+ Coordinator with regard to their A+ eligibility status.

2. ***Ten days in-school suspension, office-assigned after-school detentions and/or out-of-school suspension*** - Any student who accumulates any combination of 10 days of in-school suspension, office-assigned after-school detentions and/or out-of-school suspensions (with the exception of out-of-school suspension stated below) will be counseled by the A+ Coordinator and be placed on warning status.

3. ***Ten days out-of-school suspension*** - Any student who accumulates 10 days of out-of-school suspension will be immediately removed from the A+ Schools Program.

4. ***Fifteen days in-school suspension, office-assigned after-school detentions and/or out-of-school suspension*** - Any student who accumulates any combination of 15 days of in-school suspension, office-assigned after-school detentions and/or out-of-school suspensions will be immediately removed from the A+ Schools Program.

**Review/Action:**

Individual citizenship/discipline records of all A+ students will be reviewed at the end of each semester. Students who are placed in a warning status will be counseled by the A+ Coordinator. The parents/guardians of students who are placed in a warning status will also be notified via mail of the student's status in the A+ Schools Financial Assistance Program.

A student who is removed from the A+ Schools Financial Assistance Program and his/her parent/guardian will be notified via certified mail that the student has been removed from the A+ Schools Financial Assistance Program and will not be eligible for the A+ financial assistance.

A review committee (consisting of the principal, assistant principals, a counselor, two teachers and the A+ Coordinator) will review any appeals regarding placement in a warning status or removal from the A+ Schools Financial Assistance Program.

**AUTOMATIC INELIGIBILITY**

In compliance with the regulations of the Missouri Department of Elementary and Secondary Education's A+ Schools Financial Assistance Program, a student will be removed immediately from the program and thus forfeit the opportunity to receive funds through the program for any of the following:

***Drugs/Alcohol/Substance Abuse***

1. Violation of the Ozark School District's drug/alcohol/substance abuse policy outlined in Board policy [JFCH](#) during the A+ agreement time.
2. Unlawfully used or possessed drugs, drug paraphernalia, or alcohol on or off school property during the four-year period immediately prior to graduation.
3. Formally charged, pled guilty or *nolo contendere* (no contest) to, receive a suspended imposition of sentence or suspended execution of sentence for, agree to a deferred prosecution for, or been convicted or found guilty of unlawful possession, under the influence or selling of drugs, paraphernalia or alcohol.

***Violation of Local, State or Federal Criminal Laws***

1. Convicted of a felony.
2. Pled guilty or *nolo contendere* (no contest) to, received a suspended imposition of sentence or suspended execution of sentence for, agreed to a deferred prosecution for, or been convicted or found guilty of a misdemeanor or felony.

***Participation Agreement, Discipline, and Appeal***

All students wishing to participate in the A+ program must submit a completed A+ participation agreement. If the coordinator determines a student who has submitted a participation agreement has violated the terms of that agreement or District policies or procedures regarding A+ participation, the coordinator will notify the student in writing and may put the student on probation or dismiss the student from the program. The student or the student's parents/guardians may appeal dismissals from this program, in accordance with written District procedures, to the Board of Education or to a committee of Board members appointed by the president of the Board and given the authority to act for the Board. The Board or the Board's committee will hear the student's appeal in closed session and will notify the student of its decision.

### **Early Release Time for College Credit**

A student who wishes to be released from school to attend college classes may request permission for an alternate schedule. Each college class in which a student is enrolled will replace one of the required eight blocks of attendance. The student and his/her parents/guardians will consult with high school guidance personnel to develop a plan and complete an application, and a letter presenting the alternate schedule must be sent to the principal.

[Return To Contents](#)

### **General Academic Information & Frequently Asked Questions**

#### ***May I repeat a course for graduation credit?***

An academic course successfully completed with a passing grade cannot be repeated for credit, except in certain circumstances (see next question). Some electives such as band, choir, newspaper, weights, etc. may be repeated.

#### ***What if I have a lower grade in a course than I would like to have on my transcript?***

A student may repeat a course if the grade earned was a D or F, but credit will not be given twice. Both grades will appear on the student transcript, but only the higher of the two will contribute to the GPA.

#### ***May I remove a grade from my transcript?***

A transcript is an official record of your high school coursework and grades. Transcripts must accurately reflect all high school coursework, so grades may not be removed, except for summer school, zero-hour or junior high Algebra I. If a course is repeated or if a grade is “reprieve” (see above), the course and grade are reflected on the transcript.

#### ***What happens if I fail a semester of a required full-year (1 credit) course?***

Credits are earned by the semester (.5 credit per semester). If a student fails a required course, he/she needs to earn that credit either by repeating the course during the school year until the credit is earned, through Summer School, or credit recovery. Credits earned through credit recovery are assigned a Pass (P) grade rather than a letter grade. It is recommended that this be done as soon as possible. *Note: Failure of a first-semester class may result in removal from the second semester of the class.*

#### ***How can I earn extra credits in order to graduate early?***

Credit may be earned in Summer School. In addition, three credits of correspondence/online courses from an accredited school or university may be applied to satisfy graduation requirements. Each course counts as .5 credit. To receive credit for correspondence courses, a

student must receive permission from a counselor before enrolling. The student is responsible for all costs. Other opportunities to earn credits outside of the regular school day are available through specific courses such as COE, AOE, Child Development II, Zero-Hour Weights. See the course descriptions in the [OHS Course Planner](#) for details.

### ***May I take a class Pass/Fail?***

A student may take a maximum of two credits on a pass/fail basis during his or her four years of high school. If passed, the course will count as credit toward graduation, but will have no effect on GPA or class rank. The deadline for requesting pass/fail for a class is within the first two weeks of a semester. Students must pick up a written request form and return it to a counselor.

*Note: Students taking a class pass/fail will not be allowed to graduate with honors; In addition, NCAA will interpret a "P" grade as a "D" when determining eligibility.*

### ***May I change my schedule if I don't like a class?***

OHS wants all students to be enrolled in classes that are both valuable and enjoyable. Class schedules may be changed for academic reasons, such as a scheduling conflict, an unmet prerequisite, or to meet graduation requirements, etc. Class schedules will not be changed for non-academic reasons, such as teacher preference, to have classes with friends, etc.

## **1:1 Initiative**

Ozark High School is a 1:1 building. All students have access to a school-provided computer during the school year. The student computer is the property of the Ozark School District. This computer is on loan as a student, and must be used, both at home and at school, with the Ozark High School Policies and Procedures, the District's Acceptable Use Policy, and any applicable laws. Use of this computer, access to the computer network, the Internet, and email are a privilege provided for educational purposes only. They are intended to support the learning objectives of OHS, the Finley River School, and Ozark School District.

***Only District computers are allowed on the school's secured network.***

Students must sign and adhere to the Ozark School District computer, internet and general use and care policies. Parents must give written consent in order for students to take the computer home, where students should adhere to the Ozark School District computer, internet and home use policies. Link to: [One to One Policy, Procedures, and Information](#)

## **Attendance Policy**

Daily attendance at school is the first and most important part of any student's success in his or her educational program. For this reason, each student under the guidance of a parent/legal guardian shall make every attempt to maintain the highest possible attendance. This commitment to attendance has given the District a level of participation of which everyone can be proud. The District is committed to providing the best possible education program for all students and is committed to working constructively with parents toward this goal.

School officials are charged under Missouri Revised Statute Sections 167.031, 167.081, and 167.111 with overseeing that each child is in compliance with the state school attendance laws.

With these considerations in mind, the following attendance rules apply to Ozark High School:

1. Students who need to leave campus during the school day for any reason must provide a written note of parental permission or contact the attendance office directly before school begins that day.

2. Subject to the following conditions, students are expected to make up any work missed.
  - a. A reasonable amount of time may be allowed for this work, as determined by the teacher.
  - b. The make-up work will approximately equal what is missed but will not necessarily be of identical content.
  - c. The opportunity to make up work must not interfere with the rights of those who are present to proceed with their involvement in the educational process. Therefore, the teacher will schedule make-up work at the teacher's discretion and judgment.
  - d. Students must understand that not all learning can be "made up." Class participation, discussion, and the like may not be repeated or reconstructed. Experiences of this kind must be recognized as simply "missed."
3. In an effort to work constructively with the family, the High School will attempt to call the parent or guardian when a student is absent. This call serves to verify the absence and make it easier to arrange for the retrieval of assignments. **Advanced phone notification from the parent to the High School attendance office in the event of a student's absence is appreciated.**
4. Occasionally instances may occur which constitute truancy or willful and unnecessary absence. Such instances are addressed as disciplinary incidences and are subject to investigation and handling by school officials. Every effort will be made to work with the parents and keep them informed in the event of such circumstances.

As absences accumulate, a systematic approach to communicating with the student and their family becomes more and more critical. Ozark High School will follow the following attendance guidelines to ensure that communication is integral to maintaining the highest level of attendance.

#### Attendance Information for Parents

Regular attendance at school is an important part of every student's success and is necessary in order to gain the greatest benefit from the educational experience school has to offer. Students who are frequently absent from school miss out on direct instruction, classroom activities, group discussion and daily interactions with the classroom teacher and classmates. In addition to missed educational opportunity, the State of Missouri has a compulsory attendance law requiring regular daily attendance. The law can be reviewed by following the link:

<http://dese.mo.gov/governmental-affairs/freqaskques/Attendance>

As absences accumulate, the risks of academic and behavioral difficulty also increase. The District has support personnel and additional services available. The District shares a common goal to ensure that every child reaches his/her fullest potential and through effective communication and mutual support every student can learn.

