

NEWTON HIGH SCHOOL



Student Handbook

2024-2025



The mission of the NHS community is to prepare our students to be productive citizens in a career or college setting.



900 W. 12TH NEWTON KS 67114

316-284-6280

Twitter: @NewtonHSKS

Facebook: facebook.com/NewtonHighSchoolKS/

Instagram: @NewtonHSKS

School Website: nhs.usd373.org

ACT/SAT CEEB CODE: 172175

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RAILER WAY

- Cherish & Respect Individuality
- Positivity
- Growth Mindset
- Flexibility
- Strong Communication
- Dignity
- Intentional Listening
- Humility
- Team Mentality
- Safe Environment
- Self-Wellness
- Civic Engagement



RAILER PRIDE!!!

Students,

Welcome back to Railer Nation! It's going to be a great year and we are excited for all of the opportunities available to you. Our staff is here to support you in your journey and to challenge you to be your best. Rise to that challenge each day. This will be my 24th year in education and 5th year as an administrator. I am looking forward to serving as your new principal. I know many of you, and look forward to getting to know all of you.



Newton High School is a comprehensive high school with membership in the Kansas State High School Activities Association and the Ark Valley Chisholm Trail League. We offer a large number of activities, and encourage you to get involved! Our mission is to create an environment that allows all students the proper opportunity to be successful no matter your background.

I am proud of the NHS staff we have and know they will work every day to make your time at NHS a valuable experience. Always remember that **together** we will achieve excellence!

Go Railers!

Mr. Chad Nulik, Principal

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BOARD POLICY NOTICE

IN THE EVENT THE RULES AND REGULATIONS SET FORTH IN THIS HANDBOOK CONFLICT IN ANY WAY WITH THE POLICIES SET FORTH BY THE U.S.D. 373 BOARD OF EDUCATION, THEN THE BOARD POLICIES SHALL GOVERN.

Additionally, keep in mind that this handbook is not meant to be all-inclusive of all school policy. Interpretation of items in the handbook and those things that are not in the handbook shall be the responsibility of the building administrators.

NOTICE OF NON-DISCRIMINATION

Discrimination against any student on the basis of race, color, national origin, sex, disability, or religion in the admission or access to, or treatment in the district's programs and activities is prohibited. The Superintendent, 308 E. 1st, Newton, KS 67114, 316-284-6206 has been designated to coordinate compliance with nondiscrimination requirements contained in Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and The Americans with Disabilities Act of 1990.

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CONTACT GUIDANCE

**Newton High School Phone Number
316-284-6280**

Call In Student Illness: Attendance Secretary- Pauline Salas- Ext. 2018-
pauline.salas@usd373.org

Check Breakfast & Lunch Menus: usd373.nutrislice.com/

Principal: Chad Nulik - Ext. 2023 chad.nulik@usd373.org

Contact Student's Administrator

Last Name A-G Julie Tucker– Ext. 2032- julie.tucker@usd373.org

Last Name H-O – Mr. Derek Bristol – Ext. 2025- derek.bristol@usd373.org

Last Name P-Z – Emily Snyder Ext. 2028- emily.snyder@usd373.org

Contact Student's Counselor

Last Name A-G – Renee Ybarra - Ext. 2036 - rene.ybarra@usd373.org

Last Name H-O – Ms. Danna Gordon – Ext. 2055- danna.gordon@usd373.org

Last Name P-Z – Mrs. Jana Crittenden – Ext. 2056- jana.crittenden@usd373.org

Course Requests: Students should contact their counselor. See Above for Alpha Groups.

Transcript Requests: Contact the Registrar- Mrs. Lorisa Harder - Ext. 2037
lorisa.harder@usd.373.org

Parent Portal Access (Infinite Campus): Contact Mrs. Angie Voth - Ext. 2022
angela.voth@usd373.org

Career & Tech Education: Contact Mrs. Diane Moser - Ext. 2907 diane.moser@usd373.org

College & Career Advocate: Carmen Jarrell - Ext. 2904 carmen.jarrell@usd373.org

Athletics: Mrs. Michelle Bergquist- Ext. 2062 - michelle.bergquist@usd373.org

Mr. Brian Becker- Ext. 2066- brian.becker@usd373.org

Mr. Taylor Counts Ext. 2065 - taylor.counts@usd373.org

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Alma Mater & Fight Song

OUR ALMA MATER

Where trails meet and friendships grow

There's a school I know,

With a spirit proud and bold,

Fighting for the Black and Gold.

Upward, onward, ever forward,

Lift your banners high

Hail to thee, our alma Mater,

Hail, all hail, to Newton High!

THE RAILROADER SONG

The eyes of Newton are upon you on every pass and play.

The hopes of Newton ride beside you; it's the old Railroader way!

Start the mighty Railers rolling; start them with the Railer song.

Then watch those mighty Railers rolling: Railer, roll along!

Go, go, go, go, Railroaders!

Fight, fight, fight, fight, Railroaders!

Win! Win! Win! Win! Railroaders!

[CLICK HERE TO LISTEN TO EACH SONG](#)

Academics

Railers: Responsible, Respectful, and Resilient

Railer Honor Code

“On my honor, as a Railer, I have neither given nor received unauthorized aid on this academic work.”

This means: On my honor (we trust you and take your word) as a Railer (you are enrolled as a student at NHS) I have neither (you have NOT) given nor received (been a party to) unauthorized aid (whatever your instructor has stated in the syllabus or verbalized to you that he or she considers inappropriate, dishonest, or cheating) on this academic work (an original song or work of art, a chemistry lab report, a signature on an attendance sheet, a paper, a test or exam...anything you do for a grade) – adapted by permission from Kansas State University

Graduation Requirements (Class of 2025 & Beyond)

Students must earn 26 credits total as well as specific credits by academic area in order to graduate. (see table below)

Each successfully completed course counts as .5 (one-half) credit per semester (Aug-Dec or Jan-May). Students enroll in a course each period each semester and may earn 7.25 credits in an academic year. Additional options include college courses.

Twenty-six (26) total credits are required for a standard NHS diploma with specific requirements listed below by subject area:

Subject	Minimum Credits
Mathematics	3
Science	3
English	4
Social Studies	3
Speech/Communication	.5
Physical Education	1
Fine Arts	1
Financial Management	.5
Electives	10
Minimum credits for graduation	26

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Fine Arts Credit Requirement Options:

All Art Courses	All Instrumental music courses	All Vocal music courses
All World Language courses	Drama I	Drama II
Technical Theater	Speech	Novice Debate
Culinary Arts I	Forensics	Interior Design
Honors Debate	Woodworking I or II	Intro to Engineering Design
Fashion Studio I, II, or III	Principles of Engineering	Auto Restoration
Pre-Voc Welding	Welding Technology	Precision Machining
21st Century Journalism		

NHS Course Catalog



To find the NHS Course Catalog

[CLICK HERE TO ACCESS](#)

- Click on Students
- Click on Course Catalog
- Click on 2024-25 Course Catalog

AP Courses

Advanced Placement (AP) Courses – The College Board’s Advanced Placement (AP) Program allows high school students to pursue very rigorous college-level studies. Based on their performance on end-of-year AP examinations, students can earn up to 6 hours of college credit per subject, advanced placement in college courses, or both. Students are responsible for the cost of taking the optional AP exam (currently \$95), but fee reductions are available to those who qualify. Students may petition for additional courses (see counselor). AP courses require a substantial commitment of time, energy, and work. Newton High School offers the following AP courses (AP = Advanced Placement):

AP Calculus	AP English Literature
AP Statistics	AP U.S. History
AP Biology	AP Psychology
AP Studio Art	AP Pre-Calculus

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College (Dual-Credit) Courses

Students sophomore status or higher may take college courses for dual credit (high school and college). Check with your counselor to determine if a course satisfies NHS requirements. Colleges may use unweighted GPA for scholarships.

Co-Curricular Activity Participation

Co-curricular activity participation requires meeting KSHSAA guidelines and being in good standing as a student. It is possible for students to graduate in 3.5 years. Students are encouraged to consult their parents and consider the low cost opportunities offered at NHS before seeing their-counselor by January of your junior year. Students electing to graduate early may not participate in extracurricular activities once no longer enrolled in and regularly attending school in the district. Exceptions shall be made for participation in official graduation exercises unless participation is denied for appropriate reasons. Co-Curricular Activities are held to the same Code of Conduct as Athletics.

Credit Guidelines for Graduation

Credit Guidelines for on-time graduation (as of August 1):

Freshman	0 to 4.75 credits
Sophomore	5 to 10.75 credits
Junior	11 to 16.75 credits
Senior	17 or more credits

Finals

A semester final or cumulative activity may be given in every course. Finals cannot be given late without permission from the building principal.

Flexible Scheduling / Virtual Option

Virtual is available through an application process and is serviced out of ESSDACK. Students who have progressed beyond expectations in credits may apply for a partial schedule or early release. Approval is required by the counselor, principal and parents. Students with life circumstances that necessitate a unique schedule may apply through their counselor.

Kansas Qualified Admissions

The Kansas Board of Regents no longer requires specific courses to be taken for admission to state universities. Students who wish to attend a University after high school are recommended to take the Kansas Scholars Curriculum.

Go to [this link](#) for details.

Honors Courses

Honors Courses: Honors courses are rigorous courses designed to help the academically motivated student prepare for college and Advanced Placement courses. Students who choose to take Honors courses will be asked to perform at a rigorous level. NHS offers:

Honors English 1	Honors Geometry	Honors Biology	Honors Spanish
Honors English 2	Honors World History	Honors Chemistry I	Honors Algebra II
Honors English 3	Advanced Placement Government	Honors Chemistry II	Honors Physics
Honors English 4	Advanced Placement Pre-Calculus	Anatomy & Physiology	
Intro to Engineering	Aerospace Engineering	Civil Engineering	Principles of Engineering
Exp Debate			

Seminar/RailerTime

Seminar is a Pass/Fail course worth one-quarter (.25) credit per year. A 75% or better is needed to earn Seminar credit.

