



**Council Bluffs  
Community**  
SCHOOL DISTRICT

## **District-Wide Student & Family Handbook 2021-2022**

Code of Conduct,  
Student Dress Code,  
Internet-Appropriate Student Use,  
Student Activities Eligibility and  
Public Notices

Translator and interpreter services are available upon request.  
Please contact your building principal.

Si necesita la ayuda de un interprete o traductor, hable con  
el director de la escuela

***School Hours:***

Tuesday-Friday

Middle School 7:30 am – 2:30 pm

High School 8:00 am – 3:10 pm

Elementary School 8:55 am – 3:45 pm

Monday:

Middle School 7:30 am – 12:50 pm

High School 8:00 am – 1:35 pm

Elementary 8:55 am – 2:05 pm

[www.cb-schools.org](http://www.cb-schools.org)  
712-328-6446  
300 W. Broadway, Suite 1600  
Council Bluffs, IA 51503



**Council Bluffs Community**  
SCHOOL DISTRICT

The Council Bluffs Community School District has developed a Return to Learn Plan for the 2020-21 school year. This plan outlines the health and safety measures being taken during the COVID-19 pandemic. The 2020-21 school year is beginning in the Hybrid phase to reduce the number of students in the school buildings each school day. However, the school district is prepared to transition to the Remote or Onsite Learning Phases based on the status of the COVID-19 virus in our community. More information on the Return to Learn Plan can be found on the school district's website [www.cb-schools.org](http://www.cb-schools.org).



## **PUBLIC NOTICES**

### **Speak Out CB**

Speak Out CB is available 24 hours a day through voicemail, email or text. The hotline may be used to anonymously report safety concerns such as bullying, harassment, suspected drug or alcohol use, vandalism, weapons, threats, potential suicides or anything related to the safety of our students, staff and facilities. Speak Out CB could also be used to report good news, accomplishments, suggestions or ideas. If you see something, say something. Call or Text 712-318-1721; Email [SpeakOutCB@cb-schools.org](mailto:SpeakOutCB@cb-schools.org). SpeakOutCB is also included in the Council Bluffs Community School District's free mobile app.

### **Bullying/Harassment**

Bullying and harassment are not tolerated in Council Bluffs schools. All acts of bullying or harassment should be reported to a classroom teacher. Specific written complaints may also be made to a building principal. If the building principal is the object of the complaint, the Chief of Student & Family Services should be contacted at 712-328-6423. A written response will be provided to all persons filing a written complaint.

### **Communication Between Staff and Students**

District staff members, including coaches, utilize a variety of tools to communicate with students. District Gmail is the preferred method. However, it is common for coaches, instructors and sponsors of co-curricular or extracurricular activities to utilize other electronic messaging tools, including but not limited to text messaging (SMS), private messaging and in-app messaging.

Electronic messaging between staff and students shall adhere to the following guidelines:

- Include two adults on any message between staff and student
- Be factual and professional in manner and message
- Take into consideration the time of day and day of week
- Adhere to all District policies

### **Customer Service**

If at any time there is a concern involving an issue at the local school, please courteously approach the building principal for problem solving. If the principal is unable to resolve your concern, s/he will identify the appropriate administrator at the Educational Service Center who may be able to assist with further problem solving.

### **Nondiscrimination Policy**

The Council Bluffs Community School District offers career and technical programs in the following areas of study:

- Agricultural Education
- Business Education
- Health Occupations Education
- Family and Consumer Sciences Education
- Industrial Education
- Marketing Education

It is the policy of the Council Bluffs Community School District not to discriminate on the basis of race, color, national origin, sex, disability, religion, creed, age (for employment), marital status (for programs), sexual orientation, gender identity and socioeconomic status (for programs) in its educational programs and its employment practices. There is a grievance procedure for processing complaints of discrimination. If you have questions or a grievance related to this policy please contact the District's Equity Coordinator Tim Hamilton, [712-328-6423](tel:712-328-6423), [thamilton2@cbcsd.org](mailto:thamilton2@cbcsd.org), 300 W. Broadway, Suite 1600, Council Bluffs, IA 51503.











7. Religious practices, affiliations or beliefs of the student or parents/guardians; or
8. Income, other than as required by law to determine program eligibility.

