



Agenda
Regular Session Meeting
Sedalia School District #200
Monday, July 23, 2018 6:30 p.m.
Smith-Cotton High School
Commons Area
2010 Tiger Pride Blvd.

Call to Order

1.1 Call to Order Info

Recognitions and Presentations

2.1 Public and Staff Comment Info

2.2 Sedalia School District Foundation Info

2.3 Sedalia Community Educators Association Info

2.4 Approval of July 23, 2018 Agenda Action

Consent Agenda

3.1 Minutes for Monthly Business Meeting June 25, 2018 Action

3.2 Personnel Action

3.3 Treasurer's Report Action

3.4 Payment of Bills Action

3.5 Vision Intervention Program Participation Agreement Action

3.6 Orton-Gillingham Professional Development Agreement Action

3.7 Forrest T. Jones Company Agreement Action

3.8 Dietetic Internship Affiliation Agreement Action

Decision

4.1 Tuition Rate for 2018-19 Action

4.2 Set Tax Rate Hearing Date Action

4.3 Audit Services Extension Action

4.4 Real Estate Purchase Action

4.5 50/50 FACS Grant Action

4.6 Hall of Fame Nominee Approval Action

4.7 Student Discipline Code Handbook Action

4.8 Special Education Program Evaluation Action

4.9 District Office Parking Lot Action

4.10 Mastery Connect Agreement Action

Decision - Unfinished Business

5.1 Career & Technical Student Organizations (CTSO) Action

5.2 Policy Updates P1320 – General Administration; P2812 Students; P6445 Instructional Services Action

5.3 Security Positions Action

Adjournment

6.1 Adjournment to Closed Session Action

Upcoming Meetings

7.1 August 27, 2018 – Smith-Cotton Junior High – Media Center



Minutes
 Regular Meeting
 Sedalia School District #200
 Monday, June 25, 2018 6:30 p.m.
 Smith-Cotton High School
 Heckart Performing Arts Center
 2010 Tiger Pride Blvd.

Call to Order	Dr. Sharp president, called the meeting to order at 6:31 p.m.
Quorum	Board Members present: Dr. Jeffrey Sharp, President; David Wolf, Vice President; Scott Gardner, Secretary; Kenny Coffelt, Treasurer; Diana Nichols, Steve Schilb and Michael Stees.
Present	Brad Pollitt, Superintendent; Dr. Nancy Scott, Assistant Superintendent; Steve Triplett, Assistant Superintendent; Lisa Hammerly, Recording Secretary.
Public Comments	None.
Recognitions & Pres.	Sedalia School District Foundation Belcher Scholarship recipient Makenna Steger. Spring Sports and Activity Recognitions.
Approval of Agenda	Kenny Coffelt moved, seconded by Diana Nichols, that the Board approve June 25, 2018 Agenda a presented. Affirmative: 7
Consent Agenda	The Chair proposed the Agenda be amended to include an additional item under section Consent, 3.12 Personnel Recommendations June 25, 2018 - Addendum, and replace item under section Decision 4.7 Dairy Bid with an alternate recommendation from Hiland Dairy, and add item 4.12 ProCare Therapy Agreement. Scott Gardner moved, seconded by Kenny Coffelt, that the Board approve the June 25, 2018 Consent Agenda, including Minutes for Monthly Business Meeting May 14, 2018, Minutes for Special Public Meeting May 19, 2018, Personnel, Treasurer's Report, Payment of Bills, MOU Early Childhood Special Education, Parents as Teachers Contracts, Children's Therapy Center, Early Head Start Agreement, Great Circle Agreement, City of Sedalia – Safety Receivers, Surplus, Personnel Recommendations June 25, 2018 - Addendum. Affirmative: 7
Final Budget Amend 2017-18	Scott Gardner moved, seconded by Kenny Coffelt, that the Board approve the Final Budget Amendments 2017-18 as presented. Affirmative: 7
Preliminary Budget 2018-19	Scott Gardner moved, seconded by Michael Stees, that the Board approve Preliminary Budget 2018-19 as presented. Affirmative: 7
At-Risk Evaluation	Kenny Coffelt moved, seconded by Diana Nichols, that the Board approve At-Risk Program Evaluation as presented. Affirmative: 7
Computer Bids	Kenny Coffelt moved, seconded by Scott Gardner, that the Board approve Computer Bids as presented. Affirmative: 7



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Copy Paper Bid	Scott Gardner moved, seconded by Kenny Coffelt, that the Board approve the Copy Paper Bid as presented. Affirmative: 6; Wolf no.
Bakery Bid	Scott Gardner moved, seconded by Kenny Coffelt that the Board approve Bakery Bid as presented. Affirmative: 7
Dairy Bid	Kenny Coffelt moved, seconded by Diana Nichols, that the Board approve Dairy Bid alternate from Hiland Dairy. Affirmative: 7
Ware Washing Bid	Kenny Coffelt moved, seconded by Diana Nichols, that the Board approve the Ware Washing Bid as presented. Affirmative: 7
Asphalt Repair Bid	Kenny Coffelt moved, seconded by Scott Gardner, that the Board approve Asphalt Repair Bid as presented. Affirmative: 7
Exterior Door Replacement	Kenny Coffelt moved, seconded by Scott Gardner, that the Board approve Exterior Door Replacement as presented. Affirmative: 7
Shop/Warehouse Bid	Scott Gardner moved, seconded by Kenny Coffelt, that the Board reject all Shop/Warehouse Bids for construction of a warehouse and expansion of the maintenance shop. All bids came in over the budgeted amount. Affirmative: 7
Procure Therapy Agreement	Kenny Coffelt moved, seconded by David Wolf, that the Board approve the Procure Therapy Agreement as presented. Affirmative: 7
Policy Update 6146	Kenny Coffelt moved, seconded by Diana Nichols, that the Board approve the Policy Update 6146 – Therapy Dogs in School as presented. Affirmative: 7
Security Positions	Mr. Triplett presented Security Positions. The Security Positions request will be brought back under Decision – Unfinished Business July 23, 2018.
CTSO	Dr. Scott presented CTSO. The CTSO request will be brought back under Decision – Unfinished Business July 23, 2018.
Policy Updates	Mr. Pollitt presented Policy Updates P1320, P2812, P6445. The Policy Updates P1320, P2812, P6445 TSO be brought back under Decision – Unfinished Business July 23, 2018.
Attendance 90/90	Mr. Pollitt provided the overview of the attendance report.
Building Reports	Mr. Pollitt provided the overview of the building quarterly reports to the Board.
Celebration Center/Calv	Mr. Triplett presented the generous donation from the Celebration Center and Calvary Baptist Church.



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Equity Bank

Mr. Triplett presented the generous donation from Equity Bank.

Adjournment

Kenny Coffelt moved, seconded by Diana Nichols, to adjourn to closed session for purposes listed in sections RSMo. 610.021 (2) Leasing, Purchase or Sale of Real Estate and (13) Protected Records at 8:25 p.m. Affirmative: 7

Approved this 23rd day of July 2018, by order of the Board of Education, Sedalia School District #200, Pettis County, Sedalia, MO.

Scott Gardner, Secretary

Dr. Jeffrey Sharp, President



SSD

Sedalia School District #200

*District Office
2806 Matthew Drive
Sedalia, Missouri
65301-7981
(660) 829-6450
Fax (660) 827-8938
www.sedalia200.org*

Bradley R. Pollitt, Ed.S.
Superintendent

Nancy L. Scott, Ed.D.
Assistant Superintendent
Human Resources
Federal Programs

Steven G. Triplett, Ed.S.
Assistant Superintendent
Buildings & Grounds
Support Services

Chris Pyle, Ed.S.
Director of
K-12 Special Education

Carla Wheeler, M.E.D.
Director of Curriculum
Instruction & Assessment

Bob Satnan, B.A.
Communications Director

Date: June 25, 2018

To: Sedalia School District #200 Board of Education
Brad Pollitt

From: Steve Triplett

Re: Dairy Bids

Attached please find the results of the dairy bid for the 2018-2019 school year.

We received bids from Hiland Dairy, and Springfield Grocers. Springfield Grocers submitted the lowest bid but are unable to meet our five day a week delivery schedule.

My recommendation is to accept the alternate bid from Hiland Dairy.

Thank you for your consideration in this matter. If you have any questions, please do not hesitate to give me a call.

**Accredited with
"Distinction in
Performance
2011-2012
2012-2013"**

Sedalia #200 is an equal
opportunity and affirmative
action employer

**SEDALIA SCHOOL DISTRICT #200
BID ANALYSIS REPORT**

Commodity: Dairy Bid

Bids Obtained by: Steve Triplett

Date: June 7, 2018

Vendor	Amount of Bid	Contact Person	Phone Number
<u>Hiland Dairy Foods Co.</u>	<u>See attached</u>	<u>Jeremy Terry</u>	<u>660-747-6722</u>
<u>SGC Foodservice</u>	<u>See attached</u>	<u>Jen Congdon</u>	<u>417-883-4230</u>

Recommendation:

- Accept low qualified bid of: _____
- Accept local bid of: _____
- Accept alternate bid of: Hiland Dairy - see attached bid form

Use of commodity: Dairy Products

Does this replace an existing district commodity? NO YES (explain)

Annual bid for dairy products

Final approval _____ **Date** _____

CLIENT SERVICES AGREEMENT

between
ProCare Therapy
10151 Deerwood Park Boulevard
Building 200, Suite 400
Jacksonville, FL 32256
and



Sedalia School District 200

2806 Matthew Drive

Sedalia, MO 65301

("Client")

ProCare Therapy, a d/b/a of New Direction Solutions, LLC ("ProCare") and Client enter into this non-exclusive Client Services Agreement ("Agreement") for the purpose of referring and placing Consultants ("Consultants") with Client. This Agreement shall govern the overall terms of the relationship, while a separate Client Assignment Confirmation (Addendum A) for each placement will outline specifics as to bill rates, personnel, and assignment lengths.

1. Scope of Services.

ProCare will use its commercially reasonable efforts to provide Consultants for assignment with Client. ProCare will be responsible for payment of each Consultant's wages and applicable payroll taxes, deductions, and insurance; including worker's compensation, general liability and professional liability coverage for the benefit of the Consultants. If a Consultant is unable to complete the specified assignment, ProCare will use its commercially reasonable efforts to find a replacement in a timely manner.

2. Independent Contractor.

The parties hereto specify and intend that the relationship of each to the other is that of an independent contractor, that each Consultant shall be an employee of ProCare and that no qualified Consultant shall at any time be an employee of Client, unless the parties shall otherwise agree in writing. ProCare agrees to provide and maintain all payroll services for any qualified Consultant placed with Client, to maintain payroll records and to withhold and remit all payroll taxes and social security payments. ProCare does not ordinarily use subcontractors in providing services. Should the need to use a separate staffing firm or independent contractor arise, ProCare will notify Client in advance of the assignment in order to receive approval of this arrangement.

3. Telepractice Services.

ProCare, at Client's specific request, may provide telepractice services through VocoVision. Should utilization of VocoVision occur, Client shall, at that time, receive in addition to Addendum A - Client Assignment Confirmation, an Addendum B - Teleservices Provisions, Addendum C - Duties and Responsibilities and Addendum D - VocoVision Equipment Policies which, collectively, outline specific terms and conditions regarding VocoVision's telepractice services.

4. Insurance.

ProCare will maintain at least the following minimum amounts of insurance:

General Liability - \$2,000,000 per occurrence and \$4,000,000 aggregate.

Workers Compensation - in accordance with state regulations.

Employers Liability - \$2,000,000.

Excess Liability over General Liability and Employer's Liability - \$5,000,000 per occurrence and \$5,000,000 aggregate.

Professional Liability of \$1,000,000 per occurrence and \$3,000,000 aggregate.

5. Competency and Licensing.

ProCare will conduct comprehensive pre-employment screening to provide licensed Consultants who meet applicable professional standards. ProCare will endeavor to present only Consultants who are qualified for Client's open position(s) on job requirements established by Client either verbally or in writing. While ProCare will make every effort to pre-screen job candidates based on these requirements, Client acknowledges the candidate assignment decision is ultimately the responsibility of the Client. To this end, ProCare will make available to Client all appropriate Consultant records that ProCare may permissibly disclose and will facilitate an interview between Client and Consultant in order to assist Client in the hiring decision. ProCare will do its due diligence to ascertain the professional and applicable Department of Education licensing and certification requirements for the Consultant discipline placed with Client, however, it is ultimately the responsibility of the Client to approve the Consultant's licensure and certifications as acceptable.



6. On-Site Responsibility.

Client is responsible for providing all support, facilities, training, direction, materials, supplies, and means for the Consultant to complete the assignment. Client acknowledges that ProCare is not providing nursing or healthcare services, but rather is providing candidate identification and placement services. As such, Client is responsible for the Consultant's adherence to the applicable standard of care and acknowledges that ProCare is not responsible for the Consultant's on-site performance. Client warrants that its facilities and operations will comply at all times with all federal, state and local safety and health laws, regulations and standards, including OSHA standards, and that Client will be responsible for providing all safety training and equipment, and for each Consultant's compliance with health and safety requirements, including those instituted by Client.

7. Employment of Consultants.

Client agrees that it will not directly or indirectly, personally or through an agent or agency, contract with or employ any Consultant introduced or referred by ProCare for a period of (12) months after the latest date of introduction, referral, placement, or termination or expiration of the contract assignment. If Client or its affiliate enters into such a relationship or refers Consultant to a third party for employment, Client agrees to pay an amount equal to \$22,500 or thirty-five (35) percent (whichever is greater) of the Consultant's first year's annual salary, including any signing bonus, as agreed upon at the time of hiring. Payment is due and payable to ProCare upon start date.

8. Equal Opportunity.

It is the policy of ProCare to provide equal opportunity to all Consultants for employment. ProCare and Client will screen based on merit only. All Consultants will be free from discrimination due to race, religion, color, sex, national origin, age, or disability.

9. Payment Terms.

Client will be billed on a weekly basis for work performed during the previous week and pay ProCare based on the service charges specified in the Assignment Confirmation included as an addendum to this Agreement. All hours worked over forty (40) hours in a one-week work period will be billed at one and one-half times the regular bill rate. It is Client's responsibility to notify ProCare if pre-approval is required for any or all overtime hours prior to any such hours being worked. **Payment is due within fifteen (15) days of receipt of invoice.**

10. Default Charges.

Invoices shall be considered Past Due thirty (30) days from date of invoice and begin to incur the applicable default charge of one and one-half percent (1½%) per month based on unpaid balances (annual percentage rate of eighteen percent (18%)) or the maximum legal interest rate, whichever is lower. Client agrees to pay all necessary collection costs of amounts past due, including reasonable attorney's fees and costs. ProCare reserves the right, at its option, to discontinue any extension of credit.

11. Limitation of Liability.

NEITHER PARTY SHALL BE LIABLE TO THE OTHER WHATSOEVER FOR ANY SPECIAL, CONSEQUENTIAL, INDIRECT, EXEMPLARY OR PUNITIVE DAMAGES, INCLUDING ANY DAMAGES ON ACCOUNT OF LOST PROFITS, LOST DATA, LOSS OF USE OF DATA, OR LOST OPPORTUNITY, WHETHER OR NOT PLACED ON NOTICE OF ANY SUCH ALLEGED DAMAGES AND REGARDLESS OF THE FORM OF ACTION IN WHICH SUCH DAMAGES MAY BE SOUGHT. THE FEES AND BILLINGS DUE UNDER THIS AGREEMENT ARE NOT CONSIDERED SPECIAL DAMAGES OR LOST PROFITS AND SHALL NOT BE LIMITED BY THESE PROVISIONS.