Seminar is evolving and, starting this year, will be connected to RailerTime. Seminar and RailerTime is structured time in the middle of the day that provides an opportunity for students to complete homework, make up missed schoolwork, participate in club activities, and seek assistance from teachers for more intensive individual or small group instruction. Seminar and RailerTime are the driving vehicle for our Individual Plan of Study (IPS) initiative as well as adult-to-student mentoring. Students must be present and productive to earn credit in Seminar. Seminar is a required course, and students in a dual credit course during that time

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frame will have to take Seminar online through our college and career counselor. Seniors who have completed all requirements at the end of 1st semester may opt out of 2nd semester.

RailerTime is an hour (11:15-12:15) each day of the school week, except some Mondays and all Wednesdays. Students are expected to “badge in” to each location they go to. They will “badge out” when they leave. Students must accumulate 30 minutes of learning services during that hour. The other 30 minutes are for lunch. Students can structure that hour however they like. For example, a student may go to lunch for 10 minutes, see a teacher for 5 minutes, and then go back to lunch. **The key is to accumulate 30 minutes of learning services in the hour. Students who do not accumulate 30 minutes will be given an hour of detention.**

Seminar and RailerTime expectations include completing Xello activities. Other expectations/opportunities include:

Read / Make up work
Assignment completion

Mentoring
Assemblies

Academic Assistance
Clubs / Activities

Student Activities

All students who are representing NHS through athletic/activity participation must meet all eligibility requirements as outlined in "The Railer Way" Code of Conduct. For Public School students this includes meeting all KSHSAA eligibility requirements such as being currently enrolled in a minimum of 5 courses at NHS, and having passed 5 courses in the previous semester. Non-public school students must show satisfactory progress towards achievement or promotion to the next grade level. Grade guidelines during the season will be determined by the coaches. Students in KSHSAA Activities, Clubs, and Sports must complete, and agree to, the “Railer Way” training to participate. Newton High School Athletics/Activities has a website www.newtonrailroaders.com which has information on schedules, rosters, and other important announcements.

Transcript

A transcript is an official record of all semester grades earned by a student. This document also includes assessment and test scores, for example, the ACT and/or SAT. Only semester grades appear on a transcript. A semester course equals one-half (.5) credit.

Transfer Students

Students transferring to NHS from an accredited school will receive credit based on their transcript.

Weighted Grades

Class of '25

Weighted grades are utilized in order to determine class rank. The number of points earned divided by the number of courses equals the weighted GPA. Select courses could receive weighted credit. Any approved college course weight will be determined by the Department Chair, Building Principal, and District Administration.

Class of '26 & Beyond

Any additions to this list must have the approval of the Department Chair, Building Principal, Superintendent, and USD 373 Board of Education. Only classes in Math, Science, English, and Social Studies may be considered.

Weighted grades are utilized in order to determine class rank. The number of points earned divided by the number of courses equals the weighted GPA. Select courses could receive weighted credit. Only classes in Math, English, Science and Social Studies will be weighted. The Department Chair, Building Principal, and District Administration will determine any approved college course weight.

Only AP/Honors Courses in Core Content will be weighted.

Grade	General Grade Pts	Honors Gr Pts	AP Grade Pts
A	4	4.5	5
B	3	3.5	4
C	2	2.5	3
D	1	1.5	2

Academic Recognition

Gold Card (By Semester): Sophomore through Senior students who earn a GPA of 4.0 in a semester, or have no unexcused absences and less than 3 excused absences (previous semester), will receive a card that grants them free admission to some athletic events, dances (excluding Prom), and some concerts for the following semester.

Academic Letter (Yearly): Academic letters may be earned through a GPA of 3.5 or better for an entire school year (full-time students only). GPAs are not rounded. Seniors are recognized using their 1st semester and 3rd quarter grades. (Levels: 3.5 = Bronze, 3.7 = Silver, 3.9 = Gold)

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NHS Cum Laude Academic Honors (Class of '24 & '25): Graduating seniors will be recognized for academic honors and recognition at graduation based on completion of challenging courses taken throughout their high school career. The “NHS Cum Laude system” requirements are listed below:

	Cum Laude	Magna Cum Laude	Summa Cum Laude
GPA	3.5 or better for all levels		
ACT Score	23 or higher	26 or higher	29 or higher
Honors Classes	4 courses in 2 or more subjects	5 courses in 2 or more subject areas	6 courses in 3 or more subject areas
AP Classes	None	2 or more AP subject areas	3 or more AP subject areas

In order to score well on the ACT, take challenging Honors and / or AP courses and attend study sessions. The last ACT score that will be accepted to improve Cum Laude standing will be the December test date.

NHS Cum Laude Academic Honors (Class of '26 & Beyond): Graduating seniors will be recognized for academic honors and recognition at graduation based on completion of challenging courses taken throughout their high school career. The “NHS Cum Laude system” requirements are listed below. Changes may only occur to this program with USD 373 BOE Approval.

	Cum Laude	Magna Cum Laude	Summa Cum Laude
GPA	3.7	3.8	3.9
Honors/AP Classes	4 courses	5 courses	6 courses

Kansas Honors Scholars Curriculum

Students may earn additional recognition as a Kansas honors scholar by completing the requirements listed at:

https://www.kansasregents.org/students/student_financial_aid/kansas_scholars_curriculum

- English** 4 Approved units (General, Honors, or AP)
- Natural Science** Biology, Chemistry, and Physics (minimum)
- Mathematics** 4 units: Algebra, Geometry, Algebra II, & FST/Trig or Pre-Calc
- Social Sciences** 3 approved units
- World Language** At least 2 units in one language

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National Honor Society

This is a prestigious honor for students who fulfill the following (see the Railroader National Honor Society sponsor for details):

- Must be a junior or senior with a 3.5 GPA or better (application for membership occurs in the spring of sophomore or junior year).
- Complete the Leadership Survey showing membership in 3 organizations during high school years (in or outside of school).
- Demonstrated leadership in organizations, clubs, athletics, or in the classroom.
- Complete the service survey, showing a commitment to service and includes a variety service projects (recommended minimum of 3 separate service opportunities).
- Must enroll in appropriate classes to graduate *magna cum laude* or complete the Kansas Scholars Curriculum while maintaining the required GPA to achieve this honor.
- Submit 5 character references; 3 from Newton High School teachers.
- For more information or to see if there are service opportunities available to prepare for your application visit:
<https://sites.google.com/usd373.org/nationalhonorsociety-newtonhs/prospective-member>
[s.](#)

NCAA/NAIA Athletic Scholarships

NCAA/NAIA Athletic Scholarships for outstanding student-athletes: These organizations set specific and high standards for students to meet in order to receive financial aid. Prospective students should consult their counselor for additional information and register with each organization during their junior year. Go to playnaia.org or http://fs.ncaa.org/Docs/eligibility_center/Quick_Reference_Sheet.pdf

Scholarship Applications

A variety of local, state, and national scholarships are open for student application throughout the school year. Seniors should check the NHS website, check their Xello portal, look at the senior bulletin board, and speak with their counselor or Registrar frequently. It is the student's responsibility to listen to announcements and ask questions.

Academic Resources

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Academic Websites for Students and Parents:

usd373.org

Advanced Placement course information

<https://apcentral.collegeboard.org/courses>

NCAA, NAIA, and ACT information

<https://web3.ncaa.org/ecwr3/>

<http://www.njcaa.org/eligibility/Pros-SA-Guide>

playnaia.org

fastweb.com

act.org/profile

www.march2success.com

finaid.org



Xello Platform for NHS Students

Xello is an online program that helps you create your very own, unique roadmap for college, career, and future success. Discover your own personalized pathway through self-knowledge, exploration, and planning.

Students can access Xello through Clever.

Xello at a glance:

- Identify Strengths
- Set Goals
- Identify Compatible Careers
- Connect classes to career interests
- Build A Resume
- Search for Colleges
- Manage The College Application process
- Find and Apply for Scholarships
- Schedule College Visits
- Course Planning

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Activities/Athletics

Every Railroader benefits from participation

Five types of activities are offered:

- Activities (Interscholastic: Music, Scholars' Bowl, Forensics, and Debate)
- Athletics (Interscholastic)
- Clubs
- Student Council
- Theater / Drama Productions

Activities are offered in the following areas:

Fall	Winter	Spring
Music	Music	Music
Debate	Debate / Forensics	Forensics
Scholars' Bowl	Scholars' Bowl	
Competition is also offered through BPA, DECA, FCCLA, FFA, HOSA, Journalism, RaileRobotics, and SkillsUSA		

Athletics: NHS offers all possible interscholastic athletics currently offered through the Kansas State High School Activities Association (KSHSAA):

Fall	Winter	Spring
Cross Country B/G	Basketball B/G	Baseball B
Football	Bowling B/G	Golf B
Golf G	Swimming B	Soccer G
Gymnastics G	Wrestling B/G	Softball G
Soccer B		Swimming G
Tennis G	B = boys	Tennis B
Volleyball G	G = girls	Track B/G
Unified Bowling B/G		

Cheerleading and Railiners (dance team) are also offered. These squads support other teams and perform through the fall and winter athletic seasons.

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At least five (5) subjects must be passed in the previous semester in order to be eligible to compete in interscholastic activities.

Theater

The NHS theater department produces two productions per year. Announcements will be made prior to tryouts. Students may gain experience in set design, lighting, sound, costumes, makeup, acting, and directing. Theater presents a wonderful opportunity for students to learn, build friendships, and have fun.

AVCTL Conference

NHS is a voluntary member of the KSHSAA and the Ark Valley Chisholm Trail League.

www.avctl.org

Division 1 Schools	Mascot	Colors	Division 2 Schools	Mascot	Colors
Campus	Colts	Black and White	Andover	Trojans	Blue and White
Derby	Panthers	Green and White	Andover Central	Jaguars	Gold and Black
Hutchinson	Salthawks	Blue and Gold	Arkansas City	Bulldogs	Purple and Gold
Maize	Eagles	Red and White	Goddard	Lions	Blue and White
Maize South	Mavericks	Black and Gold	Eisenhower	Tigers	Blue and White
Salina South	Cougars	Green and Gold	Newton	Railroaders	Black and Gold
Valley Center	Hornets	Purple and Gold	Salina Central	Mustangs	Maroon and White
Division 3 Schools	Mascot	Colors	Division 4 Schools	Mascot	Colors
Augusta	Orioles	Orange and Black	Andale	Indians	Black and Gold
Buhler	Crusaders	Maroon and White	Clearwater	Indians	Blue and White
Circle	Thunderbirds	Blue and Gold	Mulvane	Wildcats	Green and White
El Dorado	Wildcats	Black and Red	Rose Hill	Rockets	Red and White
McPherson	Bullpups	Red and White	Wichita Collegiate	Spartans	Blue and White
Winfield	Vikings	Blue and White	Wellington	Crusaders	Red, White, & Gray

KSHSAA

As a voluntary member of the KSHSAA, NHS pledges to support rules regarding positive sportsmanship and the promotion of character. KSHSAA guidelines can be found at www.kshsaa.org. KSHSAA activities and sportsmanship expectations provide an arena for participants to grow, excel, understand, and value the concepts of sportsmanship and teamwork. All actions are to be positive rather than negative or disrespectful.