#### Information Sent to Parents According to Number of Absences:

- Step 1 An informational letter is sent home notifying the parent/guardian that student absences have increased and to inform parents and students to the importance of regular attendance.
- Step 2 A second letter informs parents there is a growing concern with regard to student absenteeism. The District can provide support and assistance to parents as needed.
- Step 3 A third letter is to inform the parents that the number of student absences has increased to the point of being critical and action is needed to correct the situation. The District will take appropriate action to assist the parents in correcting their student's poor attendance.

Step 4 A fourth letter informs parents that the situation has reached a critical level. The District may require parents meet with the District's attendance committee. The purpose of this committee is to review all documentation and ensure the student, parents, and District are doing everything possible to resolve the situation.

School policies/links related to attendance:

[COMPULSORY AND PART-TIME ATTENDANCE \(Policy JEA\)](#)

[SCHOOL ADMISSIONS \(Policy JEC-1\)](#)

[ADMISSION OF STUDENTS \(Policy JECA-2\)](#)

[STUDENT ABSENCES AND EXCUSES \(Policy JED\)](#)

## **College Visits & Military Processing**

Students are encouraged to visit potential post-secondary options. These visits during a scheduled school day count as absences and thus accumulate toward the allowable two (2) day per semester absence if they desire to opt out of their finals.

\*Additional visits for the Class of 2019 may be approved through the office.

## **Audio & Visual Recording**

Because the District predominantly serves minors, is subject to a number of confidentiality laws, respects parent/guardian and community concerns about privacy, and seeks to minimize disruption to the education environment, the District prohibits audio and visual recordings on district property, district transportation, or at a district activity unless authorized in this policy. The full policy can be viewed at the following link: (Policy KKB: [Audio/Visual Recording](#))

## **Closed Campus**

The Ozark School District operates on the basis of a “closed campus.” Most simply stated, this means visitors to the school must immediately report to the main school office and students may not leave school grounds during the school day without parental permission AND checking out with the main school office unless the student is enrolled in an approved off-campus course. This includes leaving from the parking lot prior to entering the school building. Non-students or visitors may not eat lunch at school unless they have obtained prior administrator approval. Students may not go to their cars during the school day without office approval.

## **Guidance/Counseling Center**

The purpose of the guidance/counseling center is to help each student in his/her social, emotional, educational, vocational, and personal development. The counselor is in the guidance office daily from 7:30 a.m. - 3:15 p.m. Conferencing with students is the counselor’s first priority appointments may be scheduled as necessary.

The counselor may assist the student in the following ways:

1. Plan his or her schedule and school program.
2. Make realistic curriculum selections and suitable plans for the future.
3. Offer aid in adjustments or emotional stress — to listen to the student discuss concerns.
4. Recommend materials the student may use to improve his or her study habits.

[Return To Contents](#)

## **Learning Resource Center**

The Learning Resource Center (LRC) is available to all students, faculty, and staff. Operating hours are 7:15 a.m. - 3:15 p.m. Monday through Friday. The LRC serves many purposes during the day including classroom extensions, collaboration area, club meeting spot, and testing center. Students should check the calendar on the library website, watch the digital displays, or look for signs posted at the door indicating closures and plan accordingly. Teachers signed up for classroom use will have priority over student drop-ins. Students visiting the LRC must present a pass from their classroom teacher to work or remain in the library.

Print materials may be checked out for a three-week period and renewed one time unless there is a hold placed on the material. Materials being returned may be placed in the book return drop located either inside the library or the outside hallway drop box. Students have 24/7 access to a large collection of virtual resources such as databases, ebooks, digital magazines, and research tools all of which may be found on the library website.

*Username and passwords may be found on the "Home Tab" in Destiny using these steps:*

1. Click on "**Popular Links**" on the OHS webpage
2. Click on the "**Library**" icon
3. Click on "**Destiny Card Catalog**"
4. Select "**Ozark High School**"
5. *Use student five-digit lunch pin as BOTH username AND password*
6. Click on "**My Info**" to see items checked out, due date, price of book, etc.

**Students are expected to monitor their own library accounts.** Students with overdue books during spring scheduling may not be able to finalize schedules until accounts are cleared. Seniors will not receive their physical diploma until all outstanding overdue books are returned or paid for. **The price of unreturned library books (*from any library in the District*) is entered into the student SISK account and will remain posted until the book is either returned or replacement price paid.** RevTrak <https://ozark.revtrak.net/> may be used as a payment option; however, students should confirm that the book is actually lost or damaged. Once the book is paid for, it is the property of the student.

Free printing is available for all students. The printing kiosk is located just inside the main library doors. Students may print from their school-issued computers to one of two wireless printers or use the kiosk desktop to print to the laser jet printer. Color printing is available inside the library using a lab computer. Printing that is not class-related will be charged at the rate of 10 cents per page for black and white and 25 cents for each color page.

## **Cafeteria**

The school cafeteria is a vital part of the health program of the school. To encourage good nutrition, a well-balanced lunch is offered at a reasonable price. All students who eat lunch at school will eat in the cafeteria in the approved eating areas. Students may buy their lunch or may bring their own lunch from home. Students may not leave the school premises during the lunch period. No purchased food may be taken out of the cafeteria. A la cart items and various catered items may also be purchased in the Food Court.

**Breakfast and Lunch Prices appear on the District's website.**

The lunchroom management and fellow students appreciate cooperation by:

1. Depositing all lunch litter in wastebaskets.
2. Returning all trays and utensils to the dishwashing area.
3. Leaving the table and floor in a clean condition for others.

### **Food Outside of the Cafeteria**

Students are not allowed to consume food in the hallways, commons, or auditorium at any time. Food being brought in or dropped off will remain in the office until the student's designated lunch time and must be consumed in the cafeteria. Teachers may manage the consumption of food and/or drinks within their classrooms.

### **Food Allergy Information**

Due to students with severe food allergies, students are asked to adhere to designated eating areas within the cafeteria and to refrain from eating in classroom areas with food allergy warnings. Please consume peanut products only in the cafeteria and wash hands afterward to remove peanut residue.

### **Health Service**

A licensed professional nurse with experience in public and school health is assigned to OHS. The nurse assists students who have health issues at school and also, offers assistance in the event of an emergency. Parents are urged to inform the school nurse of any student health issues in order that the school may address the student's needs. To this end, online medical registration is required. Students will be released only to those listed on the emergency contact list.

Students may not administer their own medication or keep medications with them unless permission is granted by the school nurse or principal, in accordance with law and District policy governing the administration of medication. The administration of medications shall be limited to the school nurse or other designated persons. District policies [JHCD](#), Administering Medicines to Students, and [JHCF](#), Student Allergy Prevention and Response, contain important information regarding this process.

### **School Bus Rules & Regulations**

The school provides school bus transportation for students living more than one mile from the school unit they attend. Riding the school bus is a privilege. Therefore, disobedience of the following rules may result in loss of bus riding privileges.

1. The driver is the overseer of the pupils and bus.
2. Pupils must be on time; the bus cannot wait beyond its regular schedule for those who are tardy.
3. Pupils should never stand in the roadway while waiting for the bus. Pupils are expected to wait in a safe place and to enter the bus safely.
4. Classroom conduct is to be observed while riding the bus; appropriate conversation among students is permitted as long as it does not violate school rules or distract the bus driver's operation of the bus.
5. Pupils must not at any time extend their head, arms, or any other body part out of bus windows or doors.
6. Students must remain seated while the bus is in motion.

7. Any damage to bus must be reported immediately to the driver.
8. No smoking and/or use of smokeless tobacco are allowed on the bus.
9. Any type or form of vandalism to the bus by students will result in disciplinary action and reimbursement to the school for the cost of any damages.
10. Students are **NOT** permitted to ride home on another bus, unless emergency situations arise, due to overcrowding and limited capacities for passengers.

### **Private Transportation**

The following rules apply for students who transport themselves to school in a private vehicle:

1. The vehicle is to be operated in a safe manner at all times while on school property, while at any school activity whether on or off of school property, and on all roadways.
2. Once students enter the driveway or school grounds they are considered “at school.”
3. From the time of arrival until the close of the school day, students are not permitted to be in or around cars or to loiter in the parking lot.
4. Students may not bring private transportation onto school property unless they, and the vehicle, conform to existing regulations concerning the operation of such vehicles by the State of Missouri.
5. Private transportation to school is a privilege. The administration may revoke this privilege at any time.
6. All students who drive to school must have a parking permit purchased through the school office. This permit must be purchased yearly. The permit must be visible and hung on the rear view mirror. If the permit is placed anywhere else, a violation may be issued.
7. Students responsible for a driving or parking violation or who do not display a permit will receive **one warning**. On the second violation, the driving privileges may be suspended for one week. Each subsequent violation will result in an additional week of suspension of driving privileges and/or the revocation of driving privileges.
8. Should a student be responsible for two violations at the same time, on the same day, that student will lose her/his driving privileges for one week.
9. Students are not to be on school property after hours, or on non-school days, unless they are participating in or attending a school-sponsored activity. The District may, at its discretion, refer student trespassers to law enforcement.
10. Students are assigned a parking space designated for their use. Seniors have first opportunity to get their spaces, followed by juniors and sophomores.
11. Students may not purchase a permit or be assigned a parking spot during the current school year without a driver’s license.
12. Students may **NOT** park in visitor parking unless another car is parked in their assigned space. The student must notify the office immediately that they are parked in visitor parking. Failure to report to the office could result in a parking violation.
13. Students may not transfer their parking tag to another student at any time or for any reason. All parking permit assignments are arranged through the office.