12. Administrative Responsibilities.

Client shall be responsible for orienting Consultant to Client's policies and procedures regarding the submission of any requisite paperwork which must be tendered for reimbursement by funding entities such as Medicare, Medicaid, or health insurance. Such paperwork may include, but is not limited to, patient care plans, comprehensive patient histories, individual education plans, or Client specific program plans. During the contracted assignment, should Consultant fail to submit paperwork as required per Client's policies and procedures, Client must notify ProCare in writing within three (3) business days of alleged failure. Failure to notify ProCare within the three (3) day period shall negate any Client claim to withhold payment due to paperwork non-compliance by Consultant. Within three (3) business days following the conclusion of a contracted assignment, Client shall conduct a final review to determine whether the completion of additional paperwork is needed from the Consultant. Failure to notify ProCare prior to the fourth (4th) day after conclusion of the assignment will negate any Client claim to withhold payment due to paperwork non-compliance by Consultant.



13. Incident and Error Tracking.

Client will report to ProCare any performance issues, incidents, errors and other events related to the care and services provided by ProCare Consultants. ProCare will document reported incidents in Consultant's personnel file and track all such events for quality assurance purposes. All supporting documentation is required within seventy-two (72) hours of the occurrence.

14. Reporting of Work-Related Injuries.

Client will maintain a safe working environment and provide all appropriate personal protective equipment as deemed appropriate for unit to which ProCare's Consultant has been assigned. Client ensures compliance with all applicable OSHA or state Department of Labor obligations to include general training on the reporting of work-place injuries, incidents, and occupational exposure to bloodborne pathogens occurring at Client facility. Records of such occurrences must be maintained by the Client and accessible to ProCare within guidelines set forth by governing entities. In the event of work-place injury, incident or exposure, each affected Consultant will contact their immediate Client-appointed supervisor and report to the applicable treating department as per Client protocol. Consultant shall also report work-place injury, incident or exposure to ProCare concurrently with Client. If ProCare's Consultants are not eligible for treatment of work-place injury, incident or exposure by Client or if reporting requirements change during the term of this Agreement, Client is responsible for written notification of such information to both ProCare and ProCare's Consultant.

15. Termination of Contracted Assignment with Cause.

Immediately upon occurrence, Client has the obligation to report each deviation from the accepted standard of practice, policies and procedures as orientated to Consultant, behavior, and or any incident that would be considered adverse to the overall operation of Client. Client may request that ProCare facilitate the immediate removal of Consultant due to any of the issues preceding with written and/or verbal notice. The Client, however, may not immediately terminate a Consultant unless ProCare has been notified prior to final incident or unless a single incident warrants immediate dismissal prior to ProCare's notification. All supporting documentation specifying the reasons and facts of the termination is required within forty-eight (48) hours of termination. If the Client does not report such deviation(s) and subsequently terminates Consultant or if Client does not provide required documentation following a termination within the required timeframe, Client will be assessed as liquidated damages and not as a penalty, an amount equal to one (1) week of billing. The parties agree that ProCare's Consultants are an integral part of its operation and a resource that may have been developed over a number of years. Any delay or absence of a written and verbal notice could result in lost revenue or other consequences not foreseen at this time and therefore the liquidated damages are not unreasonable to the probable loss to be suffered by ProCare in the event of your breach of this provision. Client will be responsible for all professional fees (and expenses if applicable) up to the point of termination. Termination with cause must be documented prior to termination in accordance with the Incident and Error Tracking procedures set forth in paragraph 11 of this agreement. ProCare shall have five (5) business days to refill the position in the event of termination with cause. Should ProCare identify a suitable Consultant, Client agrees to original terms or extended terms of the terminated Consultants assignment.

16. Termination of Contracted Assignment without Cause.

Client may cancel an assignment with thirty (30) days written notice. Client is responsible for all charges and fees prior to cancellation date and through the 30-day period of notice. In the event Client is unable to provide thirty (30) days' notice of termination, Client will be billed for thirty (30) days at the agreed upon regular bill rate and minimum hours. In the event of termination without cause, Client will be responsible for any housing and travel costs actually incurred by ProCare as a result of such cancellation.

17. Guaranteed Minimum Hours.

Client agrees to provide Consultant the guaranteed number of work hours per week specified in the attached Assignment Confirmation Addendum A. Cancellation of prescheduled shift(s) or reduction in work hours by Client will be billed reflecting the guaranteed minimum work hours.

18. Paid Sick Leave.

For those jurisdictions that have passed or will pass legislation requiring Paid Sick Leave, Paid Sick Time will be billed back to Client at the straight-time bill rate for all hours taken by any Consultant assigned to Client. This section is not applicable until the effective date of such legislation has been reached.

19. Unscheduled Facility Closure Policy.

ProCare will incur fixed expenses over the entire course of a Consultant's contract assignment with Client related to the Consultant's housing and per diem costs. The parties agree that in the event of an unforeseen or unexpected interruption in a Consultant's assignment resulting from an unscheduled closure, complete or partial, of Client's facilities due to natural or



manmade disasters, such as, and without limiting the generality of the foregoing, fire, storms, flooding, earthquake, labor unrest, riots, and/or acts of terrorism or war (each an "Unscheduled Closure"), Client will be invoiced and shall pay for each such affected Consultant's services at the reduced rate of \$100/day for each day that the Consultant(s) is unable to work by virtue of such Unscheduled Closure.

20. Multiple Locations.

If client requires Consultant to travel to and perform services at more than one location, Client will compensate ProCare for travel time between facilities at the regular hourly bill rate and for mileage up to the current acceptable IRS reimbursement rate.

21. Issue Resolution.

In the event Client encounters an issue that is not satisfactorily resolved by its ProCare representative, Client should escalate the issue to the appropriate ProCare manager by calling: 800-825-7133. Please ask for your account representative's manager.

22. Indemnification.

Each party will indemnify, defend and hold harmless the other against third party claims arising from breaches of the parties' respective obligations under this Agreement.

23. Confidentiality.

Each party acknowledges that as a result of this Agreement, they will learn confidential information of the other party. Confidential information is defined as that information which is private to each party but is shared by one to the other party as required to accomplish this Agreement and includes bill rates, fees for permanent placements and terms and conditions of this Agreement. It is agreed that neither party will disclose any confidential information of the other party to any person or entity. Neither will it permit any person nor entity to use said confidential information. The only exceptions will be: (a) Information shared to the appropriate individuals within the respective organizations as necessary to execute this Agreement, (b) disclosures as required by law. Confidential Information of ProCare shall include, but is not limited to, any and all unpublished information owned or controlled by ProCare and/or its Consultants, that relates to the clinical, technical, marketing, business or financial operations of ProCare and which is not generally disclosed to the public including but not limited to Consultant information, technical data, policies, financial data and information to include contract terms and provisions, billing rates, permanent placement fees whether disclosed orally, in writing or by inspection. If the receiving party shall attempt to use or dispose of any of the Confidential Information, or any duplication or modification thereof, in any manner contrary to the terms of the foregoing, the disclosing party shall have the right, in addition to such other remedies which may be available to it, to obtain an injunctive relief enjoining such acts or attempts as a court of competent jurisdiction may grant, if being acknowledged that legal remedies are inadequate.

24. Family Education Rights and Privacy Act.

ProCare shall comply with all laws, rules and regulations pursuant to the Family Educational Rights and Privacy Act, 20 USC 1232g ("FERPA") and acknowledges that certain information about the Client's students is contained in records maintained by ProCare and the Consultant and that this information can be confidential by reason of FERPA and related Client policies. Both parties agree to protect these records in accordance with FERPA and Client policy. To the extent permitted by law, nothing contained herein shall be construed as precluding either party from releasing such information to the other so that each can perform its respective responsibilities. As it applies, Consultants assigned to Client will execute a FERPA Statement of Understanding outlining appropriate guidelines.

25. State Retirement System Notice.

Client acknowledges and agrees that if formal notice is required to be given to any Consultant that participation in any such retirement system/pension is either: 1) permitted by Consultant's election; or 2) is required by law, then Client is solely responsible for providing such notice to Consultant s and fulfilling all associated administrative duties. Client shall immediately notify ProCare if any Consultant is required to, or voluntarily elects to participate in any such system. In such event, Client shall advise ProCare of the withholding obligation percentages (both employer and employee share) so that invoices to Client and payment to the Consultant may be adjusted accordingly. The parties agree that Client shall withhold and pay to the retirement/pension both the employee and employer shares. The parties agree that the applicable employee and employer shares paid to the system by the Client shall be deducted from the amount owed to ProCare by the Client hereunder. The parties agree that the applicable employee share paid to the system by the Client shall be deducted from the amount due the Consultant by ProCare. The Client and ProCare expressly acknowledge and agree that if any Consultant is required to, or elects to participate in a retirement system/pension, the Client shall be solely responsible for: 1) creating an account for Consultant with the appropriate retirement system/pension; 2) all present and/or future obligations to make employee and employer cash payments/



contributions to the retirement system/pension as required by law and/or set by the retirement system/pension; and 3) otherwise administering all employer functions pertaining to the Consultant's interest in retirement system/pension.

26. Conflicts of Interest.

The parties acknowledge their respective obligation to report any conflict of interest and/or apparent conflict of interest that may interfere with their ability to perform their obligations hereunder objectively and effectively. To that end, the Parties hereby certify and represent that their officials, employees and agents do not have any significant financial or other pecuniary interest in the other party's business enterprise, and that no inducements of monetary or other value were offered or given to any officer, employee or agent of the other party. Each party agrees to promptly notify the other in the event it becomes aware of any conflict of interest or apparent conflict of interest.

27. Survival.

The parties' obligations under this Agreement which by their nature continue beyond termination, cancellation or expiration of this Agreement; shall survive termination, cancellation or expiration of this Agreement.

28. Governing Law.

This Agreement shall be governed by the laws of the state of Florida.

29. Entire Agreement.

This Agreement represents the entire agreement between the parties and supersedes any prior understandings or agreements whether written or oral between the parties respecting the subject matter herein. This Agreement may only be amended in a writing specifically referencing this provision and executed by both parties. This Agreement shall inure to the benefit of and shall be binding upon the parties hereto and their respective heirs, personal representatives, successors and assigns, subject to the limitations contained herein. The unenforceability, invalidity or illegality of any provision of this Agreement shall not render any other provision unenforceable, invalid or illegal and shall be subject to reformation to the extent possible to best express the original intent of the parties. This Agreement and attached Assignment Confirmation contain terms that may only be altered when agreed upon in writing by both parties.

This Agreement and attached Assignment Confirmation contain terms that may only be altered when agreed upon in writing by both parties.

Sedalia School District 200		PROCARE THERAPY	
_____ Client Name		_____ DocuSigned by: <i>Briana Harton</i> 6/21/2018	
_____ Client Representative Signature	_____ Date	_____ ProCare Representative Signature	_____ Date
Nancy Scott _____ Print Name		Briana Harton _____ Print Name	
_____ Title		Senior Director of Educational Resources _____ Title	



STATE RETIREMENT SYSTEM ADDENDUM

This addendum is intended to clarify the manner of payment in contemplation of a Contractor Employee's mandatory or permissive participation in a state teacher retirement system, school employees retirement system, and/or any similar or successor system applicable to the professionals provided by Contractor.

Client acknowledges and agrees that if formal notice is required to be given to any Contractor Employee that participation in any such retirement system/pension is either: 1) permitted by Contractor Employee's election; or 2) is required by law, then Client is solely responsible for providing such notice to Contractor Employees and fulfilling all associated administrative duties.

Client shall immediately notify Contractor if any Contractor Employee is required to, or voluntarily elects to participate in any such system. In such event, Client shall advise Contractor of the withholding obligation percentages (both employer and employee share) so that invoices to Client and payment to the Contractor Employee may be adjusted accordingly. The parties agree that Client shall withhold and pay to the retirement/pension both the employee and employer shares. The parties agree that the applicable employee and employer shares paid to the system by the Client shall be deducted from the amount owed to the Contractor by the Client hereunder. The parties agree that the applicable employee share paid to the system by the Client shall be deducted from the amount due the Contractor Employee by the Contractor.

The Client and Contractor expressly acknowledge and agree that if any Contractor Employee is required to, or elects to participate in a retirement system/pension, the Client shall be solely responsible for: 1) creating an account for contractor employee with the appropriate retirement system/pension; 2) all present and/or future obligations to make employee and employer cash payments/contributions to the retirement system/pension as required by law and/or set by the retirement system/pension; and 3) otherwise administering all employer functions pertaining to the Contractor Employees' interest in retirement system/pension.

By way of example of how the invoicing/payment will be adjusted, if Contractor charges the Client \$100.00 for services rendered by Contractor's Employee, if Contractor pays the Contractor Employee \$50.00 for the provision of these services, and if Contractor Employee elects to participate in the retirement system, the Client shall withhold and remit to the appropriate system or pension 13% of the employee's pay (\$6.50) as the employee's share, and 14% of the employer's pay (\$7.00) as the employer's share (assuming employee and employer contributions are 13% and 14%, respectively). Consequently, Contractor would invoice Client for \$86.50, and Contractor would pay (subject to other applicable withholdings) \$43.50 to Contractor Employee.

Sedalia School District #200
 2806 Matthew Drive
 Sedalia, MO 65301-7981

Bank & Cash Reconciliation

Fund Cash Balance by Fund

Fund Number and Description	Cash Balance	Comments
001 - General Fund	26,920,064.76	
002 - Special Revenue Fund	-13,663.55	
003 - Debt Service Fund	.00	
004 - Capital Projects Fund	9,444,263.67	
Adjustment 1 :	.00	
Adjustment 2 :	.00	
Adjustment 3 :	.00	
Adjustment 4 :	.00	
TOTAL :	36,350,664.88	

Bank Cash and Reconciled Balances:

Account Code & Bank	Cash Balance	Reconciled Balance	Comments
xxxx41.1 - Series 2015B - UMB BANK	.00	.00	
xxxx1387 - Chris E Egdorf - US Bank	7,952.45	7,952.45	
xxxx1251 - General Funds - MOSIP	3,891,255.37	3,891,255.37	
xxxx1252 - Capital Funds - MOSIP	2,744,446.89	2,744,446.89	
xxxx57.3 - Series 2016 - UMB BANK	.00	.00	
xxxx0278 - - Equity Bank	14,699,771.69	17,833,777.61	
xxxx0294 - - Equity Bank Activity Gate	10,906.18	10,906.18	
xxxx0213 - Portfolio Cash - MOSIP	108,892.63	108,892.63	
xxxx0213 - Portfolio Invest - MOSIP	14,887,439.67	14,887,439.67	
Outstanding Amount: xxxx0278 - - Equity Bank	.00	-3,134,005.92	
Adjustment 1 :	.00	.00	
Adjustment 2 :	.00	.00	
Adjustment 3 :	.00	.00	
Adjustment 4 :	.00	.00	
TOTAL :	36,350,664.88	36,350,664.88	

Bank Cash and Fund Cash are in Balance

Cash Flow Summary For month of June

	Fund - 001	Fund - 002	Fund - 003	Fund - 004	All Funds
A. Cash Balance as of 06/01/18	27,076,894.80	4,825,792.11	0.00	10,002,768.43	41,905,455.34
B. Revenues (5XXX) :	1,762,165.27	1,934,883.23	0.00	52,985.61	3,750,034.11
C. Expenses (6XXX) :	1,824,185.66	6,264,043.96	0.00	623,082.10	8,711,311.72
D. Excess Revenue (B - C) :	-62,020.39	-4,329,160.73	0.00	-570,096.49	-4,961,277.61
E. New Cash Balance (A + D) :	27,014,874.41	496,631.38	0.00	9,432,671.94	36,944,177.73
F. Net Change in Fund Balance (3XXX) :	-7,692.93	0.00	0.00	11,591.73	3,898.80
G. Net Change in Other Assets & Liabilities (1200 - 2999) :	-87,116.72	-510,294.93	0.00	0.00	-597,411.65
H. Final Balance as of 06/30/18	26,920,064.76	-13,663.55	0.00	9,444,263.67	36,350,664.88

