

Ozark School District Junior High School Handbook



2018-2019

**Ozark School District
Junior High School
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Welcome Letter

Dear Parents, Guardians, and Students,

Greetings and welcome to the new school year. Ozark Junior High (OJH) is very excited about the opportunities that await us in the upcoming school year. We would like you to challenge yourself to always try your best and work hard. Hold high expectations and standards for yourself. Keep in mind the reason you are attending school – it is about maturing, growing, and learning in all the activities in which you participate on a daily basis. On behalf of Ozark Junior High, we wish you all the very best in this upcoming school year.

Parents, we encourage you to discuss this handbook with your child. Because the information contained in this handbook is so important, we want to ensure that you and your child have read the handbook and you assist your child in his/her understanding of the contents.

Parents are always welcome at school. When you plan to visit the school, remember to sign-in at the main office to obtain a visitor's pass. Please note that visitors are not allowed to meet with teachers or students unless prior arrangements have been made and the office notified.

Communication and involvement are the keys to the success in your child's education. We strongly encourage you to participate in your child's education. We will strive to communicate with you in various ways. This may include the District website, parent portal, District newsletter, report cards, progress reports, news releases, text message services, assemblies, phone calls, emails, letters, and through an open house.

At any time, if you have questions or concerns, please do not hesitate to call or email us at Ozark Junior High.

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Ozark School 2018-2019 Calendar

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

Academic Expectations

Ozark Junior High believes every student has the right to an education free from disruptions in a safe and orderly environment. The teachers at OJH will use the best practices in education and set high but achievable standards for their students. OJH expects all students to put forth the effort necessary to achieve at the highest level, ask for help when needed, and to complete all assigned work.

Academics Explained

8th Grade Students

Grades

Reports of each student's accomplishments will be emailed every three weeks and at the end of each semester. These reports are intended to serve only as an indicator of a student's progress for that specific period of time. Semester grades, based on the student's performance for the entire semester, are the grades which become part of the student's permanent academic record. Parent-teacher conferences may be scheduled at any time during the school year by contacting the teacher or school office. The grading system and equivalent point system are:

- A (4 pts.) - Excellent
- B (3 pts.) - Superior/above average
- C (2 pts.) - Average
- D (1 pts.) - Inferior/below average
- F (0 pts.) - Unsatisfactory work
- Cr - Individual achievement based on participation.

Inc. - Incomplete; must be made up or completed within the following quarter or it becomes an "F." This grade must have the approval of the building principal.

Promotion/Retention Guidelines

To be eligible for promotion to the 9th grade, a Junior High Student should, at minimum:

- Pass 3 out of 4 core classes (English, math, science, social studies) each semester
- Pass both semesters of any core class.

A student who fails the same core class both semesters can make up one semester during Summer School.

9th Grade Students

Earning Credits

To fulfill the 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.

Graduation 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
<u>Electives</u>	<u>12</u>
Totals	30

English must include English I, II and III. Students must complete four units of English; it may include one unit of speech and/or debate.

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

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

Science includes Physical Science (9th) and Biology (10th). 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 for students graduating in 2020: American History (9th), World (10th), and Government (11th).

Mathematics includes Algebra 1 or Concepts of Algebra 1A is a required course for all students, plus additional mathematics to equal three credits. If high school elective credit was earned for JH Algebra I, three additional math credits are required.

Physical Education includes one unit of Coed Basic P.E. and may receive additional P.E. credit from other P.E. courses or JROTC.

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.

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

OJH and OHS counselors recommend 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

Home School Credit

Ozark Junior High School will follow the Department of Elementary and Secondary Education recommended guidelines for accepting home school credit. Please see: <http://dese.mo.gov/governmental-affairs/home-schooling>

If a parent decides 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 or more of instruction in a course. A parent who is home schooling 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; or
4. Other written or credible evidence equivalent to 1, 2, or 3.

Homeschool 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

Grades

A weighted grade system is used to reward students for taking higher level academic courses. The system gives a 1-point bonus to students receiving an A, B, or C in the following eligible 9th grade courses:

Honors English I
 Honors Geometry

Honors American History
 Honors Physical Science

The following grading scale is used to calculate the grade-point average of both weighted and regular courses:

<u>Letter Grade</u>	<u>Grade Points</u>	<u>High School Weighted Points</u>
A	4	5
B	3	4
C	2	3
D	1	1
F	0	0
INC.		
Pass/Fail		

The following system will be used for evaluating scholarship:

- 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 allowed; work is not acceptable according to student's ability)
- 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 and "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.

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 Ozark High School 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 |

Accidents in School

All accidents which occur in school, whether serious or not, must be reported to the school nurse immediately. The school nurse administers first aid, immediate temporary care, and notifies parents whenever it is deemed necessary. No student will be sent or taken home early unless an adult is present to assume responsibility for the student.

Advisory

Advisory period is from 9:21 a.m.-9:51 a.m. Monday through Thursday, after the first block of the day. Students are permitted to travel to club meetings, seek tutoring, etc., with teacher approval once attendance has been taken. The purpose of the period is to provide faculty members a period for student contact to assist students with their schedule, relay announcements, attend club meetings, and to protect class time from non-academic interruptions.

Assemblies

Attending school assemblies is a privilege. Failure to abide by assembly rules will result in removal from the assembly plus any other consequences as determined by the administration.

Walk to and from the assembly in a quiet, orderly manner.

Follow seating procedures as directed.

Sit upright and pay attention.

Behave in a courteous and respectful manner.

Show appreciation for the speaker or program by applauding at the proper time.