### **Emergency Procedures/Drills**

Ozark High School conducts emergency drills each quarter. Directions for those emergency drills/procedures (fire, tornado, earthquake, interior threat, exterior threat, and armed intruder) are posted in each room. Students should understand the procedures so that time can be utilized wisely in case of an actual emergency. In most cases, students should remain with their class throughout the emergency so attendance can be taken.

## **Care of School Property**

Students are responsible for the proper care of all books, equipment, supplies, and furniture supplied by the school.

Students who disfigure or damage school property or equipment will be required to pay to replace or repair all damage. They will also be subject to disciplinary consequences under District policy.

Pupils and their parents/guardians will be required to pay for books, school equipment, or other school property that is lost or damaged beyond ordinary wear. The amount to be paid shall be assessed by the principal or superintendent.

## **Hall Passes**

Students in the hall must have a pass from their teacher. Advisory passes should be used during advisory period. If a student wishes to see a teacher during his or her plan period, the student must arrange for this in advance.

## **Lockers**

Each student may be assigned a locker for the storage of books and equipment. Since lockers are a permanent part of the building, students are expected to keep them in clean, good, and usable condition. Lockers are property of the school and may be inspected by school officials.

Accordingly, lockers are subject to search at all times, including but not limited to reasonable-suspicion searches and random searches. Students taking physical education courses may be assigned a locker. Physical Education locks will be available and will cost \$5 to replace if lost or stolen.

**Students should always lock any valuables in their locker to help prevent theft.**

[Return To Contents](#)

## **Student Dress & Personal Appearance Code**

Students are required to dress consistently with the District's educational mission and policies.

The Board of Education and the administrators reserve the right to regulate clothing and grooming of students in accordance with law, District policy, and the Student Personal Appearance Code.

When, in the judgment of the building administrator, a student's appearance or mode of dress has been determined as disruptive to the educational process and/or a student's attire constitutes a threat to health or safety, the student may be required to make modifications.

The specifics of the dress code can be found in board policy [JFCA](#).

## **Student Conduct**

Certain standards of conduct are expected of students at school. These standards are considered necessary for good operation of a learning environment, for development of a respect for the rights of others, and to instill courtesy and good manners as a basis of personal contact.

Students' attendance at school and participation in school activities are governed by District disciplinary policies. Teachers and supervisors are charged with the responsibility for the safety and behavior of students. Therefore, all reasonable instructions of these personnel are to be

followed by all students. Refusal to do so constitutes a disciplinary violation. Students are expected to abide by the laws of the state of Missouri. Violation of Missouri state law may subject the student to disciplinary action by school officials and the referral to law enforcement.

## **Tardy/Late Policy**

Students may be tardy or late to each class (including Advisory) three times per quarter without penalty. The penalty for a subsequent tardy or late will be as follows:

- 4<sup>th</sup> tardy/late – 30 min. before or after-school detention with the individual teacher  
**\*If the student does not attend the before- or after-school detention, then he/she will receive one after-school detention or one day of ISS.**
- 5<sup>th</sup> and 6<sup>th</sup> tardy/late – one day after-school detention or one day of ISS
- 7<sup>th</sup> and 8<sup>th</sup> tardy/late – two after-school detentions or two days of ISS
- 9<sup>th</sup> tardy/late – five days of ISS
- Subsequent tardy/late – may result in OSS

The office will count students late who enter the building after 8:00 a.m. Teachers will be responsible for keeping a record of all tardiness for each class period. If a student arrives to school during class, she/he will be counted late to that class. Students arriving to school 10 minutes late or more will be considered truant unless verified by a parent/guardian.

The following will count toward a student's absence minutes, but will not count toward the tardy/late policy (as long as appropriate documentation is provided to the Attendance Office):

1. Doctor & dentist appointments
2. Late buses
3. Parental verification of attendance of funerals
4. Extenuating circumstances as approved by school administrators

Students should be aware that the school will investigate and address suspected cases of truancy and/or falsification of documents.

## **Advisory Period**

Advisory period is from 9:32-9:56 a.m. Monday through Thursday and 9:20-9:40 a.m. on Fridays between first and third blocks. The purpose of the period is to provide students with access to faculty members, assist students with their schedule, relay announcements, attend club meetings, provide tutoring opportunities, and other school-related items as needed.

Rules for Advisory include:

1. Locker, bathroom, or drink passes are given at teacher discretion.
2. Students must make an appointment with and obtain a pass from the teacher they want to see during advisory. The appointment must be made prior to advisory.
3. Teachers will make their own appointments and must complete each advisory pass.
4. Students must report to advisory each day before they go to an appointment. Students may not stay in another teacher's room instead of reporting to advisory unless they have made prior arrangements.
5. To attend an appointment, the students must sign out in their advisory room, and their advisory teacher must sign their pass before they can leave.
6. Club sponsors may provide their members with a laminated permanent pass that will include the name of the club, the student's name and the name of the sponsor. In

addition, club sponsors will provide a list of their members to “All at High School” ASAP after the school year starts and update that list as needed throughout the year.

7. Any student who violates these rules could lose traveling privileges.

### **O-Time/Tutoring**

1. O-Time is a privilege time for students who are performing satisfactory in all of their scheduled courses.
2. O-Time occurs during Advisory period Monday through Friday except when “locked down” in Advisory.
3. O-Time occurs on three-week rotations coinciding with the release of progress reports or the most recent common formative assessment (CFA).
4. Students who are assigned to tutoring are expected to work during that time so they may raise their grades to receive O-Time.
5. Students who are assigned tutoring may receive travel privileges at the teacher’s discretion.
6. Students assigned to tutoring are expected to arrive fully prepared to work on a classroom assignment.
7. If a student fails to arrive prepared, work may be assigned by his/her supervising teacher.
8. Students assigned tutoring with multiple areas of unsatisfactory performances and who increase performance in one subject may shift their tutoring to another subject. The teacher will communicate with the student and they will be reassigned to their next assignment.
9. If students increase performance in all classes, they may be released to O-Time the following week. This means a student will be in tutoring for a minimum of four Advisory periods.

### **Naviance/Family Connections**

Family Connections is a college and career readiness website for students, educators, and students’ families to access powerful tools and resources available in Naviance system. Students are expected to participate and utilize this tool during Advisory sessions with educator support. This website platform can also be accessed outside of the school setting. During Advisory sessions, students will meet monthly with their assigned high school counselor. They will complete an Individual Career and Academic Plan (formerly known as Personal Plan of Study), plan courses, and complete various college readiness activities and career assessments. Students will also have access to TestPrep, a tool to help them prepare for the ACT examination, inside the Family Connection platform.

#### **MONTHLY ADVISORY SCHEDULE (NAVIANCE/FAMILY CONNECTIONS)**

Grade level Naviance session meeting times are subject to rotate based upon each month’s focus. Naviance sessions are on Wednesdays during Advisory and will follow this schedule:

- 1<sup>st</sup> Wednesday of Month – Seniors
- 2<sup>nd</sup> Wednesday of Month – Juniors
- 3<sup>rd</sup> Wednesday of Month – Sophomores
- 4<sup>th</sup> Wednesday of Month – TBA

### **Student Wellness/Nutrition**

The Board recognizes the relationship between student well-being and student achievement as well as the importance of a comprehensive district wellness program. Therefore, the District will provide developmentally appropriate and sequential nutrition and physical education as well as

opportunities for physical activity. The wellness program will be implemented in a multidisciplinary fashion and will be evidence based.

Nutrition Guidelines: The nutrition guidelines outlined in this section do not apply to food or beverages brought from home by students for consumption solely by the student or food or beverages created or used by students as part of the district's instructional program.

It is the policy of the Ozark School District that all foods and beverages sold to students during the school day on any property under the jurisdiction of the district will meet the U.S. Department of Agriculture (USDA) school meal and Smart Snacks in School (Smart Snacks) nutrition standards. These nutrition standards apply to all food and beverages sold to students, including those sold in vending machines, school stores and through district-sponsored fundraisers, unless an exemption applies. In addition, established district standards apply to all food and beverages provided, but not sold, to students outside the reimbursable school meals program during the school day. For the purposes of this policy, the school day is the time period from the midnight before to 30 minutes after the official school day. [Wellness Guidelines](#)

## **Disciplinary Definitions**

- 1) **After-School Detention:** Detention will be held after school (3:05-4:35 p.m.) on Tuesdays and Thursdays. Failure to attend an after-school detention without permission will result in serving in-school suspension in lieu of the assigned number of ASDs plus one additional day of ISS.
- 2) **In-School Suspension:** In-school suspension is used for various violations of school policy. It is designed so that the student has the opportunity to work on classroom assignments in a restricted setting under the direct supervision of a staff teacher. Failure to abide by in-school suspension rules will result in out-of-school suspension.
- 3) **Out-of-School Suspension:** Out-of-school suspension is used when a student violates a significant school rule or commits repeated violations or inappropriate behavior in ISS. Students suspended out of school are ineligible to attend or take part in school-related activities. The student will receive half (50%) credit for any completed assignment, test, quiz, project, etc. assigned while suspended. The work may be completed during or after the suspension.
- 4) **Any student assigned in-school suspension or after-school detention will be ineligible to attend or take part in school-related activities for the number of days assigned, starting with the date the student was assigned discipline.**

[Return To Contents](#)

## **Student Discipline (School Board Policy [JG-R1](#))**

The Student Code of Conduct is designed to foster student responsibility, respect for others, and to provide for the orderly operation of District schools. No code can be expected to list each and every offense that may result in disciplinary action; however, it is the purpose of this code to list certain offenses which, if committed by a student, will result in the imposition of a certain disciplinary action. Any conduct not included herein, any aggravated circumstance of any offense, or any action involving a combination of offenses may result in disciplinary action that extend beyond this code of conduct as determined by the principal, superintendent and/or Board of Education. In extraordinary circumstances where the minimum consequence is judged by the superintendent or designee to be manifestly unfair or not in the interest of the District, the superintendent or designee may reduce the consequences listed in this policy, as allowed by law.