This requirement also applies to the collection, disclosure or use of student information for marketing purposes (“marketing surveys”) and certain physical exams and screenings. This requirement does not apply to school based fund raising programs, scholarships, post secondary or military recruiting.

Building level activities, if any, requiring parental notice and consent or opt-out for the upcoming school year may be found in your individual school handbook. For surveys and activities scheduled after the school year starts, the District will provide parents/guardians, within a reasonable period of time prior to the administration of the surveys and activities, notification of the surveys and activities and be provided an opportunity to opt their child out, as well as an opportunity to review the surveys. (Please note that this notice and consent/opt-out transfers from parents/guardians to any student who is 18 years old or an emancipated minor under State law.)

This September, 6<sup>th</sup>, 8<sup>th</sup> and 11<sup>th</sup> grade students will be invited to complete the Iowa Youth Survey. Information is collected about their ideas on alcohol, tobacco, drugs, bullying and harassment and violence prevention. The information collected will help the state planning agencies, our school and local community task forces put together valuable future programming. It is important to ask children to tell us what is good and working about their life in Iowa, and what needs improvement, in their eyes. If you do not want your child to participate in the Iowa Youth Survey you must notify your school in writing.

Each spring, the District does administer a school climate survey to students, parents/guardians and staff in grades 4-12. Responses are anonymous. You may view this survey in advance by contacting your child’s school or calling Student & Family Services at 712-328-6423. The survey deals with a wide range of topics from basic cleanliness of the facilities, demeanor of staff and students and Code of Conduct issues such as bullying, substance abuse and overall fairness of school discipline. You may opt your child out of the survey by providing written notice to your child’s school. You may call 712-328-6423 for information about either survey.

### **Notification of Parental and Students Rights Regarding School Records**

The Family Educational Rights and Privacy Act (FERPA) affords parents/guardians and students over 18 years of age ("eligible students") certain rights with respect to the student's educational records. They are:

1. The right to inspect and review the student's educational records within 45 days of the day the District receives a request for access. Parents/guardians or eligible students should submit to a school administrator [or appropriate school official] at the site the student attends a written request that identifies the record(s) they wish to inspect. The administrator will make arrangements for access and notify the parent/guardian or eligible student of the time and place where the records may be inspected.
2. The right to request the amendment of the student's education records that the parent/guardian or eligible student believes are inaccurate or misleading.

Parents/guardians or eligible students may ask Council Bluffs Community Schools to amend a record that they believe is inaccurate or misleading. They should write the school principal, clearly identify the part of the record they want changed and specify why it is inaccurate or misleading. This does not include the grade as determined by a teacher. However, it can include a grade inaccurately computed or recorded.

If the district decides not to amend the record as requested by the parent/guardian or eligible student, the District will notify the parent/guardian or eligible student of the decision and advise them of their right to a hearing regarding the request for

amendment. Additional information regarding the hearing procedures will be provided to the parent/guardian or eligible student when notified of the right to a hearing.

3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. FERPA authorizes disclosure without consent of the following types of information to the public: name, address, telephone listing, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, absences, degree and awards received, the most recent previous school or institution attended by the student and other similar information including that contained in a yearbook, newspaper or other school publication. To prevent the public release of such information, a parent/guardian must file a written objection with the building principal responsible for maintaining student records. Without specific parental/guardian objection, the principal or supervisor of student services will release directory information when the official deems release appropriate. The parent/guardian must notify the school of objections in writing within 30 days of registration. To prevent the release of public information to military recruiters, a parent/guardian must specifically request in writing that such public information not be released to military recruiters.

Another exception which permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official includes, but is not limited to, a person employed by the District as an administrator, supervisor, instructor or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the District has contracted to perform a special service or task (such as an attorney, consultant, auditor, AEA employee, specialized instructor or program provider, medical consultant, therapist or employee of an agency contracted to assist the District with management, storage, transfer and security of student electronic databases) or parent/guardian or student serving on an official committee, such as a disciplinary or grievance committee or assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

Upon request, the District discloses educational records without consent to officials of another school district in which a student seeks or intends to enroll. This includes, when requested by the releasing institution, the transfer of suspension and expulsion records to any public or private elementary or secondary school when a student enrolls or asks to enroll in that school.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the District to comply with the requirements of FERPA. The name and address of the office that administers FERPA is:

Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Avenue, SW  
Washington, DC 20202-4605

Student records are reviewed and inappropriate materials removed periodically and, at a minimum, whenever a student moves from the elementary level to middle school level to high school level and when a student transfers out of the District. Those records not of permanent importance are destroyed within







































days a year).