Attendance

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 Ozark School District a level of participation of which everyone can be proud. There are, however, certain conditions which may make attendance impractical.

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 state school attendance laws. Each school district in Missouri is expected to meet and/or exceed the goal that 90% of all students attend school at a rate greater than 90%.

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

- *Students who need to leave campus during the school day for any reason must provide a written note of parental permission to the office before school begins that day.*
- 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 to 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."

- In an effort to work constructively with the family, the Junior 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 Junior High School attendance office in the event of a student's absence is appreciated.*
- 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. The Ozark Junior High School will follow the attendance guidelines, listed below, to ensure that communication is integral to maintaining the highest level of attendance.
 1. An information letter is sent notifying the parent that student absences have increased. The purpose of this letter is to inform parents and students to the importance of regular attendance.
 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.
 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. This could include, but is not limited to attendance plans, meetings with parent to resolve issues and include outside agencies to assist in supporting the parents to resolve the situation.
 4. A fourth letter is to inform parents that the situation has reached a critical level. The District may require parents to meet with the attendance committee. This committee is comprised of the executive director of operations, at-risk coordinator, building level administrator and a school resource officer. 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.

The District's primary goal is to encourage attendance, not punish absences. With this in mind, teachers, parents, and students should maintain and improve the educational opportunities and experiences available to all students of the Ozark School District.

Before School

Eighth-grade students go directly to the East Gym and ninth-grade students go directly to the Main Gym when they arrive at school. Students wishing to go to breakfast, the library, their locker, etc. will need permission from the gym supervisors. First block

begins promptly at 7:50 a.m. Parents may drop off students at the East Gym or West Building location in order for students to be near their first block classes.

During School

Students or teachers cannot be called to the office to take a telephone call during class. Parents wishing to leave a message for their child or to contact a teacher may call the Junior High office. Children arriving late or leaving school early must be signed in/out by their parents. Adults coming to the school to retrieve a child should report to the office. Students must not leave school without checking out through the office.

After School

Students should remain in the building after school only for specified organized activities or when under the direct supervision of a teacher. All students must be picked up by 3 p.m. in the pick-up lane. Any unsupervised student remaining after 3 p.m. may be picked up in the STOMP room.

Bullying/Cyberbullying

In order to promote a safe learning environment for all students, the Ozark School District prohibits all forms of bullying. The District also prohibits reprisal or retaliation against any person who reports an act of bullying among or against students.

Bullying is defined as intimidation, unwanted aggressive behavior, or harassment that is repetitive or is substantially likely to be repeated and causes a reasonable student to fear for his or her physical safety or property; that substantially interferes with the educational performance, opportunities or benefits of any student without exception; or that substantially disrupts the orderly operation of the school.

Cyberbullying is a form of bullying committed by transmission of a communication including, but not limited to, a message, text, sound or image by means of an electronic device including, but not limited to, a telephone, wireless telephone or other wireless communication device, computer or pager. The District has jurisdiction over cyberbullying that uses the District's technology resources or that originates on District property, at a District activity or on District transportation. Even when cyberbullying does not involve District property, activities or technology resources, the District may impose consequences and discipline for those who engage in cyberbullying if there is a sufficient nexus to the educational environment, the behavior materially and substantially disrupts the educational environment, the communication involves a threat as defined by law, or the District is otherwise allowed by law to address the behavior.

Students who wish to report alleged incidents as bullying, either as a victim or witness, should report to the office and complete a student statement form. The assistant principal will review the student statement form and begin an investigation.

Upon conclusion of the investigation the victim(s) of bullying will work with the assistant principal to develop a plan of support. As part of that plan, the victim(s) will have access to the school counselor for additional support.

Book Bags

Students are allowed to carry book bags between classes. Students may lose the privilege if the book bag is used inappropriately. Students are encouraged to use their lockers in order to reduce the number of items they must carry.

Bus Information

Please contact the [Ozark Transportation Department](#) for bus assignment at (417) 582-4735. Riding the school bus is a privilege. *Students must ride their assigned bus only.* A student can only exit the bus at their assigned bus stop or assigned school, i.e. junior high students must not exit their bus at the high school. The driver is in charge of the bus and the students at all times, and his/her instructions are to be obeyed. Disciplinary violations will be reported to the building principal. *For the safety of all students school policies are in effect while students ride the bus.*

Bus Rules and Regulations

The Ozark School District provides a student transportation service to the patrons of the community. The District believes this is a valuable service and places high expectations on the drivers and the students. The students share in the responsibility for maintaining a safe, orderly, and courteous environment. The driver is in charge of the students and the bus at all times during the route. The driver's relationship with the students mirrors that of the classroom teacher. The level of safety for the transportation of our students relies heavily on the cooperation of the students and the concentration of the bus driver. It shall be the duty of the driver to report to the school administration the names of any students who persist in violating the bus rules and regulations. The administration may find it necessary to withhold the privilege of riding the bus from those students who fail to cooperate accordingly.

Listed below are the minimum expectations for students on bus transportation system during regular routes or activity trips. The driver reserves the right to establish seating assignments or other rules that enable them to safely and effectively transport the students.

- Students shall obey all instructions from the school bus driver.
- Students must occupy the seat assigned to them, if seats are assigned.
- The same courteous conduct expected in the classroom must be observed while on the bus. Ordinary conversation is permitted. Loud and vulgar language is not permitted.
- Students must refrain from unnecessary conversation with the driver.
- Students must be on time at the designated bus stops.
- Students must not stand in the traffic lanes while waiting for the bus.