This code includes, but is not necessarily limited to, acts of students on District property, including playgrounds, parking lots and District transportation, or at a District activity, whether on or off District property. The District may also discipline students for off-campus conduct that negatively impacts the educational environment to the extent allowed by law.

#### Reporting to Law Enforcement

It is the policy of the Ozark School District to report all crimes occurring on District property to law enforcement, including, but not limited to, the crimes the District is required to report in accordance with law. A list of crimes the District is required to report is included in policy [JGF](#). The principal shall also notify the appropriate law enforcement agency and superintendent if a student is discovered to possess a controlled substance or weapon in violation of the District's policy. In addition, the superintendent shall notify the appropriate division of the juvenile or family court upon suspension for more than ten (10) days or expulsion of any student who the District is aware is under the jurisdiction of the court.

#### Documentation in Student's Discipline Record

The principal, other administrators or designee will maintain all discipline records as deemed necessary for the orderly operation of the schools and in accordance with law and policy [JGF](#).

#### Conditions of Suspension, Expulsion, and Other Disciplinary Consequences

All students who are suspended or expelled, regardless of the reason, are prohibited from participating in or attending any District-sponsored activity, or being on or near District property, or the location of any District activity for any reason, unless permission is granted by the superintendent or his/her designee. In addition, the District may prohibit students from participating in activities or restrict a student's access to District property as a disciplinary consequence even if a student is not suspended or expelled from school, if appropriate. In accordance with law, any student who is suspended for any offenses listed in § 160.261, RSMo., or any act of violence or drug-related activity defined by policy [JGF](#) as a serious violation of school discipline shall not be allowed to be within 1,000 feet of any District property or any activity of the District, regardless of whether the activity takes place on District property, unless one of the following conditions exist:

1. The student is under the direct supervision of the student's parent, legal guardian, custodian or another adult designated in advance, in writing, to the student's principal by the student's parent, legal guardian or custodian, and the superintendent or his/her designee has authorized the student to be on District property.
2. The student is enrolled in and attending an alternative school that is located within 1,000 feet of a public school in the District.
3. The student resides within 1,000 feet of a public school in the District and is on the property of his or her residence.

If a student violates the prohibitions in this section, he or she may be suspended or expelled in accordance with the offense, "Failure to Meet Conditions of Suspension, Expulsion or Other Disciplinary Consequences," listed below.

#### Academic Consequences

Students who are suspended out of school (OSS) will not be allowed to earn full credit for course work completed during the term of the suspension. Students may earn a maximum of 50% of the graded score for the work completed. The District will provide appropriate due process in accordance with law prior to finalizing the student's grade for a course.

## **Prohibited Conduct**

The following are descriptions of prohibited conduct as well as potential consequences for violations. Building-level administrators are authorized to more narrowly tailor potential consequences as appropriate for the age level of students. All consequences must be within the ranges established in this regulation. In addition to the consequences specified here, school officials will notify law enforcement and document violations in the student's discipline file pursuant to law and Board policy.

Academic Dishonesty – Cheating on tests, assignments, projects or similar activities; plagiarism; claiming credit for another person's work; fabrication of facts, sources or other supporting material; unauthorized collaboration; facilitating academic dishonesty; and other misconduct related to academics.

First Offense: No credit for the work, grade reduction, or replacement assignment.  
Subsequent Offense: No credit for the work, grade reduction, course failure, or removal from extracurricular activities.

Arson – Starting or attempting to start a fire or causing or attempting to cause an explosion.

First Offense: Detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion. Restitution if appropriate.  
Subsequent Offense: 1-180 days out-of-school suspension or expulsion.  
Restitution if appropriate.

### Assault

1. Using physical force, such as hitting, striking or pushing, to cause or attempt to cause physical injury; placing another person in apprehension of immediate physical injury; recklessly engaging in conduct that creates a grave risk of death or serious physical injury; causing physical contact with another person knowing the other person will regard the contact as offensive or provocative; or any other act that constitutes criminal assault in the third degree.

First Offense: Principal/student conference, detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.  
Subsequent Offense: Detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.

2. Knowingly causing or attempting to cause serious bodily injury or death to another person, recklessly causing serious bodily injury to another person, or any other act that constitutes assault in the first or second degree.

First Offense: 10-180 days out-of-school suspension or Expulsion  
Subsequent Offense: Expulsion

Automobile/Vehicle Misuse – Uncourteous or unsafe driving on or around District property, unregistered parking, failure to move vehicle at the request of school officials, failure to follow directions given by school officials or failure to follow established rules for parking or driving on District property.

- First Offense: Principal/student conference, suspension or revocation of parking privileges, detention, in-school suspension, or 1-10 days out-of-school suspension.
- Subsequent Offense: Revocation of parking privileges, detention, in-school suspension, or 1-180 days out-of-school suspension.

Bullying and Cyberbullying (see Board policy [JFCF](#)) – Intimidation or harassment of a student or multiple students perpetuated by individuals or groups. Bullying includes, but is not limited to: Physical actions, including violence, gestures, theft, or damaging property; oral or written taunts, including name-calling, put-downs, extortion, or threats; threats of retaliation for reporting such acts; sending or posting harmful or cruel text or images using the Internet or other digital communication devices; sending or posting materials that threaten or raise concerns about violence against others, suicide or self-harm. Students will not be disciplined for speech in situations where the speech is protected by law.

- First Offense: Principal/student conference, detention, in-school suspension, or 1-180 days out-of-school suspension.
- Subsequent Offense: Detention, in-school suspension, 1-180 days out-of-school suspension or expulsion.

Bus or Transportation Misconduct (see Board policy [JFCC](#)) – Any offense committed by a student on transportation provided by or through the District may be punished in the same manner as if the offense had been committed at the student's assigned school. In addition, transportation privileges may be suspended or revoked.

Cameras, Use of (see Board policies [JFCK](#) and [KKB](#)) – Students are prohibited from using camera phones or other electronic devices to take photographs or to record photographic images, whether in digital or other form, during any class or instructional period during the school day, unless the use is part of the instructional program, required by a District-sponsored class or activity, or otherwise permitted by the building principal. Students are prohibited from using camera phones/photographic devices in a facility or location at which students or others have a reasonable expectation of privacy and in staff offices, staff areas or records storage areas.

- All Offenses: Principal/student conference, detention, in-school suspension, or 1-180 days out-of-school suspension.

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

- First Offense: Nullification of forged document. Principal/student conference, detention, in-school suspension, or 1-10 days out-of-school suspension.
- Subsequent Offense: Nullification of forged document. Detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.

Disrespectful or Disruptive Conduct or Speech (see Board policy [AC](#) if illegal harassment or discrimination is involved) – Verbal, written, pictorial or symbolic language or gesture that is directed at any person that is in violation of district policy or is otherwise rude, vulgar, defiant, considered inappropriate in educational settings or that materially and substantially disrupts classroom work, school activities or school functions. Students will not be disciplined for speech in situations where it is protected by law.

First Offense: Principal/student conference, detention, in-school suspension, or 1-10 days out-of-school suspension.

Subsequent Offense: Detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.

Drugs/Alcohol (see Board policies [JFCH](#) and [JHCD](#))

1. Possession, sale, purchase or distribution of any over-the-counter drug, herbal preparation or imitation drug or herbal preparation.

First Offense: Principal/student conference, detention, in-school suspension or 1-180 days out-of-school suspension.

Subsequent Offense: Detention, in-school suspension, 1-180 days out of-school suspension or expulsion.

2. Possession of or attendance while under the influence of or soon after consuming any unauthorized prescription drug, alcohol, narcotic substance, unauthorized inhalants, counterfeit drugs, imitation controlled substances or drug-related paraphernalia, including controlled substances and illegal drugs defined as substances identified under schedules I, II, III, IV or V in section 202(c) of the Controlled Substances Act.

First Offense: 10-180 days out-of-school suspension. The assigned suspension may be reduced by one-half if the student submits to a professional evaluation by a trained chemical dependency counselor or a licensed physician trained in chemical dependency.

Subsequent Offense: 11-180 days out-of-school suspension or expulsion.

3. Sale, purchase, or distribution of any prescription drug, alcohol, narcotic substance, unauthorized inhalants, counterfeit drugs, imitation controlled substances or drug-related paraphernalia, including controlled substances and illegal drugs defined as substances identified under schedules I, II, III, IV or V in section 202(c) of the Controlled Substances Act.