Fund Balance Report

for the period ending June, 2018

Fund	1	2	3	4	Total
	General Fund	Teachers Fund	Debt Service Fund	Capital Projects Fund	Total
Beginning Fund Balance	26,408,175.82	-0.00	0.00	8,587,626.18	34,995,802.00
Revenues	20,068,521.52	28,809,661.28	0.00	3,290,212.35	52,168,395.15
Transfer To	0.00	0.00	0.00	2,890,596.53	2,890,596.53
Transfer From	2,890,596.53	0.00	0.00	0.00	2,890,596.53
Expenses	16,684,388.65	28,809,661.28	0.00	5,328,070.12	50,822,120.05
Ending Fund Balance	26,901,712.16	-0.00	0.00	9,440,364.94	36,342,077.10
From General Fund to Debt Service Fund	0.00				
From General Fund to Capital Projects Fund	2,890,596.53				

ASSETS

Cash & Investments

TOTAL ASSETS

\$36,350,664.88
\$36,350,664.88

LIABILITIES

Flexible Spending Account

Escrowed - Group Health Insurance/Life Insurance/ Retirement/Dues/Garnishments

TOTAL LIABILITIES

(\$8,959.19)
 \$9,594.52
\$635.33

NET ASSETS

Restricted For:

US Bank Egdorf Scholarship Fund

TOTAL NET ASSETS

(\$7,952.45)
\$36,342,077.10



Account Statement
For the Month Ending June 30, 2018

Consolidated Summary Statement

Sedalia School District #200

Portfolio Summary

Portfolio Holdings	Cash Dividends and Income	Closing Market Value	Current Yield
MOSIP	287.23	116,574.40	1.90 %
MOSIP TERM	38,543.92	6,628,020.49	* N/A
MOSIP Managed Account	14,051.27	14,887,439.67	* N/A
Total	\$52,882.42	\$21,632,034.56	

* Not Applicable

Investment Allocation

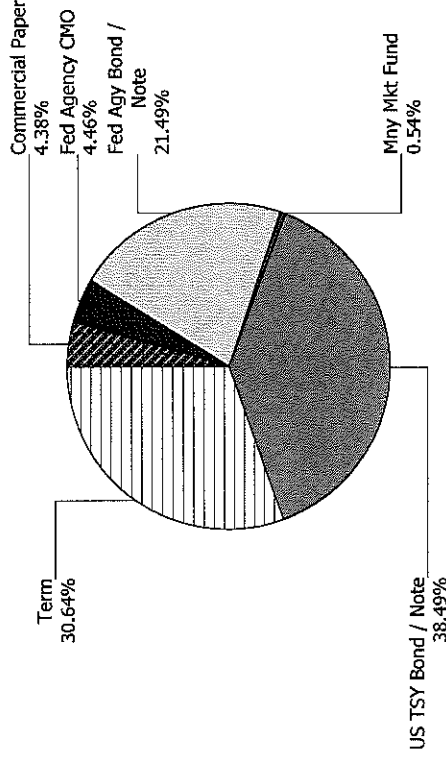
Investment Type	Closing Market Value	Percent
Commercial Paper	947,101.75	4.38
Federal Agency Collateralized Mortgage Obligation	964,557.82	4.46
Federal Agency Bond / Note	4,649,669.98	21.49
Money Market Mutual Fund	116,574.40	0.54
U.S. Treasury Bond / Note	8,326,110.12	38.49
Term Investment	6,628,020.49	30.64
Total	\$21,632,034.56	100.00%

Maturity Distribution (Fixed Income Holdings)

Portfolio Holdings	Closing Market Value	Percent
Under 30 days	565,845.40	2.61
31 to 60 days	249,401.50	1.15
61 to 90 days	0.00	0.00
91 to 180 days	6,876,449.74	31.79
181 days to 1 year	1,362,442.35	6.30
1 to 2 years	6,121,762.71	28.30
2 to 3 years	5,987,061.14	27.68
3 to 4 years	238,113.31	1.10
4 to 5 years	230,958.41	1.07
Over 5 years	0.00	0.00
Total	\$21,632,034.56	100.00%

Weighted Average Days to Maturity 503

Sector Allocation



Memorandum

To: Director – Board of Education

CC: Steve Triplett/Nancy Scott/Todd Fraley/Chris Pyle

From: Harriet Wolfe

Date: July 23, 2018

Re: Payment of Bills

**Attached are the payment of bills from June 22 – July 18, 2018.
Total Amount of \$5,044,770.03**

BOE AP Check Register Report June 22-30 2018

Selection Criteria : Check # Range From ACH010085 To ACH010214 | Check # Range From 113490 To 113616 |

Vendor Name	Amount
Total Beaufort County Family Court	480.90
Total Benton County Circuit Clerk	229.58
Total Blue Cross Blue Shield of KC	837,689.53
Total Buds Fire Extinguisher Sales & Serv	500.00
Total Childrens Therapy Center EHSP	33,687.50
Total Ditzfeld Container Service LLC	535.00
Total Guardian Life Insurance Co.	70,790.99
Total Internal Revenue Service	574,347.59
Total Landmann Title Co	60.00
Total MDHE Collections Custodial Account	107.41
Total Mid Atlantic Trust Company	81,274.96
Total Midwest CompuTech	366.91
Total Missouri Department of Revenue	112,961.00
Total MO Family Support Payment Center	4,994.38
Total MSTA	93.68
Total Pearson Education	145,000.00
Total PEERS	229,543.74
Total Pettis County Circuit Clerk	164.53
Total PSRS	1,943,758.74
Total Sedalia School Dist 200 FS	716.31
Total Sedalia School District 200	9,669.45
Total Sedalia School District 200	420.00
Total Sedalia Water Department	131.18
Total UMB Healthcare Services	39,530.49
Total United Way	1,171.84
Total WageWorks	3,372.24
Total William Whealen, Jr	499.53
Grand Total	4,092,097.48

BOE AP Check Register Report July 1-18, 2018

Selection Criteria : Check # Range From ACH010154 To ACH010214 | Check # Range From ACH010085 To ACH010150 | Check # Range From 113590 To 113616 | Check # Range From 113490 To 113588 |

Vendor Name	Amount
Total Ag-Power Inc	911.80
Total Amos, Brian C	20.00
Total Art Impressions	34.00
Total Association for Career and	295.00
Total AT&T Mobility	785.65
Total Auto Glass Express	220.00
Total Baileigh Industrial Inc	32,019.00
Total Bales, Julie L	52.48
Total BC Mowing & Tilling LLC	14,274.00
Total Beaufort County Family Court	480.90
Total Bird, Anna M	68.88
Total Border States Industries Inc	184.99
Total Brownfield, Rebecca L	265.78
Total Cave, Ann M	31.59
Total CENGAGE Learning Inc	4,380.75
Total Charter Communications	40.49
Total Clark, Dilbert G	20.00
Total CooperGwaltney, Shannon K	117.10
Total Crescent Parts and Equipment	1,228.50
Total Curry, Jason G	20.00
Total Curry, Stacy L	37.81
Total Data Recognition Corporation	4,655.40
Total Davis, Robert P	40.00
Total Decker Equipment	445.94
Total Dickman, Keri M	3.69
Total Director of Revenue	25.00
Total DISH	47.02
Total Ditzfeld Container Service LLC	877.90
Total Ditzfeld Transfer Inc	3,731.30
Total Doyle, Joseph G	640.93
Total Dugan Paints Inc	774.50
Total Fastenal Company	76.85
Total Forrest T Jones & Company Inc	75.00
Total Fraley, Eric T	183.00
Total Fry, Jeremy D	107.99
Total Gahring, Heather M	3,556.92
Total Gentges, Holly A	13.78
Total Gilmore, Devon R	170.00
Total Haas Factory Outlet Kansas city	14,960.00
Total Hawkins, Keith D	20.00
Total Heartland Vision Consultants Inc	2,000.00
Total Herrick, Timothy C	20.00
Total Hieronymus, Brett R	133.38
Total Higgins Asphalt Paving Co Inc	4,705.69
Total Home Heating and Air Co Inc	15,000.00
Total Houghton Mifflin Harcourt	22,580.50
Total Ideal Fire Services LLC	2,125.00
Total Internal Revenue Service	66,665.69
Total Jackson Stephanie E	140.61
Total Jaco, Kyla M	767.52
Total Jones Lynnette G	133.29
Total KCP&L	79,006.79
Total Kendrick, Grace A	20.00
Total Klein, Kara M	49.69
Total Kuehner, Stacy E	99.04
Total Landmann Title Co	450,000.00
Total Lane, Steven D	20.00
Total Lang Kent	575.00
Total Marcums Landscaping Stones LLC	1,333.88
Total MARE	500.00
Total Mathieu, Gerard J	20.00
Total MCDA	100.00

BOE AP Check Register Report July 1-18, 2018

Vendor Name Amount

Total MEI Total Elevator Solutions	1,407.52
Total Menard Inc	544.54
Total Mid Atlantic Trust Company	4,910.00
Total Mid City Lumber Co Ltd	103.76
Total Missouri Assoc of National	105.00
Total Missouri Department of Revenue	10,940.00
Total Missouri State Fair	30.00
Total Missouri Teaching Jobs	175.00
Total Mo Dept of Natural Resources	500.00
Total Mo Dept of Revenue	60.50
Total MO Family Support Payment Center	906.88
Total MOAQUA Ltd	75.00
Total MOASBO	630.00
Total Moores Flower Shop & Greenhouse	184.86
Total NASSP/NASC	95.00
Total NASSP/NHS	385.00
Total NCS Pearson Inc	379.48
Total Neth, Colleen F	100.00
Total NetWatch Inc	1,640.06
Total Nightwatch Security & Telephone	80.00
Total Norton, Patrick W	632.35
Total Omni Cheer	375.90
Total Pannier, Sara J	107.16
Total Parents as Teachers Natl Center Inc	1,540.00
Total Pearson Education	253.88
Total PEERS	29,064.66
Total Philips and Company-Sedalia	6,003.91
Total Phillips Media Group LLC	100.00
Total Pitney Bowes	909.00
Total Polk, Jordan K	20.00
Total Pollitt Bradley R	61.82
Total Praxair Distribution Inc	65.10
Total PSRS	73,849.80
Total Pyle, Christopher L	170.00
Total RAC-JAC Properties Inc	94.97
Total Rehmer Malinda K	56.62
Total Richardson Angela S	75.35
Total Ricoh USA Inc	5,179.34
Total Rodgers and Hammerstein	1,665.00
Total Royal Papers	372.15
Total Satnan, Robert H	60.00
Total Schlup Jr, Kenneth F	20.00
Total School Outfitters	3,998.97
Total School Specialty Inc	4,575.83
Total Scott, Nancy L	220.02
Total Scott, Tara D	22.30
Total Sedalia Electric Motors Inc	125.00
Total Sedalia School District 200	200.83
Total Sedalia School District Foundation	2,475.00
Total Sedalia Water Department	8,917.85
Total Shaffer Elizabeth A	118.16
Total Simons Jr, Richard D	20.00
Total Smith, Alexandra K	58.18
Total Socket Telecom LLC	4,751.08
Total SonEquity Pest Management	352.00
Total Specialty Sportswear	30.00
Total State Fair Community College	150.00
Total State Fair Quick Lube	45.24
Total Steger, Michelle M	328.16
Total Stone Laser Imaging	476.00
Total Stone, Erica A	55.72
Total SummersDaly, Susan L	106.06
Total Superior Lawns	1,843.33
Total Synchrony Bank/Amazon	2,667.35
Total T Mobile	868.37

BOE AP Check Register Report July 1-18, 2018

Vendor Name	Amount
Total Tan Tar A Resort	204.00
Total Tankersley, Renee M	72.54
Total The Detail Shop	100.00
Total Thomas Taylor M	99.20
Total Thomeczek & Brink LLC	192.00
Total Touchtone Communications Inc	5.97
Total Tresona Multimedia LLC	820.00
Total Triplett, Steven G	320.00
Total Tyler Technologies Inc	33,051.95
Total UMB Healthcare Services	6,454.63
Total United Rentals Inc	1,260.00
Total Universal Cheerleaders Assoc	273.00
Total Verizon Wireless	228.57
Total Volk, Lisa L	20.00
Total W & M Welding Inc	15.00
Total Walmart Community/RFCSLLC	347.96
Total Walters, Rush E	55.76
Total Warehouse Tire and Muffler	127.00
Total Wells Kimberly C	233.70
Total West Bend Mutual Insurance Co	517.00
Total Wyatt, Robin C	20.00
Total Zbornak, Kayla N	29.19
Grand Total	952,672.55

Memorandum

To: Director – Board of Education

CC: Steve Triplett/Nancy Scott/Todd Fraley/Chris Pyle

From: Harriet Wolfe

Date: July 23, 2018

Re: Payment of Bills with P-Card

**Attached are the payment of bills using the P-Card from June 22 – July 18, 2018.
Total Amount of \$9,442.98**

BOE AP P-Card Report June 22 - July 18 2018

Selection Criteria : Check Date Range From 07/13/2018 To 07/13/2018 | Invoice Number = Card |

Vendor Name	Amount
Total Avant Assessment LLC	17.50
Total ConstantContact.Com	96.00
Total El Espolon	587.50
Total Harbor Freight	89.78
Total Heartsmart.com	2,985.00
Total Hobby Lobby Stores Inc	76.75
Total Holiday Inn Rosslyn Arlington VA	1,284.94
Total Interstate Studio & Publishing Co	947.92
Total Lowes Companies Inc	472.47
Total Menard Inc	328.94
Total Moores Flower Shop & Greenhouse	65.00
Total MSBA	390.00
Total OReilly Auto Parts	8.97
Total Panera LLC	31.98
Total South 65 Car Wash	15.00
Total Staples Business Advantage	81.53
Total Sutherland Lumber Company	131.30
Total Tan Tar A Resort	532.36
Total Teachers Pay Teachers	12.00
Total TJ MAXX	39.99
Total US Postal Service Sedalia	11.90
Total Vaughan Pools of Sedalia	902.79
Total Walmart Community/RFCSLLC	312.39
Total Yummies Donuts	20.97
Grand Total	9,442.98



SEDALIA SCHOOL DISTRICT #200

2806 Matthew Drive, Sedalia, MO 65301-7981 p:660.829.6450 f:660-827-8938

Steven G. Triplett, Ed. S.
Superintendent

To: Board of Education

From: Chris Pyle

Nancy L. Scott, Ed. D.
Assistant Superintendent

Date: July 23, 2018

Re: Vision Intervention Program Participation Agreement

Christopher Pyle, Ed. S.
Assistant Superintendent

Todd Fraley Ed. D.
Assistant Superintendent

Please find the enclosed Vision Intervention Program Participation Agreement for the 2018-19 school year. This program was originally purchased with funds provided by our local Sedalia Area Lions Club. Vision Intervention is utilized as an early intervention tool for first grade students who qualify for support at Washington and Parkview Elementary Schools.

Harriet A. Wolfe, Ed. D.
Chief Financial Officer

Becky Brownfield, Ed. S.
Director Curriculum Instruction
Assessment 6-12

If you have any questions, please contact me at (660)-829-6457. Thank You.

Devon Gilmore, M. Ed.
Director Curriculum Instruction
Assessment K-5

Bob Satnan, B.A.
Communications Director

Missouri Model District
www.sedalia200.org

Sedalia #200 is an
equal opportunity and
affirmative action employer



2018-2019

Continuing School Participation Agreement

To continue involvement in the state of the art, Vision Intervention Program, complete the information below and return to: pcrisel@learninginsights.org no later than July 15, 2018.

