

***BUEKER MIDDLE SCHOOL
2011-2012***

“Kids Come First”

LANCE TOBIN
Principal

GLENN MILLER II
Assistant Principal

JULIE OREY (5TH & 6TH) and SUSAN ANGELHOW (7TH & 8TH)
Counselors

AARON WRIGHT
Athletic Director

BRANDY SCHULTE, DEBBIE UNTIEDT, and AMY VAN BUSKIRK
Administrative Assistants

565 South Odell Avenue
Marshall, Missouri 65340

Telephone: (660) 886-6833
Fax: (660) 886-7529

Dear Students and Parents,

This agenda has been developed 1) to help you become familiar with our school, activities, and guidelines for conduct and 2) to help students stay organized with homework and responsibilities.

Please take time to read each section so that you are aware of items that pertain to you.

We hope that all students enjoy their BMS experience and leave more successful and prepared for the future. There will be several adjustments for students during the middle school years. You may face great social, physical, mental, and academic challenges. The BMS Staff is determined to provide a support system for you, as we want the middle school years to be successful and filled with great

memories. We not only want our students to be good students, but good people, too.

BMS offers students the opportunity to participate in many new and exciting activities--we encourage you to “get involved”!

The Bueker Middle School office is open on all regular school days from 7:15 a.m. to 4:00 p.m. All visitors should report to the assistant principal’s office when entering the building.

We wish you a great year at Bueker Middle School.

Sincerely,

The BMS Staff

STAFF

Velma Allen	Technology
Suzane Bass	Special Services
Katie Berger	Librarian
Beth Blumhorst	7 th Communication Arts
Ashley Bredehoeft	6 th Math
Paula Brown	6 th Science / Health
Toni Brundage	Special Services
Jill Buck	7 th Com. Arts/Soc. Studies
Amy Carney	5 th Grade
Marcy Cash	Special Services
Kathy Cook	Satellite Director / Teacher
Robin Craig	8 th Communication Arts
Caleb Crawford	7 th Social Studies / MPS A.D.
Leanna Dehn	8 th Math
Callie Dobbins	Agriculture
Erek Dusenberry	Boys' Physical Education
Teal Dusenberry	Paraprofessional
Dom Giangrosso	I.S.S. Instructor
Kelly Glassmaker	Special Services
Ashley Goodpasture	5 th Grade
Tonya Goosen	7 th Math
Ramona Green	Nurse
Laura Gross	8 th Communication Arts
Kerry Harvey	5 th Grade
Barb Hay	Paraprofessional
Elisha Hedrick	Satellite Para
Kathryn Hedrick	Special Services
Nikki Henley	Satellite Para
Julie Hieronymus	5 th Grade
Jennifer Johnson	ELL
Elaine Kelly	5 th Grade
Kate Koffman	Band
Gentry Lark	Girls' Physical Education
Lori Leicher	5 th Grade
Jane Lewis	8 th Social Studies
Cheryl Lines	Vocal Music
Kevin Lines	Orchestra/Music/Band
Angel Massie	6 th Com. Arts/Reading
Kristen McWhirt	Art
Josh Ming	Special Services
Renee Mullins	Special Services
Kathy Papreck	8 th Science / Health
Lori Price	G.A.T.E.
Travis Reid	8 th Math / Health
Sarah Reiff	5 th Grade
Laura Richardson	H.O.M.E./Art / 7 th S.S.
Heidi Rogers	6 th Communication Arts
Amanda Silvers	Speech Therapy
Anna Singer	8 th Science/Social Studies
Heidi Smith	6 th C. A. / Reading
Melody Smith	Process Coordinator
Mallory Snyder	Special Services
Ronna Solomon	5 th Grade
Jon Stockman	Satellite Teacher
Jasmine Taylor	7 th Math/Soc. Studies
Justin VanWinkle	7 th Science / S.S. / Health
Lari Welch	7 th Science / Health
Aaron Wright	6 th Science / S.S. /A.D.
Sarah Wright	6 th Math/Soc. Studies

**MARSHALL PUBLIC SCHOOLS
MISSION STATEMENT**

The mission of the Marshall Public School District is to prepare, assist, and graduate self-motivated, industrious, and critically-thinking individuals who demonstrate lifelong learning and are committed to serving others in a global society.

**BUEKER MIDDLE SCHOOL
COMMITMENT STATEMENTS**

- ✓ We will promote authentic learning and teaching.
- ✓ We will provide students with the support needed for higher achievement.
- ✓ We will participate in focused professional development to improve student achievement.
- ✓ We will cultivate a safe environment that promotes freedom with responsibility.
- ✓ We will communicate with students, parents, colleagues, and the community.
- ✓ We will collaborate to promote student achievement.

2011-12 SCHOOL CALENDAR

Aug. 10, 11.....	Registration
Aug.15-16.....	New Teacher In-Service
Aug.17-19.....	All Staff In-Service
Aug. 22.....	First Day of School
Sept. 5.....	Labor Day Vacation
Sept. 16.....	MHS Homecoming, Dismiss 12:30
Oct. 14.....	End of 1 st Quarter
Oct. 18.....	BMS Conferences, 3:00-7:00
Oct. 20.....	BMS Conferences 1:00-7:00, Dismiss 12:30
Oct. 21.....	No School
Nov. 22.....	Early Dismissal 12:30
Nov. 23-25.....	Thanksgiving Vacation
Dec. 16.....	End of Semester; Christmas Break Early Dismissal, 12:30
Jan. 2.....	School Resumes
Jan. 16.....	Martin Luther King's Birthday, No School
Feb. 20.....	Presidents' Day, No School
Mar. 9.....	End of 3 rd Quarter
Mar. 13.....	BMS Conferences, 3:00-7:00
Mar. 15.....	BMS Conferences 1:00-7:00, Dismiss 12:30
Mar. 16.....	No School
Mar. 23.....	In-Service, No School
April 5.....	Easter Break, 12:30 Dismissal
April 6, 9.....	Easter, Spring Break
May 18.....	End fourth quarter-Last Day of School 12:30 Dismissal

**Make-Up Days (in order): May 21, 22, 23, 24, 25, 29

EMERGENCY SCHOOL CLOSINGS

If school must be closed for bad weather or any emergency, students and parents should listen to the local radio station, KMMO, for school closing announcements.

BELL SCHEDULES

The first bell rings at 7:35. Students who wish to eat breakfast will be dismissed to the cafeteria and students who wish to go outside will be dismissed to the playground (from the gymnasium at 7:35).