First Offense: 10-180 days out-of-school suspension or expulsion.

Subsequent Offense: 11-180 days out-of-school suspension or expulsion.

Extortion – Threatening or intimidating any person for the purpose of obtaining money or anything of value.

First Offense: Principal/student conference, detention, in-school suspension, or 1-10 days out-of-school suspension.

Subsequent Offense: Detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.

Failure to Care for or Return District Property – Loss of, failure to return, or damage to District property including, but not limited to, books, computers, calculators, uniforms, and sporting and instructional equipment.

First Offense: Restitution. Principal/student conference, detention, or in-school suspension.

Subsequent Offense: Restitution. Detention or in-school suspension.

Failure to Meet Conditions of Suspension, Expulsion, or Other Disciplinary Consequences – Violating the conditions of a suspension, expulsion, or other disciplinary consequence including, but not limited to, participating in or attending any District-sponsored activity or being on or near District property or the location where a District activity is held. See the section of this regulation titled, [Conditions of Suspension, Expulsion, and Other Disciplinary Consequences](#).

As required by law, when the District considers suspending a student for an additional period of time or expelling a student for being on or within 1,000 feet of District property during a suspension, consideration shall be given to whether the student poses a threat to the safety of any child or school employee and whether the student's presence is disruptive to the educational process or undermines the effectiveness of the District's discipline policy.

First Offense: Verbal warning, detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion. Report to law enforcement for trespassing if expelled.

Subsequent Offense: In-school suspension, 1-180 days out-of-school suspension, or expulsion. Report to law enforcement for trespassing if expelled.

False Alarms (see also "Threats or Verbal Assault") – Tampering with emergency equipment, setting off false alarms, making false reports; communicating a threat or false report for the purpose of frightening or disturbing people, disrupting the educational environment or causing the evacuation or closure of District property.

First Offense: Restitution. Principal/student conference, detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.

Subsequent Offense: Restitution. Detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.

Fighting (see also, "Assault") – Mutual combat in which both parties have contributed to the conflict either verbally or by physical action.

First Offense: 5 days of in-school suspension, or 1-180 days out-of-school suspension.

Subsequent Offense: 1-180 days out-of-school suspension, or expulsion.

Gambling – Betting on an uncertain outcome, regardless of stakes; engaging in any game of chance or activity in which something of real or symbolic value may be won or lost. Gambling includes, but is not limited to, betting on outcomes of activities, assignments, contests and games.

First Offense: Principal/student conference, loss of privileges, detention, or in-school suspension.

Subsequent Offense: Principal/student conference, loss of privileges, detention, in-school suspension, or 1-10 days out-of-school suspension.

Harassment, including Sexual and Racial Harassment (see Board policy [AC](#))

1. Use of material of a sexual nature or unwelcome verbal, written or symbolic language based on gender, race, color, religion, sex, national origin, ancestry, disability or any other characteristic protected by law. Examples of illegal harassment include, but are not limited to, racial jokes or comments; requests for sexual favors and other unwelcome

sexual advances; graffiti; name calling; or threatening, intimidating or hostile acts based on a protected characteristic.

First Offense: Principal/student conference, detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.

Subsequent Offense: Detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.

2. Unwelcome physical contact of a sexual nature or that is based on gender, race, color, religion, sex, national origin, ancestry, disability, or any other characteristic protected by law. Examples include, but are not limited to, touching or fondling of the genital areas, breasts or undergarments, regardless of whether the touching occurred through or under clothing; or pushing or fighting based on protected characteristics.

First Offense: Detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.

Subsequent Offense: 10-180 days out-of-school suspension or expulsion.

Hazing (see Board policy [JFCE](#)) – Any activity that a reasonable person believes would negatively impact the mental or physical health or safety of a student or put the student in a ridiculous, humiliating, stressful, or disconcerting position for the purposes of initiation, affiliation, admission, membership or maintenance of membership in any group, class, organization, club or athletic team including, but not limited to, a grade level, student organization or District-sponsored activity. Hazing may occur even when all students involved are willing participants.

First Offense: Principal/student conference, detention, in-school suspension or 1-180 days out-of-school suspension.

Subsequent Offense: Detention, in-school suspension, 1-180 days out-of-school suspension or expulsion.

Incendiary Devices or Fireworks – Possessing, displaying or using matches, lighters, or other devices used to start fires unless required as part of an educational exercise and supervised by District staff; possessing or using fireworks.

First Offense: Confiscation. Warning, principal/student conference, detention, or in-school suspension.

Subsequent Offense: Confiscation. Principal/student conference, detention, in-school suspension, or 1-10 days out-of-school suspension.

Nuisance Items – Possession or use of items such as toys, games, and portable media players that are not authorized for educational purposes.

First Offense: Confiscation. Warning, principal/student conference, detention, or in-school suspension.

Subsequent Offense: Confiscation. Principal/student conference, detention, in-school suspension, or 1-10 days out-of-school suspension.

Public Display of Affection – Physical contact that is inappropriate for the school setting including, but not limited to, kissing and groping.

First Offense: Principal/student conference, detention, in-school suspension, or 1-180 days out-of-school suspension.  
Subsequent Offense: Detention, in-school suspension, or 1-180 days out-of-school suspension.

Sexting and/or Possession of Sexually Explicit, Vulgar or Violent Material – Students may not possess or display, electronically or otherwise, sexually explicit, vulgar or violent material including, but not limited to, pornography or depictions of nudity, violence or explicit death or injury. This prohibition does not apply to curricular material that has been approved by District staff for its educational value. Students will not be disciplined for speech in situations where it is protected by law.

First Offense: Confiscation. Principal/student conference, detention, in-school suspension or 1-180 days out-of-school suspension.  
Subsequent Offense: Confiscation. Detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.

Sexual Activity – Acts of sex or simulated acts of sex including, but not limited to, intercourse or oral or manual stimulation.

First Offense: Principal/student conference, detention, in-school suspension, or 1-180 days out-of-school suspension.  
Subsequent Offense: Detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.

Technology Misconduct (see Board policies [EHB](#), [JFCK](#) and [KKB](#) and procedure EHB-AP)

1. Attempting, regardless of success, to gain unauthorized access to a technology system or information; use of District technology to connect to other systems in evasion of the physical limitations of the remote system; copying District files without authorization; interfering with the ability of others to utilize District technology; securing a higher-level of privilege without authorization; introducing computer viruses, hacking tools, or other disruptive/destructive programs onto or using District technology; or evading or disabling a filtering/blocking device.

First Offense: Restitution. Principal/student conference, loss of user privileges, detention, in-school suspension, or 1-180 days out-of-school suspension.  
Subsequent Offense: Restitution. Loss of user privileges, 1-180 days out-of-school suspension, or expulsion.

2. Using, displaying or turning on any personal electronic device during the regular school day, unless the use is part of the instructional program, required by a District-sponsored class or activity, or otherwise permitted by the classroom teacher or building principal.

First Offense: Verbal and/or written warning. The student's electronic device may be confiscated and retrieved at the end of the class period.  
Subsequent Offense: Principal/student conference, teacher-directed detention, in-school suspension, or 1-10 days out-of-school suspension. Student's electronic device will be confiscated for the remainder of the school day.

3. Violations, other than those listed in 1 or 2 above, of Board policy [EHB](#), procedure EHB-AP or any policy or procedure regulating student use of personal electronic devices.

First Offense: Restitution. Principal/student conference, detention, in-school suspension, or 1-180 days out-of-school suspension.

Subsequent Offense: Restitution. Loss of user privileges, 1-180 days out-of-school suspension, or expulsion.

4. Use of audio or visual recording equipment in violation of Board policies [JFCK](#) or [KKB](#).

First Offense: Confiscation. Principal/student conference, detention, or in-school suspension.

Subsequent Offense: Confiscation. Principal/student conference, detention, in-school suspension, or 1-10 days out-of-school suspension.

Theft – Theft, attempted theft or knowing possession of stolen property.

First Offense: Return of or restitution for property. Principal/student conference, detention, in-school suspension, or 1-180 days out-of-school suspension.

Subsequent Offense: Return of or restitution for property. 1-180 days out-of-school suspension or expulsion.

Threats or Verbal Assault – Verbal, written, pictorial or symbolic language or gestures that create a reasonable fear of physical injury or property damage.

First Offense: Principal/student conference, detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.

Subsequent Offense: Detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.

### Tobacco

1. Possession of any tobacco products, electronic cigarettes, or other nicotine-delivery products on District property, district transportation or at any District activity. Nicotine patches or other medications used in a tobacco cessation program may only be possessed in accordance with District policy [JHCD](#).

First Offense: Confiscation of tobacco product. Three days of after-school detention or 3 days of in-school suspension.

Subsequent Offense: Confiscation of tobacco product. Five days of after-school detention, 5 days of in-school suspension, or 1-10 days out-of-school suspension.

2. Use of any tobacco products, electronic cigarettes, or other nicotine-delivery products on District property, District transportation or at any District activity. Nicotine patches or other medications used in a tobacco cessation program may only be used in accordance with district policy [JHCD](#).

First Offense: Confiscation of tobacco product. Five days of after-school detention or 5 days of in-school suspension.

Subsequent Offense: Confiscation of tobacco product. 1-10 days out-of-school suspension.