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Student Council (StuCo)

Up to seven members are elected by their peers to represent each grade.

Executive Officers

President: Natalie Cassant

Vice President: vacant

Secretary/Treasurer: vacant

Class of 2025

President: Abram Wall

Vice President: Lucas Kaufman

Secretary/Treasurer: Mara Oswald

Representatives:

- Marcella Gonzalez
- Enrique Mercado
- Lily Schloneger
- Tatum Suderman

Class of 2026

President: Nadiya Avendaño

Vice President: Olivia Buffalo

Secretary/Treasurer: Emelia Mosqueda

Representatives:

- Ady Klug
- Makayla Peterson
- Kinlee Unruh
- vacant

Class of 2027

President: Caroline Rickard

Vice President: Naomi Koontz

Secretary/Treasurer: Colbey Williams

Representatives:

- Taije Botterweck
- Peyton Hennes
- Lily Smith
- Brookelyn Treaster

Class of 2028

President: TBD

Vice President: TBD

Secretary/Treasurer: TBD

Representatives:

- TBD
- TBD
- TBD
- TBD

CLUBS

Clubs provide an opportunity to explore interests, develop leadership skills, and have fun. Clubs normally meet during RailerTime, although some clubs require class membership and completion of activities during class or outside the school day.

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This is a tentative list of 2024-25 clubs and is subject to change:

Circle of Friends	Chemistry Club	Drama Club	FCA	Fitness Club
E-Sports Club	Law Club	German Club	GSA	Journalism Club
Sending Sunshine	Spanish/Azteca Club	Spikeball	STAND	Art Club
BPA	D&D Club	Debate Club	FFA	French Club
Friendship/Bracelet Club	HOSA	LERO	Magic the Gathering	Ping Pong Club
SkillsUSA Machining	SkillsUSA Welding	Students for Racial Justice	Tri-M	Yoga Club

STUDENT SERVICES

NHS offers a range of services that students may utilize to enhance their education.

Counseling Services

Last Name A-G – Mrs. Renee Ybarra – Ext. 2036- renee.ybarra@usd373.org

Last Name H-O – Ms. Danna Gordon – Ext. 2055- Danna.Gordon@usd373.org

Last Name P-Z – Mrs. Jana Crittenden – Ext. 2056- Jana.Crittenden@usd373.org

Counselors assist students with academics, career exploration, and personal issues.

Course Changes

The master schedule and teaching assignments are made based on student selections; therefore, schedule changes are restricted to legitimate, educational reasons determined prior to the start of the semester. Once school starts, you are expected to stay in the class unless administrative approval is given for a change in schedule.

Grade Reporting Services

Credits based on semester grades are recorded on transcripts twice per year. Parents are encouraged to monitor their student’s academic progress on-line, contact teachers, and attend Parent-Teacher conferences. Students are encouraged to contact their teachers often.

Grading Period	Start date	End date
1st quarter	8/14/24	10/10/24
2nd quarter/1st semester	10/14/24	12/19/24

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3rd quarter	1/7/25	3/13/25
4th quarter/2nd semester	3/24/25	5/22/25

Computer/Technology Services

Students will be issued Chromebooks as instructional resources. Device handbook is included in the student handbook. Computers are a tool and privilege designed to enhance and supplement the educational process. Use of the Internet by students requires a signed agreement completed during enrollment.

Communication/Telephone Services

Students are encouraged to leave their cell phone in their automobile or locker during the school day. NHS has a telephone system for student use as needed. Students may not disrupt academic time (teaching and/or learning) with electronic devices. Teachers are permitted to limit or eliminate the use of cell phones and other electronic devices in their classroom including but not limited to ear buds, smart watches, and smartphones.

Early Arrival/Late Departure

Students will be allowed in the main building at 7:20 AM. Please loiter in supervised areas: the Commons or locker sections. Students may not loiter in unsupervised or academic areas of the NHS campus without permission at any time.

Food Services

NHS offers breakfast (7:20 – 7:50) and lunch on school days. Student IDs are used to expedite the lunch process. Students have several options and may put money on their lunch account before school or pay cash in the line. Students eat lunch during a 30-minute period depending on the day. It will be offered within RailerTime or connected to their 5th/6th period class. Currently, clothing with pouches and backpacks are not allowed in the kitchen. Students may not use their lunch card to pay for another student’s lunch and may not borrow another student’s lunch card.

The district’s meal charging requirements are as follows: A charge account for students paying full or reduced price for meals may be established with the district. Students may charge no more than five meals to this account. Charging of a la carte or extra items to this account will not be permitted. Any student failing to keep his/her account solvent as required by the district shall not be allowed to charge further meals until the negative account balance has been paid in full.

However, such students will be allowed to purchase a meal if the student pays for the meal when it is received. Students who have charged the maximum allowance to this account and cannot pay

out of pocket for a meal will be provided an alternate meal consisting of a cheese sandwich and milk.

Health Services (School Nurse)

Students who are feeling ill and wish to contact their parent should come to the office/health room to contact their parent. Students should not call their parent from the bathroom, hallway, classroom or any other area regarding being ill and going home.

Students who are ill and are excused to leave school should leave as soon as possible. Students who have a fever of 100.4 or more should stay home. They should not return to school until they have been fever free for 24 hours without fever-reducing medication. All **prescribed** medications should be brought to the school nurse's attention. These medications require a written prescription from the physician and permission from the parent. These medications will be stored and dispensed in the nurse's office unless the physician has ordered otherwise. Over-the-counter medications may be carried and self-administered by students without written parent or physician signature. All medication is to be in the original properly labeled container. At no time should a student give medication to another student.

Lockers

Lockers are the property of the district and are subject to search by school staff at any time. Students have no expectation of privacy in the contents thereof. Lockers assignments are based on grade level and must be requested. A locker will not be assigned unless requested by the student.

Media Center (Library) Services

The NHS Media Center maintains a balanced collection of fiction, non-fiction, and reference books as well as digital devices and other learning and research resources for students. Hours are from 7:30 a.m. to 3:30 p.m. Library questions can be directed to Cathlina Bergman (cathlina.bergman@usd373.org).

Parking/Transportation Services

Student use of the school parking lot is a privilege which may be revoked. Users of the parking lot are subject to the jurisdiction of USD 373 and the Newton Police Department (NPD).

- Loitering in the parking lot is prohibited during the school day.
- Students must have a school-issued parking tag visible to park on school grounds.
- The fire lane is one-way with a speed limit of 15 MPH.
- Students may not park in marked/reserved parking spaces.

Special Education Services

USD 373 / Harvey County SPED Cooperative provides services to students with disabilities, age 3 to 21. Their office can be reached at 316.284.6580 and is located at McKinley Administrative Center, 308 E First. A copy of “Procedural Safeguards and Parent’s Rights in Special Education” is available through the Principal or the special education office.

Parent-Teacher Conferences

Conferences are held with Seminar teachers on the following dates/times.

- Wednesday, September 25th, 2024 - 3:30 - 7:30 PM
- Monday, October 2nd, 2024 - 3:30 - 7:30 PM
- *Spring dates will be announced in January.*

Student Communication

Students are strongly encouraged to speak directly with teachers, coaches, and other staff members as needed in order to learn how to advocate for themselves. Seminar and RailerTime provides an opportune time to work with teachers.

Parent Communication

Parents are encouraged to contact staff by email or phone. Most staff members have a plan period during the day for meeting or returning messages. The NHS telephone number is 316.284.6280.

NHS Office Staff

Administrative Secretary	Angie Voth	Angela.Voth@usd373.org	Ext. 2022
Accounting Secretary	Verlene Keazer	Verlene.Keazer@usd373.org	Ext. 2027
Athletic Secretary	Michelle Bergquist	Michelle.Bergquist@usd373.org	Ext. 2062
Attendance Secretary	Pauline Salas	Pauline.Salas@usd373.org	Ext. 2018
Receptionist	Marisela Ramirez	Marisela.Ramirez@usd373.org	Ext. 2020
Registrar	Lorisa Harder	Lorisa.harder@usd373.org	Ext. 2037
CTE Secretary	Suzan Brinklow	Suzan.Brinklow@usd373.org	Ext. 2922
Welding Program Secretary	Charity Potter	Charity.potter@usd373.org	Ext. 2914

USD 373 District Contact Information

Board of Education

Melissa Schreiber- President
Andy Ortiz- Vice President
Mallory Morton
Dayna Steinmetz
Erica Stevens
Ian Long

District Administration – 316-284-6200

Fred Van Ranken – Superintendent
Joe Sample - Assistant Superintendent of Instructional Services
Reagan Seidl- Harvey County Special Education Director
Jane Nichols- Director of Business Services & Human Resources Director

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Important Dates

With dates changing so often, we request that you visit usd373.org and click on the calendar for current dates.

BELL SCHEDULE

NHS will be on a block schedule for the 2024-2025 school year. Students must enroll in 8 courses and Seminar to be enrolled full-time. Exceptions must be approved through the Student Assistance Team and the Principal.

Black/Gold Schedule



Zero Hour (Optional)

7:10am - 7:55am

1st/2nd Block

8:00am - 9:25am

3rd/4th Block

9:30am - 10:55am

Seminar

(Lunch Based on Seminar Teacher Dept.)