The 1st hour bell rings at 7:55, and students are to be in homerooms by 8:00. Students are allowed three minutes between classes. Lunch breaks are staggered throughout the lunch period from 11:02 to 12:45.

DAILY TIME SCHEDULE

PERIOD	CLASS BEGINS	CLASS ENDS
MHR.....	8:00.....	8:11
1.....	8:14.....	9:00
2.....	9:03.....	9:49
3.....	9:52.....	10:38
4.....	10:41.....	11:27
5.....	11:30.....	12:45
Owl Time.....	12:48.....	1:15
6.....	1:18.....	2:03
7.....	2:06.....	2:51
AHR.....	2:54.....	2:58

DAILY SCHEDULES BY GRADE LEVEL

5th Grade

MHR	8:00-8:11
1 st	8:14-9:00
2 nd	9:03-9:49
3 rd	9:52-10:38
4 th	10:41-11:02
Lunch	11:02-11:27
4 th	11:29-11:56
5 th	11:59-12:45
Owl	12:48-1:15
6 th	1:18-2:03
7 th	2:06-2:51
AHR	2:54-2:58

6th Grade

MHR	8:00-8:11
1 st	8:14-9:00
2 nd	9:03-9:49
3 rd	9:52-10:38
4 th	10:41-11:27
Lunch	11:28-11:53
5 th	11:56-12:45
Owl	12:48-1:15
6 th	1:18-2:03
7 th	2:06-2:51
AHR	2:54-2:58

7th Grade

MHR	8:00-8:11
1 st	8:14-9:00
2 nd	9:03-9:49
3 rd	9:52-10:38
4 th	10:41-11:27
5 th	11:30-11:54
Lunch	11:54-12:19
5 th	12:21-12:45
Owl	12:48-1:15
6 th	1:18-2:03
7 th	2:06-2:51
AHR	2:54-2:58

8th Grade

MHR	8:00-8:11
1 st	8:14-9:00
2 nd	9:03-9:49
3 rd	9:52-10:38
4 th	10:41-11:27
5 th	11:30-12:20
Lunch	12:20-12:45
Owl	12:48-1:15
6 th	1:18-2:03
7 th	2:06-2:51
AHR	2:54-2:58

**** We will dismiss at 2:15 on Wednesdays for collaboration. We will follow the regular daily schedule for periods 1st – 5th. Period 6 will be 12:48-1:30 and period 7 will be 1:33-2:15. We will**

not have Owl Time or Afternoon Homeroom on Wednesdays.

Daily Lunch Schedule

5 th grade	11:02-11:27
6 th grade	11:28-11:53
7 th grade	11:54-12:19
8 th grade	12:20-12:45

BUILDING PROCEDURES

ARRIVAL AT SCHOOL

Students are asked not to come to school before 7:35 a.m. unless they ride a bus or prior arrangements have been made through the office. Students must report directly to the gym upon arriving to school. Students are dismissed from the gym at 7:35 if they wish to eat breakfast or go outside. At 7:55 students are dismissed to class. Supervision of students will be provided from 7:30 to 3:10. The district will not be responsible for supervising students outside of those hours unless they are involved in other approved extra-curricular activities.

ATTENDANCE AT SCHOOL

Regular attendance is expected of every student. Whenever it is necessary for a student to be absent, the parents/guardians should call the school (886-6833) **AFTER** 7:15 a.m./**BEFORE** 8:00 a.m. or as soon as possible on the day that the student is absent.

ABSENCES

Absences are divided into the following four categories: excused, avoidable, truant, and medical. If a call cannot be made on the day of an absence, a note to the office should be sent with the student on the day of his/her return to school. Assignments may not be made up if a student is truant or has been suspended (OSS). If an absence is classified as avoidable (vacations, etc.), a parent or guardian must notify the school prior to the absence and make arrangements with the teachers for make-up work. Absences of more than 10 days, whether or not they are in succession, must be authorized by a physician or administrator, or the absence may be treated as truancy. After 15 absences, a letter may be sent to the proper authorities.

MAKE-UP POLICY FOR ABSENCES

STUDENTS are responsible for making up school work. We will **only** be sending make-up work home

through the office if students have absences of a week (5 days) or more, in succession.

If a student has an excused absence for any period of time, the student should see his/her teachers upon return to develop a plan to complete any missed work.

However, if a child has a planned absence in advance, the make-up plan should be "set" before the child is absent. For example, if a family trip is planned, the homework plan must be taken care of BEFORE the trip.

TARDINESS

Students who arrive late to school should report to the office for a tardy slip before reporting to class. If the tardy is to be excused, a parent or guardian should send a signed, written excuse or call the school.

Excused tardiness during the school day requires prior written permission of a teacher or a written excuse signed by another teacher or administrator. If tardiness becomes excessive, disciplinary action may be taken.

LEAVING THE BUILDING

Once students have arrived, they are not to leave the building or school grounds for any reason without first receiving permission. All students leaving school during the school day must sign out in the office. If a student returns to school, he/she must sign in at the office and get an admit slip to class.

BICYCLES/SKATEBOARDS

Bicycles are not to be ridden on school sidewalks or grounds and should be parked immediately in bicycle racks upon arrival at school. All bicycles should be locked, as the school assumes no responsibility for losses or damages. Skateboards should not be brought to school.

CAFETERIA

BMS uses identification numbers and a computerized system to monitor student lunch accounts. Money should be deposited into the student's account on a weekly or monthly basis, and it is necessary to maintain a positive balance in the account. Students who fail to maintain a positive balance will be put on the debt list and may have limited lunch choice.

Lunch prices are \$1.50 for students (\$.50 reduced) and \$2.00 for adults. Breakfast is provided for students at an additional charge of \$1.00 (\$.40 reduced) between 7:35 and 7:55 a.m.

Students are expected to use good manners, follow basic rules, and keep disruption to a minimum while in the cafeteria. Inappropriate behavior during breakfast or lunch may result in assigned seating.

DEBTS

Debts incurred throughout the school year must be paid. This includes registration fees, library fines, lost and damaged books or other school property, and debts owed for physical education activities, electives, exploratory classes, lunch, etc.

LOCKERS

Students are assigned lockers. All books and personal items, when not in use, are to be kept in these lockers. No book bags may be used during the school day. Combination locks may be used by students, and the combinations must be given to the office in case of problems. Visits to lockers should be planned so a student will not be late to classes.