School District: Sedalia School District #200

Street Address: 2806 Matthew Drive **City:** Sedalia **State:** MO **Zip:** 65276

Accounts Payable Contact:

(This person is responsible for receiving and paying invoices for the district)

Name: Kristie Jonson

Email: jonsonk@sedalia200.org

Phone #: (660) 829-6450

V.I.P. Program Coordinator:

(This person will receive all correspondence, and be responsible for the completion of reports, parental communication and communication with Learning Insights, Inc. staff on a regular basis)

Name: Sonya Mertgen

Email: mertgens@sedalia200.org







Phone #: (660) 827-8955

Specific school(s) participating: (list below) **Grades to be involved in V.I.P. & # of students enrolled in those grades:**
(Priority is given to schools serving K-3rd grade students.)

Parkview Elementary School 1st

Washington Elementary School 1st

By signing the agreement your district agrees to:

-  Provide paid screener(s) with sufficient time to screen all students in participating grades.
-  Pay individual(s) to tutor students in pairs, for 30-minute sessions, with the goal being for all students with vision issues to receive a minimum of two sessions per week.
-  Cover training fees of \$300 each for any additional or replaced screener and \$400 each for any additional or replaced tutor. Provide the time and travel expenses for these staff to attend required certification training(s).
-  Provide the time and travel expenses for screeners and tutors to attend necessary re-certification training events and regional meetings. (Screeners and tutors must be certified during year 1 and 2 of their original certification and every other year thereafter.)
-  Provide a **12 X 12 (minimum) space** for tutoring. This space must be quiet and set aside for tutoring equipment and activities during tutoring time.
-  Maintain activity records and send all required forms, including anonymous student reading level scores to Learning Insights, Inc. at mid-year and end of year (no later than June 15, 2019).

Current V.I.P. Staff Members (These individuals have been trained & will continue utilizing the program):

<u>Name</u>	<u>Email Address</u>	<u>Phone #</u>
Screener(s): Sonya Mertgen	mertgens@sedalia200.org	(660) 827-8955
Paul Arias	arias@sedalia200.org	(660) 826-2216



Tutor(s):	Email Address	Phone#
Paul Arias	ariaspa@sedalia200.org	(660) 826-2216

Will you need new screener(s) and/or tutor(s) trained for the 2018-2019 school year? no

If so, please indicate the number of each position to be trained. Screeners - \$300 ea. ____ (1.5-day training) Tutors - \$400 ea. ____ (2-day training)





Staff to be Trained (Note: New Tutors **MUST** also be trained as a Screener)

Name	Email Address	Phone #
Screener(s):		

Tutor(s):

Individuals being trained **MUST attend** the appropriate certification training to be held in the summer and/or fall at a location to be determined. If your screener or tutor cannot attend this training, special certification training will need to be arranged for them to become V.I.P. certified. Please contact Pamela Crisel to discuss the fees for this special certification training.

Learning Insights, Inc. will provide the following:

-  Certification training for each new screener, including Screening Manual, all training materials, and screener tools. Access code to online training materials. Live video coaching as needed.
-  Certification training for each new tutor including Tutor Activity Manual, all training materials. Access code to online training materials. Live video coaching as needed.
-  Ongoing telephone, e-mail, and video conferencing support to V.I.P. Coordinator, screener(s), and tutor(s).
-  Provide use of screening manual(s) and tools, tutor manual(s), forms, and V.I.P. equipment so long as the school has a current, signed Participation Agreement and all necessary fees have been paid. If the school discontinues participation in V.I.P., for any reason, the above stated items must be returned to Learning Insights, Inc. The school will be responsible for reimbursement of Learning Insights, Inc. for the cost of any equipment not returned within 30 days of the expired participation agreement.

Fees for the continued participation of the Vision Intervention Program (V.I.P.) for the 2018- 2019 school year are \$1250 for the first building and \$1000 for each additional building, to be paid **NO later than September 1, 2017.**

Please check which fiscal year you wish to be invoiced: 2017-2018 ____ 2018-2019 x

Purchase Order number you would like attached to your invoice: PO#: _____

Questions? Call 877-722-5777 or e-mail pcrisel@learninginsights.org

Authorized School Representative's Signature

Date



SSD

Sedalia School District #200

District Office
2806 Matthew Drive
Sedalia, Missouri
65301-7981
(660) 829-6450
Fax (660) 827-8938
www.sedalia200.org

Steven G. Triplett, Ed.S
Superintendent

Nancy L. Scott, Ed.D.
Assistant Superintendent
Human Resources
Federal Programs

Todd Fraley, Ed.D.
Assistant Superintendent
Buildings & Grounds
Support Services

Chris Pyle, Ed.S.
Assistant Superintendent
K-12 Special Education

Harriet Wolfe, Ed.D.
Chief Finance Officer

Devon Gilmore, M.E.D.
Director of Curriculum
Instruction & Assessment K-5

Becky Brownfield, Ed.S
Director of Curriculum
Instruction & Assessment 6-12

Bob Satnan, B.A.
Communications Director

**We Live Tiger
Pride Everyday**

Sedalia #200 is an equal
opportunity and affirmative
action employer

MEMO

TO: Mr. Triplett & Board of Education
FROM: Dr. Scott
DATE: August 23, 2018
RE: PD Contract for Orton Gillingham Training

Attached are the contracts for Orton Gillingham Training (reading intervention) for Kindergarten and 1st grade. These trainings will be in January for three days and are research-based strategies to help student with dyslexia and other reading disorders. The cost includes materials that will be used during instruction/intervention daily.

If you have any questions, please contact me at 660-829-6464. Thank you.



PROFESSIONAL DEVELOPMENT AGREEMENT

Sedalia School District 200

Sedalia, MO

This agreement is made on July 18, 2018 between Brainspring (hereinafter "Brainspring") and Sedalia School District 200, 2806 Matthew Dr. Sedalia, MO 65301 USA (hereinafter "Contractor").

OVERVIEW

Brainspring delivers customized Orton-Gillingham Professional Development. Our Orton-Gillingham programs are accredited through both the IDA (International Dyslexia Association) under their *Knowledge and Practice Standards for Teachers of Reading* and through IMSLEC (International Multisensory Structured Language Education Council) at their Teaching Level and Instructor of Teaching Level.

Our Orton-Gillingham programs are:

- Comprehensive Professional Development courses
- A strategy-driven, multisensory approach for teaching phonics (decoding and encoding)
- A supplemental reading intervention program for classrooms and resource rooms
- Appropriate for beginning readers; LD, dyslexic, ADD, ELL and other struggling readers

SERVICES

Professional Development Services

Brainspring will provide the following professional development service(s) to Contractor on the dates included below:

Service	Start Date	End Date
Phonics First Primary	1/2/2019	1/4/2019

Please refer to Appendix A for a detailed description of each professional development service.

PROFESSIONAL DEVELOPMENT INVESTMENT

Per-Teacher Course Pricing

Description	Quantity	Price per	Extended Price
Phonics First Primary with Complete Kit	21.00	\$1,195.00	\$25,095.00
		Sales Tax:	\$0.00
		Total:	\$25,095.00

**Pricing is based on services held on the dates scheduled. Additional travel expenses may apply if services are rescheduled to alternate dates.*

SCHOOL/DISTRICT RESPONSIBILITIES

Suitable Course Location

Contractor is responsible for providing a suitable location for professional development to take place, including:

1. An adequate facility in which to conduct the class (no computer labs)
2. Ample table-space and room to work with partners (classroom style)
3. Whiteboard or Document Projector
4. Laptop (PowerPoint capable)
5. LCD projector and screen

Participants Count and Shipment of Materials

Course materials required for each professional development service generally ship the week prior to the first scheduled date of service. To ensure an adequate number of materials are shipped, District must notify Brainspring of any change to its participant count a minimum of seven days prior to any professional development service. Additional participants may be registered late for a professional development service after the seven-day deadline; however, materials for late registrations may not be available on the first day of the service.

Payment for Service

For each professional development service, Contractor must submit the total amount due to Brainspring before the final date of service.

POLICIES

Additional Fees Apply for Non-Approved Participants and Observers

Unless approved in advance by Brainspring, Contractor must pay for every person present when a professional development service takes place. In the event the number of people present for a professional development service exceeds the number of participants contained in this contract, Contractor will be billed for each additional person present for the professional development service.

Instructor Requests

Every attempt is made to accommodate instructor requests made by Contractor, but no instructor request is guaranteed. Should the need arise, Brainspring reserves the right to send any instructor to fulfill the services in this contract.

Course Cancellation

50% of the professional development investment will apply with 15 or more days' notice of cancellation. 100% of the professional development investment will apply with less than 15 days' notice of cancellation.

School Closure Due to Inclement Weather

In the event school is closed due to inclement weather, the professional development course will be rescheduled to a mutually agreed upon date.

Inclement Weather Affecting Course Instructor Travel

Brainspring will make a determination, 24 hours prior to scheduled day of service, if weather will negatively impact the assigned Instructor's travel. In the event Brainspring determines inclement weather will negatively affect the Instructor's travel, the professional development course will be rescheduled to a mutually agreed upon date.

Brainspring Course Instruction

Participation in professional development services by district staff and teachers is for the sole purpose of instructing students using Brainspring's methods and materials. *District participants do not have permission* to instruct others to teach the *Phonics First*® or Structures programs nor are they capable of providing such instruction. Only Brainspring certified instructors may conduct a *Phonics First*® or Structures course. District participants are expressly prohibited from instructing others to teach *Phonics First*® and Structures.

Signatures below indicate acceptance of the terms outlined in this Contract Agreement:

Aaron A. Dorn
Director of Operations and Contracts
Brainspring

Dr. Nancy Scott
Superintendent
Sedalia School District 200

Please mail original authorized agreement to the following address:

Brainspring
Attention: Sherry Toggweiler
36700 Woodward Ave. Suite 20
Bloomfield Hills, MI 48304



PROFESSIONAL DEVELOPMENT AGREEMENT

Sedalia School District 200

Sedalia, MO

This agreement is made on July 18, 2018 between Brainspring (hereinafter "Brainspring") and Sedalia School District 200, 2806 Matthew Dr. Sedalia, MO 65301 USA (hereinafter "Contractor").

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- A supplemental reading intervention program for classrooms and resource rooms
- Appropriate for beginning readers; LD, dyslexic, ADD; ELL and other struggling readers

SERVICES

Professional Development Services

Brainspring will provide the following professional development service(s) to Contractor on the dates included below:

Service	Start Date	End Date
Phonics First Kindergarten	1/2/2019	1/4/2019

Please refer to Appendix A for a detailed description of each professional development service.

PROFESSIONAL DEVELOPMENT INVESTMENT

Per-Teacher Course Pricing

Description	Quantity	Price per	Extended Price
Phonics First Kindergarten with Complete Kit	21.00	\$1,195.00	\$25,095.00
		Sales Tax:	\$0.00
		Total:	\$25,095.00

**Pricing is based on services held on the dates scheduled. Additional travel expenses may apply if services are rescheduled to alternate dates.*

SCHOOL/DISTRICT RESPONSIBILITIES

Suitable Course Location

Contractor is responsible for providing a suitable location for professional development to take place, including:

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2. Ample table-space and room to work with partners (classroom style)
3. Whiteboard or Document Projector
4. Laptop (PowerPoint capable)
5. LCD projector and screen

Participants Count and Shipment of Materials

Course materials required for each professional development service generally ship the week prior to the first scheduled date of service. To ensure an adequate number of materials are shipped, District must notify Brainspring of any change to its participant count a minimum of seven days prior to any professional development service. Additional participants may be registered late for a professional development service after the seven-day deadline; however, materials for late registrations may not be available on the first day of the service.

Payment for Service

For each professional development service, Contractor must submit the total amount due to Brainspring before the final date of service.

POLICIES

Additional Fees Apply for Non-Approved Participants and Observers

Unless approved in advance by Brainspring, Contractor must pay for every person present when a professional development service takes place. In the event the number of people present for a professional development service exceeds the number of participants contained in this contract, Contractor will be billed for each additional person present for the professional development service.

Instructor Requests

Every attempt is made to accommodate instructor requests made by Contractor, but no instructor request is guaranteed. Should the need arise, Brainspring reserves the right to send any instructor to fulfill the services in this contract.

Course Cancellation

50% of the professional development investment will apply with 15 or more days' notice of cancellation. 100% of the professional development investment will apply with less than 15 days' notice of cancellation.

School Closure Due to Inclement Weather

In the event school is closed due to inclement weather, the professional development course will be rescheduled to a mutually agreed upon date.

Inclement Weather Affecting Course Instructor Travel

Brainspring will make a determination, 24 hours prior to scheduled day of service, if weather will negatively impact the assigned Instructor's travel. In the event Brainspring determines inclement weather will negatively affect the Instructor's travel, the professional development course will be rescheduled to a mutually agreed upon date.

Brainspring Course Instruction

Participation in professional development services by district staff and teachers is for the sole purpose of instructing students using Brainspring's methods and materials. *District participants do not have permission* to instruct others to teach the *Phonics First*® or Structures programs nor are they capable of providing such instruction. Only Brainspring certified instructors may conduct a *Phonics First*® or Structures course. District participants are expressly prohibited from instructing others to teach *Phonics First*® and Structures.

Signatures below indicate acceptance of the terms outlined in this Contract Agreement:

Aaron A. Dorn
Director of Operations and Contracts
Brainspring

Dr. Nancy Scott
Superintendent
Sedalia School District 200

Please mail original authorized agreement to the following address:

Brainspring
Attention: Sherry Toggweiler
36700 Woodward Ave. Suite 20
Bloomfield Hills, MI 48304

**Fidelity Security Life Insurance Company**

3130 BROADWAY • KANSAS CITY, MO 64111 • (800) 648-8624
Mailing Address: P.O. BOX 418131 • KANSAS CITY, MO 64141-8131

May 17, 2018

Sedalia 200

2806 Matthew Dr

Sedalia, MO 65301

Re: 403(b) Volume Submitter Documents

Dear: _____

Enclosed for your review are 403(b) Volume Submitter documents for Sedalia 200 School District. These agreements are already signed by FTJ and all we ask that you do is sign the agreements where noted and send one original back to us and please retain one original for your own files. We have enclosed a 403(b) documents binder for you to keep your copies in.

The Plan needs to be adopted by your District and that can be done by either a vote of your Board adopting the Plan or by the Board appointing the Superintendent as the agent to adopt the Plan.

Once the Plan is in effect, we will forward the information sharing agreements to the approved vendors in your District to ensure that all vendors are committed to complying with IRS regulations.

If you require additional information please do not hesitate to contact me.

Sincerely,

A handwritten signature in black ink that reads 'Leroy McCarty'.

Leroy McCarty
Vice President
Fidelity Security Life Insurance Co.

AGENCY APPOINTMENT

Sedalia 200

_____ School District hereby appoints and authorizes Forrest T. Jones and Company, Inc. ("FTJ"), to contract and execute on its behalf 403(b) Information Sharing Agreements, 403(b) Contract Exchanges and Transfers, 403(b) Provider Agreements, 403(b) Service and Vendor Agreements and any and all contracts that fall into the category of Information Sharing Agreements pursuant to IRS regulations governing 403(b) retirement investment accounts. This limited appointment and authorization is granted to effect FTJ's administration and compliance oversight of this District's 403(b) Plan.

Signature

Date

Printed Name

Superintendent
Title

CONFIDENTIALITY AGREEMENT

THIS AGREEMENT is made effective as of the 17 day of May, 2018, by the Sedalia 200 ("District") and Forrest T. Jones and Company, Inc. ("FTJ") to assure protection and preservation and/or proprietary nature of confidential information to be disclosed or made available to each party in connection with the performance of a business arrangement as set forth in the Parties' 403(b)/457 Administration Agreement ("Transaction").