- Students will assist the driver in keeping the interior of the bus clean, sanitary, and in orderly condition. Students must not throw wastepaper or trash on the floor or out of the windows of the bus.
- Students will not open or close the windows of the bus without the permission of the driver.
- Students must not at any time put hands, arms, or heads out of the windows.
- Students must not stand or move about inside the bus or to try to get on or off a bus while it is in motion.
- Students must immediately report to the driver any damage occurring to the bus.
- Students must follow the instructions of the driver when entering or leaving the bus and when they must cross the road or highway.
- Students must ride their bus to their previously-designated bus stop. Students are not allowed to ride home with friends or get dropped off at other locations without prior permission.

Possible consequences for inappropriate behavior include, but are not limited to:

- Driver-student conference
- Assigned seating
- Administrator-student conference
- Administrator-student-parent conference
- Behavior contract
- Detention
- Loss of bus privileges
- Hourly in-school suspension
- In-school suspension
- Out-of-school suspension
- Long-term out-of-school suspension
- Expulsion

Care of Computers, Books, Equipment & School Property

When students accept their school-issued computer, textbooks, or any other equipment, they are entrusted with the responsibility of caring for books and equipment beyond ordinary wear and tear. If students lose or damage books or other school-issued items, they are liable for the costs, allowing for normal depreciation. If school-provided supplies are stolen or misplaced, the student is responsible.

Cell Phones & Other Electronic Devices

Students are not allowed to bring electronic devices to school that could lead to disruptive behavior. The school shall not be responsible for any lost or damaged items. The only electronic device that is an exception is a cell phone. Students are discouraged from bringing cell phones; however, they may choose to carry a cell phone. The phone is to remain off and put away upon their arrival to school until after dismissal from school. Violation will result in confiscation of phone and returning the phone to a parent.

The Board desires to protect students' personal privacy in accordance with law. Thus, students are prohibited from using camera phones or other cellular 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 student receives advance permission to do so from the classroom teacher. Students are prohibited from using camera phones or other cellular devices to take photographs or to record photographic images, whether in digital or other form, of inappropriate school behavior. In addition, 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. Examples include, but are not limited to, restrooms, locker rooms, and changing areas. This prohibition also includes the taking of a photograph of an individual, regardless of location on District property or at a District-sponsored event, when such photograph either invades or could be perceived as invading the privacy of an individual. Finally, students may not use camera phones/photographic devices in staff offices, staff areas or records storage areas.

Students who use their cell phones or any device to record (video/audio) another student or adult, regardless of the expectation of privacy, are in violation of school policy and will receive disciplinary consequences.

Students who use such camera phones/photographic devices to record photographic images in violation of this policy are subject to an out-of-school suspension for up to 180 school days for the first offense. In addition, the actions of such students may be reported to law enforcement. Students are also warned that the transfer, distribution or posting of images taken in violation of this policy may subject them to school disciplinary action and possible referral to law enforcement, even if such transfer, distribution, or posting occurs off-campus.

Specifics on audio/video recording can be found by reviewing [policy KKB](#).

College Visits – 9th Grade students

Students may attend up to six (6) one-day college visits during their high-school career with proper documentation from the counseling office. Students must pick up the form from the counselor's office and have it completed at least one day in advance for permission.

Counseling Services

The purpose of the counseling service is to help each student in his/her social, educational, and personal development. Conferencing with students is the counselor's first priority and appointments are scheduled as necessary. The counselors also conduct the testing services at school. Areas tested include mental ability and achievement. Conferences with parents and students concerning test scores, grades, and other issues may be held.

Dances

Attending school dances is a privilege awarded to students in good standing academically and good discipline record. For a student to be eligible, a student must not be currently serving an ISS assignment, must not have received an OSS assignment during the semester, and be a student in good academic standing. Only Ozark 8th and 9th grade students are eligible to attend school dances. Dances begin at 7 p.m. and end at 9 p.m. All handbook/ District policies including but not limited to those regarding behavior, dress code, electronic devices, cell phones, and leaving the campus are enforced at all school dances.

Definition of Disciplinary Actions

The Student Code of Conduct is designed to foster student responsibility, respect for the rights of 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. **Any conduct not included herein, or an aggravated circumstance of any offense or an action involving a combination of offenses may result in disciplinary consequences 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 his/her designee to be 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 school playgrounds, parking lots, school transportation or at a school activity whether on or off school property. It is the policy of the Ozark School District to report all crimes occurring on school grounds to law enforcement.

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 [JGF](#). 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.

Disciplinary Procedures

It is the responsibility of the student to be familiar with all policies and procedures. Students are expected to follow classroom and general school policies. Failure to do so will result in disciplinary action.

Code of Conduct - General Behavior Expectations:

1. Address teachers as Miss, Ms., Mrs., Mr. or Coach followed by their last name.
2. Students are to show RESPECT for fellow students and teachers at all times. Bullying, name calling, and belittling are not to be tolerated.