11:00am - 11:10am

A Lunch

Business, Journalism, PE, World Languages, JAG, Machining,
Welding, Math, Social Studies, FACS

Lunch: 11:10am - 11:40am

Seminar: 11:45am - 12:15pm

B Lunch

ELA, Science, Special Education, Railer Academy, Ag,
Fine Arts, Auto, Woods

Seminar: 11:00am - 11:40am

Lunch: 11:45am - 12:15pm

5th/6th Block

12:20pm - 1:45pm

7th/8th Block

1:50pm - 3:15pm

All Block Schedule



Zero Hour (Optional)

7:10am - 7:55am

1st Block

8:00am - 8:40am

2nd Block

8:45am - 9:25am

3rd Block

8:45am - 9:25am

4th Block

10:15am - 10:55am

Seminar

11:00am - 11:10am

Lunch/Railer Time

11:10am - 12:15pm

5th Block

12:20pm - 1:00pm

6th Block

1:05pm - 1:45pm

7th Block

1:50pm - 2:30pm

8th Block

2:35pm - 3:15pm

Dist. PD Wednesday Schedule



Zero Hour (Optional)

7:10am - 7:55am

1st/2nd Block

8:00am - 9:05am

3rd/4th Block

9:10am - 10:15am

5th/6th/Lunch

A Lunch

Business, Journalism, PE, World Languages, JAG,
Machining, Welding, Math, Social Studies, FACS

Class: 10:20am - 10:55am

Lunch: 10:55am - 11:25am

Class: 11:30am - 12:00pm

B Lunch

ELA, Science, Special Education, Railer Academy, Ag,
Fine Arts, Auto, Woods

Class: 10:20am - 11:25am

Lunch: 11:30am - 12:00pm

7th/8th Block

12:05pm - 1:10pm

Professional Development 1:15pm - 3:15 pm

Wednesday Schedule



Zero Hour (Optional)

7:10am - 7:55am

1st/2nd Block

8:00am - 9:25am

3rd/4th Block

9:30am - 10:55am

5th/6th/Lunch

A Lunch

Business, Journalism, PE, World Languages, JAG,
Machining, Welding, Math, Social Studies, FACS

Lunch: 11:00am - 11:30am

Class: 11:35am - 1:00pm

B Lunch

ELA, Science, Special Education, Railer Academy, Ag,
Fine Arts, Auto, Woods

Class: 11:00am - 12:25pm

Lunch: 12:30pm - 1:00pm

7th/8th Block

1:05pm - 2:30pm

Wednesday (Release At 2:30pm)

If Pep Assembly Schedule (Release at 3:15pm)

2:35pm - 3:15pm

Consistent attendance is important for academic success and career readiness.

Parent / Student Attendance Reminders:

- Parent excused absences.....10 school days
- Unexcused absence.....15 minutes or more of a class period
- Activity participation.....Absent LESS THAN 45 minutes
- School start time.....8:00 a.m. DAILY (7:10 am zero hour)
- Leaving campus during the day.....Students must check out through the front office

Truancy: KSA 72-3121 is the law that requires schools to report truancy to the county attorney or their designee when a student misses a significant portion of three consecutive days, or any five days in a semester, or any seven days in a school year.

Activity attendance: If an unexcused absence has not been cleared by 3:00 PM, the student may not attend the activities that day. Individual exceptions can be approved by the building principal.

Excused absences: Parents may excuse their student a significant portion of 10 days per year for student illness, professional appointments, serious illness or death of a family member, religious observances, or absences pre-arranged by parents and approved by the principal. A significant portion of a school day is defined as more than one class period. Parents should contact the attendance secretary at 284.6280, ext. 2018, when their student is going to be absent.

Medical absences: There is no limit for specific absences excused by licensed medical personnel (physicians, dentists, optometrists, chiropractors). A detailed note, signed by the physician, must be provided within 3 days of a health-related absence. Other absences--for example, court appearances--will be managed on an as needed basis.

Leaving school during the day: When students leave school during the academic day, they must check out through the attendance secretary and receive administrative permission. Calls to excuse an absence after the student’s departure from school will not be accepted.

Planned extended absence: If a student must be absent for an extended time, the parent or student should contact the attendance secretary prior to the absence and complete an extended absence form.

Tardies: Parents may not excuse a tardy to school but may contact their student’s Assistant Principal if there are extenuating circumstances. Consequences may be given to students with excessive tardiness.

STUDENT CONDUCT

The NHS student conduct plan is designed to:

- Help NHS students learn how to interact appropriately as adults in the workplace, post-secondary education, and public places
- Reduce or eliminate disruptions to teaching and learning

NHS student expectations were developed following a thorough review of Harvey County business employer-employee agreements. Here is a brief comparison:

Workplace expectations:	NHS expectations:
Attend work regularly	Attend school regularly
Arrive on time	Arrive on time or early
Follow reasonable requests	Follow staff requests / directives
Respect the employer’s capital and the property of others	Respect others and their property
Get along with others and disagree within reasonable limits	Work effectively in groups with a variety of people and disagree appropriately
Improve job performance and demonstrate proficiency in order to be promoted, earn additional responsibilities, and possibly receive a raise	Improve oneself academically and demonstrate proficiency in a variety of subjects and skills in order to advance toward graduation and be successful in college or a career
Use resources and/or tools in an appropriate manner	Use a variety of resources and technology appropriately
Participate in an environment where prejudice, harassment, and threat are not acceptable	Participate effectively in an environment where prejudice, harassment, and threat are not acceptable
Participate in all work-related activities appropriately	Participate in educational and extra-curricular activities appropriately

GENERAL EDUCATION INTERVENTION (GEI)

NHS students that are struggling academically and behaviorally may be referred to the General Education Intervention (GEI) Team.

The GEI team is a school-based, solution-finding group that provides a forum for dialogue on the specific needs of students, presented by parents, teachers, or other professionals. This early

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intervention leads to a better understanding of the support children need in order to be successful in the general education curriculum and school setting.

The primary purpose of the General Education Intervention (GEI) team is to ensure all students are given the opportunity to be successful in the general education classroom by providing a structured support system for teachers and parents when students are experiencing insufficient success in learning.

STUDENT CONDUCT PLAN

The student conduct plan and consequences apply to all USD 373 property / facilities and all school events, even activities that occur in another school district or community. When students exhibit inappropriate or unacceptable behavior, the following interventions will be utilized as deemed appropriate; however, the main focus of the administrative team will be working collaboratively with parents, teachers, counselors, and the student to address the skills needed to limit future behavior issues. Consequences should be carried out with equity and consistency.

- Apologies and/or Restitution
- Conferences and/or Mediation
- Restorative Justice
- Refocus time to address inappropriate behavior and future conduct
- Loss of privileges: including but not limited to open lunch, hallway passing, social interaction opportunities, and/or attendance at extra-curricular activities
- Detention: time designated before school or after school
- In-school suspension – utilized during school hours
- Out-of-school suspension – removal from school for a partial day but no more than 10 days. Students may not be on school grounds or at school events for the duration of a suspension.
- Expulsion hearing
- Other consequences as needed

STUDENT-ADMINISTRATION ASSIGNMENTS

Student	Administrator	Email	Phone Extension
Last name A-G	Mrs. Julie Tucker	Julie.Tucker@usd373.org	2032
Last name H-O	Mr. Derek Bristol	Derek.Bristol@usd373.org	2025
Last name P-Z	Ms. Emily Snyder	Emily.Snyder@usd373.org	2028

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GENERAL BEHAVIOR EXPECTATIONS

- Appropriate dress/clothing. [See Dress Code.](#)
- Arrival/Departure: Students will not be allowed in the building prior to 7:20 AM (unless they have zero hour). Students must depart by 3:20 PM unless involved in supervised extra-curricular activities. On early release Wednesday, students are expected to leave campus by 2:45.
- Backpacks: Backpacks are allowed unless a safety issue exists.
- Zero Tolerance for Bullying. [See Bullying Policy.](#)
- Electronic devices or accessories may be used in the classroom at the discretion of staff. Staff members may prohibit or restrict the use of devices at any time. Recording or videotaping other students or staff members, fights, crisis situations, or medical emergencies is not permitted.
- Food/Drinks are permitted outside of the classroom. Students should be respectful of the facilities and clean up after themselves. Teachers will set their own policy for food and drinks in the classroom setting.
- Investigations: When situations require investigation, questioning of students, or student discipline, the first priority will be given to the safety of students followed by an investigation to determine the material facts. The administration will contact parents as merited once an understanding of the issue has been determined. Students who contact parents or anyone else by email, text message, or phone without permission during this time will be subject to corrective action.
- Law enforcement involvement: The administration may contact the Newton Police Department or other appropriate legal authorities in order to investigate or make arrests as needed. Individuals who are unsure as to whether they may be on the NHS campus are urged to call 284.6280 to obtain permission prior to visiting.
- Loitering: Prior to 7:55 a.m. students may loiter in the Commons or locker sections. Students are not allowed in academic areas. Students may not loiter at any time in unsupervised / unauthorized areas of the campus. Open lunch is an option for 11th-12th students from 11:45-12:15. All other students must remain inside the main school building.
- Parking lot: Students may park in designated student parking but may not loiter in the parking lot or in their cars or any area of campus that is not subject to normal student traffic flow and staff supervision (example: among trees). Students parking in the Brooks area must have a designated parking pass.
- PDA (Public Display of Affection): Students may express their affection at school by holding hands. Kissing, pelvis to pelvis/buttock or chest to chest hugging, etc., will be considered inappropriate interaction.

- Safe School Hotline: The Kansas Highway Patrol provides a toll-free number for students and parents who wish to anonymously report safety issues: 877.626.8203.
- Search(es) – All property or storage areas on school grounds are subject to human and canine search. Guardians do not have to be notified beforehand, but will be after.
- Sexual harassment is unwelcome advances, requests for sexual favors, or other inappropriate oral, written or physical conduct of a sexual nature.
- Weapon/Dangerous Device is defined as any object that can reasonably be considered a potential weapon or destructive device or any facsimile of a weapon on school grounds. While a weapon can take the form of an item not meant to be a weapon, certain items are specifically designated as weapons by statute and cannot be brought onto school grounds or to school events. These include, but are not limited to, firearms, stun guns, pepper spray, metal knuckles, chains, and/or knives. Students may be suspended up to 10 school days pending an expulsion hearing for (a) bringing a weapon onto school grounds or to an event or (b) using an item as a weapon to inflict harm on another person. Some specified weapons require a mandatory expulsion. Other examples include, but are not limited to, belts, pencils, files, compasses, chains, laser pointers, and/or scissors. See Weapons
- Rules, consequences, and/or decisions necessary to regulate or address any condition not specifically mentioned in the student handbook will be made by the NHS administration as needed.