## I. STATEMENT OF PHILOSOPHY

It is a privilege and an honor to participate in the full range of student activities provided by the Council Bluffs Community Schools. These activities and participation in them adds a great deal to each student's education by promoting good citizenship and moral character, developing discipline, wellness and skills necessary to personal success and well being and promoting the image and identity of the school and community. Students who choose to participate in activities will conduct themselves appropriately at all times both on school grounds and away from the school. The responsibility of good conduct is an extension of the responsibility to represent the school and community in an appropriate manner.

A school administrator or sponsor may declare a student in grades 7-12 ineligible to participate in an activity when the conduct of that student has been determined to be in violation of the established rules and regulations set out in this policy. Additionally, any transfer between Council Bluffs Community School District high schools for other than a legitimate change in residency shall result in 90 calendar days ineligibility for participation in varsity athletics. The 90 days of ineligibility shall begin with the first day of registration at the new school.

## II. STUDENT AND PARENT/GUARDIAN AGREEMENT

Before participation in any activity is permitted, all students who wish to participate in activities shall receive a copy of this policy and shall sign an agreement indicating that they will abide by this policy. A claim of no knowledge of this policy is not grounds for appeal of disciplinary action.

## III. APPLICABLE ACTIVITY PROGRAMS

This policy applies to all co-curricular and extracurricular activities, which involve public performances, meetings, ceremonies or competitions including, but not limited to:

- 1) All extracurricular events,
- 2) All co-curricular performances or competitions,
- 3) Student council and other elected offices including school royalty,
- 4) School honors and
- 5) School clubs.

The term "school activities" shall be used to include the above identified co-curricular and extra-curricular activities.

## IV. APPLICATION OF ELIGIBILITY

Appropriate student behavior is required by and has an impact on all activities in which a student participates. If a student is participating in multiple activities at the same time when a violation occurs, the student loses privileges in all activities under this policy.

## V. CONDUCT REQUIREMENTS

Students shall:

- 1) Abide by this policy at all times and in all places.
- 2) Abide by any additional specific rules and regulations which the coach/sponsor of the activity has established (such as training hours, attendance at practice, etc.). Students will be required to sign a copy of a document as acknowledgment of their agreement to abide by coach or sponsor rules prior to participation. Coach and/or sponsor rules and regulations must be in writing and approved annually by the building principal or activities director.

### General Standard

Good conduct consists of behavior which reflects the generally accepted social and moral requirements of the community, is legal and at all times reflects respect for and sensitivity to other persons, regardless of race, religion, creed, color, gender, marital status, citizenship, geographic location, socioeconomic status, national origin, ancestry, age, physical or mental disability, sexual orientation, gender identity or any other protected trait or characteristic and a respect for their rights, property and dignity. Persons in violations of this general standard and of the District's policy on Sportsmanship (Policy 913) are subject to penalties as defined in this policy whether or not the specific behavior is listed in the following section VI. Violations.

## VI. VIOLATIONS

Violations of this policy include, but are not limited to, the following prohibited conduct and

actions.

Students shall not:

- 1) Possess, use or threaten to use any instrument that is generally considered a weapon or an imitation weapon or an explosive or an instrument used as a weapon;
- 2) Sell, manufacture or distribute illegal drugs, controlled substances, imitation controlled substances or drug paraphernalia;
- 3) Possess, use or be under the influence of illegal drugs, controlled substances, imitation controlled substances or drug paraphernalia;
- 4) Possess, use or be under the influence of alcoholic beverages;
- 5) Attend a function or party where illegal drugs are being used or where alcohol is illegally being used by minors. Attendance at a function (family celebration, wedding, graduation, etc.) where alcohol is served legally to adults of age shall not be considered a violation of the good conduct policy unless alcohol is illegally consumed or an illegal drug is consumed by the minor student or the minor student is in the presence of others who are illegally consuming alcohol or drugs, and the student knows or reasonably should know that these individuals are minors illegally consuming alcohol and/or individuals (whether minors or not) illegally consuming drugs;
- 6) Use, possess and/or transmit tobacco or imitation or substitute tobacco substances;
- 7) Damage, destroy, vandalize or steal school property and/or personal property of others or
- 8) Participate in any conduct which would be illegal in Iowa, whether or not an arrest or conviction occurs, except misdemeanor traffic violations.