3. Care should be taken of all school property.
4. No open drinks or food may be brought into the school. This includes fast food, fast-food drinks and squirt bottles. Water, pop and juice may be purchased before and after school, but must remain in the cafeteria. No liquid or food should be stored in a locker. If a class requires drink containers, they remain under the supervision of the teacher.
5. No student shall disturb classroom instruction or an assembly.
6. No use or possession of alcohol, tobacco, illegal substance, or over-the-counter medications on school property.
7. No toy guns of any kind or other disruptive toys are allowed.
8. No weapons or facsimiles of weapons may be in a student's possession. This includes pocketknives, ball chain necklaces and billfold chains.
9. Lighters, matches, and any type of fireworks are not allowed at school.
10. **Cell phones must be turned off once a student enters the building. Cell phones must be turned off during the school day unless authorized by the teacher. There will be no cell phone use or text messaging during the school day. The following actions will be followed for violation of the above-stated policy:**
 - a. 1st Offense: Teacher confiscates phone, notifies office and returns phone to student at the end of school day.
 - b. 2nd Offense: Teacher confiscates phone, notifies the office, and turns phone into the office for parent pick up. Consequences will increase for additional violations of the policy which may include detentions, ISS, or OSS.
11. No radios, tape players, electronic toys, laser lights, pagers, or beepers are allowed.
12. Gang symbols, signs, gestures, and clothing are not allowed. Racial, ethnic, or sexual comments will not be tolerated.
13. No running, shoving, hitting, fighting, scuffling, or horseplay.
14. No hats are to be worn in the building at any time.
15. Gambling is prohibited. No cards of any kind are allowed at school. This includes trading cards.
16. There should be no public display of affection or loitering.
17. If a student fails to report for a detention or ISS, a more severe consequence will result, including but not limited to detentions, hourly in-school suspension, in-school suspension, out-of-school suspension, or loss of privileges or incentives.
18. In order to assure safety in congested areas, no skateboards, skates or scooters may be ridden on campus. Bikes must be locked at the bike rack.
19. Backpacks, bags, or purses are to be kept under the student desks and not allowed in classroom aisles.
20. Computer Usage Expectations:
 - a. Computers are to be treated and used with respect.
 - b. Only school-appropriate items, as deemed by the principal and/or teacher, should be produced using school computers.

- c. Any individual using the internet must have a signed responsible use form on file.
- d. While on the internet, only school-appropriate sites may be explored. Individuals may not use email or participate in chat rooms.
- e. Individuals may not download any items from the Internet unless pre-approved by the teacher.
- f. The teacher reserves the right to limit student time on computers to best serve the interest the class.
- g. If computer lab rules are violated, disciplinary action will be taken.

21. Student Conduct:

- a. Certain standards of conduct are expected of students at school. These standards are necessary for safe 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 conduct.
- b. Students should walk in the halls and rooms. Running can create a hazard.
- c. Teachers and supervisors are charged with the safety and behavior of students. Therefore, all reasonable instructions from school personnel are to be followed by all students. Refusal to do so constitutes a disciplinary violation.
- d. Pretending to use or be in possession of or discussing the use or possession of drugs, alcohol, or illicit drugs will be treated the same as actually using or possessing them.
- e. Students must not operate school equipment or use school materials unless it is done under the direct supervision of a teacher.
- f. Students are not to be involved in the buying, selling, or trading of property at school. This includes the buying and/or selling of products for fundraising purposes.
- g. No locker sharing
- h. Gum is not allowed at school.
- i. Students must not arrive more than 30 minutes before scheduled events. Students must have a ride arranged for pickup immediately following events.

22. While attending junior high ball games, students are to be in the stands supporting the teams.

Code of Conduct- Minor Individual Behavior

Most classroom discipline problems involve people disturbing or distracting those learning or teaching. School discipline problems generally involve students who lack respect for others and their environment. Teachers implement interventions that encourage students to choose different behaviors based on research driven, best practices in education.

Ozark Junior High is not in the business of punishment; rarely can schools make a punishment immediate or effectively change behavior long term. The Junior High makes every attempt to establish discipline with an emphasis on self-discipline. When a students' behavior is unacceptable, the Junior High staff expects students to make decisions concerning their behavior. The staff responds to inappropriate behaviors in a

variety of ways not limited to, student-teacher conferences, parent notification, cooling off period, referral to the counselor, referral to office, teacher supervised detention, verbal agreements, and behavior contracts, etc. Some students may need time and guidance in the Student Resource Center, Buddy Room or in the In-School Suspension room to help address behavior choices. These interventions are assigned at the discretion of the administration.

Code of Conduct- Major Individual Behavior

The following are descriptions of prohibited conduct and potential consequences. 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.

It is at the discretion of the Principal, Assistant Principal, or Superintendent to administer consequences of any violation of the Ozark Junior High Discipline Plan as the severity of the infraction warrants. Every situation is unique; therefore, the administrator has the discretion to develop strategies for each student based on the variables of the situation.

Discipline & Consequences - Defined

Teacher Detention

Teacher detentions are held after school until 3:20 p.m. with the teacher with whom the misbehavior occurred. The intent is to give the student and teacher an opportunity to discuss the situation, determine solutions, and explain possible gaps in learning due to the classroom disruption.

After-School Detention (ASD)

After-school detentions are held after school from (2:50-4 p.m.) on Thursdays.

Detention forms are given to the student with the expectation that they will show it to their parents, get it signed, and return it to the office. Failure to do so may result in further disciplinary action. Failure to attend ASD or any type of inappropriate behavior during ASD will result in additional days of ASD, ISS, or OSS.

Hourly In-School Suspension

Hourly In-School Suspension is used for various violations of school policy. Hourly in-school suspension occurs when a student's behavior warrants a removal from a specific class for a period of time, but full day in-school suspension is not recommended. It is an alternative to full-day suspension and is an effort by the administration to allow the student to work on specific class assignments in a restricted setting, under the direct supervision of a staff member. Failure to appear during the specified time or failure to abide by ISS rules, ISS classroom rules, or directions from the instructor will result in either full day ISS or OSS.