Discipline Guidance Chart (For Reference Only)

This chart is for guidance only. Every situation is different and admins reserve the right to deviate from the guidance.		
Infraction	Consequence	Reasoning
Academic Misconduct/ Cheating	1st Offense: Reported to admin, teacher discretion for consequence Subsequent Offenses: Zero/ISS/OSS	School is where students learn. Cheating or conducting academic misconduct is not learning.
Alcohol (Possession/ Consumption)	1st Offense: 5 Days OSS +Teen Intervene + Probation Subsequent Offenses: 10 Days OSS with Possible Hearing	
Arson	ISS/OSS/Hearing	Arson impacts the safety of our students, staff, and our building.
Behavior (General)	ISS/OSS/Hearing	Appropriate behavior is expected at all times.
Bullying (Cyber)	ISS/OSS/Hearing	Cyber bullying can have far-reaching impacts on student well-being including impacting learning.

Bullying (Physical)	ISS/OSS/Hearing	All students need to feel safe at school and not fearful of any one person or group.
Bullying (Verbal)	ISS/OSS/Hearing	All students need to feel safe at school and not fearful of any one person or group.
Bus Referral	1st Write-Up: Handled By Transportation	Safety for everyone on the bus is paramount. Conduct that impacts safety will not be tolerated.
	Subsequent Write-Ups: Removal From Bus, Detention/ISS/OSS	
Cell Phone Violation	<p>1st Violation: Cell phone held by front office the rest of the school day, parent notified by teacher.</p> <p>2nd Violation: Cell phone held by front office the rest of the school day, parent notified by administrator, 1 hour of detention</p> <p>3rd Violation: Cell phone held by front office the rest of the school day, 1 hour of detention, parent notified by administrator, no cell phone allowed on campus for a week</p> <p>4th Violation: ISS/OSS/Hearing</p>	Cell phones have applications in the classroom at appropriate times. They can also be distractions from learning at inappropriate times. Cell phones can only be used when teacher permission is granted. Cell phones ARE NOT allowed during class time in the hallways or bathrooms. Calls that need to be made during class time can be done with teacher/admin permission outside of the classroom.
Defiance of Authority	ISS/OSS	Reasonable requests and expectations are to be followed. There are appropriate ways to handle these situations if the student feels the request or expectation is unreasonable.
Display of Affection	1st Offense: Up to 2 Hours of Detention	Appropriate conduct is expected on school grounds.
	Subsequent Offenses: Detention/ISS/OSS	
Disrespect/Disruption	ISS/OSS	Appropriate conduct is expected in every interaction at school.
Dress Code	1st Offense: Conference with Student	Appropriate dress, as defined by School Board policy, is expected while on school grounds.
	Subsequent Offenses: Detention/ISS/OSS	
Drug Related (Distribution)	10 Days OSS with Formal Hearing	The impact of distribution impacts more than one person. The safety of our students will not be compromised.
Drug Related (Possession or Consumption)	1st Offense: 5 Days OSS + Teen Intervene + Probation	Drug possession and consumption is illegal on and off campus. The safety of our students will not be compromised.
	2nd Offense: Formal Hearing	

Fighting/Physical Aggression	3-5 Days OSS/Possible Hearing	The safety of our students will not be compromised. There are better ways to handle conflict.
Forgery	Detention/OSS	Forgery is a misrepresentation of the truth. This will not be tolerated.
Gang Related Activity	OSS/Formal Hearing	The safety of our students, school, and staff will not be compromised.
Hall Pass Violation	Conference/ISS/OSS	There is a reason for the pass. Not following it keeps students out of class and learning.
Harassment (Staff)	Conference/ISS/OSS	Appropriate conduct is expected in every interaction at school.
Harassment (Student)	Conference/ISS/OSS	Appropriate conduct is expected in every interaction at school.
Acceptable Use Violations	Lose Privilege for 1 Week	Usage of a school device is a privilege. Using it for non-school activity goes beyond its purpose and could compromise our system.
Insubordination	Conference/ISS/OSS	Appropriate conduct is expected in every interaction at school.
Language (Inappropriate)	ISS/Detention	Appropriate conduct is expected in every interaction at school.
Leaving School Without Permission	2 Hours Detention/ISS	Leaving school without permission potentially puts student safety at risk. The school and guardian need to know where the student is at all times.
Lunch/RailerTime Violation	1 Hour Detention	Our students need to learn how to balance structure with limited flexibility. Getting 30 minutes of Learning Services during RailerTime is required to keep Newton High in compliance with state requirements.
Non-Guardian Call Out	2 Hour Detention/OSS	Having a non-guardian call out a student potentially compromises the safety of the student.
Parking Lot Violation	Conference/Lose Privilege	Parking in the school lot is a privilege. A potential impact to safety will not be tolerated.
Racially-Charged Comments	At least 2 days OSS	Racially-charged comments in school will not be tolerated. They have no place in our school.
Sexual Offense (Non-Violent)	Conference/ISS/OSS	Sexual offenses of any kind will not be tolerated in our school.
Sexual Offense (Violent)	OSS/Formal Hearing	Sexual offenses of any kind will not be tolerated in our school.

Tardies	6th-10th = 30 mins after school detention	Being to school on-time has a positive impact on student learning. It can be negatively impacted with excessive tardiness.
	11th and subsequent = 1 hour after school detention	
Theft	5 Days OSS	Theft potentially impacts the safety of our school, students, and staff.
Threat (Other)	ISS/OSS/Hearing	Everyone needs to feel safe and secure at school.
Threat (School)	ISS/OSS/Hearing	Everyone needs to feel safe and secure at school.
Tobacco/Nicotine	1st Offense: 1 Day ISS + Teen Intervene	Vapes and cigarettes can have a negative health impact, especially in developing bodies.
	Subsequent Offenses: 2 Days ISS	
Trespassing	ISS/OSS/Hearing	The safety of everyone at school is paramount. Having a person who should not be on campus here could impact the safety of everyone in the building.
Truancy	Warning Letter: 3 consecutive days, 5 for semester, 7 for the year	Regular attendance at school is imperative to success in school.
	Continued Truancy: Reported to County Attorney	
Unexcused Absence	1st Offense: 3 Lunch Detentions	Regular attendance at school is imperative to success in school.
	Subsequent Offenses: Lose Open Lunch Privilege/OSS	
Vandalism (School Property)	ISS/OSS/Hearing/Restitution	Vandalism to school property is a waste of money and time to repair.
Videotaping/Recording	2 Days OSS	Videotaping or recording others at school, or any location considered an extension of school (bus, events, etc) could impact safety. These videos or recordings potentially could be posted on social media, which could cause more issues for students in the video or recording.
Weapons	10 Days OSS with Hearing	The safety of everyone on campus is paramount. Zero tolerance for weapons.

DRESS CODE

USD 373 DRESS CODE

BOE JCDB

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Neatness, decency, and good taste are guidelines of the district dress code. Students must dress in a manner that is not obscene; offensive; or substantially or materially disruptive to the learning environment. Apparel that is sexually suggestive; promotes violence, illegal activities, drugs, alcohol, and/or tobacco; or is determined to be gang related is prohibited.

Student apparel and grooming must also meet requirements of any courses which are part of the approved curriculum in which they are enrolled.

Newton High School Dress Code

Dress Code—NHS students are expected to dress appropriately for an academic setting, which may differ from dress in other venues. Dressing appropriately for a situation is a useful skill to have in, for example, a job. The stated dress code is a starting point for the school year.

Adaptations will be made by the NHS administration as needed. The following dress code expectations will apply to the normal school day, and the following items will not be allowed:

- Half-tops or any top that exposes the mid-section or back or low tops
- No blankets or sunglasses allowed in the building for safety reasons
- Hoods or other head apparel (remove upon entrance)
- Indoor Activities: Many indoor activities are held during the winter. All AVCTL and KSHSAA rules and guidelines will be adhered to regarding dress, sportsmanship, and conduct.
- Messages – Clothing with sexual connotations, alcohol, tobacco, or drug advertisements or promotions, and/or symbols that are antagonistic or incite (including but not limited to gore, nudity, profanity, anarchy symbols, violence, etc.). Inappropriateness of a symbol will be determined by the administration.
- Outdoor Activities: Dress code rules for NHS students attending outdoor NHS activities will be modified from the normal school day expectations as needed. General rules for the beginning of the school year are as follows:
 - Gang indicia not allowed
 - Clothing that advertises products illegal for minors to consume and/or possess will not be allowed
- Performing Groups: Performing groups include but are not limited to the Railiners (dance), Cheerleaders, Flag or Drill Team, athletic teams, drama performances, vocal and performing groups. The following are designed to be general parameters for such groups:
 - NFHSIA/KSHSAA dress rules apply

- o Additional items purchased by performing groups are subject to approval (example: t-shirts with a message)
- o Clothing designed to be worn as underwear will not be worn as outerwear
- o Shirts will be worn at practice. Sports bras will not be worn as outerwear
- o Uniform purchases are approved by the AD and the Principal. A uniform may be suitable for competition or performances but not be appropriate to wear during the academic day
- Skirts or shorts must be of appropriate length, longer than the fingertips with the arms extended to the side. Administration will determine appropriate length.
- Spikes or chains. Spikes or chains may scratch furniture and/or be used as a weapon. Administration will determine appropriateness.
- Straps – All exposed straps must be at least 2 inches in width.
- Sagging. The administration will determine what constitutes sagging.
- Undershirts or any type of clothing designed to be worn as an undergarment or underwear may not be worn.
- Other items will be determined as appropriate or inappropriate for school on an as needed basis by the administration.

BULLYING/HARASSMENT

NHS strives to maintain a safe and civil environment for students to learn and attain high academic standards and to promote healthy human relationships. Students should report immediately to the office when an issue includes a direct personal threat. Students may report issues using the [Conflict Report](#). Bullying can also be reported by calling the Kansas Bullying Prevention Hotline at 1-800-332-6378.

The staff at Newton High School takes every bullying report seriously. Students/Staff who have bullied others in violation of school policy may be subject to disciplinary action, up to and including suspension and expulsion. If appropriate, students who violate the bullying prohibitions shall be reported to local law enforcement. This policy applies not only to students who directly engage in an act of bullying but also to students who, by their indirect behavior, condone or support another student's act of bullying.