#### VII. DETERMINATION OF VIOLATION

When it comes to the attention of school officials that a student is suspected of a violation of this policy or the rules of a specific activity, a school administrator will determine whether a violation occurred.

Prior to making the final determination that there has been a violation, a school administrator shall:

(i) be informed of the allegation; (ii) perform an investigation; (iii) notify the student of the allegations either orally or in writing; (iv) tell the student the basis of the allegation and (v) give the student an opportunity to respond to the allegations.

If there is reasonable evidence to support the finding of a violation, the school administrator may determine that there has been a violation, whether or not criminal charges have been filed, whether a student's trial is pending or whether or not the student is found guilty by a court of law.

Once the determination is made that a student has violated this policy, a school administrator shall make a determination of the appropriate penalty. The student and his/her parent(s)/guardian shall be verbally informed within twenty-four (24) hours, followed by written notice, of this decision (the nature of the violation and the determination of the penalty) by mailing the same to the student's residence (or other address if the parents/guardian have a different address on file for mailing purposes with the school) within two working days of the determination. In lieu of mailing, written notice may also be personally given to the parent/guardian or student. In addition, the parent(s)/guardian will be notified orally if possible. The parent/guardian, upon notification, shall be given the opportunity to meet with the school administrator and discuss the violation, its circumstances and the application of the policy.

#### VIII. PENALTIES FOR VIOLATIONS

The penalties listed below are for specific violations of this policy. Violations not specifically listed will result in similar consequences. Where applicable the following will be applied in addition to the specific penalties outlined in the student Code of Conduct. The coach/sponsor may also impose additional penalties pursuant to their supplementary activity-specific rules as long as the rules as established by the coach or sponsor do not exceed the periods of ineligibility as established for 612 violations. If a national sanctioning body requires a more stringent penalty as a condition of accreditation then that standard shall apply in lieu of 612. The coach/sponsor shall inform the student of the penalty within two (2) school days of the determination of a violation. A penalty for a violation is ineligibility for a definite period of time for the activity/ies to which the penalty is to be applied. The student must participate in practice during the period of ineligibility, unless the student has also been suspended under the jurisdiction of the Code of Conduct. Suspended students shall not otherwise be on any District

grounds or property or at school activities involving the Council Bluffs Community School District. The student shall not be permitted to dress for or publicly participate in the activity.

First Offense: A student whose violation of this policy constitutes a first offense will be ineligible to participate in all activities for 14 days commencing with the first public event after notice of disciplinary action.

Second Offense: A student whose violation of this policy constitutes a second offense will be ineligible to participate in all activities for 42 days commencing with the first public event after notice of disciplinary action.

Third and Succeeding Offenses: A student whose violation of this policy constitutes a third offense or succeeding offense will be ineligible to participate in all activities for 91 days to 365 days.

The specific determination of the exact penalty within each range shall be made by taking into account factors surrounding the violations, including but not limited to: severity of violation, intent, student cooperation, injury to student or others, the potential for harm to student or others, student attitude and other matters deemed to be important factors in the specific case at the discretion of the school administrator.

Any person participating in serious misconduct as defined in Section VI, Violations, item 8, may be declared ineligible to participate in all activities for up to one calendar year for first and succeeding offenses.

If at the time of any violation the student is not currently participating in any activity, then the student's period of ineligibility shall begin with the first day of a public event in which the student registers and participates within the twelve months following the violation. If a student joins an activity with an outstanding violation and period of ineligibility, the student must register prior to the first practice date and continue participation through the last public performance in order to receive credit for satisfying the student's period of ineligibility. The student's period of ineligibility would begin from the date of registration. If the student fails to participate through the last public performance, the student's period of ineligibility would carry forward to the next activity.

A disciplinary action may carry over from one activity to another and may carry over from one school year to the next.

Any student, upon first offense who comes forward and admits to a school administrator, coach or sponsor a violation within twenty-four (24) hours after it occurs and provides complete and accurate facts about his/her involvement, may have the penalty that would have been imposed, reduced by one-half (½). The administrator will have the sole authority and discretion to determine whether a student has complied with this section and is eligible for a penalty reduction. In the case of weekends and holidays when the school office is closed, the 24-hour period shall begin with the next date and time that the school office opens.