In-School Suspension (ISS)

In-school suspension is used for various violations of school policy. In-school suspension occurs when a student's behavior warrants removal from classes for a period of time, but suspension or expulsion from school is not recommended. It is an alternative to suspension or expulsion and is an effort by the administration to allow the student to work on classroom assignments in a restricted setting under the direct supervision of a

staff member. Failure to abide by ISS rules, ISS classroom rules, or directions from the instructor will result in OSS.

- Students must report to the attendance office upon arrival or by 7:40 a.m. on the day s/he is scheduled to serve ISS.
- Students must bring all books, notebooks, and other material needed for assignments to the office. Daily assignments must be completed on time. This includes the work assigned to address the inappropriate behavior.
- Students must stay in the designated area and may not leave unless permission is given. Restroom privileges will be granted only during class time when other students are not in the hall.
- Students may not visit with other students without permission.
- ISS students eat lunch in the cafeteria at a time separate from the rest of the Junior High population. ISS students are given an opportunity to eat breakfast when a breakfast is requested. The student is allowed to bring his/her own lunch.
- Students assigned to ISS are not eligible to represent the school in any extracurricular activities until the suspension is complete. Permission may be granted to observe or participate in practices with consent from the coach/sponsor and approval from the principal/athletic director.
- Student must be out of the building and off school grounds by 3 p.m. each day unless under the direct supervision of a teacher or an administrator.

Out-Of-School Suspension (OSS)

Out-of-school suspension is used when a student violates a significant school rule or commits repeated violations. During OSS, students are not allowed on school grounds, school buses or to attend any school activity. The credit for student work missed due to their suspension may not exceed 59% of the original credit.

Discipline Offenses

Can be found at [Policy JGR](#)

A printed copy of the policy is available upon your request from the Ozark Junior High Office.

Dress Code

The Board of Education recognizes the value of allowing individual student expression as well as the necessity of protecting student health and safety and maintaining an atmosphere conducive to education. Student dress code procedures must be designed with the goal of balancing these competing interests.

All dress code procedures will adhere to health and safety codes and comply with applicable law. Dress that materially disrupts the educational environment will be prohibited. No procedure will impose dress and grooming rules based on gender in violation of Title IX. District procedures will specifically define ambiguous terms, and examples will be provided when practicable.

The Board of Education expects student dress and grooming to be neat, clean, and in good taste so that each student may share in promoting a positive, healthy and safe atmosphere within the school district.

Student dress and grooming will be the responsibility of the individual and parents/guardians, within the following guidelines:

1. Dress and grooming will be clean and in keeping with health, sanitary, and safety requirements.
2. All students must wear shoes, boots or other types of footwear.
3. Dress and grooming will not disrupt the educational environment.
4. Class activities that present a concern for student safety may require the student to adjust hair and/or clothing during the class period in the interest of maintaining safety standards.
5. Additional dress guidelines may be imposed upon students participating in certain extracurricular activities.

When, in the judgment of the principal, a student's appearance or mode of dress does not comply with the above criteria, the student may be required to make modifications. No employee or volunteer shall direct a student to remove an emblem, insignia or garment, including a religious emblem, insignia or garment, as long as it is worn in a manner that does not promote disruptive behavior.

Student dress code can be found by reviewing [Policy JFCA](#)

Emergency Drills

Fire, tornado, earthquake, and intruder drills are held at regular intervals during the year. Each student should learn the instructions posted in each classroom for proper procedures to use during these drills. **Please note that falsely pulling fire alarms results in severe disciplinary action.**

Emergency Notification

During severe weather situations, many factors are involved in the decision to close school. The primary consideration is always the safety of the students. The decision, once made, is given immediately to the radio and television stations. Additional weather and school cancellation information will be disseminated through social media, the school website, and an automated phone call.

Extracurricular Activities

Participation in extracurricular programs in the Ozark School District is a privilege that must be earned by all students. To attain such privileges, the student must meet the standards of eligibility of the Missouri State High School Activities Association. Furthermore, students must meet the requirements of the Ozark School District. See the forms at the back of policy section of the handbook for complete details.

Sports

The sports programs for 8th grade students at OJH consist of:

Cross Country	Football	Wrestling
Basketball	Track	Volleyball
Cheerleading	Softball	

The sports programs for 9th grade students at OJH consist of:

Cross Country	Football	Swimming
Golf	Soccer	Wrestling
Basketball	Baseball	Track
Tennis	Dance/Pom	Volleyball
Cheerleading	Softball	

Prior to beginning workouts/practices for any sport, students must have had a physical examination by a licensed physician, at which time a physical exam form must be completed by the doctor.

This form must be returned to the school.

Student Council

Student Council is composed of elected members of the 8th grade. Student Council strives to maintain good school spirit with special projects, special days, and student elections. Student Council helps to ensure effective communication between the administration and the student body. Elections are held in the spring. Student council members may need to spend extra time at school to assist with council projects.

Student Club

A variety of clubs are available for students; check with the guidance and counselor's office for the list of clubs.

Finals

Final exams are given at the end of each semester in all classes. Final exams will count no more than 10% of the student's final grade. All students take the assigned semester final. Students with at least 95% attendance during the semester may choose to exclude the test score from their final grade.

Gangs

At OJH, creating a positive and safe environment free from harassment, intimidation, and a “gang” influence is a top priority. A gang is defined as: A formal or informal ongoing organization, association, or group that has as one of its primary activities the commission of criminal or delinquent acts. A gang consists of three or more persons who have a common name or common identifying signs, colors, or symbols.

Gang-related symbols or activities will not be tolerated. Symbols or activities may include, but are not limited to: Particular clothing, tags, visible tattoos, jewelry, bandanas, written, hand, verbal or non-verbal communication or anything else viewed by the administration as being gang related or intimidating to others. Display of any gang affiliation may result in suspension and referral to the police.