TEXTBOOKS

Textbooks are issued by classroom teachers. Students are responsible for these books until they are returned. Each book is given a rating according to its condition. If the book is returned damaged, a fine will be assessed by the teacher based on the rating condition of the book when it was issued to the student. Students who lose books will be charged a standard fee.

STUDENT SUPPLIES

Vending machines are located in the cafeteria for use during lunch or with staff permission. The following supplies are available: notebooks \$.75, pens \$.25, novelty pens \$.50, pencils \$.25, and mechanical pencils \$.50.

LOST AND FOUND

All articles that are found, including books, should be taken to the office. Students who have lost items should check in with the office periodically. It is recommended that names be placed on all gym equipment, and students are discouraged from bringing valuable personal items to school. The lost and found box is cleaned periodically, and students are given notice. Students will not be reimbursed for discarded items.

VISITORS

Visitors, especially parents, are always welcome. All visitors to the building should enter through the middle door on Odell Street, sign in at the Assistant Principal's office, and pick up a visitor's pass. If needing to visit a classroom/teacher, please make

prior arrangements with the teacher to avoid possible distractions to class time.

EMERGENCY PROCEDURES

Fire, tornado, earthquake, intruder, and other drills have been established to help prevent injuries and chaos in the case of emergencies. Teachers will escort students to designated areas in case of such emergencies. Crises management plans have also been established in the case of other emergencies. In any type of school-wide emergency, only parents or legal guardians will be allowed to take the children from school after an all-clear has been declared by the proper authorities.

WITHDRAWAL FROM SCHOOL

Any student who is moving out of the Marshall School District should report to the office prior to moving. Each teacher on the student's schedule must sign and post the current grade of the student on the official withdrawal sheet. Textbooks and other materials that are the property of BMS should be returned before the student leaves. Transcripts will not be forwarded without payment or return.

SCHOOL NURSE

Ramona Green

The school nurse is to be utilized for first aid service. She will be at BMS from 7:30 a.m. until 4:00 p.m. daily. When it is necessary for a student to see her, a hall pass must be obtained from a teacher or administrator. The nurse will then make proper arrangements with parents and the office for further action. Students should not be sent to the nurse during her lunch time, 1:00-1:30 p.m. In case of an emergency, students may report to the office.

Giving medication to students during school hours is discouraged and restricted to necessary medication that cannot be given on an alternative schedule. It should not be necessary to give more than one dose of medication during a seven-hour day. Your doctor may be able to schedule all doses of medication to be taken at home. Exceptions should be arranged with school personnel.

Prescription medication will only be administered if in the original bottle with label affixed by pharmacist or physician. Please ask the pharmacy for a school bottle so that it can be left at school and not transported back and forth daily. Over-the-counter medications will only be given if accompanied by a parent's request and must be in the original container. Medication is NOT to be sent in plastic bags, envelopes, etc. All medication must be taken to the nurses's office upon arrival to school. Anyone caught possessing medication on their person, in their

bag, or in a locker during school hours could face disciplinary action. Please pick up the necessary forms for medication administration from the school nurse or secretary. This form must be completed before your child can be given any medication by school personnel. All medications must be provided by parent/guardian.

The administration of medicine to a student, when the above conditions have been met, shall be limited to the school nurse or other designated person(s). All medication shall be kept in the nurse's office. The parents/guardians of the student must assume responsibility for informing school personnel of any change in the student's health or change in medication.

Note: Class trips/Medical concerns

When taking trips away from school grounds, parents bear the responsibility of informing the school nurse of any special medical needs. This information must also be noted on the Emergency Medical/Field Trip Approval form, so that staff is aware of concerns/procedures to be followed for any special medical needs.

CURRICULUM

GRADE CARDS / PROGRESS REPORTS

Official grade cards are issued four times a year. These will be sent home with the students at the end of 1st, 2nd, 3rd, and 4th quarters. Progress reports are issued every three weeks. Students are responsible for taking grade cards and progress reports home to their parents/guardians.

GRADING SCALE

A	95%-100%
A-	90%-94%
B+	87%-89%
B	83%-86%
B-	80%-82%
C+	77%-79%
C	73%-76%
C-	70%-72%
D+	67%-69%
D	63%-66%
D-	60%-62%
F	59% and below
P	"Pass" for effort
N	Incomplete

HONOR ROLL

To recognize outstanding academic achievement, an honor roll has been established. A list of students achieving either the A or B honor roll is sent to the local media, as well as displayed at BMS at the end of each semester. A= 4.00 to 3.55 (w/ no C's or below), B= 3.54 to 2.55 (w/ no D's or below).

AWARDS AND RECOGNITION

Administrators, teachers, and counselors at all grade levels recognize students for academic achievement, exemplary effort, improvement, and good citizenship. Achievement in many areas is publicized throughout the school and in the local media. Incentives may be provided to encourage all students to work to their full potential.

PROMOTION AND RETENTION POLICIES

Any student who receives more than two semester F's may be a candidate for retention. These students will be required to attend summer school. Any student required to attend summer school who is not successful in completing the summer school session may be retained. 8th grade students who do not meet this criteria will be ineligible to participate in the 8th Grade Completion Ceremony. All retentions are subject to administrative review.

CONFERENCES WITH PARENTS

Conferences are scheduled in the fall and spring. Conferences are held with homeroom teachers or special education teachers. Information regarding conference scheduling is sent home in advance so parents may express preferences as to scheduling times.

GUIDANCE DEPARTMENT

Julie Orey (5-6) & Susan Angelhow (7-8)

Some of the major areas of service provided by the counselors are the following: individual, small group, and crisis counseling; orientation and registration of students; referral resources for parents and outside counseling agents; individual and group testing; individual class presentations; and parent /student/ teacher conference consulting.

LIBRARY MEDIA CENTER

The library/media center is open daily from 7:30 a.m. until 3:30 p.m. Students may use the resources before school, with their language arts classes at a regularly-scheduled time, or at other arranged times for group or individual study and research.

EXPLORATORY CLASSES

Explo's (exploratory classes) are quarter-length classes that give students in sixth and seventh grades the opportunity to explore different types of subjects and activities. The Explo classes offered will be Art, H.O.M.E., Technology, and Health.

PHYSICAL EDUCATION

Every student, unless exempted by a WRITTEN ORDER FROM A DOCTOR, is required by Missouri School Law to take physical education. All students in sixth, seventh, and eighth grades should have suitable gym clothes and tennis shoes. Students in fifth grade will wear school clothes for physical education, but must have tennis shoes.