Offenses under Section VI, item 8, shall not be subject to any penalty reduction for self-reporting by a student.

Drug and alcohol violations shall be subject to the following additional restrictions:

First Offense: A drug/alcohol education and awareness program will be offered to the student. Student participation shall be optional.

Second and Third Offenses: An independent drug/alcohol evaluation at student expense shall be required. The school is to be furnished a copy of the evaluation. The student shall be required to participate in any treatment intervention deemed appropriate by the evaluator and to provide verification of participation. The student's failure to participate in this requirement shall result in ineligibility for one (1) calendar year.

Students who are removed from a public performance for which an academic grade is given shall be given an alternate opportunity for a grade. Under no circumstance may a student's ineligibility be waived, skipped or delayed because an academic grade is given for an event or for any other reason. Under no circumstances shall a student suffer an academic penalty because of a violation of this policy. A student may experience an academic penalty if he/she fails to appropriately complete the alternate opportunity for a grade. The alternate activity should (as closely as possible) approximate the skills and time commitment that would have been required of the student in the original public performance.

## IX. SUSPENSION/EXPULSION UNDER THE STUDENT CODE OF CONDUCT

If a student receives a disciplinary out of school suspension or expulsion because of a violation of the student Code of Conduct, in addition to ineligibility under this policy, the student will not be allowed to participate for the period of time the suspension or expulsion is in effect in any activity, including practices, meetings, competitions or performances.

In the event a student receives a disciplinary in-school suspension, the administrator will determine whether attendance at a practice, meeting and/or competition/performance is permitted during the length of the in-school suspension.

## X. STUDENT APPEAL OF DISCIPLINE DECISIONS

A student may appeal the determination of a violation and/or the penalty imposed for a violation of this policy according to the procedures outlined below. Appeals other than to the Board shall be informal and a student may be accompanied by his/her parent or guardian. A student shall remain ineligible during any appeal.

### APPEAL COACH'S/SPONSOR'S SUPPLEMENTARY RULES

Appeal of a coach or sponsor's supplementary rules must be submitted in writing to a building administrator within three (3) school days of the declaration or penalty. Upon receipt of the written appeal, an administrator will meet with the student as soon as possible and provide the student with an explanation of the charges. The student will be given an opportunity to rebut the charges and present evidence on the student's own behalf. The meeting will be informal. The decision shall be the administrator's and shall summarize the evidence upon which the administrator relied in making a decision. The decision shall be made and given to the student within three (3) school days of the meeting with the student. The decision in this matter shall be final.

### APPEAL OF SCHOOL ACTIVITIES ELIGIBILITY POLICY

The decision of the administrator regarding a violation of this policy other than a coach or sponsor's supplementary rules may be appealed to the principal. The appeal to the principal shall be in writing and delivered to the principal or the principal's secretary within three (3) school days of receipt of the original administrator's written decision. The appeal to the principal shall specify the reasons for the appeal and all supporting information and facts. The principal shall review the results of the investigation conducted by the original administrator, the student's objections and supporting facts and information within three (3) school days of receipt of the written request for appeal.

The principal shall provide a written decision to the original administrator, the student and/or the student's parents/guardian within six (6) school days of receipt of the original written appeal. When student behavior results in a first offense of this policy, the principal's decision shall be final and no further appeal will be allowed. If the principal is unavailable, the Superintendent shall appoint an alternate.

When student behavior results in a second violation of this policy, the decision of the principal may be appealed to the Superintendent's office. If the Superintendent is unavailable, the Superintendent shall appoint an alternate. The appeal shall be in writing and delivered to the Superintendent's office within three (3) school days of receipt of the principal's decision. The appeal shall specify the reasons for the appeal and all supporting information and facts. The Superintendent or designee shall review the results of the investigation conducted by the principal and the student's objections within three (3) school days of receipt of the written request for appeal. The Superintendent or designee shall provide a written decision to the principal, the student and/or the student's parents/guardian within six (6) school days of receipt of the original written appeal. When student behavior results in a second offense of this policy, the Superintendent or designee's decision shall be final and no further appeal will be allowed.