Health Services

A registered professional nurse with special training in public and school health is assigned to OJH. It is the duty of the nurse to counsel students with health problems, arrange for adjustments in the student's school program when health factors make this necessary, and offer assistance in case of an emergency. Parents are urged to inform the school nurse of any student health problems. It is very important that the Emergency Card be completed and returned to school as soon as possible after registering. Any medications must be dispensed from the office.

Honor Roll

An Honor Roll is published at the end of each semester. It includes full-time students who have maintained a 4.0, 3.5, or 3.0 grade point average for the semester.

Lockers

The school administration has the right to search lockers at any time. Each student may request a locker with a school lock for the storage of books and equipment. It is the student's responsibility to see that this locker is kept in good order at all times. Each student is also assigned a locker in the locker room for physical education. Since lockers are a permanent part of the building, students are expected to keep them in good, usable condition.

Lunch/Food Service

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. Free and reduced-price meals shall be served to those students eligible as determined by the family size/income scale. No discernable distinction is made between paying and non-paying students who receive meals at school. **Applications for free and reduced-price meals may be picked up in the office.**

All students eat in the school cafeteria. Students may buy lunch or may bring lunch from home. No student may leave school during the lunch period. Food or drink may not be taken from the cafeteria. Lunch money should be brought to the office in an envelope labeled with the student's name and ID number. Lunch money is credited to each account during 1st block, therefore any money turned in after 1st block (9:15 a.m.) will be credited to the student's account on the following day.

The Junior High Cafeteria offers students a variety of choices each day. Items may be purchased individually or as part of a regular tray lunch. A regular tray lunch contains one main item, two side items, and a carton of milk. This requires students to select items and calculate the amount they will be charged for the items. To assist students in this process, all lunch items are clearly marked as a main item or a side item. All prices are listed. Price lists are also available in the school office. Student lunch accounts must have a positive balance at all times. Lunch purchases may be tracked on the parent portal on SIS; see the school office for details.

Media Center Policies

The Ozark Junior High Library Media Center offers students resources to prepare them with 21st century research and literacy skills. The Ozark Junior High librarians work to empower students to become prudent researchers and partner with the other libraries within the District and county to ensure access to the most up-to-date resources. These resources include academic databases with peer-reviewed and peer-edited journals and articles with links found on the media center's website. This allows students to have access from home and at school. Students are encouraged to read for pleasure, which promotes cognitive growth and development.

The entire library's collection can be accessed from the school website through Destiny Quest. The website features information about Missouri's award nominated books: Truman Awards Nominees and Gateway Award Nominees and other library resources and happenings. The technology help desk is also located in the Media Center where students can access tech support for their school-issued Chromebooks and Google Apps For Education accounts.

Students may access the media center before school 7:15-7:45 a.m., during advisory, after school until 3 p.m., and during the day when teachers permit. English classes visit the library on a regular bi-weekly basis, as well. Students are responsible for any materials checked out under their names. If they are lost or damaged, then students will need to pay the replacement cost.

Nondiscrimination

For details on the District's Nondiscrimination policy, as well as how to file a grievance, please [click here](#). For all other notices [click here](#).

NCLB Complaint Procedure Process

For details on the complaint procedure for NCLB, [click here](#).

Office Phone Use

The school telephones in the office are for school business only. They may not be used for social purposes. Students will not be called to the telephone during class time except in cases of emergency. The school courtesy phone in the hall near the cafeteria can be used during school hours with teacher or office permission.

Perfect Attendance

Students eligible for perfect attendance at the end of the year must be present in at least half of every class period for the entire school year.

Return Check Policy

Ozark School District has contracted with eTech Transaction Solutions Inc., to facilitate the District with a check recovery plan effective July 1, 2007. Please note returned checks are presented to the bank electronically; additional fees are applied for returned checks. Call the Junior High Business Office at (417) 582-5902 with questions.

Silver Dollar City 8th-Grade Trip

The 8th-grade Silver Dollar City Trip is typically taken during the last weeks of school. All 8th-grade students who have not had an out-of-school suspension during the second semester, are currently serving an ISS assignment, passing all coursework, have completed all required state testing and have a cumulative yearly attendance greater than 90% are eligible to attend. A reduced park fee is charged to attend.

Sportsmanship

Respect for Opponents

The opponent should be treated as a guest, greeted cordially upon arriving, given the best accommodations, and accorded with tolerance, honesty, and generosity.

Respect for Officials

Officials should be recognized as impartial arbitrators who are trained to do their job and who can be expected to do it to the best of their ability.

Knowledge and Understanding of Rules

Familiarity with the most up-to-date rules of the game are essential.

Self-Control

Good sportsmanship requires one to understand his/her own bias and possess the ability to prevent the desire to win from overcoming rational behavior.

Appreciation of Skill in Performance

Applause for an opponent's good performance is a demonstration of generosity and goodwill.

Responsibilities of OJH Students

Student behavior as spectators reflects upon the school. As a result, OJH students shall:

- Know and demonstrate the fundamentals of sportsmanship.
- Correct fellow students whose conduct is unbecoming.
- Respect school property and authority.
- Show respect for injured players.
- Avoid applauding errors or penalties of opponents.
- Not heckle, jeer, or distract opponents.
- Refrain from criticizing players or coaches for a loss.
- Respect the judgment and strategy of the coach.

Student Recognition

Ozark Junior High recognizes the importance of positive reinforcement for meeting and/or exceeding expectations. Some of the ways the Junior High recognizes student achievement is through awards, such as Student of Month, Great Gains Student of the Month, Honor Roll, Perfect Attendance Award, MAP, and EOC Awards.