READING ASSESSMENTS

In order to monitor the reading ability and progress of our students at Bueker Middle School all students will take the Gates-MacGinitie Reading Test. All students will take the test at the beginning and end of the school year in order to determine progress.

STATEWIDE ASSESSMENTS

The district will implement the components of the Missouri Assessment Program (MAP) in order to monitor the progress of all students in meeting the Show-Me Standards, as set forth by the Missouri State Board of Education.

Bueker Middle Schools MAP testing schedule will be as follows:

Spring 2012

5th Grade – Math, Communication Arts, and Science

6th Grade – Math and Communication Arts

7th Grade – Math and Communication Arts

8th Grade - Math, Communication Arts, Science and Algebra (EOC)

ELL PROGRAM

The purpose of the ELL program is to identify all Language Minority (LM) students within the district and establish their language proficiency in reading, writing, speaking, and listening in English. A Language Minority student is any student who speaks, understands, or has been exposed to a language other than English in the home. The program monitors the performance of LM students to ensure their academic performance continues to meet grade-level expectations.

The ELL program also provides instructional assistance to LM students who have been identified as Limited English Proficient (LEP). LEP students are learners who are identified as still in the process of acquiring English as an additional language. The students may not read, write, speak, or understand English with the same facility as their classmates. Specific guidelines for the identification, service, and evaluation of LEP students are found in the ESL Policy Manual and Handbook.

El Programa de Ingles Como Segunda Lengua

El proposito del Programa de Ingles Como Segunda Lengua es el de identificar todos aquellos estudiantes dentro del distrito que pertenezcan a un grupo minoritario linguistico (ML) y de establecer en ellos un conocimiento linguistico en la lectura, la composicion, el habla y el sentido de oir en ingles. Un estudiante de un grupo minoritario linguistico es cualquier estudiante que habla, entienda, o que haya sido expuesto en el hogar a cualquier otro lenguaje que no sea ingles. El programa vigila el funcionamiento del estudiante del grupo minoritario linguistico (ML) para asegurar que su funcionamiento academico continua a satisfacer las expectativas del nivel de grado.

El Programa de Ingles Como Segunda Lengua tambien supple asistencia educacional a estudiantes que pertenezcan a un grupo minoritario linguistico (ML) que hayan sido identificados con Conocimiento Limitado de Ingles (CLI). Estudiantes con Conocimiento Limitado de Ingles (CLI) son estudiantes principiantes que hayan sido identificados como estudiantes que aun estarr en el proceso de adquirir el ingles como una lengua adicional. El estudiante pueda que no lea, escriba, hable, o entienda ingles con la misma facilidad que sus companeros do clase. Guia especificas para la identificacion, los servicios, ya la misma facilidad que sus companeros do clase. Guia especificas para la identificacion, los servicios, y la evaluacion del (CLI) Estudiante con Conocimiento Limitado de Ingles, su encuentran en el Manual y Guia de Ingles Como Segunda Lengua.

DISCIPLINE CODE POLICY

GENERAL CLASSROOM RULES

Students are expected to follow these basic responsibilities:

1. Be in class on time.
2. Bring materials and/or equipment and books to class.
3. Keep hands, feet, and objects to themselves.
4. Be mannerly and respectful to teachers and other students.
5. Follow directions of the teacher.
6. Turn in assignments **on time**.

DRESS CODE

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

- ✓ Dress and grooming will be clean and in keeping with health, sanitary, and safety requirements.
- ✓ All students must wear shoes, boots, or other types of footwear.
- ✓ Dress and grooming will not disrupt the educational environment. Examples of dress that might disrupt the educational environment include:
 - Shirts or dresses that are strapless, have only one strap or have two straps that are less than one inch wide.
 - Sagging pants or shorts.
 - Hats, headbands, and other head gear unless necessary for health, religious or other valid reasons.
 - Extremely short shorts, skirts, or dresses.
 - Clothing that contains profanity.
 - Clothing that contains pictures, words, or symbols that are vulgar, sexually suggestive, or promote illegal activity.
 - Sleepwear(including pajamas), robes, and slippers.
 - Clothing that does not appropriately cover the body or that reveals underwear.
- ✓ Gang-related clothing or accessories worn in a gang-related style.
(A list of items that are gang-related is available in the assistant principal's office).
- ✓ 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.
- ✓ Additional dress regulations 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.

SEARCH AND SEIZURE

The administration and faculty of BMS have the right to search the person, clothing, books, or any belongings of a student as long as there is *reasonable suspicion* that the student is concealing materials not belonging to him/her or that are prohibited by law. This may be done during school hours, after school hours, at the school, or at an alternate location. It is recommended this search take place in the presence of another adult. Lockers are the property of the school district. They are subject to search at any time with or without student consent. Periodic searches of the school may also be made by the local K-9 unit and/or the sheriff's department.

SECURITY

Our education resource officer, Mark Henley, has been an outstanding asset in the promotion of a safe school environment. Security cameras located both inside and outside the building are valuable tools in monitoring student behavior and preventing potential problems. Our in-building walkie-talkies allow administrators and/or staff to respond to any situation immediately.

SUSPENSION

In-School Suspension

In-School Suspension (ISS): Students whose conduct is bordering on out-of-school suspension may be assigned to the ISS program. ISS is an alternative program designed to help students stay in school, complete their work, and overcome their problems. Students must show a cooperative attitude and follow prescribed procedures when placed in the ISS room. Those students who do not cooperate or who become a discipline problem in ISS will be suspended out of school for the remainder of the time they were to spend in ISS. If this program does not work, other disciplinary action will be taken, up to and including expulsion. ISS students may not practice, attend, or participate in any school-sponsored extra-curricular activities on assigned ISS days. **NOTE: This includes the last assigned day, too.**

Out-of-School Suspension

Out-of-School Suspension (OSS): Students suspended out of school are not eligible to practice, attend, or participate in any extra-curricular activity for the duration of the suspension and are not to be on Marshall Public School property (this includes ALL assigned days). No make-up work or school credit will be given during out-of-school suspension time unless arrangements have been made through the BMS administration.

LEVELS OF DISCIPLINARY CORRECTION

There are three levels of disciplinary correction. The severity of correction is determined by the offense of the student and his/her past record of behavior. Prior to referring students to the assistant principal for disciplinary action, responsible staff members will have arranged conferences with parent/student, implemented a behavior plan, and evaluated its effectiveness to help the student behave acceptably.