When student behavior leads to disciplinary action resulting in a period of ineligibility greater than 90 days, the decision of the Superintendent or designee may be appealed to the Board of Directors. A student may be represented by legal counsel in any hearing before the District's Board of Directors or a committee appointed by the Board President. Such a hearing shall be conducted according to the hearing format outlined in 511.1, Student Suspension and Expulsion-Procedure, with the exception that the hearing may be conducted by a committee of three Board members appointed by the Board President. Such appeal shall be filed in writing within three (3) school days after the decision of the Superintendent or designee is received. A hearing shall be held as soon as reasonably practical before the Board. The

decision of the Board shall be final.

## XI. SCHOLASTIC ELIGIBILITY

Any student who wishes to participate in activities defined in this policy must follow the following guidelines:

### 1) EXTRA-CURRICULAR INTERSCHOLASTIC COMPETITION /ACADEMIC ELIGIBILITY (Sanctioned by IHSAA/IGHSAU) FOR GRADES 9 - 12

The student must be in good standing and enrolled in enough courses each semester to be on schedule to graduate within a four-year course of study. A senior must be enrolled in and passing a minimum of four five credits each semester. The student must pass all classes taken in which credit is given at the end of the semester. If, at the end of any semester grading period, a student receives a failing grade in any course for which credit is awarded, the student is ineligible to dress for and compete beginning with the next occurring interscholastic athletic contest and competition in which the student is a contestant extending for 30 consecutive calendar days.

### 2) CO-CURRICULAR/EXTRA-CURRICULAR ACADEMIC ELIGIBILITY FOR GRADES 7- 12

The student must pass all classes taken in which credit is given at the end of the semester. If a participant, in grades 9 – 12, does not pass all classes taken at the end of the semester, the student is ineligible to participate for 30 consecutive calendar days in public events or contests. The period of ineligibility shall begin on the first school day of the next semester. Students in grades 7 – 8 are ineligible for two weeks. The period of ineligibility shall begin on the first day of the new semester.

### 3) INTERVENTIONS AND SUPPORT FOR GRADES 7 – 12

Appropriate interventions and necessary academic supports will be provided to students failing or at risk of failing. Special Education and/or students with a 504 plan will be required to make adequate progress on the Individualized Education Program or individual 504 plan.

The District staff will check grades at the end of each quarter and semester. A student must pass all classes taken at these times in order to remain eligible. Before ineligibility, students will have a five school day grace period after quarter or semester grades are posted to remedy any issues before the grades are deemed final. If after the five days the student is still not passing, the student is ineligible to perform or compete in public events as provided above, except that students shall be allowed to participate in noncompetitive public performances where such performance is required for a grade.

Students who are ineligible for a competitive public performance for which an academic grade is given shall be given an alternate opportunity for a grade. Under no circumstance may a student's ineligibility be waived, skipped or delayed because an academic grade is given for an event or for any other reason. Under no circumstances shall a student suffer an academic penalty because of a violation of this policy. However, a student may be subject to experience an academic penalty if he/she fails to appropriately complete the alternate opportunity for a grade. The alternate activity should, as closely as possible, approximate the skills and time commitment that would have been required of the student in the original public performance.

Withdrawing (W) from a class any time after three weeks from the beginning of the semester will be considered a failing grade at the end of that semester and the student will be ineligible under this policy. If a student receives an incomplete (I) grade as his/her semester grade, the student will have ten school days to complete missing work and will be ineligible during the 10 days. If the grade becomes an "F"(failing), the student will lose eligibility for the 30 consecutive calendar days as provided above. An "I" is only given when the earned grade would be an "F" due to missing school work that when completed will result in a passing grade for the semester. There can be extenuating circumstances that justify giving of an "incomplete" and the extended time for completion.

## XII. SCHOOL ATTENDANCE

All students who are scheduled to participate in an activity on any day that school is in session must attend at least one-half day of school on the day of the activity, unless permission to participate has been given by a school administrator.

### TRANSFER STUDENT

If a student transfers from another school district and the student has not yet (as determined by the preceding school) completed a period of ineligibility for a violation in the previous school, the student shall remain ineligible until the period of ineligibility is complete, if the administration determines that



there is general knowledge in District or community of the fact of the student's violation in the previous school.

#### COMPETENT PRIVATE INSTRUCTION

Those students who are participating in Competent Private Instruction (CPI) shall be subject to the same rules of eligibility as regularly enrolled students. For CPI students, the parent/guardian shall be responsible for verifying grades and attendance for situations other than dual enrollment.