Student in Good Standing

During the year, special event opportunities arise for students to attend or participate in activities outside the traditional school curriculum. Some examples include community service projects, state tournaments for varsity sports, field trips, incentive days, dances, etc. To attend such events, a student must be in good standing both academically and behaviorally. Academic good standing means a student currently has no D or F grades or on the previous quarter grade card or progress report. The behavior requirement for a student in good standing is to have had no current ISS or OSS assignments or in the previous nine weeks from the date of the event. A student with multiple ISS assignments, OSS assignments, or discipline involving drugs, alcohol, or weapons is automatically ineligible to attend special events for the remainder of the 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.

Specifics on how student records are managed can be found by [clicking here](#).

Tardy Policy

Students may be tardy to each class three times per quarter without penalty. The penalty for subsequent tardiness is as follows:

- 4th tardy – a 30 minute before- or after-school detention with the individual teacher
 - If the student does not attend the before- or after-school detention, he/she will receive one after-school detention or one day of ISS.
- 5th and 6th tardy – one day after-school detention or one day of ISS
- 7th and 8th tardy – two after-school detentions or two days of ISS
- 9th tardy – five days of ISS

Subsequent tardies – may result in OSS. Although advisory period meets every day, the same tardy policy applies.

The office will count students tardy who arrive to class after 8 a.m. Teachers will be responsible for keeping a record of all tardies for each class period after first block. If a student arrives to school during class, s/he will be counted tardy to that class. Students arriving to school 10 or more minutes late will have the tardy verified by a phone call.

The following will NOT count as a tardy, as long as appropriate documentation is provided to the Attendance Office within two school days of the event:

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

Students intentionally missing classes or any part of the school day to avoid a tardy will be addressed accordingly. The school reserves the right to require documentation from doctors and dentists. Students should be aware that the school will investigate and address suspected cases of truancy and/or falsification of documents.

Teaming

Ozark Junior High is structured around a Team Concept. Each student is assigned a core team of teachers. The 8th- and 9th-grade teams consist of math, English, social studies, and science. This team of teachers has common planning time and may schedule

parent/teacher conferences to include each member. The Team Concept is designed to allow each student to belong to a family in the school environment, and to allow teachers to have a better overall understanding of each child's unique needs.

Visitors

Parents and citizens are encouraged to visit Ozark Junior High. In order to maintain the proper security, we request that all visitors follow these procedures:

1. All visitors entering the Junior High are required to sign-in at the office.
2. Visitors are required to wear an identification badge.
3. All badges are to be returned to the office at the time of departure.
4. No student visitors are permitted during the school day without prior administrative approval.

Thank you for helping OJH maintain a safe school environment.

Citizenship Standards

Student activities in the Ozark School District provide a program for students to pursue special interests in addition to the more formal class activities. The values students gain through participation in activities supplement and promote academic learning. Participation in extracurricular activities is a privilege, not a right or entitlement. Participants are expected to conform to a higher standard of conduct than is applicable to nonparticipants. Participants serve as representatives and leaders of the District, school, and community. Thus, they are expected to set a positive example for others.

As part of its activities program, the District has established written Regulations and Guidelines so that participants and their parents/legal guardians will be aware of the behavioral expectations attendant to participation in District activities. An important component of the Regulations and Guidelines is the Good and Creditable Citizenship Requirement.

Citizenship standards can be viewed by [clicking here](#).

Student Drug Testing

Definitions

- Covered Activities – Any extracurricular activity governed by the Missouri State High School Activities Association (MSHSAA) which requires an eligibility roster, including but not limited to:

- 11-Man Football
- Baseball
- Basketball (Boys/Girls)
- Cheerleading
- Cross Country (Boys/Girls)
- Dance/Pom Team
- Golf (Boys/Girls)

Instrumental Music
Scholar Bowl
Soccer (Boys/Girls)
Softball
Speech and Debate
Swimming and Diving (Boys/Girls)
Tennis (Boys/Girls)
Track and Field (Boys/Girls)
Vocal Music
Volleyball
Wrestling

If a covered activity is part of a class for which the student will receive a grade or academic credit and the student and/or his or her parents or guardians refuse to consent to drug testing, the student may still take the class but will be assigned alternative activities in the place of the extracurricular component of the class. Likewise, if a student and his or her parents or guardians consent to drug testing and the student tests positive, the student's grade or credit in the class will not be impacted, but the student will be assigned alternative activities in the place of the extracurricular component of the class.

- Drug Testing – Testing for alcohol and illegal or performance-enhancing drugs.
- Participation Days – Each day that the extracurricular group meets, regardless of whether that meeting is a practice, a group meeting or an event.
- Tested Drugs – The drugs to be tested may include:
 - THC/Marijuana Benzodiazepines Cocaine/Benzoyllecgonine Amphetamines
Barbiturates
 - Phencyclidine Methamphetamine Opiates/Morphine/Methadone Propoxyphene
 - Alcohol
 - MDMA (Ecstasy)
 - Performance-enhancing drugs, including anabolic steroids
 - Adulteration indicators may also be tested for including, but not limited to: Creatinine
 - Nitrites pH

I. General Procedures for Random Drug Testing

Notification and Consent

Students wishing to participate in extracurricular activities and their parents or guardians shall receive a copy of the drug testing policy and related administrative procedures. The coach or activity sponsor must have a signed drug testing consent form on file for each participating student by the beginning of the season. A signed consent form shall be valid for all covered activities and will remain effective until revoked in writing by the parent/guardian. Students who do not return the signed consent form shall not be allowed to participate in covered activities.