Level One

- | | |
|-------------------------------------|---|
| 1. First offense – one ninth hour | 5. Fifth offense-possible ninety days suspension |
| 2. Second offense – two ninth hours | 6. Sixth offense – expulsion and/or police notification |
| 3. Third offense – one day ISS | |
| 4. Fourth offense – two days ISS | |
| 5. Fifth offense – three days ISS | |

Level Two

1. First offense – one day ISS and/or two ninth hours.
2. Second offense – two days ISS
3. Third offense – three days ISS
4. Fourth offense – OSS to expulsion

*Some Level 3 violations are subject to more severe consequences as noted on the following pages.

Note: After three stays in ISS, the student may be subject to a hearing with appropriate staff members, parents, and administrators to determine what disciplinary action, counseling, and/or treatment is needed. Ninth hours must be served on the date required unless there is a note from a parent/guardian explaining why the ninth hour must be postponed.

Level Three*

1. First offense – three days ISS
2. Second offense – five days ISS
3. Third offense – three days OSS
4. Fourth offense – possible ten days OSS

GENERAL CATEGORIES OF UNACCEPTABLE BEHAVIOR AND DISCIPLINARY ACTION LEVELS

1. ALCOHOL/CONTROLLED SUBSTANCES/COUNTERFEIT SUBSTANCES – The use, sale, transfer, possession, being under the influence of alcohol, intoxicants, inhalants, narcotics, look-alike, controlled substance, and/or any drug are prohibited on or in school property, at school-sponsored activities (home or away), or in any vehicle while being used to transport students for the school district. Level 3 – first offense is subject to a minimum of 10 days OSS with up to 90 days OSS and notification of police/juvenile authorities. Second offense is recommended expulsion with notification of juvenile authorities.
2. ARSON – The intentional or attempted burning of any part of any building or property of the Marshall Public School District is prohibited. This includes using matches or lighters without proper permission. Level 3 – first offense is subject to ten days OSS.
3. ASSAULT- Intentionally causing bodily harm to another without the consent of that person is prohibited. Level 3 – first offense is subject to ten days OSS and notification of police/juvenile authorities.
4. BULLYING – Any repeated and systematic, harassment and attacks on a student or multiple students perpetuated by individuals or groups. Bullying includes, but is not limited to: physical violence, verbal taunts, name calling and put-downs, threats, extortion, theft, damaging property, and exclusion from a peer group. This may also include “cyberbullying” and/or any other form of “electronic bullying”. Level 2-3. **Due to the serious nature of bullying there may be more severe disciplinary action taken depending on the incident.**
5. CHEATING – Dishonesty while completing schoolwork, plagiarism, and/or falsifying or altering records is prohibited. Level 2-3.
6. DANGEROUS FIREARMS – Any weapon which is designed to or may readily be converted to expel a projectile by action of an explosive is prohibited. Level 3 – in accordance with federal law, first offense mandates at least one calendar year suspension from school and notification of police/juvenile authorities. The suspension may be modified on a case-by-case basis upon recommendation by the superintendent to the Board of Education. Second offense requires expulsion from school and notification of police/juvenile authorities.
7. DANGEROUS WEAPONS AND CHEMICALS – The possession or use of any device designed as a weapon and/or capable of producing death or bodily harm is prohibited (examples include knife, BB gun, crossbow, mace, slingshot, shells, look-alike, or other similar deadly weapons). Level 3 – first offense is subject to a minimum of ten days OSS with possible expulsion and notification of police/juvenile authorities.
8. DESTRUCTION OF SCHOOL PROPERTY – Destruction or defacing of books, school supplies, school equipment, or the school property is prohibited. Level 3 – first offense is subject to payment of damages and /or disciplinary action.
9. DISCRIMINATORY ACTS – Any verbal or written act directed toward a person on the basis of race, sex, national origin, ancestry, creed, parental status, sexual orientation, or handicap that promotes negative stereotyping or that degrades or flagrantly demeans any individual is prohibited. Level 2-3.
10. DISORDERLY/UNSAFE CONDUCT – Behaviors that are abusive, indecent, profane, boisterous, unreasonably loud, rough, risky, or tend to cause or provoke a disturbance are prohibited. Level 2-3.
11. DISRESPECT – Using derogatory names, dishonoring, or in any other manner abusing verbally or in writing a member of the school staff or student body is prohibited. Level 3 – first offense is subject to ten days OSS.
12. FAILURE TO SERVE A NINTH HOUR – Knowingly and willfully refusing to serve an assigned ninth hour is prohibited. Level 2-3.
13. FALSE ALARMS – Initiating a false fire alarm or false report of a fire, false 911 reports, impending bombing, or catastrophe is prohibited. Level 3 – first offense is subject to 10 days OSS.
14. FIGHTING – Aggressive, hostile, bodily contact with others is prohibited. Level 3 – first offense is subject to 10 days OSS.
15. FIREWORKS – Anything manufactured, processed, or packaged for exploding, that emits sparks (lighters), is combustible, is considered a lighting material, or does not have another common use, is not permitted on school property or buses. Level 3 – first offense is subject to 10 days OSS.
16. FORGERY – Falsely using the name of another person or falsifying times, dates, grades, addresses, or other data on school forms/documentations is prohibited. Level 2-3.
17. GAMBLING – To bet money or other property in school is prohibited. Level 2-3.