1. All information disclosed to FTJ by District, or disclosed by FTJ, or its affiliates, to District, shall be deemed "Confidential Information." Such Confidential Information includes the personal information of employees of District and their enrollment decisions and election choices relative to District's 403(b)/457 Plan.
2. Each party may use the Confidential Information received from the other party to the extent required in connection with the Transaction. No other rights are implied or granted under this Agreement.
3. Confidential Information supplied shall not be reproduced in any form except for internal use or with the prior written authorization of the parties. Each such reproduction shall include any ownership and confidentiality legends of the parties that may be included in the original.
4. Each party shall use all reasonable efforts to protect the Confidential Information received with the same degree of care used to protect its own Confidential Information from unauthorized use or disclosure by their agents, or employees. Confidential Information may be used or disclosed only to their agents, and employees as may be reasonably required to perform the Transaction during the term of this Agreement, provided that they have agreed to abide by the terms of this Agreement.
5. To the extent any Confidential Information includes materials subject to the attorney-client, work product doctrine or any other applicable privilege concerning pending or threatened legal proceedings or governmental investigations ("Privileges"), it is the parties' desire, intention, and mutual understanding that, to the extent permitted by law, the sharing of such information is not intended to, and shall not, waive or diminish in any way the confidentiality of such material or its continued protection under the Privileges.

All Confidential Information, unless otherwise specified in writing, shall remain the property of the party providing such Confidential Information, and shall be used by the parties only in connection with the Transaction.

6. Nothing herein is intended to or shall be construed as conveying any rights or interest in the Confidential Information to the receiving party. Upon request by the disclosing party or the termination of this Agreement, all Confidential Information provided to the receiving party pursuant to this Agreement, shall be destroyed or returned. Neither party shall make copies of or retain any copies of any Confidential Information obtained, except as required by law for document retention purposes. The provisions of this Agreement shall be extended beyond termination to any Confidential Information, including back up and archive copies retained by either party.
7. It is understood that the term "Confidential Information" does not include information which:
 - a. is now or hereafter in the public domain (other than as a result of a disclosure directly or indirectly by a party in violation hereof);

- b. prior to disclosure hereunder, is within the possession of such party without being subject to any confidentiality obligations; or
 - c. is developed by the receiving party independently of any disclosures made by the disclosing party of such information.
8. The parties are aware of and in compliance with their responsibilities and obligations under the Gramm-Leach-Bliley Act of 1999. In addition, the parties are aware of and are in compliance with their responsibilities and obligations any other applicable federal and state laws regarding the protection of Non-Public Personal Information ("NPI"). The parties agree to:
- i. only use NPI as permitted by law;
 - ii. ensure the security and confidentiality of NPI;
 - iii. protect against any anticipated threats or hazards to the security or integrity of NPI;
 - iv. ensure the proper disposal of NPI as required by law; and
 - v. notify the other party of any such loss or breach of the security or confidentiality of NPI.
- a. In the event a party learns or has reason to believe that any NPI information provided by an employee has been misused, disclosed, or accessed in an unauthorized manner or by an unauthorized person, the breaching party shall:
- i. provide prompt written notice of the verification of unauthorized use to the other party;
 - ii. promptly investigate the situation; and
 - iii. if required by law, the breaching party shall:
 - (1) notify the individuals whose information was disclosed that an unauthorized disclosure has occurred; and
 - (2) be responsible for all legal and regulatory obligations including any associated costs which may arise in connection with the unauthorized disclosure; and
- b. In the event of an unauthorized disclosure, such party may, in its sole discretion, take immediate action, including suspension or termination of this Agreement, without further obligation or liability of any kind.
9. If Confidential Information is required to be disclosed by the receiving party by order of a court of competent jurisdiction, administrative agency or governmental body, by any law, rule, regulation, subpoena, or any other administrative or legal process, by applicable regulatory or professional standard or in connection with any judicial or other proceeding involving District, or FTJ, then the receiving party shall promptly notify the other party who, at its option, may file a motion for protective order or other administrative or legal remedy for the continued protection of said documents.
10. There are no understandings, agreements, or representations, expressed or implied, not specified herein. This Agreement may not be amended, waived or assigned except in writing executed by both parties.

11. The parties acknowledge that any breach of this Agreement could cause irreparable harm, and that this Agreement should be enforceable by specific performance, including temporary restraining orders and preliminary and permanent injunctions, in addition to other remedies available at law or in equity. In any action to enforce any right under this Agreement, the prevailing party shall be entitled to an award of all its costs incurred (including reasonable attorney's fees).
12. This Agreement shall be governed by and interpreted in accordance with the laws of the State of Missouri (without giving effect to its choice of law principles). Any action alleging a violation of this Agreement shall be venued in the Circuit Court of Jackson County, Missouri, unless such action can be filed or removed to the United States District Court for the Western District of Missouri.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the Effective Date set forth above.

Sedalia 200
2806 Matthew Dr
Sedalia, MO 65301
 By: _____
 Name: _____
 Title: Superintendent
 Date: _____

Forrest T. Jones and Company, Inc.
 3130 Broadway
 Kansas City, Missouri 64111-2406
 By: LeRoy McCarty
 Name: LeRoy McCarty
 Title: Vice President
 Date: May 17, 2018

ELIGIBLE GOVERNMENTAL SECTION 457(b) DEFERRED COMPENSATION PLAN

ADOPTION AGREEMENT

The undersigned Employer, who is an eligible governmental employer for Internal Revenue Code (I.R.C.) Section 457(b) purposes, elects to establish an Eligible Governmental I.R.C. § 457(b) Deferred Compensation Plan under the Forrest T. Jones & Company Eligible Governmental 457(b) Deferred Compensation Prototype Plan, a copy of which is attached. This Adoption Agreement and the attached Eligible Governmental Section 457(b) Deferred Compensation Prototype Plan document shall constitute the Employer's entire I.R.C. § 457(b) Plan document. The Employer makes the following elections with respect to the sections of the Prototype Plan document.

1. EMPLOYER. (1.9)

Name: Sedalia 200
Address: 2806 Matthew Dr
City: Sedalia
State: MO
Zip Code: 65301
EIN: _____
Telephone No: (660) 829-6450
Website: _____

2. ROTH ELECTIVE DEFERRALS ELECTION (Addendum):

The Employer hereby elects to PERMIT Roth Deferral Contributions to be made pursuant to the Roth Deferral Addendum to the Prototype Plan, effective as of the date specified below (which must be the first day of a month coincident with or following the date Roth Elective Deferrals are first elected).

Effective Date: _____

The Withdrawal of Roth Elective Deferrals Due to an Unforeseeable Emergency under Section 5.10 of the Prototype Plan document:

Is Permitted Is Not Permitted

*(If an election is not made then the withdrawal of Roth Elective Deferrals due to an unforeseeable emergency under Section 5.10 of the Prototype Plan is **not** permitted)*

The Employer hereby elects to NOT PERMIT Roth Deferral Contributions to be made under its Plan

3. SPECIAL PROVISIONS (1.3):

As provided in Section 1.3 of the Prototype Plan document, the following special provision(s) apply:

4. COMPLIANCE AMENDMENTS BY THE PROTOTYPE PLAN SPONSOR:

The Employer hereby agrees that the Prototype Plan sponsor may, from time to time, make changes to the Prototype Plan document for the purpose of complying with Internal Revenue Code Section 457 and the regulations thereunder with respect to eligible governmental I.R.C. § 457(b) deferred compensation plans and for complying in form with any other statutory, regulatory and other U.S. Treasury Department guidance with respect to eligible governmental 457(b) deferred compensation plans. Any such amendments to the Prototype Plan document shall be incorporated by reference into the Prototype Plan document upon written notice of the amendment from the Prototype Plan Sponsor to the Employer.

5. ADOPTION AND EFFECTIVE DATE:

Except for any election made under Section 3 hereof, this Adoption Agreement is adopted, effective as of the following date: _____

6. EXECUTION:

EMPLOYER:

Sedalia 200
(Employer Name)

By: _____

Its: Superintendent
(Title)

Date: _____

PROTOTYPE PLAN SPONSOR:

Forrest T. Jones & Co., Inc., Prototype Plan Sponsor

LeRoy McCarty
By: LeRoy McCarty

Its: Vice President
(Title)

Date: May 17, 2018

RESOLUTION

The Sedalia 200 School District hereby authorizes the Superintendent to execute an agreement with Forrest T. Jones and Company, Inc. ("FTJ"), to provide compliance and administration services for the District's 403(b) retirement savings Plan. The Superintendent is further authorized to execute the appropriate documents on behalf of the School District to adopt the FTJ 403(b) Plan.

Date

President of the Board



SEDALIA SCHOOL DISTRICT #200

2806 Matthew Drive, Sedalia, MO 65301-7981 p:660.829.6450 f:660-827-8938

Steven G. Triplett, Ed. S.
Superintendent

Nancy L. Scott, Ed. D.
Assistant Superintendent
Human Resources
Federal Programs

Christopher Pyle, Ed. S.
Assistant Superintendent
Student Services
Buildings & Grounds

Todd Fraley Ed. D.
Assistant Superintendent
Transportation
Food Service
Technology

Harriet A. Wolfe, Ed. D.
Chief Financial Officer

Becky Brownfield, Ed. S.
Director Curriculum Instruction
Assessment 6-12

Devon Gilmore, M. Ed.
Director Curriculum Instruction
Assessment K-5

Bob Satnan, B.A.
Communications Director

Missouri Model District
www.sedalia200.org

Sedalia #200 is
an equal opportunity and
affirmative action employer

To: Board of Education & Mr. Triplett

From: Dr. Todd Fraley

RE: Dietetic Internship Affiliation Agreement

Date: July 23, 2018

This is to inform you of the affiliation agreement between the Sedalia School District and Be Well Solutions. This agreement provides for an internship opportunity with the district's food service program under the immediate supervision of Food Service Director Rowena Nickell.

Please feel free to contact me with any questions.



DIETETIC INTERNSHIP AFFILIATION AGREEMENT

This Affiliation Agreement, dated this 23rd day of July, 2018, is between BE WELL SOLUTIONS DIETETIC INTERNSHIP program ("BWS DI") and Sedalia School District #200 ("Facility") located at 2806 Matthew Dr. Sedalia Mo 65301.

The purpose of this Affiliation Agreement ("Agreement") is to form an agreement with a Facility that is committed to providing meaningful dietetic supervised practice experiences for Interns enrolled in the BWS DI.

WITNESSETH:

WHEREAS, Be Well Solutions ("BWS") is currently conducting a Distance Dietetic Internship program and desires to obtain supervised practice experiences for Interns enrolled in the program; and

WHEREAS, FACILITY has the facilities and capability to provide such experiences and is willing to make its facilities and personnel available for the purpose of providing supervised practice experience to Interns enrolled in the BWS DI;

NOW THEREFORE, it is mutually agreed by and between Facility and BWS DI as follows:

COVENANTS

1. GENERAL GUIDELINES:

- A. The BWS DI Director or his/her designee and the Director of the Facility shall have primary responsibility for the performance of the terms of this agreement and shall work together to ensure that the terms of this agreement are adhered to.
- B. Upon request, the BWS DI Director or designee shall be permitted to perform an inspection of the Facility or shadow the Intern during a scheduled rotation.
- C. BWS DI adheres to a strict non-discrimination policy. Neither party shall discriminate against any Intern on the basis of race, religion, gender, national origin or any other protected class set forth in Title VII.

2.0. RESPONSIBILITIES OF THE PARTIES

2.1. Responsibility of BWS DI

It shall be the responsibility of BWS DI to:

- (a) Provide an orientation week for Interns prior to the commencement of the supervised practice experiences at the facilities and, thereafter, to provide a solid foundation for Interns to successfully complete their supervised practice experiences;
- (b) Cooperate with Facility and assist the Interns who have elected to participate in the DI through the use of its Facilities;
- (c) The BWS DI Director or designee shall (1) act as BWS's representative to Facility; (2) facilitate communication and otherwise act as liaison with and (3) coordinate Interns' field experiences at the Facility;
- (d) Ensure financial responsibility of Interns by each student maintaining professional liability/malpractice commercial insurance coverage. Upon request, BWS DI shall provide evidence of such insurance for each Intern prior to approving the placement of that Intern at the Facility;
- (e) Require Interns to abide by applicable federal, state and local laws, standards of accrediting bodies, as well as policies and regulations of the Facility, including dress code;
- (f) Comply with, and require Interns to comply with all applicable federal and state laws and regulations concerning patient privacy and confidentiality of protected health information, including, without limitation, the Health Insurance Portability and Accountability Act of 1996 ("HIPAA");
- (g) Require Interns to maintain the confidentiality of all proprietary information regarding the Facility patients and clients;
- (h) Ensure that Interns meet health standards required by Facility and otherwise permitted under law;
- (i) Withdraw any Intern from the Facility who has been determined by Facility, in the exercise of its discretion, to be unacceptable for any reason described in Section 2.2 (f); and
- (j) Maintain a record of each Intern enrolled in the BWS DI and each Intern who has completed the program for a time period of six (6) years following the completion or withdrawal from the DI ("Intern Directory Record"). Each Intern Directory Record shall include the student's name, year of certificate

awarded, and the most current address and phone number the Intern has provided to the BWS DI.

2.2. Responsibilities of Facility

It shall be the responsibility of Facility to:

- (a) Provide an educationally oriented supervised practice experience for Interns;
- (b) Designate a contact person under this Agreement to be: (1) responsible for the coordination and implementation of the rotation at the Facility; and (2) a representative of the Facility to BWS DI;
- (c) Familiarize the intern with the Facility, its equipment, procedures, and policies and to provide Interns with copies of its rules and regulations;
- (d) Permit interns access to patient records for the purpose of field experience requirements, if the Facility patients provide the proper consent; advise BWS DI and the Intern of its policies and procedures concerning patient privacy and confidentiality of protected health information including, without limitation, the policies and procedures that the Facility has adopted pursuant to HIPAA;
- (e) Retain responsibility and accountability for all patient care and the supervision of Interns while at the Facility. Interns shall not replace the staff of the Facility;
- (f) Advise BWS, at the earliest possible time, of any material difficulty of an Intern to progress toward achievement of the stated objectives of the BWS DI. Notwithstanding the foregoing, Facility reserves the right to direct BWS DI to withdraw, or not to accept, any Intern whose health, conduct, or performance, as determined by Facility, in its discretion, is or may be a detriment to patients' well-being, or to the achievement of the purposes of the BWS DI or is inconsistent with its policies, procedures, or ethical requirements.
- (g) Evaluate the performance of the Intern, in a manner and to an extent agreed to by BWS DI and Facility, using evaluation forms provided by BWS DI. The evaluation forms shall be completed and forwarded to BWS DI following the conclusion of each Intern's participation in the supervised practice experience; and
- (h) Provide emergency health care for illnesses or injuries resulting from the Intern's field experience at the Facility. It shall be the responsibility of the Interns to provide payment or adequate health insurance coverage for such emergency care and any subsequent care.

2.3. Mutual Responsibilities of the Parties

The Parties agree as follows:

- (a) Facility shall have the privilege of recruiting Interns for employment, provided that such employment will commence after the completion of the Intern's course of academic instruction. Upon its request, and without the objection of the Intern, BWS DI shall provide Directory Records to the Facility.
- (b) No Party shall have any financial obligation to any other Party resulting from or arising out of the provision of services, instruction, supervision, or facilities under this Agreement.
- (c) Each party shall comply with all federal, state, and local laws that are applicable to activities carried out under this Agreement. The Parties agree not to engage in unlawful discrimination on the grounds of race, color, national or ethnic origin, gender, marital status, religion, handicap, political affiliation, age, or any other basis proscribed by such laws.

3.0 RELATIONSHIP OF PARTIES

3.1 At all times under this Agreement, BWS DI and Facility shall be considered independent contractors. Nothing contained herein, nor any course of action or failure to act shall be construed to create, as between BWS DI and Facility, an employer-employee or agent-servant relationship, or any other relationship except that of independent contractors.

3.2 While assigned to Facility, Interns will not be considered employees of Facility and Facility shall not be responsible for the payment of any wages, payroll taxes, Social Security, Workers' Compensation insurance, malpractice insurance, or other benefits to or on behalf of such Interns.