[To see the Full USD 373 Policy on Bullying Click Here](#)

MISCELLANEOUS

Graduation

In order to participate in Commencement exercises, seniors must complete all credit, course, and graduation requirements. The Class of 2024 Graduation is Saturday, May 18th, 2024 at 6pm at Hartman Arena.

Unpaid Fees

Payment for all textbook fees are due at the time of enrollment, and payment for all other student fees are due at the time of purchase. USD 373 is contracted with RECHECK Inc. of Wichita, Kansas, to handle collections on unpaid accounts. Unpaid fees may include balances owed for school meals, textbook fees and materials, pay-for-participation fees, lost or damaged books, and other miscellaneous fees. Additional charges will apply to accounts submitted for collection. Parents contacted by RECHECK Inc. regarding past due accounts should correspond with RECHECK Inc. at 888-794-7325 to resolve account balances. For general information and/or questions regarding the collection of past due accounts, contact Andi Saenz at 316-284-6217.

Emergency Drills

Fire, tornado, and crisis drills are held as required during the academic day throughout the year. Students are expected to cooperate with staff during all safety drills.

ALICE: Providing a safe, secure learning environment for students is one of our highest priorities. This is why USD 373 has implemented the use of ALICE (i.e. alert, lockdown, inform, counter and evacuate). ALICE training has become a requirement of staff who are employed by USD 373. Our NHS staff have been trained to understand that ALICE is not a step-by-step response, but rather a set of options to utilize in the event of a violent intruder. Students will be trained periodically throughout the school year on ALICE protocols.

Dances

NHS hosts several optional dances throughout the school year. Guidelines and expectations are published prior to events through student announcements. Students must be in good standing (attendance, grades and/or behavior) to be admitted to the dances.

The RailRodeR *3-R's":

- Be responsible – Be on time and ready to learn
- Be respectful – Do not interrupt the teaching and learning of others
- Be resilient—Keep trying until you master the material.

Student Recommendations

Service – Many scholarships and some universities require or give preference to students who have performed service for others. In addition, service to others generally helps us gain a positive perspective. There are many opportunities to serve at parent-teacher conferences, concessions, clubs, or other events throughout the year.

References – Students need objective adults (teachers) to serve as positive character references for scholarships, jobs, or college applications. Since staff members are obligated to be honest, students are

encouraged to work with all teachers, coaches, and staff in a polite, courteous manner. If you are going to be difficult to work with, your lack of positive references may make it difficult for you to achieve your goals.

Leadership – Leadership experience will distinguish you in an interview or on an application. Students are encouraged to participate in clubs, activities, athletics, and other extra- or co-curricular activities that will be fun and provide tangible items that can be entered on a resume.

Resume – A resume is a summary of your educational, work, and other experiences. A strong resume can help you to stand out in seeking a job or scholarship. All students will create one or more resumes while at NHS. You are advised to list a minimum of 3 strong character references from adults (staff members), at least 20 hours of service, at least 1 leadership position, and a high school diploma. If you don't graduate from high school, your options may be severely limited.

Parent Recommendations

- Support consistent attendance by their student
- Provide a time and place for homework completion
- Check regularly on their student's academic progress
- Encourage their student to advocate with teachers

Disabilities

Please contact the USD 373 compliance officer at 284.6200 if you have questions regarding district compliance with Section 504 of the Americans with Disabilities Act.

Hotlines:

Crisistextline.org

Al Anon/Alateen – 888-4AL-ANON

Drug & Alcohol – 800-729-6686

Narcotics Anon - 818-773-9999

JAG (Jobs for America's Graduates)

JAG-K (Jobs for America's Graduates – Kansas) is a career exploration and preparation program that provides a hands-on approach in exploring personal strengths and challenges as well as job attainment skills (cover letter, resume, job application, interviewing, etc.) and workplace "survival" skills (interpersonal relations, teamwork, etc.). Students will acquire valuable knowledge through Project-Based Learning and classroom instruction to enhance communication, life survival, organization, leadership and decision-making abilities. Students will participate in activities that help develop, practice, and refine skills needed for personal, academic, and career success. This full-year class involves individual assignments, team activities/projects, academic remediation support, service-learning opportunities, work-based learning, virtual and in-person guest speakers & field trips, community service, Employer Engagement, and career exploration through job shadowing and/or internship. This class provides a "Resiliency" environment where ALL students, no matter what their circumstances, can come to understand they are capable of extraordinary accomplishments.

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Safe School Hotline

A toll-free number is available for students and parents to anonymously report safety issues. The KHPD safe schools number is 1.877.626.8203. Another option is to call the local School Resource Officer's number and leave a message: 316.284.6280

Student Handbook

This handbook provides NHS students with basic information regarding school expectations and opportunities. Successful students will learn the expectations, see their administrator to clarify questions prior to a problem, and utilize the information to be as successful as possible.

Student ID

Student identification badges/Lunch cards are used for a variety of functions, including paying for lunches and obtaining entry to some events. Replacement IDs may be purchased for \$5 (bookkeeper). Students must be in possession of their student ID during school hours and other school activities, and must present the ID upon staff request. In order to be admitted to athletic events, students must present their physical ID.

NHS Device Policy (Chromebook)

The purpose of the Newton High School Device Handbook is to describe the policy, procedures, and information regarding the 1:1 devices used at Newton High School.

Devices: Each student will be issued a Chromebook with a charging cord.

Receiving and Returning Devices

Devices, chargers, and cords will be distributed to students at the beginning of the year after the parents/guardians have signed off on the appropriate forms and paid the Technology Fee. When the device is assigned to the student and checked out, the condition of the device and accessories will be documented. This will help in the return process at the end of the year. The following school year, students will be receiving the same device from the previous school year.

During the orientation session, students will learn how the devices are used for instruction/learning and will review the handbook.

Individual devices and accessories will be turned in during the final week of school so they can be serviced over the summer.

Students who withdraw, are suspended/expelled, or leave the district for any reason must return their device, charger, and cords on or before the date of withdrawal.

If a student fails to return the device and accessories at the end of the school year or upon withdrawal from the Newton USD 373 School District, the student's family will be responsible for the full cost of replacement of the device, charger, and cords. If this amount isn't paid then, as with all unpaid charges, it would be turned over to collections.

General

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- The device is the property of Newton USD 373 School District, and users will follow the Acceptable Use Policy found on the district's website.
- Only use a clean, soft cloth to clean the screen, and do not use cleansers of any type.
- Students will only use the cords and cables provided with the device. Cords and cables must be inserted and removed carefully to prevent damage.
- Devices must remain free of any writing, drawing, stickers, or labels of any kind other than the Property of the District labels.
- Students must not remove any Newton USD 373 school labels.
- Devices are never to be left in an unlocked locker, unlocked car, or any other unsupervised area.
- Students are responsible for keeping their device's battery charged for use in school each day.

Using the Device at School

Devices are intended for use at school each day. Students should bring their Chromebook to all classes, unless specifically instructed not to do so by their teacher. It is expected that each student will charge their device each night and bring it to school fully charged.

Home Use

Students will be bringing the devices home for learning purposes (if they have paid the technology fee). Some tips for home use:

- The device should never be left unattended in a car.
- Parents should spend time setting up home guidelines for the use of the device. Students are allowed to set up wireless networks on the device. This will assist them using the device while at home.
- Technology support is not available outside of the school day.
- Internet filtering is NOT provided outside of the Newton USD 373 network. Newton USD 373 is not responsible for information and subject matter accessed outside the USD 373 network.
- Devices should not be exposed to extreme heat or cold, moisture, rain, or snow.
- The device should not be used by anyone except the student assigned the device and is for educational purposes only.

Acceptable Use Policy Responsibilities

Students are to follow all expectations as outlined in the Newton USD 373 School District Acceptable Use Policy both at school and home. These include, but are not limited to, the following:

- Illegally installing or transmitting copyrighted materials.
- Any action that violates existing Board policy or public law.
- Sending, accessing, uploading, downloading, or distributing offensive, profane, threatening, pornographic, obscene, or sexually explicit materials.
- Using chat rooms or sites selling term papers, book reports, or other forms of student work.
- Spamming: sending mass or inappropriate emails.
- Gaining access to other students' accounts, files, and/or data.
- Using the school's Internet/email accounts for financial or commercial gain or illegal activity.
- Using anonymous and/or false communications through such sites as iChat or Gmail web-texting sites.

- Students are not allowed to give out personal information, for any reason, over the Internet. This includes, but is not limited to, setting up Internet accounts including those necessary for chat rooms, eBay, email, etc.
- Vandalism: any malicious attempt to harm or destroy hardware, software, or data, including, but not limited to, the uploading or creation of computer viruses or computer programs that can infiltrate computer systems and/or damage software components) of school equipment, will not be allowed.
- Transmitting or accessing materials that are obscene, offensive, threatening, or otherwise intended to harass or demean recipients.
- Bypassing the school district's web filter through a web proxy or any other means.
- Any violation of the Student Handbook.
- Breaking the terms of use on any website, app, or program.

School responsibilities are to:

- Provide Internet and email access to students at school.
- Provide Internet filtering while using the Newton USD 373 network.
- Review, monitor, and restrict information stored on or transmitted via Newton USD 373 School District owned equipment and to investigate inappropriate use of resources.
- Provide staff guidance to aid students in doing research and help assure student compliance to the Acceptable Use Policy.

Parents/guardians Responsibilities:

Talk to your children about expectations and the standards that your children should follow on the use of the technology in your home, just as you do on the use of all media information sources, such as television, telephones, movies, and radio.

Students are Responsible for:

- Using devices in a responsible and ethical manner.
- Ensuring that the assigned device is only used by them. (Other students, parents, siblings, friends etc. should NOT use the device.)
- Obeying general school rules concerning behavior and communication that apply to Chromebook/computer use.
- Using all technology resources in an appropriate manner so as to not damage district equipment.
- Monitoring all activity on their account(s).
- Turning off and securing their device after they are done working to protect their work and information.
- Report inappropriate behavior or use to an adult.
- Returning their device to the school at the end of the school year. Students who withdraw or are suspended/expelled must return their device.
- Bringing their device to school each day, charged and ready for use.