18. INAPPROPRIATE DISPLAY OF AFFECTION – Embracing, kissing, caressing, or any sexual activity under circumstances deemed inappropriate is prohibited. Level 1-3.
19. INCITING OTHERS TO VIOLENCE OR DISOBEDIENCE – Giving encouragement by words, acts, or deeds to fights, demonstrations, or protests which disrupt school is prohibited. Level 2-3.
20. INSUBORDINATION – Willful failure to respond to or carry out a reasonable directive by authorized school personnel is prohibited. Level 3 – first offense is subject to 10 days OSS.
21. INTERFERENCE WITH THE EDUCATIONAL PROCESS – Conduct, behavior, or attire; use of obscene, suggestive, and/or profane language; or gestures advocating disruptive or illegal activity is prohibited. Level 2-3.
22. LITTERING – Throwing or leaving waste, debris, or other litter on school property, other than in authorized and customary waste receptacles, is prohibited. Level 1-2.
23. LOITERING – Being present in any school building or on school grounds at a time or in a manner not usual or permitted is prohibited Level 1-3.
24. LYING – To act dishonestly or to deceive or convey a false impression is prohibited. Level 2-3.
25. OBSCENITY – Possession of sexually explicit materials or illustrations on school grounds is prohibited. Level 2-3.
26. PHYSICAL ABUSE OF STAFF- Unwanted physical contact of staff member by student. Level 2-3.
27. POSSESSION OF STOLEN PROPERTY – Possessing or wearing items that belong to another person, organization, or school system, without the consent of the rightful owner, is prohibited. Level 2-3.
28. SEXUAL ASSAULT – The intentional touching of clothed or unclothed intimate part(s) of another person with any part(s) of the body or with any object or device, thereby causing offense or alarm, is prohibited. Level 3 – first offense is subject to a minimum of 10 days OSS with possible expulsion and notification of police and juvenile authorities.
29. SEXUAL HARASSMENT – Unwelcome sexual advances, requests for sexual favors, or abusive verbal or physical conduct is prohibited. Level 3 – first offense is subject to 10 days OSS.
30. THEFT–Taking or concealing the property of another without the owner’s consent is prohibited. Level 2-3.
31. TARDINESS – Being late to school and/or not being in class when the bell rings is prohibited. Level 1-3.
32. THREATENING OR INTIMIDATING ACTS – The act of verbally, or by gesture, threatening the well-being, health, or safety of any person on school property or en route to or from school is prohibited. This includes the acts of extortion and borrowing or attempting to borrow money or valuables from a person without agreement free of the presence of either an implied or expressed threat. Level 3 – first offense is subject to 10 days OSS.
33. TOBACCO – Students may not use or possess leaves of cultivated tobacco plants prepared for use in smoking, chewing, or snuff at any time on, or adjacent to, school property. Level 3 – first offense is subject to 10 days OSS.
34. TRUANCY – Unauthorized absence for any school day(s), or portion of a school day, is prohibited. Level 3 – first offense is subject to 10 days OSS.
35. VANDALISM/CRIMINAL DAMAGE – Intentional destruction of property belonging to others is prohibited. Level 3 – first offense is subject to payment of damages and/or other disciplinary action.

THESE RULES NOT ONLY APPLY DURING REGULAR SCHOOL HOURS AND ON SCHOOL GROUNDS, BUT ALSO ON BUSES AND AT ANY SCHOOL FUNCTION. SERIOUS INFRACTIONS MAY INCLUDE REFERRAL TO POLICE AUTHORITIES.

All inappropriate behaviors are not covered because of unforeseeable circumstances. Due to the severity, frequency, and/or special circumstances surrounding some offenses, each administrator may use professional discretion in working with students and their parents to determine appropriate disciplinary action, counseling, and/or treatment needed to help the student behave appropriately.

GENERAL SCHOOL RULES

In addition to the general items listed under the discipline guide, there are other rules which apply during each school day.

1. Toys, yo-yos, music players, CDs, laser lights, pagers, rubber bands, skateboards and scooters, etc., should not be brought to school. These items do not make a contribution to academic achievement and are an invitation to theft. They are prohibited from the building without prior permission.
2. Cell phones should not be seen or heard during the school day. * **see Cell Phone Policy below**
3. No items are to be bought or sold in the building without the consent and approval of the principal’s office. Items found without consent will be confiscated without consideration for monetary loss. This includes trading cards.

4. If necessary, telephone calls may be made by students from the office. Students may only use the phone after receiving permission from a teacher or administrator.
5. Substitute teachers should be treated with great respect, as they are guests in the school.
6. Chewing gum is prohibited. Candy is not allowed unless approved by a staff member.
7. Students should not write or pass notes in school.
8. Students and their parents must read a document entitled Marshall Public Schools INTERNET Network Terms and Conditions and sign a contract agreeing to those terms before students are allowed to use the internet at school. Misuse of internet will result in termination of rights and possible disciplinary action.

MARSHALL PUBLIC SCHOOLS CELL PHONE POLICY

Cell phone use is **not** permitted during the school day. Staff members will take away cell phones if they are seen or heard for **any** reason. The phone will then be turned into the Assistant Principal.

- 1st offense – conference w/ Asst. Principal and parent will have to pick up the cell phone
- 2nd offense – after-school detention and parent will have to pick up cell phone
- 3rd offense – 1 day of I.S.S. and parent will have to pick up cell phone
- 4th offense – 3 days of I.S.S. and parent will have to pick up cell phone

***Due to the many capabilities of cell phones (pictures, video and audio recording, etc.) there may be more severe disciplinary action taken depending on the incident.**

AFTER-SCHOOL DETENTION (A.D.)

A.D. gives students the opportunity to take responsibility for minor school infractions. When students are assigned an after-school detention, they are expected to stay. If a student cannot stay the assigned date, a date should be set before the date of stay. The student and Mr. Miller must agree on the date. If students cannot stay for A.D. because of parental requests, the students **cannot** stay and participate in after school activities. If A.D.'s are "skipped" by students for unexcused reasons, further disciplinary action may be taken. Students serving an after-school detention may not participate in intramurals that same day.

SATELLITE SCHOOL

The Satellite School is an alternative educational setting. When students are assigned out-of-school suspension for disciplinary reasons, administration may offer the Satellite School as an option. This allows students the opportunity to stay "off the streets" and complete academic requirements.

TRANSPORTATION

Bus transportation is provided for all students who live more than one mile from BMS. A transportation policy has been written and will be given to parents at the beginning of the school year. Both parents and students will be required to sign forms stating their understanding of the policy. The driver is in charge of students while they are on the bus, and students must obey him/her promptly. Transportation vehicles are considered to be an extension of the classroom, and school discipline policies appropriate to the classroom may be applied to transportation vehicles.

A disciplinary form titled "Driver Contact Report" will be sent home with any student who commits minor infractions. Parent/guardian must sign and return a copy of the report in order for the student to ride the bus the next day. The parent/guardian should discuss the conduct with the child and help to correct any problems.

Repeated minor offenses and any major offense will be referred directly to the principal. Fighting, disrespect to the driver, vandalism, and other similar behavior require referrals to be filed by the driver. The following are possible consequences, but not limited to:

1. Conference with the assistant principal
2. 3-day suspension of bus privileges and conference.
3. 5-day suspension of bus privileges and parent conference with assistant principal and director of transportation.
4. 30-day suspension of bus privileges and parent conference with assistant principal and director of transportation.
5. 90-day suspension of bus privileges.