Truancy (see Board policy [JED](#)) – Absence from school without the knowledge and consent of parents/guardians and the school administration; excessive non-justifiable absences, even with the consent of parents/guardians; arriving after the expected time class or school begins, as determined by the District. Students missing more than 10 minutes of class without permission will be considered truant.

First Offense: 2 days of in-school suspension or detentions  
Subsequent Offense: 3-5 detentions, 3-5 days in-school suspension, or 1-180 days out-of-school suspension.

Unauthorized Entry – Entering or assisting any other person to enter a District facility, office, locker, or other area that is locked or not open to the general public; entering or assisting any other person to enter a District facility through an unauthorized entrance; assisting unauthorized persons to enter a District facility through any entrance.

First Offense: Principal/student conference, detention, in-school suspension, or 1-180 days out-of-school suspension.  
Subsequent Offense: 1-180 days out-of-school suspension or expulsion.

Vandalism (see Board policy [ECA-1](#)) –Willful damage or the attempt to cause damage to real or personal property belonging to the District, staff or students.

First Offense: Restitution. Principal/student conference, detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.  
Subsequent Offense: Restitution. Detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.

Weapons (see Board policy [JFCJ](#))

1. Possession or use of any weapon as defined in Board policy, other than those defined in 18 USC § 921, 18 USC § 930(g)(2) or § 571.010, RSMo. This includes all pocketknives.

First Offense: Confiscation, Principal/student conference, before school detention, after school detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.  
Subsequent Offense: Detention, in-school suspension, 1-180 days out-of-school suspension or expulsion.

2. Possession or use of a firearm as defined in 18 U.S.C. § 921 or any instrument or device defined in § 571.010, RSMo. or any instrument or device defined as a dangerous weapon in 18 U.S.C. § 930(g)(2).

First Offense: See description of consequences in policy [JFCJ](#).  
Subsequent Offense: See description of consequences in policy [JFCJ](#).

3. Possession or use of ammunition or a component of a weapon.

First Offense: In-school suspension, 1-180 days out-of-school suspension, or expulsion.  
Subsequent Offense: 1-180 days out-of-school suspension or expulsion.

[Return To Contents](#)

## **NCAA/NAIA Eligibility: Student Athletes Proceeding to College**

High school seniors who wish to play athletics at NCAA Division I, II, or III colleges must be cleared by the NCAA Clearinghouse to receive eligibility. Students must complete 16 core and approved (by NCAA) courses. Core courses include subject matters of mathematics, English, science, social studies, and foreign language. Ten of the 16 core courses must be completed before the senior year (7th semester) of high school.

Along with completing the 16 core courses, students must also:

- Have a minimum core course GPA of 2.3
- Meet NCAA's [sliding scale requirement](#) of GPA and ACT/SAT score
- Graduate from high school

NAIA schools require that students meet 2 out of 3 of the following:

- Minimum GPA of 2.0 on 4.0 scale
- 18 ACT or 860 SAT
- Graduate in top 50% of class

Please see the Activity Director's office for the latest up-to-date information regarding registration, or visit the websites at [www.ncaa.org](http://www.ncaa.org) and [www.naia.org](http://www.naia.org).

## **Activity & Athletic Programs**

The purpose of each of Ozark Schools Activity and Athletic Programs is to provide experiences for students to help them progress toward established educational objectives.

Those students participating in any extracurricular activity governed by the Missouri State High School Activities Association (MSHSAA), must complete a signed Citizenship Form. This form includes a consent from parents to be included in the Random Drug Testing pool of names. This is provided below or may be obtained in the Activity and Athletic Office.

OHS offers a wide range of activities and athletics. Students may participate in these activities and athletics if designated requirements are met. These activities include, but are not limited to:

Football	Soccer (Boys/Girls)
Baseball	Softball
Basketball (Boys/Girls)	Speech and Debate
Cheerleading	Swimming and Diving (Boys/Girls)
Cross Country (Boys/Girls)	Tennis (Boys/Girls)
Dance Team	Track and Field (Boys/Girls)
Golf (Boys/Girls)	Vocal Music
Instrumental Music	Volleyball
Scholar Bowl	Wrestling

The [Citizenship Form](#), which also includes a signature consent from parents/guardians to include their student in the random drug testing pool, may be accessed through clicking the link.

In addition, many activity and athletic teams require an approved physical to be on file in order to participate. This [MSHSAA and Ozark High School approved Physical form](#) to be signed by a doctor or health care professional may be accessed through clicking the link.

\*Further questions concerning Activities or Athletics, or the above information, may be obtained through contacting the Athletics and Activities office at (417) 582-5711.

[Return To Contents](#)

## **Acceptable Usage Policy Agreement**

### **Ozark School District Technology Resources Philosophy**

It is the policy of the Ozark School District to maintain an environment that enhances the educational opportunities and achievement of District students. The District recognizes the educational and professional value of instructional technology, both as a means of access to enriching information and as a tool to develop skills that students need. Use of the Ozark School District Wide Area Network (OSDWAN), the internet, or campus technology is a privilege, increasingly essential to learning that offers new freedoms and demands new responsibilities. Use of instructional technology will be for or in support of education, research, and enrichment of class assignments. (School Board Policy [EHB](#))

Students and staff will follow good digital citizenship by utilizing instructional technology resources in a positive, appropriate, and legal manner that supports the District's mission and vision. The District expects a consistently high level of personal responsibility of all users granted access to the District's technology resources.

- Due to the ever-changing nature of technology, the District reserves the right to amend the Technology Usage Policy at any time to address the changing nature of the digital environment.
- The Ozark School District Technology Department is responsible for maintaining the District's technology resources and establishing requirements and procedures for the issuance of user accounts.
- The use of instructional technology is an integral part of daily instruction. Because students will consistently be exposed to and operate technology, they will be expected to demonstrate good digital citizenship.
- The District will take appropriate disciplinary action against any user who willfully and knowingly violates the *Acceptable Usage Policy*.
- The Ozark School District, in compliance with the Children's Internet Protection Act (CIPA), will utilize measures to block and filter internet access to visual depictions and other materials deemed to be obscene, child pornography, illegal, or harmful to minors.
- No filtering system is completely effective or efficient. Students should report any inappropriate content to their teachers, and teachers need to report inappropriate behavior or sites to their administration and the Ozark School District Technology Department.
- Students are encouraged to be safe, active members of the digital world. When students use electronic communication for instructional purposes or make digital content as part of the educational process, they need to utilize their school-issued account.
- Students are encouraged to utilize instructional technology. Users should expect only limited privacy in the contents of personal files on the Ozark School District's system.
- Parents have the ability at any time to investigate or review the contents of their child's files and browsing history. Parents have the right to request the termination of their child's network use at any time.
- All damages incurred by the District due to the misuse of the District's technology resources, including the loss of property and staff time, will be charged to the user. District administrators have the authority to sign any criminal complaint regarding damage to District technology.

### **Acceptable Use**

Acceptable use of the Ozark School District Wide Area Network includes, but is not limited to, using the internet or campus technology for:

- Accessing only accounts and files for which students or staff have permission.
- Using appropriate language and being considerate of others when using digital tools and communication.

- Striving to be good digital citizens and following all copyright laws, including refraining from the illegal installation of copyrighted software and copying the work of others without permission.
- Use in a legal manner.
- Providing positive, truthful information and reporting any bullying or discriminatory language to the appropriate authorities.
- Being diligent in protecting the personal information of another person, including name, address, phone number, email address, social security number, account numbers, passwords, and other items used for identification.
- Being meticulous in actions to ensure normal network usage and service are not interrupted by avoiding the following: propagation of electronic viruses, distribution of chain letters or broadcast messages to multiple lists or individuals, violation of personal privacy, or unauthorized access to protected and private network resources.
- Using the Ozark District's network in support of education, research, public service, economic development, or government purposes.
- Staying on task and refraining from extensive private or personal use.

#### Restrictions for Students

- Any faculty or staff member may moderate restrictions on student use including the amount of time spent online.
- There are areas on the internet that contain sites not appropriate for student use. Any student accessing these sites will be subject to student discipline in accordance to Ozark School Board Policy [JG](#) and [JG-R1](#).
- Students are not to reveal their personal home addresses or phone numbers.
- Students must notify parents/guardians and instructor immediately if any individual is trying to make personal contact for illicit or suspicious activities.
- Giving out personal information about another person is strictly prohibited.
- Students who accidentally access unacceptable material shall immediately notify the appropriate school personnel. This disclosure may serve as a defense against allegations that the user has intentionally violated this policy.

#### Access

All staff and students (third grade and up) will be provided a username and password to gain access to computer applications, email, and the internet. The system will prompt each user to change his/her Microsoft password occasionally to provide security to each account. Staff and student Google accounts will not prompt for a password change, and students should not change their password unless directed to do so by an administrator. It is important that users keep usernames and passwords confidential.

#### Equipment Use

Members of the technology staff will maintain all District equipment, and users are expected to exercise care in the use of this equipment. Misuse of equipment will result in staff member's or student's denial of access to equipment.

#### Security

In addition to regularly changing passwords and keeping usernames and passwords confidential, additional security measures should be taken. Once logged in, a user should not leave the computer unattended without locking the computer. PCs can be locked by pressing Ctrl-Alt-Delete and then clicking "Lock this computer." Once locked, only the person currently logged in can unlock the computer by pressing Ctrl-Alt-Delete and then entering his/her

password. After entering the password, the user will return to the application he/she had been using before locking the computer. For the security of data, teacher and staff computers are automatically locked after 15 consecutive minutes of non-use; the staff member will be required to enter his/her password to reactivate the computer.