4.0 TERMS AND TERMINATION

This Agreement shall become effective as of the date first written above ("Effective Date") and shall remain in effect from the Effective Date. A party may terminate this Agreement, with or without cause, upon thirty (30) days' written notice to the other Party. In the event of such termination of the Agreement, an Intern shall have the right to complete the rotation under the conditions and terms of this Agreement, unless Facility requests the withdrawal of that Intern under Section 2.2(f).

5.0 CLAIMS AND DEMANDS

BWS DI shall be responsible for all claims, causes of actions, demands, liabilities and expenses arising out of the acts or omission of BWS DI and its Interns while performing services under this Agreement.

6.0 NO RIGHTS CONVEYED TO THIRD PARTIES

Nothing contained herein is intended to convey or vest any legal right in a third party to enforce terms or conditions of this Agreement.

7.0 ASSIGNMENTS

This Agreement shall not be assigned in whole or in part without the prior written consent of BWS DI and Facility.

8.0 CONTROLLING LAW

This Agreement shall be governed by the laws of the State of Ohio. All actions commenced to enforce this Agreement shall be filed in a court of appropriate jurisdiction located in Cuyahoga County, Ohio.

9.0. MODIFICATIONS

No revision or modification of this Agreement shall become effective or enforceable with respect to a party unless it is in writing and is signed by that party.

[The remainder of this page left intentionally blank]

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed on their behalf by their duly authorized representatives.

Facility

BE WELL SOLUTIONS
DIETETIC INTERNSHIP

By: _____

Name: _____

Signature

Signature

Name: _____

Name: _____

Printed Name

Printed Name

Title: _____

Title: _____

Date: _____

Date: _____

Mailing address:

Mailing address:
30625 Solon Road, Suite C
Solon, OH 44139

BWS Internship Affiliation Agreement



SEDALIA SCHOOL DISTRICT #200

2806 Matthew Drive, Sedalia, MO 65301-7981 p:660.829.6450 f:660-827-8938

Steven G. Triplett, Ed. S.
Superintendent

Nancy L. Scott, Ed. D.
Assistant Superintendent

Christopher Pyle, Ed. S.
Assistant Superintendent

Todd Fraley Ed. D.
Assistant Superintendent

Harriet A. Wolfe, Ed. D.
Chief Financial Officer

Becky Brownfield, Ed. S.
Director Curriculum Instruction
Assessment 6-12

Devon Gilmore, M. Ed.
Director Curriculum Instruction
Assessment K-5

Bob Satnan, B.A.
Communications Director

Missouri Model District
www.sedalia200.org

Sedalia #200 is an
equal opportunity and
affirmative action employer

DATE: July 16, 2018

TO: Board of Education

FROM: H. Wolfe

RE: Tuition Rate for 2018-19

- Enclosed please find the D.E.S.E. Tuition Calculation Formula for the 2018-19 School Year.

Tuition Rate History

	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>	<u>2017-18</u>	<u>Proposed 2018-19</u>
K-12	\$7,500	\$7,800	\$8,000	\$8,200	\$8,500

SEDALIA SCHOOL DISTRICT # 200
Tuition Cost Calculation
2018-2019

Current Expenditures plus Debt Service divided by ADA equals Tuition

Total Instruction and Support (Line 2999 ASBR)	\$ 46,302,539.08
Less Capital Outlay (Line 2999, Obj 6500)	\$ 1,263,843.00
Less Food Service Income (Lines 5150-65, 5333, 5445, 5446)	\$ 2,350,517.85
Less Activity Income (Line 5171-5179)-(F(4))	\$ 518,587.52
Less Contracted Educational Income (Line 5830)	\$ 236,464.95
Equals Total Current Expenditures	\$ 41,933,125.76
Plus Debt Service	0
Resident ADA + SS ADA	4604.28
Tuition	\$ 9,107.42



SEDALIA SCHOOL DISTRICT #200

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DATE: July 16, 2018

TO: Board of Education

FROM: H. Wolfe

RE: 2018-19 Tax Rate Hearing

I recommend setting the Special Meeting for the 2018-19 Tax Rate Hearing for the 2018-19 school year on August 27, 2018 @ 6:15 P.M., prior to the regularly scheduled Board Meeting to follow @ 6:30 P.M.

Your approval is needed.



SEDALIA SCHOOL DISTRICT #200

2806 Matthew Drive, Sedalia, MO 65301-7981 p:660.829.6450 f:660-827-8938

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DATE: July 17, 2018

TO: Board of Education

FROM: H. Wolfe

RE: Audit Services Extension

- Previously, you received a proposal for extension from our current auditors, Fick, Eggemeyer & Williamson, to extend their audit services an additional two years, for the school years of 2018-19 and 2019-20, for a price of \$7,000 per year, which is an increase of \$500 over their current fee.
- They have agreed to send completely new audit people to do our audit this year, as well as changing people out during the extension years.
- We request approval of the extension proposal.



SEDALIA SCHOOL DISTRICT #200

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DATE: July 17, 2018

TO: Board of Education

FROM: H. Wolfe

RE: Tiger Pride Boulevard Lots 2 & 3

- Please approve the attached Warranty Deeds for Lots 2 & 3 as shown on the final plat of Tiger Pride Boulevard.



* 2 0 1 8 - 3 2 0 7 3 *

2018-3207

RECORDED ON

06/29/2018

02:50:17PM

PAGES: 3

BARBARA CLEVINGER
RECORDER OF DEEDS
PETTIS COUNTY, MO

TRUSTEE'S WARRANTY DEED

THIS DEED, Made and entered into this 29th day of June, 2018, by and between **CHRISTY M. COX, KATHRYN R. TIPPIE, CHARLES R. TIPPIE, AMANDA E. TIPPIE AND MICHAEL J. TIPPIE, TRUSTEES OF THE KENWARD RAY TIPPIE TRUST, DATED NOVEMBER 8, 2006** of the County of PETTIS, State of MISSOURI, party or parties of the first part, and

SEDALIA SCHOOL DISTRICT #200, (GRANTEES) of the County of PETTIS, State of MISSOURI, party or parties of the second part.

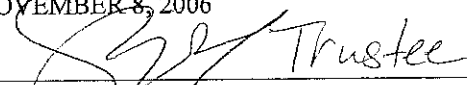
Grantee's Mailing Address: 2806 MATTHEW DRIVE, SEDALIA MO 65301

WITNESSETH: That the said party or parties of the First Part, for and in consideration of the sum of Ten Dollars and other valuable considerations paid by the said party or parties of the Second Part, the receipt of which is hereby acknowledged, do by these presents Grant, Bargain and Sell, Convey and Confirm, unto the said party or parties of the Second Part, the following described real estate situate in the County of Pettis, in the State of Missouri, to-wit:

TO HAVE AND TO HOLD the same, together with all rights, immunities, privileges and appurtenances to the same belonging unto the said Grantee, and to their heirs and assigns, forever; the said Trustee, hereby covenanting that they and the successor trustee(s) under said Trust Agreement shall and will WARRANT AND DEFEND title to the premises hereby conveyed unto the said Grantees, and to their heirs and assigns, forever, against the lawful claims of all persons claiming by, through or under them, excepting, however, the general taxes for the calendar year 2018 and thereafter, and special taxes becoming a lien after the date of this deed.


IN WITNESS WHEREOF, the said Grantor has hereunto set his hand the day and year written below.

KENWARD RAY TIPPIE TRUST, DATED
NOVEMBER 8, 2006


CHRISTY M. COX, TRUSTEE


AMANDA E. TIPPIE, TRUSTEE


KATHRYN R. TIPPIE, TRUSTEE


MICHAEL J. TIPPIE, TRUSTEE


CHARLES R. TIPPIE, TRUSTEE

3/30/18

RECITALS


- A. Parties of the First Part are the duly appointed, qualified and acting Trustees of the **KENWARD RAY TIPPIE TRUST, DATED NOVEMBER 8, 2006**, ("Trust"); and
- B. The Property (as defined herein) was previously conveyed to the Trust by WARRANTY DEED recorded November 13, 2006 in PETTIS COUNTY AS DOCUMENT #2006-7906.
- C. That under the powers and provisions of said Trust, the Trustees have the power to sell and convey any real property that has been transferred into the Trust; and
- D. The Trust is in full force and effect and has not been amended, revoked or terminated.

State of *Missouri*
County of *Pettis*

On 27th day of June, 2018, before me personally appeared **THE ABOVE LISTED TRUSTEES OF THE KENWARD RAY TIPPIE TRUST DATED NOVEMBER 8, 2006**; said Trustee(s) being by me first duly sworn, and said Trustee(s) stating upon their oaths that they are the Trustee(s) of said Trust, and that as such Trustee(s), they have full power and authority to execute the foregoing deed, that the said Trust is in full force and effect on the date of this deed, and that they executed the foregoing instrument for the purposes herein stated and as the free act and deed of said Trust.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal in the County and State aforesaid, the day and year last above written.

My term expires: 4/25/20


Notary Public **MELINDA SUE RUCKMAN**

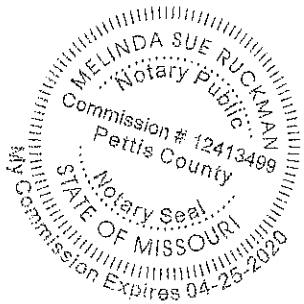


EXHIBIT "A"
LEGAL DESCRIPTION

The Land is described as follows:

Tract 1: LOT TWO (2) OF T. S & S. PROPERTIES, AN ADDITION TO THE CITY OF SEDALIA, PETTIS COUNTY, MISSOURI, EXCEPT THAT PORTION DEEDED TO THE SEDALIA SCHOOL DISTRICT FOUNDATION, INCORPORATED AS SET OUT IN QUIT CLAIM RECORDED FEBRUARY 5, 2009 AS DOCUMENT NO. 2009-0518 AND ALSO SHOWN ON FINAL PLAT OF "TIGER PRIDE BOULEVARD" RECORDED NOVEMBER 11, 2009 AS DOCUMENT NO. 2009-4928.

Tract 2: LOT THREE (3) OF T. S. & S. PROPERTIES, AN ADDITION TO THE CITY OF SEDALIA, PETTIS COUNTY, MISSOURI, EXCEPT THAT PORTION DEEDED TO THE SEDALIA SCHOOL DISTRICT FOUNDATION, INCORPORATED AS SET OUT IN QUIT CLAIM RECORDED FEBRUARY 5, 2009 AS DOCUMENT NO. 2009-0518 AND ALSO SHOWN ON FINAL PLAT OF "TIGER PRIDE BOULEVARD" RECORDED NOVEMBER 11, 2009 AS DOCUMENT NO. 2009-4928.



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2018-3223

RECORDED ON

07/02/2018 10:05:46AM

PAGES: 3

BARBARA CLEVINGER
RECORDER OF DEEDS
PETTIS COUNTY, MO

TRUSTEE'S WARRANTY DEED

THIS DEED, Made and entered into this 29th day of ~~JUNE~~ 2018, by and between WILLIAM J SHUMAKE, TRUSTEE OF THE SHUMAKE REVOCABLE TRUST DATED MARCH 26, 2013, (GRANTORS)

of the County of Pettis, State of MISSOURI, party or parties of the first part, and

SEDALIA SCHOOL DISTRICT #200, (GRANTEES)

of the County of PETTIS, State of MISSOURI, party or parties of the second part.

Grantee's Mailing Address: 2806 MATTHEW DRIVE, SEDALIA MO 65301

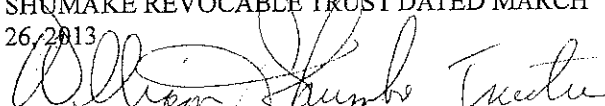
WITNESSETH: That the said party or parties of the First Part, for and in consideration of the sum of Ten Dollars and other valuable considerations paid by the said party or parties of the Second Part, the receipt of which is hereby acknowledged, do by these presents Grant, Bargain and Sell, Convey and Confirm, unto the said party or parties of the Second Part, the following described real estate situate in the County of Pettis, in the State of Missouri, to-wit:

See Attached Legal Description

TO HAVE AND TO HOLD the same, together with all rights, immunities, privileges and appurtenances to the same belonging unto the said Grantee, and to their heirs and assigns, forever; the said Trustee, hereby covenanting that they and the successor trustee(s) under said Trust Agreement shall and will WARRANT AND DEFEND title to the premises hereby conveyed unto the said Grantees, and to their heirs and assigns, forever, against the lawful claims of all persons claiming by, through or under them, excepting, however, the general taxes for the calendar year 2018 and thereafter, and special taxes becoming a lien after the date of this deed.

IN WITNESS WHEREOF, the said Grantor has hereunto set his hand the day and year written below.

SHUMAKE REVOCABLE TRUST DATED MARCH
26, 2013


WILLIAM J. SHUMAKE
TRUSTEE

3/30
TB

RECITALS

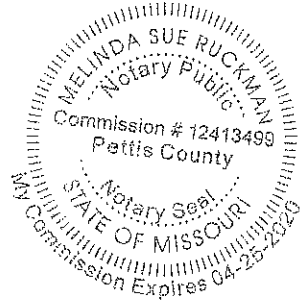
- A. Parties of the First Part are the duly appointed, qualified and acting Trustees of the **SHUMAKE REVOCABLE TRUST DATED MARCH 26, 2013**, ("Trust"); and
- B. The Property (as defined herein) was previously conveyed to the Trust by WARRANTY DEED recorded March 27, 2013 in PETTIS COUNTY AS DOCUMENT #2013-1661.
- C. That under the powers and provisions of said Trust, the Trustees have the power to sell and convey any real property that has been transferred into the Trust; and
- D. The Trust is in full force and effect and has not been amended, revoked or terminated.

State of *Missouri*
County of *Pettis*

On 2nd day of July, 2018, before me personally appeared **WILLIAM J. SHUMAKE**; said Trustee(s) being by me first duly sworn, and said Trustee(s) stating upon his oaths that he is the Trustee(s) of said Trust, and that as such Trustee(s), he has full power and authority to execute the foregoing deed, that the said Trust is in full force and effect on the date of this deed, and that he executed the foregoing instrument for the purposes herein stated and as the free act and deed of said Trust.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal in the County and State aforesaid, the day and year last above written.

My term expires: 4/25/20



Melinda Sue Ruckman
Notary Public

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MISSOURI DEPARTMENT OF ELEMENTARY AND SECONDARY EDUCATION
DIVISION OF LEARNING SERVICES – OFFICE OF COLLEGE AND CAREER READINESS

50/50 CAREER EDUCATION EQUIPMENT/EDUCATIONAL RESOURCE(S) INFORMATION

INSTRUCTIONS

Forms and supporting documentation must be sent electronically to the appropriate section/Career and Technical Education (CTE) program email listed below. The Application for Authorization of Career Education Expenditures (FV-4) will not be approved until 50/50 Career Education Equipment/Educational Resource(s) Information form has been completed and received by the appropriate CTE program section. For questions, contact your section/CTE program.