Note: This is only a guideline, as administration may assign an alternative suspension for a different amount of days depending on the severity and frequency of the actions.

Removal from the bus can occur at ANY time depending upon the severity of the incident. Video cameras may be used to monitor student behavior while on the bus. These tapes may be used in disciplinary procedures, and are for administrative use only.

ACTIVITIES

Students are encouraged to take part in a variety of activities offered by Bueker Middle School. Activities include clubs, which are announced at the beginning of each school year, and intramurals. Intramurals are offered throughout the school year. Information and schedules will be sent home at the start of each season.

CLUBS

Academic Team
BMS Singers
Breakfast Reading Club
Industrial Technology Club
Yearbook

Speech and Drama
Student Council
Technology (computer) Club
Math Clubs

INTRAMURALS

Boys' Flag Football – fall
Girls' Volleyball – fall
Co-ed Bowling – fall

Co-ed board games and ping pong – winter
Boys' and Girls' Basketball – winter

INTERSCHOLASTIC ATHLETICS

Athletic competition against other schools is offered for the following sports:

7th Grade

Football – fall
Girls' Volleyball – fall
Girls' Basketball- winter
Boys' Basketball – winter
Wrestling – winter
Cheerleading – fall/winter
Track – spring

8th Grade

Soccer – fall
Football – fall
Girls' Volleyball - fall
Boys' Basketball – winter
Girls' Basketball – winter
Wrestling – winter
Cheerleading – fall/winter
Track – spring

Eligibility Requirements:

1. Eighth grade students should not have reached the age of 15 prior to July 1, preceding the opening of school (age 14 for 7th graders).
2. Students must have been promoted to the next grade and must not have failed more than one class the **previous quarter**, per MSHSAA rules.
3. Students may not participate in athletics on assigned after-school detention, in-school or out-of-school suspension days.
4. Students must participate in the required number of practices, per MSHSAA rules, to be eligible to play.
5. Students must be in school for the whole day in order to participate in a game. Exceptions must be cleared by an administrator.
6. Students must make prior arrangements if an activity requires them to miss classes.
7. Students **must** have a physical examination and insurance before participating in any sport (practice or play). If a student participates in more than one sport, another physical is not necessary unless there has been an injury or debilitating illness.
8. During the sport/activity season, a student may not participate in competition (games, practice, and try-outs) if they have a failing grade(s). All grading issues may come under administrative review.
9. All parents and students must sign the Bueker Middle School Activity Agreements form in order to participate in any activity.

SPORTSMANSHIP

The first rule of good sportsmanship is being courteous to everyone around you—classmates, visitors, players, coaches, and officials. Good sportsmanship requires:

1. that no spectator or group of spectators attracts attention to themselves by remarks or actions. Improper action by spectators cannot help but detract from the game.
2. that no fans say anything derisive to an opponent.
3. that every member of the crowd remains quiet during free throws for both the home team and the opponents.
4. that spectators do not wander about while the game is being played.
5. that no one blocks the view of other spectators.
6. that spectators refrain from throwing paper or other materials on the playing area or in the stands.
7. that fans cheer for good players but never “boo”. “Booing” is in direct conflict with good sportsmanship.

*****Any athlete/participant may be removed from an activity or team at any time due to behavior that brings discredit to the school, staff, or community.**

*****Students may be removed from any sport or activity due to inadequate academic progress.**

Coaches/Sponsors will inform participants of the specific guidelines.

SCHEDULE OF GAMES

Dates and times will be provided at the start of each season by the coach.

SPECIAL SERVICES POLICY STATEMENT

It is the policy of the Marshall Board of Education to provide a free and appropriate public education to each handicapped student within its jurisdiction, regardless of the nature or severity of the handicap.

It is the intent of the district to ensure that students who are handicapped within the definition of Section 504 of the Rehabilitation Act of 1973 are identified, evaluated, and provided with appropriate educational services. Handicapped students may be covered by this policy even though they do not require services pursuant to the Individuals with Disabilities Education Act (IDEA).

Due process rights of handicapped students and their parents under Section 504 will be enforced. The Marshall Director of Special Education is the coordinator of Section 504 activities at 860 West Vest, Marshall, Missouri.

NOTICE of NON-DISCRIMINATION

Marshall Public Schools do not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities. The following person has been designated to handle inquiries regarding the non-discrimination policies:

Erin Oligschlaeger, Director of Special Services
860 West Vest, Marshall, MO 65340
(660) 886-7414

For further information on notice of non-discrimination, see list of [OCR enforcement offices](#) for the address and phone number of the office that serves your area, or call 1-(800)-421-3481.

MIGRATORY SERVICES

The Marshall Public School District assesses the educational and related health and social needs of the migrant student(s) and homeless and gives full access to all programs ordinarily provided to all other children to meet their needs. These needs would include Title I, Special Education, Gifted Education, Vocational Education, English for Speakers of Other Languages, counseling programs, elective classes, and fine arts classes.

PUBLIC NOTICES

504 PUBLIC NOTICE

Marshall Public Schools, as a recipient of federal financial assistance from the United States Department of Education and operates a public elementary or secondary education program and/or activity, is required to undertake to identify and locate every qualified person residing in the District who is not receiving a public education; and take appropriate steps to notify disabled persons and their parents or guardians of the District's duty.

Marshall Public Schools assures that it will provide a free appropriate public education (FAPE) to each qualified disabled person in the District's jurisdiction regardless of the nature or severity of the person's disability. For

purposes of Section 504 of the Rehabilitation Act of 1973, the provision of an appropriate education is the provision of regular or special and related aids and services that (i) are designed to meet individual educational needs of disabled persons as adequately as the needs of nondisabled persons are met (ii) are based on adherence to procedures that satisfy the requirements of the 504 federal regulations.

Marshall Public Schools has developed a 504 Procedures Manual for the implementation of federal regulations for Section 504 of the Rehabilitation Act, Subpart D. This Procedures Manual may be reviewed at your child's school by contacting your child's school counselor/504 coordinator.

FAPE/IDEA/GEPA/FERPA

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, highly mobile children, such as migrant and homeless children, 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 Marshall Public School District assures that it will provide a free, appropriate public education (FAPE) to all eligible children with disabilities between the ages 3 and 21 under its jurisdiction. Disabilities include autism, deaf/blindness, emotional disorders, hearing impairments and deafness, mental retardation, multiple disabilities, speech or language impairment, traumatic brain injury, visual impairment/blindness and young child with development delay.