Selection for Testing

Prior to testing, each participant in a covered activity will be assigned an identification code. The athletic director will maintain one cross-referenced list of names and codes. Only the athletic director, principal/assistant principal and superintendent/assistant superintendent will have access to this list.

The testing provider/laboratory will randomly select up to 5 percent of participating students by identification code for drug testing periodically throughout the school year. The random selection process will result in an equal probability that any participating student could be chosen. The testing provider/laboratory will notify the athletic director and/or the principal/assistant principal of the students selected for testing by identification code. District employees shall not have the authority to waive the testing of any student selected using the random selection process. If a student tests positive, the District will provide the laboratory the contact information for the student's parents or guardians.

Protection of Information (Privacy)

The laboratory will report positive test results directly to the superintendent or designee. The superintendent or designee will only notify the student, the appropriate extracurricular sponsor, the parent/guardian of the student and other persons the superintendent or designee determines need to know the information to implement District policies or procedures. All files pertaining to drug testing will be kept confidential and separate from the student's other education records, and only school personnel with a need to know the information will have access to the information.

A positive test through a random drug testing program will not result in suspension from school or academic sanctions. The District will not report results to law enforcement.

Positive Test Results

If a positive test result occurs, the result will be verified on the same specimen. Following a confirmed positive result, the student and his or her parent/guardian shall be given the opportunity to submit additional information to the laboratory so that the laboratory may determine whether the positive result was caused by something other than the consumption of prohibited substances. After analyzing the test results in light of any medical information provided, the provider/laboratory's medical review officer will confirm the positive result and contact the District.

Refusal to Submit or Falsifying Results

A student refuses to submit for drug testing when he or she fails to provide adequate urine for testing when notified of the need to do so or engages in conduct that clearly obstructs the testing process. Any student who has a positive initial test and refuses to complete the required paperwork for a confirmation test

will be treated as a refusal to submit to testing. If a participating student refuses to submit to drug testing or takes deliberate action to falsify results, the District will proceed as if the student received a positive test. However, the minimum consequence will be exclusion from all covered activities for 365 calendar days, the student must pass a District-administered drug test prior to participating again, and the student will forfeit all awards and honors given for the covered activities, or eligibility for those awards.

II. Suspicion-Based Drug Testing

A student may be required to submit to a drug test when there is reasonable suspicion that the student is under the influence of or has recently consumed alcohol or any drug prohibited by District policy. Staff members will report such suspicions to the building administrator or designee as soon as possible. The building administrator or designee will determine if reasonable suspicion exists. The District's attorney may be consulted as necessary.

Consequences

Students who test positive under this section will be disciplined in accordance with the District's discipline code and may also be temporarily or permanently excluded from all District extracurricular activities in accordance with other District policies or practices.

Refusal to Submit or Falsifying Results

A student refuses to submit for drug testing when he or she fails to provide adequate urine for testing when notified of the need to do so or engages in conduct that clearly obstructs the testing process. A student who refuses to submit to testing or takes deliberate action to falsify results may still be disciplined under the District's discipline code for being under the influence of alcohol or drugs. A student who takes deliberate action to falsify results may also receive additional disciplinary consequences.

Acceptable Usage Policy Agreement **STAFF/STUDENT/PARENT/GUARDIAN** **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 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-R](#).
- Students are not to reveal their personal home addresses or phone numbers.
- Students must notify parent(s)/guardian(s) 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 receive 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 a 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: Student

The proper use of the Ozark School District network, the internet, and the educational value to be gained from the 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's system is at the user's 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's system. The District will not be responsible for financial obligations arising from unauthorized use of the District's system or the internet.

I have read, or had read to me, the Ozark School District Technology Usage Policy and agree to abide by its 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 consent to District interception of or access to all communications I send, receive, or store using the District's technology resources, under state and federal law, even if the District's technology resources are accessed remotely.

As the parent or legal guardian of the student signing below, I have read the Ozark School District Technology Usage Policy. I understand that violation of these provisions may result in disciplinary action taken against my child, ward or child within my care, in accordance to School Board Policies [JG](#) and [JG-R](#).

I understand that my child's or ward's technology usage is not private and that the District will monitor my child's or ward's use of District technology, including but not limited to accessing browser logs, email logs, and any other history of use. I consent to District interception of or access to all communications sent, received or stored by my child or ward using the District's technology resources, under 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 District, its employees or its agents responsible for materials acquired on the internet. I accept responsibility for guidance of internet use and setting and conveying standards for my child to follow when selecting, sharing or exploring information and media.

I agree to be responsible for any unauthorized costs arising from my child's, ward's, or child within my care's use of the District's technology resources. I agree to be responsible for any damages incurred by my child, ward or child within my care.

I give permission for my child or ward to utilize the Ozark School District's technology resources.

A+ Scholarship Program

The A+ Scholarship Program provides scholarship funds to eligible graduates of A+ designated high schools who attend a participating public community college or vocational/technical school, or certain private two-year vocational/technical schools.

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 Ozark District student alcohol/drug abuse policy.
7. Achieve a score of proficient or advanced on the Algebra 1 End of Course Exam (EOC) or other MDHE approved Mathematics score listed on the following table.

Alternate score for Class of 2018 for A+

ACT Math Score		High School GPA
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.

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 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.

Students who are removed from the A+ Schools Financial Assistance Program and their 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. Violated 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.

The Ozark Junior High thanks you for your support while the school works to help students become productive members at home, school, and society.