Agriculture Education	dese.ag@dese.mo.gov	573-522-6538
Business Education	dese.bmit@dese.mo.gov	573-751-4367
Family Consumer Sciences and Human Services	dese.fcs@dese.mo.gov	573-751-7964
Health Sciences	dese.health@dese.mo.gov	573-751-3407
Marketing and Cooperative Education	dese.bmit@dese.mo.gov	573-751-4367
Skilled Technical Sciences	dese.ths@dese.mo.gov	573-522-5804
Technology and Engineering	dese.ths@dese.mo.gov	573-751-7764

LOCAL EDUCATIONAL AGENCY INFORMATION

LOCAL EDUCATIONAL AGENCY (LEA) NAME Sedalia #200		COUNTY-DISTRICT CODE 080125	
LEA BUILDING NAME Smith-Cotton High School		SCHOOL CODE 1050	
ADDRESS 2010 Tiger Pride Blvd			
CITY Sedalia	STATE MO	ZIP 65301	PHONE 660-851-5300
LEA CONTACT Elizabeth Shaffer	LEA CONTACT EMAIL shaffere@sedalia200.org		FORM DUE DATE July 1
DISTRICT SUPERINTENDENT/LEA ADMINISTRATOR NAME Wade Norton		DISTRICT SUPERINTENDENT/LEA ADMINISTRATOR EMAIL nortonw@sedalia200.org	

CTE TEACHER REQUESTING INFORMATION

Teacher is appropriately certified (secondary and full time adult only)	<input type="checkbox"/> Yes <input type="checkbox"/> No
Career Technical Student Organization (CTSO) is affiliated at the state and national level	<input type="checkbox"/> Yes <input type="checkbox"/> No
Advisory committee provided input into this funding request (documentation on file)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
There is a written program evaluation and/or Common Criteria and Quality Indicators (CCQI)	<input type="checkbox"/> Yes <input type="checkbox"/> No
Date of last program evaluation 03/2018	

INDIVIDUALS WHO WILL BE UTILIZING THE EQUIPMENT/EDUCATIONAL RESOURCE(S)

Teacher Name	Room Number	Teacher Name	Room Number
Elizabeth Shaffer	D004		
Kathy O'Dell	D006		

APPROVED CTE COURSES TAUGHT BY REQUESTING TEACHER (courses taught this school year)

For Agriculture, Business, Health, Marketing, Cooperative and Skilled Technical Sciences Education ONLY

Course Name	Three Year Average Class Room Enrollment	Course Name	Three Year Average Class Room Enrollment
Family and Consumer Sciences	300		

The Department of Elementary and Secondary Education does not discriminate on the basis of race, color, religion, gender, national origin, age, or disability in its programs and activities. Inquiries related to Department programs and to the location of services, activities, and facilities that are accessible by persons with disabilities may be directed to the Jefferson State Office Building, Office of the General Counsel, Coordinator – Civil Rights Compliance (Title VI/Title IX/504/ADA/Age Act), 6th Floor, 205 Jefferson Street, P.O. Box 480, Jefferson City, MO 65102-0480; telephone number 573-526-4757 or TTY 800-735-2966 emailcivilrights@dese.mo.gov.

FAMILY CONSUMER SCIENCES AND HUMAN SERVICES SECTION REQUIREMENT ONLY

Check all courses that will be offered during the next school year. A minimum of one semester course must be offered in each of the four core areas. (*meets graduation requirements)

COMPREHENSIVE FAMILY CONSUMER SCIENCES

- Discovering Family and Consumer Sciences (below 9th Grade)
- Career Development and Entrepreneurship (can be used in this quadrant or in the Family/Consumer Resource Management quadrant)

NUTRITION AND WELLNESS

- Family/Individual Health *
- Food Science
- Nutrition and Wellness
- International Foods
- ProStart I
- ProStart II

FAMILY AND HUMAN DEVELOPMENT

- Child Development I
- Child Development II
- Human Development
- Interpersonal Relationships
- Parenting
- Career Pathways to the Teaching Profession
- Practicum in Teaching Pathways

FAMILY AND CONSUMER RESOURCE MANAGEMENT

- Career Development and Entrepreneurship (can be used in this quadrant or in the Family/Consumer Resource Management quadrant)
- Family/Consumer Resource Management
- Apparel, Textiles, and Fashion
- Apparel, Textiles and Fashion, Advanced
- Housing Environments and Design
- Fashion and Interior Design Fundamentals Level I (Part of new Apparel, Textiles & Interior Design Program of Study)
- Fashion Design and Construction Level II (Part of new Apparel, Textiles & Interior Design Program of Study)
- Interior Design, Advanced Level II (Part of new Apparel, Textiles & Interior Design Program of Study)
- Fashion/Interior Design and Merchandising Level III (Part of new Apparel, Textiles & Interior Design Program of Study)
- Hospitality and Tourism Management Program I
- Hospitality and Tourism Management Program II
- Personal Finance *

GRANT FUNDING INFORMATION

Grant funds are available for improving CTE programs through the purchase of equipment/curriculum enhancement resources. Only department-approved CTE programs, grades 7-12, or postsecondary programs as approved by the appropriate section director, are eligible to apply. Priority will be given to programs consistently maintaining all the components of an approved program and in the order in which grant applications are received. See the Assurances section located on the Application for Approval of Career Education Programs Form MO 500- 2457.

- Every item must have a minimum unit cost of \$200. Non-consumable items under \$200 may be approved at the discretion of the section director.
- Professional training/development are allowable expenditures subject to the availability of funds and at the discretion of each CTE program section.
- A local match of 50% is required and must be from local funds (not state or federal funds).

GRANT FUNDING INFORMATION CONTINUED

The following items will not be approved:

- Facility improvements or repairs (cabinets, flooring, air conditioning, wall removal, interior/exterior construction, etc.)
- Fax or copying machines
- Furniture (teacher or student)
- Service contracts/maintenance agreements
- Vehicles

Application for Authorization of Career Education Expenditures (FV-4) form: Grant Funding Requests for equipment/curriculum enhancement resources must include

- A completed 50/50 Career Education Equipment Educational Resource(s) form [MO 500-3069](#) (cover page)
- Original FV-4 form [MO 500-1304](#) must be submitted on or before **July 1**.
 - The amount requested on the FV-4 form should reflect the total of the state and district/Local Education Agency (LEA) contributions.
 - Forms must have the original signature of the appropriate school district/LEA administrator.
 - Cover page and FV-4 form must be sent electronically to the appropriate section/CTE program email at the top of this form.

Reimbursement Request for Approved Career Education Expenditures (FV-2) form: Grant Reimbursement Requests for equipment purchases must include

- Original FV-2 form [MO 500-1303](#) must be submitted no later than **February 1**.
 - Appropriate invoices
 - Form must have the original signature of the appropriate school district/LEA administrator.
 - FV-2 form and appropriate invoices must be sent electronically to the appropriate section/CTE program email at the top of this form.
 - Funds not expended and submitted for payment by the February 1 deadline may be redistributed.

FV-4 application forms and FV-2 reimbursement forms are available through the Department's website at <http://dese.mo.gov/college-career-readiness/career-education/forms-applications>.



APPLICATION FOR AUTHORIZATION OF CAREER EDUCATION EXPENDITURES

INSTRUCTIONS: FV-4 MO 500-1304 form **must be sent electronically** to the appropriate Section/Career Technical Education (CTE) program email in the box below. Do not mail hard copies.

Agriculture Education	Dese.ag@dese.mo.gov
Business, Marketing and Information Technology	Dese.bmit@dese.mo.gov
Family Consumer Sciences and Human Services (including Child Development Associate (CDA) Grant)	Dese.fcs@dese.mo.gov
Technology, Engineering and Skilled Technical Sciences	Dese.ths@dese.mo.gov
Health Sciences	Dese.health@dese.mo.gov
Displaced Homemaker, College and Career Consultants, Jobs for America's Graduates (JAG), GAMM Inc, Technology Centers That Work (TCTW) Grant and Career Education Student Services	webreplyvae@dese.mo.gov

1. After the FV-4 has been processed, the form indicating the approved items will be emailed to the Local Education Agency (LEA).
2. The Certification section must be signed by the Grant Chief Administrator and dated prior to sending it to the State Office for approval.
3. A separate FV-4 form must be submitted for each program or service area and each type of program.

County-District Code: Enter the county-district code used by the Office of College and Career Readiness for payment purposes.

Local Education Agency (LEA): Report the official name of the school district/institution of higher education, the mailing address, city, and zip code.

Grant Chief Administrator Email: Enter email address of the individual responsible for submitting this grant.

Program Codes and Description of Program: A separate FV-4 form must be submitted for each program or service area and each type of program. Select the program and type from the options in the drop-down boxes.

SMITH-COTTON
ACTIVITIES OFFICE



2010 Tiger Pride Blvd.
Sedalia, Missouri 65301
Phone: 660-851-5300
Fax: 660-851-5397
davisr@sedalia.k12.mo.us

HOME OF THE **TIGERS**

Robert Davis, CAA
Activities Director

Susan Shaw
Administrative Asst.

Wade Norton, Ed. S.
Principal

Joe Doyle, MSE
Assistant Principal

Robin Wyatte, MSE
Assistant Principal

Stacy Curry, MSE
Assistant Principal



MEMO

To: Mr. Triplett and Sedalia School Board
From: Rob Davis
Re: Hall of Fame Nominee Approval
Date: July 10, 2018

Mr. Triplett,

The Hall of Fame Selection Committee met on June 27, 2018 and reviewed seven Athletic HOF nominees as well as two nominees for the Activities HOF. From these nominations, three from the athletic list and both activity nominees were selected for induction into the 2018-2019 Hall of Fame class. They are,

Joe Arbisi- Athletic
Warren Dey – Athletic
Emily Webster – Athletic

Wayne Brown – Activities
Brenton Ryan - Activities

Please present these names to the Sedalia Board of Education for final approval at the next scheduled board meeting. Once approved by the board, I will contact these individuals to inform them of their selection. If you need any additional information, please let me know.

Thank you.

Robert Davis

Rob Davis, CAA
Activities Director



SEDALIA SCHOOL DISTRICT #200

2806 Matthew Drive, Sedalia, MO 65301-7981 p:660.829.6450 f:660-827-8938

Steven G. Triplett, Ed. S.
Superintendent

To: Board of Education

From: Chris Pyle

Nancy L. Scott, Ed. D.
Assistant Superintendent

Date: July 23, 2018

Re: Student Discipline Handbook

Christopher Pyle, Ed. S.
Assistant Superintendent

Please find attached our Student Discipline Handbook. Our administrative team made revisions to this document for the new school year.

Todd Fraley Ed. D.
Assistant Superintendent

The revisions include:

Harriet A. Wolfe, Ed. D.
Chief Financial Officer

- In the Computer/Technology Misuse heading- we added Cell Phone. The wording is now Computer/Cell Phone/Technology Misuse- Under the discipline options we added loss of privilege to the 2nd and 3rd option for grades K-5

Becky Brownfield, Ed. S.
Director Curriculum Instruction
Assessment 6-12

- In the Shakedown or Strong-Arm/Extortion heading- We added in school suspension as an option under the first offense

Devon Gilmore, M. Ed.
Director Curriculum Instruction
Assessment K-5

- In the Theft/Possession of Stolen Property heading- We added in school suspension as an option under the first offense

Bob Satnan, B.A.
Communications Director

- We added ATS (alternative to suspension) to all 6th-8th grade discipline options that also have OSS (out of school suspension) as selections.

Missouri Model District
www.sedalia200.org

- We added back a heading selection for Failure to Serve a Detention. This had been removed from the previous year, but the administrative team felt we needed to bring this back.

Sedalia #200 is an
equal opportunity and
affirmative action employer

Please do not hesitate to contact me with any questions you may have.



Sedalia School District #200

Student Discipline Code Handbook

Specific Discipline Procedures
for

Elementary (K-4)
Middle School (5)
Junior High (6-8)
High School (9-12)

SEDALIA SCHOOL DISTRICT #200
2806 Matthew Drive
Sedalia, Missouri 65301
660-829-6450

Adopted: January 14, 1986
Last Revision: July 23, 2018

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Initial Adoption of Discipline Code

The Discipline Code for Sedalia School District #200 was developed by a committee of students, parents, teachers, and administrators and adopted by the Board of Education on January 14, 1986.

Revisions

July 29, 1992	July 9, 2010
March 8, 1993	July 18, 2011
September 13, 1993	July 16, 2012
September 12, 1994	June 17, 2013
December 12, 1994	July 14, 2014
November 27, 1995	July 13, 2015
July 8, 1996	July 11, 2016
July 28, 1997	July 24, 2017
July 27, 1998	July 23, 2018
July 26, 1999	
August 9, 2000	
July 23, 2001	
July 22, 2002	
July 28, 2003	
August 9, 2004	
August 1, 2005	
July 23, 2007	
July 18, 2008	
July 27, 2009	

INTRODUCTION

The purpose of the Discipline Code is to ensure a safe and orderly environment for learning in the school district. It will provide a clear statement of the behavior expected of this district’s students and will outline the consequences of misbehavior.

This policy finds its legal basis in Missouri law including, but not limited to, the Excellence in Education Act of 1985 (Section 5), Senate Bill 380, and the Safe Schools Act, which states:

- 5.1 The local board of education of each school district shall establish a policy of discipline, a written copy of which shall be made available in the office of the superintendent of such district, during the normal business hours, for public inspection.
- 5.2 The policy shall contain the consequences of the failure to obey standards of conduct set by the local board of education and the importance of the standards to the maintenance of an atmosphere where orderly learning is possible and encouraged.
- 5.3 All school district personnel responsible for the care and supervision of students are authorized to hold every pupil strictly accountable for any disorderly conduct in school, or on any property of the school, during school-sponsored activities or during intermission or recess periods.
- 5.4 Teachers and other authorized district personnel in public schools responsible for the care, supervision, and discipline of school children, including volunteers selected with reasonable care by the school district, shall not be civilly liable when acting in conformity with the established policy of discipline developed by each board under this section.

Also Sections 171.011, 563.061, 167.031, 167.161 and 167.171.

The discipline code will include a statement of philosophy, sections on corrective disciplinary processes and options, discipline of handicapped students, due process, privacy rights of students and parents, definitions, and administrative powers.

CORRECTIVE DISCIPLINE OPTIONS

Administrators will have the authority to use their discretion in determining the appropriate disciplinary steps, depending upon the severity and frequency of incidents.

Students under suspension from school are not to attend school district activities nor be on school district grounds.

A student/parent conference with the superintendent or designee may be required prior to re-admittance for students suspended from school for a period of 10 days or more and recommended for any long term suspension. Written notice of conference will be provided to parent or guardian.

STATEMENT OF PHILOSOPHY

The Sedalia School District #200 has the responsibility, granted by the state, to provide public education for children until they graduate or reach the age of 21. To fairly and effectively carry out this duty, school authorities and parents must establish an environment in each school, which is conducive to learning. To accomplish this goal, there must be respect and mutual trust among parents, teachers, administrators, and students. There are many factors, which affect the learning environment. The most destructive factors are inappropriate conduct and a lack of consistent and effective disciplinary response.

Federal and state laws confer rights and freedoms to every citizen, both in and out of school. At the same time, every citizen has the responsibility to respect the identical rights of others. Because of the importance of maintaining a harmony between rights and responsibilities, school authorities are allowed a broad range of powers in maintaining an orderly environment, provided they adhere to the requirements of due process and other constitutional standards.

All employees of the district shall annually receive instruction related to the specific contents of the district's discipline policy and any interpretations necessary to implement the provisions of the policy in the course of their duties including, but not limited to, approved methods of dealing with acts of school violence, disciplining students with disabilities, and instruction in the necessity and requirements for confidentiality.

Organizations, businesses, and industries cannot operate successfully without procedures, goals, expectations, and satisfied workers; neither can schools. Rules, which establish discipline guidelines for students, are necessary and basic to their growth and development. Thus, it becomes the responsibility of local school districts to have a discipline code, which reflects the community's standards and expectations for student behavior.

Schools must be a place where students are encouraged to learn. Standards of conduct are established by the Sedalia School District #200 Board of Education to create an environment in which each student's right to learn is protected. The Board is legally empowered to establish operation of the district's schools. If the policy guidelines adopted by the Board are to be successful, it must be understood that school officials and teachers have the authority to interpret and apply policy in a given situation. Students are expected to obey any such interpretation subject to an appeal.

Students and their parent/legal guardian will be notified of their rights and responsibilities, including standards of conduct, through handouts distributed annually. A copy of the district's comprehensive discipline policy will be provided to every student and parent or guardian of every student at the beginning of each school year and will be available in the superintendent's office during normal business hours. Through clear understanding of these rights and responsibilities, the elements of respect and cooperation should result in the harmonious and constructive education of the student.