Technology Usage Fee

The purpose of the technology fee is to protect and maintain the investment the district has made in the devices for student use at school and home. Normal wear and tear happens each year, which requires repair and maintenance. Sending devices home increases the wear/tear and possibility of damage. The fee helps ensure the district can maintain, repair, and replace these devices for current and future student use.

The technology usage fee is \$50 per student per year. Students who qualify for reduced fees will pay \$30. Students who qualify for free/no fees will pay \$20.

Students must return the device, charger, and cords in the condition it was issued to the student.

Replacement/Repair	Fee
Cracked Screen or Other Damage	Incident amount will be determined based on damage. (Minimum damage fee of \$50.)
Lost or Stolen Device	Responsibility of the Student - Technology Fee does not cover replacement and cost of the Chromebook.
Lost or Damaged Charger	Technology Fee Does Not Cover: Chromebook charger - \$50

Repair/Damage/Lost Devices

If you are encountering technical problems, report them to the Chromebook coordinator. If it cannot be fixed at that time, a loaner may be distributed based upon the problem and availability of a loaner device. All device policy agreements remain in effect for the loaner.

Damage and or Lost Devices

- Users will report any damaged or lost devices (IMMEDIATELY) to the library.
- Students will fill out a Damaged Device Report that will be signed by the parent before repair is made to the device.
- The cost for repairs will be the responsibility of the student/parent.
- Lost or damaged cords are the responsibility of the student and are not covered in the Technology Usage Fee.
- Lost/Stolen devices are not covered in the Technology Usage Fee and will be the responsibility of the student/parent.

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Chromebook Insurance

Families can purchase insurance for device damage \$25 covering that will cover some of the damages to the chromebook.

Behaviors and Discipline Related to Student Technology Use:

<u>Technology-Related Behavior Violations</u>	<u>Equivalent "Traditional" Classroom Violations</u>
Failure to bring device to school	Coming to class unprepared
Email, texting, skyping, Internet surfing, playing games, etc.	Passing notes, reading magazines, games, etc.
Damaging, defacing, placing stickers, etc. on device	Vandalism of property
Using account belonging to another student or staff member	Breaking into someone else's locker/classroom
Accessing inappropriate material	Bringing inappropriate content to school in print version
Cyber-Bullying	Bullying/Harassment
Using profanity, obscenity, or racist terms on your device	Inappropriate language, harassment
Sending/Forwarding assignment to another student to use as their own and/or copying	Cheating, copying assignment, plagiarism

Violations unique to a 1:1 Environment:

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Not having device fully charged when brought to school
Attempts to defeat or bypass the district's filter and/or security settings
Unauthorized downloading/installation of apps inappropriate for educational setting

Acceptable Use

The use of the Newton USD 373 School District's technology resources is a privilege, not a right. The privilege of using the technology resources provided by the Newton USD School District is not transferable or extendible by students to people or groups outside the district and terminates when a student is no longer enrolled in the Newton School District. This policy is provided to make all users aware of the responsibilities associated with efficient, ethical, and lawful use of technology resources. If a person violates any of the procedures and guidelines named in this policy, privileges may be terminated, access to the school district technology resources may be denied, and appropriate disciplinary action shall be applied.

**Newton High School
Student/Parent Technology Equipment Use Agreement**

This agreement is for the understanding of what will be expected of students in their use of district issued technology devices. This will also explain the responsibility of both parents and students. These policies are set forth for the protection and expected use of the district's investment in technology for educational purposes.

Expectations for Technology Use:

1. Charge the device's battery daily or adequately to make sure it is always ready for classroom use.
2. Keep food and beverages away from devices since they may cause damage.
3. Do not disassemble any part of the device or attempt any type of repairs.
4. The student's device is subject to inspection at any time without notice and remains the property of the USD 373 School District.
5. The student is responsible for all damage or loss caused by neglect or abuse.
6. The student must return the device, power cord, charger or any other equipment in good and working condition.
7. The student must comply with teacher requests regarding student use of the device.
8. Do not send inappropriate emails or messages that would be deemed threatening or harassing at school, away from school, or at a school sponsored event.
9. Do not leave the device unattended or leave the lid of Chromebook open while not in use.
10. The student is the only person that should use the device. Do not loan student issued devices to another student or allow any other person to use.
11. The student shall not download programs or materials without permission of the teacher/administration.

12. There should be no inappropriate pictures or material on the device.
13. The student shall not access inappropriate websites at school, away from school or at a school sponsored event.
14. No music or programs shall disrupt the learning environment.

I agree to the stipulations set forth in the above documentation and will follow any other use policies in place by USD 373. Any misuse or incidents of the above not being followed, the students and parents will be accountable. USD 373 reserves the right to modify any of the above at any time.

NHS Senior Application for Partial Schedule 24-25

School policy states second semester seniors are required to take only those courses needed to fulfill the graduation requirements. However, it is recommended that seniors challenge themselves beyond the 24 credits required. Second semester seniors are encouraged to take advantage of the many educational opportunities available to Newton high students. **Seniors participating in second semester athletics or activities must be enrolled in 6 of the 8 second session blocks AND seminar in order to be eligible under KSHSAA & local guidelines.** Their credits MUST equal 3.0 for the second semester. If they are not enrolling in two courses, they must be on opposite days. Students cannot have both open spots in their schedule on the same day. Students in 0 hour weights will have 3 classes each day in addition to 0 hour.

Students who believe that their educational needs and career goals can be better served through a partial schedule are required to request a partial schedule application form from their school counselor during the first term of their Senior year. The following stipulations will apply:

1. The **Application for Partial Schedule** must be turned in before the end of Term 1. **(Dec 1, 2024)**
2. Partial Schedules will only be granted for 2nd semester.
3. Students requesting Partial Schedules must be on track to graduate.
4. Students will not be allowed on the NHS campus during the time not enrolled in NHS classes.
5. If the student is failing classes in the 4th quarter, Newton High admins and counselors reserve the right to revoke this agreement after visiting with students and parents.
6. College coursework taken during partial schedules cannot be applied toward graduation from Newton High School, unless it is a course that has been given prior approval by the school as an acceptable concurrent credit class.
7. The cost of all post-secondary classes will be at the expense of the student.
8. College grades are included on student transcripts and factor into the students' cumulative GPA and are *NOT* weighted at NHS.

Student Name: _____

Student Signature/Date

Parent Signature/Date

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For office use only:

Credits as of Jan. 1 _____

Cumulative GPA _____

Counselor Signature

Athletic Director Signature

USD 373 Board Policies

The most updated Board policies, which are followed by Newton High, are at this link:

<https://go.boarddocs.com/ks/usd373/Board.nsf/Public#>

Family Education Rights & Privacy Act (FERPA)

The Family Educational Rights and Privacy Act (FERPA) is a federal privacy law that gives parents certain protections with regard to their children's education records, such as report cards, transcripts, disciplinary records, contact and family information, and class schedules. As a parent, you have the right to review your child's education records and to request changes under limited circumstances. To protect your child's privacy, the law generally requires schools to ask for written consent before disclosing your child's personally identifiable information to individuals other than you.

The following questions and answers are intended to help you understand your rights as a parent under FERPA. If you have further questions, please contact the U.S. Department of Education's Family Policy Compliance Office using the contact information provided below.

Does the school have to provide me with a copy of the records if I request them? Schools must honor your request to review your child's education records within 45 days of receiving the request. Some states have laws similar to FERPA that require schools to provide access within a shorter period of time. FERPA requires that schools provide parents with an opportunity to inspect and review education records, but not to receive copies, except in limited circumstances.

Parents whose children receive services under the Individuals with Disabilities Education Act (IDEA) may have additional rights and remedies with regard to their children's education records. The school district, local special education director, or state special education director can answer questions about IDEA.

Who else gets to see my child's education records? To protect your child's privacy, schools are generally prohibited from disclosing personally identifiable information about your child without your written consent. Exceptions to this rule include:

- disclosures made to school officials with legitimate educational interests;
- disclosures made to another school at which the student intends to enroll;
- disclosures made to state or local education authorities for auditing or evaluating federal-or state-supported education programs, or enforcing federal laws that relate to those programs;
- disclosures including information the school has designated as "directory information."

What is directory information? FERPA defines "directory information" as information contained in a student's education record that generally would not be considered harmful or an invasion of privacy if disclosed. Directory information could include:

- name, address, telephone listing, electronic mail address, date and place of birth, dates of attendance, and grade level;
- participation in officially recognized activities and sports;
- weight and height of members of athletic teams;

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- degrees, honors, and awards received; and
- the most recent school attended.

Does FERPA give me a right to see the records of my son or daughter who is in college? When a student turns 18 years old or enters a postsecondary institution at any age, all rights afforded to you as a parent under FERPA transfer to the student (“eligible student”). However, FERPA provides ways in which a school may—but is not required to—share information from an eligible student’s education records with parents, without the student’s consent. For example:

- Schools may disclose education records to parents if the student is claimed as a dependent for tax purposes.
- Schools may disclose education records to parents if a health or safety emergency involves their son or daughter.
- Schools may inform parents if the student, if he or she is under age 21, has violated any law or policy concerning the use or possession of alcohol or a controlled substance.
- A school official may generally share with a parent information that is based on that official’s personal knowledge or observation of the student.

GAAF Emergency Safety Interventions (See GAO, JRB, JQ & KN)

The board of education is committed to limiting the use of Emergency Safety Interventions (“ESI”), such as seclusion and restraint, with all students. Seclusion and restraint shall be used only when a student's conduct necessitates the use of an emergency safety intervention as defined below. The board of education encourages all employees to utilize other behavioral management tools, including prevention techniques, de-escalation techniques, and positive behavioral intervention strategies. Please refer to the complete policy listed on the USD 373 website at <https://go.boarddocs.com/ks/usd373/Board.nsf/goto?open&id=CT6QBF650F02>

Revised date 7/24/23

IHA- Grading System

The district shall have board-approved methods for assessing and reporting the quality of student academic progress. Information shall be published in appropriate handbooks. NHS utilizes a 90 (A), 80 (B), 70 (C), 60 (D), 0-59 (F) grading scale.

Revised: 8/10/2015

IHEA Make-Up Opportunities – (See JBD, JDD) IHEA

Within time limits established by the administration, all teachers shall supply make-up work assignments when requested. The time limits shall be included in the staff and student handbooks each year.