The Marshall Public School District assured 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 Marshall Public 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 Marshall Public 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 district's Administrative Building located at 860 West Vest, Marshall, MO 65340. The district phone number is 660/886-7414.

This notice will be provided in native languages as appropriate.

ASBESTOS PUBLIC NOTICE

In accordance with the U.S. Environmental Protection Agency (USEPA) Asbestos Hazard Emergency Response Act (AHERA), the Marshall Public Schools hereby provides public notice concerning the availability of Asbestos Management Plans that provide specific information about Asbestos Containing the Building Materials (ACBMs) present in the school facilities in the Marshall Public Schools.

Availability of Asbestos Management Plans:

The Asbestos Management Plan documents for each school site will be maintained at the Marshall Public Schools Central Office. Updated information regarding inspections, response action, periodic re-inspections, surveillance activities, notifications, and training records will be added to the Asbestos Management Plans as final documents become available.

Asbestos Management Plans for individual schools can be made available for inspection within 5 working days of a request by interested individuals. Appointments to review a school's plan can be arranged by contacting the Asbestos Program Manager's office at 660-886-7414 ext. 300, to schedule a mutually agreeable date/time to meet, review, and answer questions about the plan.

Description of Steps to Be Taken to Provide Annual Notifications:

Annual notifications will be provided to parents, teachers, and employees through three possible means...

1.) Annual posting on the School District website www.marshallschools.com.

- 2.) Annual posting on individual school administrative bulletin boards, and
- 3.) Annual notice in school handbooks.

Sexual Harassment Policy

It is the intent of the Marshall Public School District to provide and to promote an atmosphere conducive to learning. Bueker Middle School has a strict policy prohibiting any form of sexual harassment of students. Any type of harassment (sexual, racial, or otherwise) will not be tolerated.

Harassment is defined as offensive language, physical or verbal sexual advances, physical contact or any other conduct which causes another individual discomfort or embarrassment. Sexual harassment may include, but is not limited to:

- Verbal harassment or abuse.
- Subtle pressure for sexual activity.
- Inappropriate or unwelcome touching, patting, or pinching.
- Intentional brushing against a student's body.
- Demanding sexual favors accompanied by implied or overt promise of preferential treatment.
- Inappropriate staring at another person's body ("looking you up & down").

Anyone believing himself/herself to be a victim of sexual harassment by a student or an employee of the district should report such complaints to a principal, teacher, counselor, or other staff member. A reporting form is available in the principal's office, but reports may also be verbal or by informal written note. The school will act to investigate all complaints as quickly as possible.

Individuals who sexually harass either a student or staff member may be subject to civil or criminal litigation or both, as well as discipline by the school district, including possible suspension or expulsion.

TEACHING ABOUT HUMAN SEXUALITY

The Board of Education recognizes that parents/guardians are the primary source of sexuality education for their children. The Board also recognizes that effective sexuality education, taught in concert with parents/guardians, helps students avoid risks to their health and academic success and prepares them to make informed decisions as adults. Therefore, pursuant to requirements of state law, if the district chooses to use any course materials and instruction relating to human sexuality and sexually transmitted diseases the materials and instruction shall be medically and factually accurate and shall:

1. Present abstinence from sexual activity as the preferred choice of behavior in relation to all sexual activity for unmarried students because it is the only method that is 100 percent effective in preventing pregnancy, sexually transmitted diseases and the emotional trauma associated with adolescent sexual activity. Students shall be advised that teenage sexual activity places them at a higher risk of dropping out of school because of the consequences of sexually transmitted diseases and unplanned pregnancy.
2. Stress that sexually transmitted diseases are serious, possible health hazards of sexual activity. Students shall be provided with the latest medical information regarding exposure to human immunodeficiency virus (HIV), acquired immune deficiency syndrome (AIDS), human papilloma virus, hepatitis and other sexually transmitted diseases.
3. Present students with the latest medically factual information regarding both the possible side effects and health benefits of all forms of contraception, including the success and failure rates for the prevention of pregnancy and sexually transmitted diseases, or present students with information on contraceptives and pregnancy in a manner consistent with the provisions of the federal abstinence education law.
4. Include a discussion of the possible emotional and psychological consequences of preadolescent and adolescent sexual activity and the consequences of adolescent pregnancy, as well as the advantages of adoption, including the adoption of special needs children, and the processes involved in making an adoption plan.
5. Teach skills of conflict management, personal responsibility and positive self-esteem through discussion and role playing at appropriate grade levels to emphasize that the student has the power to control personal behavior. Students shall be encouraged to base their actions on reasoning, self-discipline, sense of responsibility, self-control and ethical considerations, such as respect for one's self and others. Students shall be taught not to make unwanted physical and verbal sexual advances or otherwise exploit another person. Students shall be taught to resist unwanted sexual advances and other negative peer pressure.
6. Advise students of the laws pertaining to their financial responsibility to children born in and out of wedlock and advise students of the provisions of chapter 566, RSMo., pertaining to statutory rape.

The district will not permit a person or entity to offer, sponsor or furnish in any manner any course materials or instruction relating to human sexuality or sexually transmitted diseases to its students if the person or entity is a provider of abortion services. District personnel or district agents will not encourage students to have an abortion.

Students may be separated by gender for human sexuality instruction. Instruction in human sexuality is to be appropriate to the age of the students receiving such instruction.

The district is required to notify the parent/guardian of each student enrolled in the district of the basic content of the district's human sexuality instruction to be provided to the student and of the parent's/guardian's right to remove the student from any part of the district's human sexuality instruction. The district is required to make all curriculum materials used in the district's human sexuality instruction available for public inspection as a public record prior to the use of such materials in actual instruction.

Notification of Rights Under the Protection of Pupil Rights Amendment (PPRA)

PPRA affords parents certain rights regarding our conduct of 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 (ED)-

- 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 -

1. Any other protected information survey, regardless of funding;
2. Any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the school 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
3. 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 -

1. Protected information surveys of students;
2. Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; and
3. 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 Marshall Public School District has developed and adopted policies, in consultation with parents, 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 Marshall Public School District will directly notify parents of these policies at least annually at the start of each school year and after any substantive changes. The Marshall Public School 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 Marshall Public School 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 ED.
- Any non-emergency, invasive physical examination or screening as described above.

Parents who believe their rights have been violated may file a complaint with:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, S.W.
Washington, D.C. 20202-5901