### Software Licensing

It is illegal to install software without licenses; therefore, all software installed on District computers must have appropriate licenses. To standardize software across the District, all software purchases must go through the Ozark School District Technology Department. When purchasing new software, a record of all software licenses will be kept in the Ozark School District Technology Department and should also be kept at the building level.

## **Technology Usage Agreement**

The proper use of the Ozark School District network, the internet, and the educational value to be gained from proper use of these, is the joint responsibility of students, parents and employees of the District.

The Acceptable Usage Policy form must be read and signed by the user and the parent or guardian. The form must be filed with the school.

Use of the District system is at the user's own risk. The system is provided on an "as is, as available" basis. The District will not be responsible for any damage users may suffer, including, but not limited to, loss, damage or unavailability of data stored on District media; delays or changes in or interruptions of service, information or materials. The District is not responsible for the accuracy or quality of any advice or information obtained through or stored on the District system. The District will not be responsible for financial obligations arising through unauthorized use of the District system or the internet.

**Student Name (Print):** \_\_\_\_\_ **Grade:** \_\_\_\_\_

**Telephone #:** \_\_\_\_\_

I have read, or had read to me, the Ozark School District Acceptable Usage Policy, administrative regulations and netiquette guidelines and agree to abide by their provisions. I understand that violation of these provisions may result in disciplinary action taken against me, including but not limited to suspension or revocation of my access to District technology, and suspension or expulsion from school.

I understand that my use of the District's technology is not private and that the District may monitor my use of District technology, including but not limited to accessing browser logs, email logs, and any other history of use. I understand that the District may intercept and/or access all communications I send, receive, or store using the District's technology resources, pursuant to state and federal law, even if the District's technology resources are accessed remotely.

**Student Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

As the parent or legal guardian of the student signing above, I have read the Ozark School District Acceptable Usage Policy, administrative regulations, and netiquette guidelines. I understand that violation of these provisions may result in disciplinary action taken against my child, ward or child within my care ("child"), including but not limited to suspension or revocation of my child's or ward's access to District technology, and suspension or expulsion from school.

I understand that my child's or ward's technology usage is not private and that the school District will monitor my child's use of District technology, including but not limited to accessing browser logs, email logs, and any other history of use. I understand that the District may intercept and/or access all communications that my child send, receive or store using the District's technology resources, pursuant to state and federal law, even if the District's technology resources are accessed remotely. I recognize it is impossible to restrict access to all controversial materials and I will not hold the school District, its employees or its agents responsible for materials acquired by my child on the Internet. I accept responsibility for directing my child to follow the Ozark School District Acceptable Use Policy, administrative regulations and netiquette guidelines.

I agree to be responsible for any unauthorized costs arising from my child's use of the District's technology resources. I agree to be responsible for any damages arising out of my child's use of District technology.

- I give permission for my child to utilize the District's technology resources.
- I do not give permission for my child or ward to utilize the District's technology resources.

**Parent/Guardian Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Phone #:** \_\_\_\_\_ **Address:** \_\_\_\_\_

### **Local Assistance Phone Numbers**

The following numbers are available to provide confidential help. The numbers are provided as a resource to you should you need assistance. *The Ozark School District does not endorse any agency or service listed on this page.* \*Indicates available 24 hours a day.

Alcohol or Drug Abuse	862-6555*
Burrell Crisis Line (any crisis)	862-6555 or 1-800-494-7355*
Christian County Health Department	581-7285
Crisis Pregnancy Center	877-0800
Christian County Domestic Violence Center	299-2494*
Emergency Assistance	911*
Grief Counseling (Lost and Found)	832-9423
Parental Stress Helpline	1-800-367-2543*
Poison Control (poisonings or overdose)	1-800-366-8888*
Rape	864-7233*
Runaway Help	1-800-786-2929*
Sexual Abuse	864-7233*
STD's and AIDS	1-800-342-2437*
Suicide Hotline	864-7233*

## Notices

### Nondiscrimination

See School Board Policy [AC](#)

### Notice of Nondiscrimination

Applicants for admission or employment, students, parents of elementary and secondary school students, employees, sources of referral and applicants for employment, and all professional organizations that have entered into agreements with the Ozark School District (“District”) are hereby notified that the District does not discriminate on the basis of race, color, national origin, sex, age, or disability in admission or access to, or treatment or employment in, its programs and activities. In addition, the District provides equal access to the boy scouts of America and other designated youth groups.

Any person having inquiries concerning the District’s compliance with the laws and regulations implementing Title VI of the Civil Rights Act of 1964 (Title VI), Title IX of the Education Amendments of 1972 (Title IX), the Age Discrimination Act, Section 504 of the Rehabilitation Act of 1973 (Section 504), Title II of the Americans with Disabilities Act of 1990 (ADA) or the Boy Scouts of America Equal Access Act, is directed to the respective Compliance Coordinator listed below, who oversees the School District’s efforts to comply with the laws and regulations implementing the laws and regulations cited above.

The District has established grievance procedures for persons unable to resolve problems arising under the statutes above. The District’s Compliance Coordinator will provide information regarding those procedures upon request.

Any person who is unable to resolve a problem or grievance arising under any of the laws and regulations cited above may contact the Office for Civil Rights, Region VII, 8930 Ward Parkway, Suite 2037, Kansas City, MO 64114; telephone (816) 268-0550.

### Commitment to Compliance under the Americans with Disabilities Act

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 (“ADA”), the Ozark School District (“District”) does not discriminate on the basis of disability against qualified individuals with a disability with respect to the District’s services, programs or activities.

Employment: The District does not discriminate on the basis of disability in its hiring or employment practices. The District complies with the federal regulations under Title I of the ADA (which governs the application of the ADA in the hiring and employment setting).

Effective Communication: The District will comply with the ADA with respect to providing auxiliary aids and services leading to effective communication for qualified persons with disabilities so they can participate equally in District programs, services, and activities. These aids and services are designed to make information and communications accessible to people who have impairments, in areas such as speech, hearing, and vision. The

District will not place a surcharge on a qualified individual with a disability, or any group of qualified individuals with disabilities, to cover the cost of providing auxiliary aids/services or reasonable modifications of policy (for example, retrieving items from locations that are open to the public but inaccessible to users of wheelchairs).

Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a service, program, or activity of the District should contact the respective Compliance Coordinator, whose contact information is listed below. Such contact should be made as soon as possible, but not later than 48 hours before the scheduled event, and, preferably, at least five (5) business days before the event.

Modifications to Policies and Procedures: The District will make reasonable modifications to policies and programs to ensure that qualified individuals with disabilities have an equal opportunity to enjoy its services, programs, and activities.

The ADA does not require the District to take any action that would fundamentally alter the nature of its programs or services or impose an undue financial or administrative burden.

Complaints that a District service, program, or activity is not accessible to persons with a disability may be directed to the Compliance Coordinator. In addition, as stated in the District's Notice of Nondiscrimination, a person who is unable to resolve a problem or grievance arising under Title II of the ADA may contact the Office for Civil Rights, Region VII, 8930 Ward Parkway, Suite 2037, Kansas City, MO 64114; (816) 268-0550.

Compliance Coordinator

Jeff Simpson  
Director of Special Services  
PO Box 166  
302 N. 4th Ave.  
Ozark, MO 65721  
Phone: (417) 582-5900  
Fax: (417) 582-5960

**Notification under Family Educational Rights & Privacy Act**

The *Family Educational Rights and Privacy Act* (FERPA), a Federal law, requires that Ozark School District ("District"), with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, the District may disclose appropriately designated "directory information" without written consent, unless you have advised the District to the contrary in accordance with District procedures. The District complies fully with FERPA, which affords parents/guardians ("parents") and students who are at least age 18 ("eligible students") the following rights:

Right to Inspect: Parents or eligible students have the right to inspect and review the student's "educational records," as that term is defined under FERPA, within 45 days of the date upon which the District receives a request for access. The District is not required to provide copies of records unless, for reasons such as great distance, it is impossible for parents or eligible students to review the records. The District may charge a fee for copies.

Right to Prevent Disclosure: Parents or eligible students have the right to prevent disclosure of educational records to third parties with certain limited exceptions. The District will attempt to

limit the disclosure of information contained in educational records to those instances when prior written consent has been given for the disclosure. However, upon request, the District will disclose information to officials of other schools in which a student seeks or intends to enroll. The District may also disclose information under the provisions of FERPA that allow disclosure without prior written consent, as well as directory information (unless you have refused to permit such disclosure of directory information), in accordance with FERPA regulations. The District will disclose educational records to school officials who have a legitimate educational interest in the records. Officials include those persons employed by the District, whether paid or unpaid, as an administrator, supervisor, instructor, or support staff member, including health or medical staff; persons retained by or under contract to the District to perform a special task, such as an attorney, auditor, etc.; or persons who are employed by the District's law enforcement unit. School officials have a legitimate educational interest if the officials are: performing a task related to a student's education; performing a task related to the discipline of a student; providing a service or benefit relating to the student or student's family, such as health care, counseling, job placement, or financial aid; or maintaining the safety and security of the campus.