### **Internet - - Appropriate Student Use Policy 617**

#### New Policy Language:

Internet access is a vital part of the Council Bluffs Community School District's instructional program. Access to the Internet will be available to all students. The District will make good-faith efforts to promote the safe, ethical, responsible, and legal use of the Internet, support the effective use of the Internet for educational purposes, protect students against potential dangers in their use of the Internet, and ensure accountability compliance with all legal requirements, including the Children's Internet Protection Act (CIPA).

All Students will be able to access the District-provided Internet connection. Student accounts and passwords for District systems will be issued to students. Student account information will remain private. Upon request, parents may have access to their student's account credentials .

Student use of the District's Internet connection will be governed by this policy, related District and school regulations, and the student code of conduct. In the event of an allegation that a student has violated the Appropriate Use Guidelines detailed in 617.1, the student may be subject to the Student Code of Conduct, Policy 512.

Users have no privacy expectations in the contents of their personal files and records of their online activity while connected to the Internet via the District's data network.

The District will cooperate fully with local, state, or federal officials in any investigation involving or relating to any unlawful activities conducted while connected to the Internet via the District's data network.

The District will not be responsible for financial obligations arising through the unauthorized use of the District's data network or Internet connection. Users or parents of users will indemnify and hold the District harmless from any losses sustained as the result of misuse of the District's data network and Internet connection by that user.

Parents/guardians may request in writing that their child's connection to the Internet be restricted. Some educational content, resources, and assessments are only available via the District's data network and Internet connection. Students who are restricted will still use those educational resources deemed essential by the District. Parents or guardians who wish to further restrict access to District-required online resources should contact the Chief Technology Officer.

The District will implement a "technology protection measure" – generally referred to as an Internet filter or content filter – to block access to visual depictions deemed as obscene, pornographic, or harmful to minors. Digital citizenship standards that includes safe, ethical, and responsible use of the Internet will be defined and taught within core curriculum.

## **Parent Involvement Policy 912**

The Board of Directors recognizes that a child's education is a responsibility shared by the school and family during the child's entire school career. To support District goals to prepare all students for success, the schools and parents must work as partners. For purposes of this policy, parent is defined as the custodial guardian or family caregiver.

Parents share the District's commitment to the educational success of their children. The District and individual schools, in collaboration with parents, shall establish and develop practices that enhance parent involvement and reflect the specific needs of students and families.

The Board will support the development, implementation and regular evaluation of parent involvement at all school levels and in a variety of roles. Parent involvement will include, but will not be limited to, the following:

1. Promotion of clear two-way communication between the school and the family concerning the child's educational development and progress, as well as school programs and activities;
2. Participation of parents in school leadership and decision making through advisory roles such as the School Improvement Advisory Council, and
3. Membership in parent-teacher organizations or Booster Clubs.

## **Expected Conduct at School Related Activities Policy 913**

Students, staff, parents and other members of the public are encouraged by the Board of Education to participate in and attend school activities beyond the classroom.

All attendees, including, but not limited to, students, staff, parents, fans, spirit groups and support booster groups, are expected to demonstrate respect and responsible behavior at school activities and events. The Board further encourages the development and promotion of sportsmanship, ethics and integrity among all persons in attendance.

Members of the public not covered by other specific District conduct policies may be banned from attendance at school activities for failure to demonstrate respect, responsibility, sportsmanship, ethics and integrity.

***The Mission...***

*of the Council Bluffs Community School District is to guarantee every student graduates with the knowledge, skills and character to become a responsible citizen and succeed in a changing world by creating a leading edge, inclusive educational system which provides challenging expectations, diverse experiences, engaging curriculum, and innovative teaching within a collaborative, caring community.*

**Elementary Schools**

Bloomer  
Carter Lake  
College View  
Crescent  
Edison  
Franklin  
Hoover  
Lewis & Clark  
Longfellow  
Roosevelt  
Rue

**Middle and High Schools**

Kirn Middle School  
Woodrow Wilson Middle School  
Abraham Lincoln High School  
Thomas Jefferson High School  
Kanesville Alternative Learning Center

The Educational Service Center is located in the Omni Business Centre on 300 West Broadway, Suite 1600

**[www.cb-schools.org](http://www.cb-schools.org)**  
712-328-6446



**Council Bluffs  
Community**  
SCHOOL DISTRICT