NHS - Teachers will provide an opportunity to make-up work assignments for excused absences when requested. Time limits for student work will be decided by each teacher.

Revised: 8/10/2015

JBD Absences & Excuses—(See AEB,IHEA,JBE & JDD)

When a student is absent from school an attempt shall be made to contact the parent or guardian to determine the reason for the absence. The principal has been designated to determine the acceptability and validity of excuses presented by the parent(s) or the student.

Procedures for notifying parents on the day of a student’s absence shall be published in the student handbook.

Excused/Unexcused Absences

The definition of “excused absence” includes the following:

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- Personal illness;
- Health-related treatment, examination, or recuperation;
- Serious illness or death of a member of the family;
- Obligatory religious observances;
- Participation in a district-approved or school sponsored activity or course;
- Absences pre arranged by parents and approved by the principal; and
- Students of active duty military personnel may have additional excused absences at the discretion of the principal for visitations relative to leave or deployment.

All absences which do not fit into one of the above categories would be considered an unexcused absence. A student serving a period of suspension or expulsion from the district shall not be considered inexcusably absent.

Significant Part of a School Day

An absence of more than 120 minutes or more (2 hours) in any school day shall be considered an absence for a significant part of the school day.

Make-Up Work

It is the student's responsibility to obtain make-up assignments from teachers following an excused or unexcused absence. Revised: 9/28/15, 9/13/21

When a student is absent from school an attempt will be made to contact the parent or guardian to determine the reason for the absence. This is normally done through an automatic phone call. The principal shall determine the acceptability and validity of excuses presented by the parent(s) or the students.

JGG Transportation (See ED & EDDA) JGG)

School-provided transportation shall be available to and from school for those students who qualify. Transportation may be provided by the district for all school activities. Transportation may be denied to students who are detained after school for disciplinary reasons.

Students who use school-provided transportation shall be under the jurisdiction of the vehicle driver while in the vehicle. Students shall be subject to the district's student behavior code and other regulations developed by the superintendent and approved by the board.

Drivers shall report violations of the rules to the building principal who may discipline students. The principal may suspend or revoke the transportation privilege of a student who violates any rule or regulation.

When the district provides transportation to an activity, participating students are prohibited from driving personal automobiles to and from district-sponsored activities held during or after the school day unless authorized in writing by the student's parent or guardian.

All rules shall be published in the student handbook. Revised: 9/28/2015, 2/24/2016, 9/2022

Pupil Conduct - Transportation

To achieve the goal of providing a safe ride for everyone, we need the cooperation of everyone involved. There are times when some students do things that require a reprimand. We hope there are minimal reprimands, but there have to be rules and consequences for breaking the rules. The following instructions apply anytime the pupil is riding a school bus either on regular routes or on an activity or field trip.

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- A. The driver is in charge of the pupils and the bus. Pupils must obey the driver promptly and cordially.
- B. Students are to scan their ID cards when entering and exiting the bus.
- C. Passengers must be on time! The bus cannot wait for those who are tardy. Please call 284-6505 or 6506 if not riding.
- D. Passengers must conduct themselves in a safe manner while waiting for the bus.
 - a . Never stand in the roadway.
 - b . Stand single file in an orderly manner and board in like manner.
Please do not move toward the bus until the service door is opened. The bus will stop at least 6 ft. from the nearest student. If a student must cross the road, the student should check traffic, then make eye contact with the driver or watch for the driver's signal to cross.
 - c . Do not board a bus unless the driver is present.
- E. The driver must assign a seat to each student. If the driver gives permission, the student may change seats only when the bus has come to a stop. F. Any damage to the bus is to be reported immediately to the driver, this includes seats that have been cut. Students will be charged for any damage to school property.
- F. When disembarking, remember the “Danger Zones” and cross ten feet in front of the bus. Observe the directions of the driver; look to be sure no traffic is approaching from either direction. If not crossing the road, move clear of the bus immediately and stay clear. NEVER CROSS BEHIND THE BUS.
- G. When loading at Chisholm, stay behind the yellow line for your safety.
- H. Students are advised to listen to their home radio station for storm warnings and should not attempt to reach school when so forewarned. (Unsafe conditions include heavy snows, floods, extreme windchill.)
- I. No rider shall be allowed to disembark at any designated bus stop other than their assigned stop without prior notification. Notification must be made by a phone call or by email.
- J. Non-qualified riders must obtain prior approval to ride any route.
- K. Glass containers, live animals, pets, balls, bats, balloons, skate boards, or weapons are NOT allowed. If seating arrangements do not allow room for large items, other arrangements need to be made for transporting. (i.e. pillows, sleeping bags, instruments and fundraiser items.)

Passengers shall:

- Remain seated while the bus is in motion.
- Remain quiet when approaching a railroad crossing in order for the bus driver to listen for a train.
- Use low conversational volume while the bus is in motion. Unnecessary conversation with the driver is prohibited.
- Not throw anything out of the bus windows.
- Keep the bus clean and sanitary at all times.
- Keep their hands, arms, head and feet inside the bus at all times.
- Keep the aisle free of feet, backpacks, musical instruments, etc.
- Not open, eat, and/or drink anything while on the bus.

- Never tamper with the controls or the equipment on the bus.
- Not fight or scuffle on the bus or at the bus stop.
- Not smoke, vape, possess liquor or illegal drugs while on the bus.
- Not endanger the safety of others, or commit acts of vandalism, swear, or use obscene language, unacceptable signs, or commit moral offenses while waiting for or riding on the bus.

Passengers who fail to follow the above expectations of the USD 373 Transportation Guidelines may receive a bus referral. Consequences are as follows:

First Violation – Warning with a report sent to parents.

Second Violation – 3-day suspension from riding any bus.

Third Violation – 10-day suspension from riding any bus.

Fourth Violation – Suspension from riding any bus for the semester.

Fifth Violation – Expulsion from riding any bus for the remainder of the school year.

Students who receive a referral will be off both route and activity buses for the specified time of the referral.

MISCELLANEOUS SCHOOL POLICIES/RULES

72-6114. Grounds for suspension or expulsion; who may suspend or expel. Grounds for suspension or expulsion; who may suspend or expel. The board of education of any school district may suspend or expel, or by regulation authorize any certificated employee or committee of certificated employees to suspend or expel, any pupil guilty of any of the following:

- (a) Willful violation of any published regulation for student conduct adopted or approved by the board of education;
- (b) conduct which substantially disrupts, impedes or interferes with the operation of any public school;
- (c) conduct which endangers the safety of others or which substantially impinges upon or invades the rights of others at school, on school property, or at a school supervised activity;
- (d) conduct which, if the pupil is an adult, constitutes the commission of a felony or, if the pupil is a juvenile, would constitute the commission of a felony if committed by an adult;
- (e) conduct at school, on school property, or at a school supervised activity which, if the pupil is an adult, constitutes the commission of a misdemeanor or, if the pupil is a juvenile, would constitute the commission of a misdemeanor if committed by an adult; or
- (f) disobedience of an order of a teacher, peace officer, school security officer or other school authority when such disobedience can reasonably be anticipated to result in disorder, disruption or interference with the operation of any public school or substantial and material impingement upon or invasion of the rights of others.

Suspended Students – Students who are suspended from school are not to attend any school activity or to be on school or U.S.D. 373 property.

K.S.A. 72-6115. Duration of suspension or expulsion; notice; hearings, opportunity afforded, waiver, time, who may conduct. (a) A suspension may be for a short term not exceeding 10 school days, or for an extended term not exceeding 90 school days. An expulsion may be for a term not exceeding 186 school days. If a suspension or expulsion is for a term

exceeding the number of school days remaining in the school year, any remaining part of the term of the suspension or expulsion may be applied to the succeeding school year.

(b) (1) Except as authorized in provision (2), no suspension for a short term shall be imposed upon a pupil without giving the pupil notice of the charges and affording the pupil an opportunity for a hearing thereon. The notice may be oral or written and the hearing may be held immediately after the notice is given. The hearing may be conducted informally but shall include the following procedural due process requirements: (A) The right of the pupil to be present at the hearing; (B) the right of the pupil to be informed of the charges; (C) the right of the pupil to be informed of the basis for the accusation; and (D) the right of the pupil to make statements in defense or mitigation of the charges or accusations. Refusal of a pupil to be present at the hearing will constitute a waiver of the pupil's opportunity for a hearing.

(2) A short-term suspension may be imposed upon a pupil forthwith, and without affording the pupil a hearing if the presence of the pupil endangers other persons or property or substantially disrupts, impedes or interferes with the operation of the school.

(c) A written notice of any short-term suspension and the reason therefor shall be given to the pupil involved and to the pupil's parent or guardian within 24 hours after the suspension has been imposed and, in the event the pupil has not been afforded a hearing prior to any short-term suspension, an opportunity for an informal hearing shall be afforded the pupil as soon thereafter as practicable but in no event later than 72 hours after such short-term suspension has been imposed. Any notice of the imposition of a short-term suspension that provides an opportunity for an informal hearing after such suspension has been imposed shall state that failure of the pupil to attend the hearing will result in a waiver of the pupil's opportunity for the hearing.

(d) No suspension for an extended term and no expulsion shall be imposed upon a pupil until an opportunity for a formal hearing thereon is afforded the pupil. A written notice of any proposal to suspend for an extended term or to expel from school, and the charges upon which the proposal is based shall be given to the pupil proposed to be suspended or expelled from school, and to the pupil's parent or guardian. Any notice of a proposal to suspend for an extended term or to expel from school shall state the time, date and place that the pupil will be afforded an opportunity for a formal hearing, and that failure of the pupil and the pupil's parent or guardian to attend the hearing will result in a waiver of the pupil's opportunity for the hearing. The hearing shall be held not later than 10 days after the date of the notice. The notice shall be accompanied by a copy of this act and the regulations of the board of education adopted under K.S.A. 72-6116, and amendments thereto.

(e) Whenever any written notice is required under this act to be given to a pupil or to a pupil's parent or guardian, it shall be sufficient if the notice is mailed to the address on file in the school records of the pupil. In lieu of mailing the written notice, the notice may be personally delivered.

(f) A formal hearing on a suspension or expulsion may be conducted by any person or committee of persons authorized by the board of education to conduct the hearing.