Designation of Directory Information: The District has designated certain information contained in the educational records of its students as directory information for purposes of FERPA. The District considers the following to be directory information:

**Students in kindergarten through eighth grade** — Student's name; parent's name; grade level; participation in school-based activities and sports; weight and height of members of athletic teams; honors and awards received; artwork or coursework displayed by the District; and photographs, videotapes, digital images and recorded sound unless such photographs, videotapes, digital images and recorded sound would be considered harmful or an invasion of privacy.

**High school and vocational school students** — Student's name; parent's name; address; telephone number; grade level; participation in school-based activities and sports; weight and height of members of athletic teams; dates of attendance; degrees, honors and awards received; artwork or coursework displayed by the District; and photographs, videotapes, digital images and recorded sound unless such photographs, videotapes, digital images and recorded sound would be considered harmful or an invasion of privacy.

The District may disclose such directory information for any purpose in its discretion without the consent of a parent of a student or an eligible student. Parents of students and eligible students have the right, however, to refuse to permit the designation of any or all of the above information as directory information. In that case, the information will not be disclosed except with the consent of a parent or student, or as otherwise allowed by FERPA. Any parent or student refusing to have any or all of the designated directory information disclosed must file written notification to this effect with the principal of the school which the student attends. In the event a notification of refusal is not filed, the District assumes that neither a parent of a student or an eligible student objects to the release of the directory information designated.

Military Recruiter Access/Student Recruiting Information: Upon request of military recruiters, the District is required by law to provide access to secondary students' names, addresses, and telephone listings. However, any secondary student or parent of a secondary student may request that the student's name, address, and telephone listing not be released without prior written

consent of the parent. Requests that a student's name, address, and telephone listing not be released to military recruiters must be submitted, in writing, to the Assistant Superintendent, Ozark School District, 302 North 4th Avenue, P.O. Box 166, Ozark, MO 65721.

Right to Request Amendment: Parents or eligible students have the right to request that the District correct any parts of an educational record believed to be inaccurate, misleading or otherwise in violation of their rights. A parent or eligible student must submit the request to the Director of Special Services, Ozark School District, 302 North 4th Avenue, P.O. Box 166, Ozark, MO 65721.

The request must identify, in writing, the part of the record sought to be corrected and specify why it is inaccurate/misleading. If the District decides not to amend the record, it will notify the parents or eligible student and provide information on the right to a hearing to present evidence that the record should be changed.

Right to Complain to FERPA Office: Parents or eligible students have the right to file an external complaint regarding the District's implementation of FERPA, and such complaint may be filed with the Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue, SW, Washington, D.C. 20202.

### **Public Notice IDEA**

All responsible public agencies are required to locate, evaluate, and identify children with disabilities who are under the jurisdiction of the agency, regardless of the severity of the disability, including children attending private schools, children who live outside the District but are attending a private school within the District, highly mobile children, such as migrant and homeless children, children who are wards of the state and children who are suspected of having a disability and in need of special education even though they are advancing from grade to grade. The Ozark School District assures that it will provide a free, appropriate public education (FAPE) to all eligible children with disabilities between the ages of 3 and 21 under its jurisdiction. Disabilities include autism, deaf/blindness, emotional disorders, hearing impairment and deafness, mental retardation/intellectual disabilities, multiple disabilities, orthopedic impairment, other health impairments, specific learning disabilities, speech or language impairment, traumatic brain injury, visual impairment/blindness and young child with a developmental delay.

The Ozark School District assures that it will provide information and referral services necessary to assist the State in the implementation of early intervention services for infants and toddlers eligible for the Missouri First Steps program.

The Ozark School District assures that personally-identifiable information collected, used, or maintained by the agency for the purposes of identification, evaluation, placement or provision of FAPE of children with disabilities may be inspected and/or reviewed by their parents/guardians. Parents/guardians may request amendment to the educational record if the parent/guardian believes the record is inaccurate, misleading, or violates the privacy or other rights of their child. Parents have the right to file complaints with the U.S. Department of Education or the Missouri Department of Elementary and Secondary Education concerning alleged failures by the District to meet the requirements of the Family Educational Rights and Privacy Act (FERPA).

The Ozark School District has developed a Local Compliance Plan for the implementation of State Regulations for the Individuals with Disabilities Education Act (IDEA). This plan contains the agency's policies and procedures regarding storage, disclosure to third parties, retention and destruction of personally identifiable information and the agency's assurances that services are provided in compliance with the General Education Provision Act (GEPA). This plan may be reviewed at the District Office located at 302 N. 4<sup>th</sup> Avenue between the hours of 8 a.m.-4 p.m.

Any inquiries concerning the District's compliance may be directed to:

Jeff Simpson, Director of Special Services, P.O. Box 166, 302 N. 4<sup>th</sup> Avenue, Ozark, MO 65721, (417) 582-5900, 8 a.m.-4 p.m. Or you may contact the Office of Civil Rights, Region VII, 8930 Ward Parkway, Suite 2037, Kansas City, MO 64114; (816) 268-0550

This notice will be provided in native languages as appropriate.

### **Notification Direct Service Claiming**

The Ozark School District's School Agency receives funding from the Medicaid Direct Service Claiming (DSC) program for IEP covered services to eligible children through the State's Medicaid agency. This is a state-approved program that allows the School Agency to receive reimbursement from federal funds for providing some health-related covered services to eligible children in our school system. Examples of covered services include speech therapy, assistance with daily living skills, physical therapy, and nursing services. The District is required to notify parents/guardians of the District's participation and the IDEA regulations stated below.

The School Agency, working with the State Medicaid agency, will need to determine if a child is eligible or should become eligible in the school-based Medicaid program. Written consent indicates that parents/guardians understand and agree that the District will submit their child's information to the State Medicaid agency and their authorized agencies to verify eligibility and submit claims for the DSC program. The school may use Medicaid benefits in which a child participates to provide or pay for services documented in the Individualized Education Program (IEP). Parents are not required to sign up for or enroll in Medicaid to receive IEP services or a free appropriate public education, nor are they responsible for any out of pocket expenses for these IEP services. Also, the School Agency's access to these benefits is not allowed if it would have a negative impact on your public insurance.

The District will provide the required services to children at no cost to the parents/guardians whether or not they grant written consent. Consent is voluntary and may be revoked at any time. The School Agency's use of this reimbursement program does not in any way affect or impact other Medicaid benefits to which the child is entitled, including any otherwise eligible services out of the school.

Please contact Jeff Simpson at [jeffsimpson@ozarktigers.org](mailto:jeffsimpson@ozarktigers.org) or (417) 582-5900 with questions.

### **Protection of Pupil Rights Amendment Notice**

The federal Protection of Pupil Rights Amendment ("PPRA") affords parents certain rights regarding a school district's initiation of certain federally funded surveys, collection and use of information for marketing purposes, and certain physical exams. These include the right to:

Consent before students are required to submit to a survey that concerns one or more of the following protected areas (“protected information survey”) if the survey is funded in whole or in part by a program of the U.S. Department of Education: Political affiliations or beliefs of the student or student’s parent; Mental or psychological problems of the student or student’s family; Sex behavior or attitudes; Illegal, anti-social, self-incriminating, or demeaning behavior; Critical appraisals of others with whom respondents have close family relationships; Legally recognized privileged relationships, such as with lawyers, doctors, or ministers; Religious practices, affiliations, or beliefs of the student or parents; or Income, other than as required by law to determine program eligibility.

Receive notice and an opportunity to opt a student out of: Any other protected information survey, regardless of funding; any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the District or its agent, and not necessary to protect the immediate health and safety of a student, except for hearing, vision, or scoliosis screenings, or any physical exam or screening permitted or required under State law; and activities involving collection, disclosure, or use of personal information obtained from students for marketing or to sell or otherwise distribute the information to others.

Inspect, upon request and before administration or use: Protected information surveys of students; Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; and Instructional material used as part of the educational curriculum.

These rights transfer to from the parents to a student who is 18 years old or an emancipated minor under State law. The District has adopted policies regarding these rights, as well as arrangements to protect student privacy in the administration of protected information surveys and the collection, disclosure, or use of personal information for marketing, sales, or other distribution purposes.

The District will notify parents of these policies at least annually at the start of each school year and after any substantive changes. The District will also directly notify, such as through U.S. Mail or email, parents of students who are scheduled to participate in the specific activities or surveys noted below and will provide an opportunity for the parent to opt his or her child out of participation of the specific activity or survey. The District will make this notification to parents at the beginning of the school year if the District has identified the specific or approximate dates of the activities or surveys at that time. For surveys and activities scheduled after the school year starts, parents will be provided reasonable notification of the planned activities and surveys listed below and be provided an opportunity to opt their child out of such activities and surveys. Parents will also be provided an opportunity to review any pertinent surveys. Following is a list of the specific activities and surveys covered under this requirement: Collection, disclosure, or use of personal information for marketing, sales or other distribution; Administration of any protected information survey not funded in whole or in part by the U.S. Department of Education; Any non-emergency, invasive physical examination or screening as described above. Individuals who believe their rights under the PPRA have been violated may file a complaint with the Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue, SW, Washington, D.C. 20202-5920.

**Teaching about Human Sexuality**

(School Board Policy [IGAEB](#))

**Student Health Services and Requirements**

(School Board Policy [JHC](#))

**No Child Left Behind (NCLB) Complaint Procedure**

([NCLB Link](#))

[Return To Contents](#)