The Board of Education believes that students have rights, which should be recognized and respected. It also believes that every right carries with it certain responsibilities. Among these student rights and responsibilities are the following:

Each Student has the Responsibility to:

- * know and adhere to reasonable rules and regulations established by the local board of education and implemented by school administrators and teachers;
- * respect the human dignity and worth of every other individual;
- * refrain from libel, slanderous remarks, and obscenity in verbal and nonverbal expression;
- * study diligently and maintain the best possible level of academic achievement;
- * be punctual and present in the regular school program;
- * dress and groom in a manner that meets reasonable standards of health, cleanliness, modesty, and safety as defined by the student dress code;
- * help maintain and improve the school environment, preserve school and private property, and exercise the utmost care while using school facilities;
- * refrain from disobedience, misconduct, or other behavior which would lead to any physical harm or to the disruption of the educational process;
- * respect the reasonable exercise of authority by school administrators and teachers in maintaining discipline at school sponsored activities;
- * be informed that the use of illicit drugs and the unlawful possession of, distribution of, or use of alcohol and tobacco is **wrong and harmful** and prohibited on school premises or as a part of any of its activities. Violation could result in consequences up to and including expulsion and referral to prosecution. Compliance with the standards of conduct is **mandatory**.

HOTLINE

Your child's safety at school is a top priority for us. If you are aware of a situation that jeopardizes the safety of anyone at school, immediately notify a member of the school staff or your parent/legal guardian. If you are uncomfortable bringing this situation to the attention of an adult you know, access the anonymous Tip Line on the District website or call the Missouri School Violence Hotline at 866-748-7047.

DISCIPLINE REPORTING AND RECORDS

In compliance with state law, the Board of Education establishes explicit channels of communication between teachers, administrators, law enforcement officials and other schools concerning acts of school violence and other behaviors which endanger the welfare or safety of students, staff, and patrons of the district. The purpose of this policy is to designate specific actions committed by students which must be reported to teachers, administrators and/or law enforcement officials as well as those actions which must be documented in a student's discipline record.

Definitions

The following definitions and terms apply to this policy:

1. **Act of School Violence/Violent Behavior** – The exertion of physical force by a student with the intent to do serious physical injury to another person while

- on school property, including a school bus in service on behalf of the district, or while involved in school activities.
2. Serious Physical Injury – Physical injury that creates a substantial risk of death or that causes serious disfigurement or protracted loss or impairment of any part of the body.
 3. Serious Violation of District’s Discipline Policy – One or more of the following acts if committed by a student enrolled in the district:
 - Any act of school violence.
 - Any offense, which occurs on school grounds, on school buses, or at any school activity, which is required by law to be, reported to law enforcement officials.
 - Any offense, which results in an out-of-school suspension for more than ten (10) school days.
 - School disciplinary consequences could be imposed in a case where a student “threatened, assaulted, or harassed” a school employee off of the school grounds and off school time.
 4. Need to Know – Relates to school personnel who are directly responsible for the student’s education or who otherwise interact with the student on a professional basis while acting within the scope of their assigned duties.

Reporting to School Staff

School administrators shall report acts of school violence to teachers and other school district employees with a need to know. In addition, any portion of a student’s Individualized Education Program (IEP) that is related or demonstrates potentially violent behavior shall be provided to any teacher or other district employee with a need to know.

Teachers and other school district employees who have a need to know will also be informed by the superintendent or designee of any violent acts committed by a student or alleged to have been committed by a student in the district, which is reported to the district by a juvenile officer in accordance with state law. The report from the juvenile officer shall not be used as the sole basis for denying educational services to a student.

Every employee is required to notify their supervisor if they have reason to believe that a student or district employee has committed a felony or has physically or sexually abused a district student or possessed a controlled substance or weapon in violation of district policy.

Reporting to Law Enforcement Officials

Any felony listed in this section, or any act which if committed by an adult would be a felony listed in this section, that is committed on school property, any school bus, or at any school activity must be reported by the appropriate school administrator to the appropriate law enforcement agency as soon as reasonably practical. The following acts are subject to this reporting requirement:

1. First or second degree murder under State Statute 565.020, .021, RSMo;
2. Voluntary or involuntary manslaughter under State Statue 565.024 R

3. Kidnapping under State Statute 565.110, RSMo;
4. First, second, or third degree assault under State Statute 565.050, .060, .070, RSMo;
5. Sexual assault under State Statute 566.040, .070, RSMo;
6. Forcible rape or sodomy under State Statute 566.030, .060, RSMo;
7. Burglary in the first or second degree under State Statute 569.160, .170, RSMo;
8. Robbery in the first degree under State Statute 569.020, RSMo;
9. Possession of a weapon under State Statute 571.010, RSMo;
10. Distribution of drugs under State Statute 195.211, .212, RSMo;
11. Arson in the first degree under State Statute 569.040, RSMo;
12. Felonious restraint under State Statute 565.120, RSMo;
13. Property damage in the first degree under State Statute 569.100, RSMo; Section 160.261.2 of SB 944 (2000) additions:
14. Child molestation in the first degree;
15. Deviate sexual assault;
16. Sexual misconduct;
17. Sexual abuse;
18. Harassment under section 565.090;
19. Stalking under section 565.225.

In addition, the superintendent shall notify the appropriate division of the juvenile or family court upon suspension for more than ten (10) days or expulsion of any student whom the school district is aware is under the jurisdiction of the court.

The principal shall immediately report to the appropriate law enforcement agency, and superintendent, any incident in which a person is believed to have committed an act which, if committed by an adult, would be first, second, or third degree assault, sexual assault, or deviate sexual assault against a student or school employee, while on school property, buses, or at school activities. The principal shall also notify the appropriate law enforcement agency and superintendent if a student is discovered to possess a controlled substance or weapon in violation of the district’s policy.

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Prohibitions and reporting of student possession of weapons or controlled substances shall apply to the school playground or parking lot, school bus, or school activity whether on or off school property.

The school district may recognize disciplinary actions of another school district whether in-state, or out-of state, in a public, private or charter school. The school board shall not readmit or enroll a pupil suspended for more than 10 days for school violence, regardless of whether the act was committed at a public or private school, provided that the act was the cause of the suspension or expulsion in the case of a private school, without first holding a conference with the appropriate school officials.

Student Discipline Records

The Board of Education directs the superintendent or designee to compile and maintain records of any serious violation of the district's discipline policy for each student enrolled in the district. Such records shall be made available to teachers and other school district employees with a need to know, and shall be provided in accordance with state law to any school district in which the student subsequently attempts to enroll within five (5) business days of receiving the request. Personally identifiable student records will only be released or destroyed in accordance with state and federal law.

Confidentiality

Any information received by a school district employee relating to the conduct of a student shall be received in confidence and used for the limited purpose of assuring that good order and discipline is maintained in the schools.

Legal References: State Statutes 160.261, 167.020, 565.002 RSMo, Missouri Safe Schools Act, H.B. 1301 and 1298 (1996).

FIREARM-FREE SCHOOL POLICY

The Sedalia School District #200 seeks to provide a safe, violence-free educational environment for its students and workplace for its employees. The District recognizes that firearms have no place on school grounds.

The District recognizes that it must comply with federal and state laws concerning the treatment of students who bring firearms to school. Accordingly, this policy complies with the provisions of the Improving America's Schools Act of 1994, the Individuals with Disabilities Education Act, and other applicable federal and state laws.

The District recognizes the risk of harm that a person who brings a firearm to school may present to himself/herself and to others on school premises. The District recognizes firearm possession as a potential threat to the health, safety, and security of students, employees, and other persons. The District will not tolerate the risk of harm presented when a person brings a firearm on the premises of our schools. Thus, the District states the following:

Student Who Brings a Firearm to School:

The District will adhere to the requirements of the Safe Schools Act of 1996 and implementing state law if district officials determine that a student has brought a firearm to school.

The Safe Schools Act of 1996 and state law implementing this act mandate that local school districts take specific action upon determining that a student has brought a firearm to school. The failure of school districts to observe these requirements will result in the potential loss of significant educational funding. Therefore, the District will not tolerate a student bringing a firearm to school.

This policy shall not be construed to prohibit the Board from allowing a Civil War re-enactor to carry a Civil War-era weapon on school property for educational purposes so long as the firearm is unloaded. As amended by SB 944, the act does not prohibit students from participation in school-sanctioned firearm-related events, provided that an adult lawfully transports the weapon onto school property.

This policy will be submitted annually to the Missouri Department of Elementary and Secondary Education along with a report indicating any suspensions or expulsions resulting from the possession or use of a firearm as defined in 18 United States Code 921. The report will include the name of the school in which the incidents occurred, the number of students suspended or expelled, and the types of weapons involved. Effective 2000-01, the school district shall annually report the rates and durations of and reasons for suspensions of 10 days or longer and expulsions of pupils.

Applicability of Policy to Students with Disabilities:

If the student who is determined to be in violation of this Firearm-Free Schools Policy is a student with a disability under the Individuals with Disabilities Education Act, the District may assign the student to an alternative educational placement for a period of up to 45 days. Such laws and regulations set forth special procedures to be followed when a student with disabilities brings a firearm to school. This Firearm-Free Schools Policy will apply to students with disabilities to the extent that its application is allowed under the Individuals with Disabilities Education Act.

DISCIPLINE OF STUDENTS WITH DISABILITIES

Student discipline is a complex issue when one considers only the general school population. The additional legal and ethical issues surrounding the discipline of students with disabilities demand an increased sensitivity to the needs of this special population. In spite of special consideration, it should not be assumed that students with disabilities are immune from disciplinary measures.

As the goals set forth in the philosophy of the discipline code are important educational goals for all students, handicapped students should be required to meet these expectations to the maximum extent possible with the variations based upon the nature and extent of the handicapping condition. Variations to the discipline code should be outlined in the students' Individualized Education Programs.

Disciplinary Actions for Less than Ten School Days

1. Students with disabilities who violate the School District's discipline policy may be disciplined in the same manner as other students, provided that any resulting suspension (in-school or out-of-school) or other change in placement can exceed ten school days. If the offense is not related to the student's disability, placement can exceed 10 school days.

2. Depending upon the student’s misconduct and upon the specific provisions of the District’s discipline policy, the disciplinary alternatives for 10 days or less include:
 - a. Suspension without educational services
 - b. Assignment to an interim alternative educational setting (i.e. resource room, in-school suspension, time out);
 - c. Assignment to another setting (i.e. homebased).

Disciplinary Actions in Excess of Ten School Days (Not Long-term or Expulsion)

1. Services are required on the 11th school day in the school year and thereafter if necessary to enable child to appropriately progress as determined by school staff (not IEP team).
2. Convene an IEP meeting to develop functional behavioral assessment plan, if no functional assessment has been done.
3. The behavioral intervention plan is to be reviewed by IEP team, if one exists, or is to be developed if none exists.
4. No IEP meeting is required if a functional behavioral assessment and behavior intervention plan has been done previously, and if the IEP team has already reviewed behavior intervention plan in a prior suspension exceeding 10 school days in a school year.

Long-Term Changes in Placement

1. Removal from Current Educational Placement for More than Ten Cumulative School Days

A student with a disability who violates the District’s discipline policy who has been removed from the current educational placement for more than ten (10) cumulative days in the current school year may be disciplined for not more than ten (10) consecutive school days in the same manner as other students, if the pattern of short-term exclusions totaling more than ten (10) cumulative days does not constitute change of placement.

On the eleventh day of removal in a school year, the District will provide educational services. If the cumulative removals do not constitute a change of placement, the services to be provided will be determined by school personnel.

A series of removals from the current educational placement for more than ten (10) days may amount to a pattern of exclusion that constitutes a change of placement. If a student with a disability has been removed for more than ten (10) cumulative school days and the removals constitute a change of placement, or if a school administrator determines that a removal for more than ten (10) consecutive school days is being considered, on the date a decision to make such a removal is made, the parents will be notified of the decision.

Not later than ten (10) business days after commencing a cumulative removal that constitutes a change of placement or when considering a removal of greater than ten (10) consecutive school days, the District will convene an IEP meeting to develop a functional behavioral assessment plan if one has not previously been conducted. After completing the assessment, an IEP meeting will be held to develop a behavioral intervention plan if appropriate and necessary. If a behavior plan already has been developed, the IEP team will meet to review the plan and its implementation. The plan and its implementation will be modified as necessary.

In addition, not later than ten (10) days after the date of the decision to remove a student for more than ten (10) cumulative days constituting a change of placement or for consideration of a removal of more than ten (10) consecutive school days, the IEP team and other qualified personnel will meet to review the relationship between the student’s disability and the behavior subject to disciplinary action. If a determination is made that the student’s behavior was not a manifestation of the student’s disability, disciplinary rules will be applied to the student in the same manner they would be applied to a student without a disability, except that a free appropriate public education will be provided to the student as determined by the IEP team.

2. Long-Term Changes in Placement (Drugs and Weapons)

In addition to any other discipline consistent with this regulation, District administrators may assign a student to an interim alternative educational setting for a period of time not to exceed forty-five (45) calendar days, when a student with a disability:

- a. Possesses a weapon at school or at a school function; or
- b. Knowingly possess or uses illegal drugs or sells or solicits the sale of a controlled substance while at school or at a school function.

On the date a decision to make such a removal is made, the parent/legal guardian will be notified of the decision.

Not later than ten (10) business days after commencing such a removal, the District will convene an IEP meeting to develop a functional behavioral assessment plan if one has not been previously conducted. After completing the assessment, an IEP meeting will be held to develop a behavioral intervention plan if appropriate and necessary. If a behavior plan already has been developed, the IEP team will meet to review the plan and its implementation. The plan and its implementation will be modified as needed.

Not later than ten (10) days after the date of the decision to assign a student to an interim alternative educational setting, the IEP team and other qualified personnel will meet to review the relationship between the student’s disability and the behavior subject to the disciplinary action and to determine interim alternative educational placement.

The IEP team will decide on an interim alternative educational setting that will allow the student to continue to progress in the general curriculum, to review the services and modifications that will enable the child to meet the goals set out in the student's IEP, and to receive services and modifications to attempt to prevent the student's behavior from recurring.

3. Violent Students

If the school district believes a student will injure himself or others, the school district has the right to obtain an expedited due process hearing. The parent must be notified immediately by the district of the decision to take this action and provided a copy of the procedural safeguards. At the hearing, the hearing panel may order a change in placement to an appropriate interim alternative educational setting for not more than 45 days if the hearing panel:

- a. determines the school district has demonstrated by substantial evidence that maintaining the current placement of such students is substantially likely to result in injury to the student or others;
- b. considers the appropriateness of the student's current placement;
- c. considers whether the school district has made reasonable efforts to minimize the risk of harm in the student's current placement including the use of supplementary aids and services; and
- d. determines that the interim alternative educational setting is not appropriate and the student should continue to participate in the general curriculum and continue to receive services required by his current IEP.

Appeal of Disciplinary Actions:

Parent/legal guardian may appeal suspensions in excess of 10 days to the Board of Education pursuant to board policy.

If a parent requests a due process hearing regarding the discipline action to challenge the interim alternative educational setting or the manifestation determination, the student will remain in that interim alternative educational setting pending the hearing decision or until expiration of the time period of the interim alternative educational setting, whichever comes first (unless the parties agree otherwise).

If school personnel maintain that it is dangerous for the student to be returned to the student's current placement (the placement prior to removal to the interim alternative educational setting) during the pendency of the due process proceedings, the school district may request an expedited hearing.

Long-Term Changes Placement (Likely-to-Injure Cases)

1. District administrators may request a state appointed hearing officer to determine whether a disabled student is substantially likely to cause injury to others.

2. In determining whether a disabled student is substantially likely to injure others, the hearing officer will consider:
 - a. The likelihood of injury to the student or to others if the student remains in his/her current educational placement;
 - b. The appropriateness of the student's current placement; and
 - c. Whether the District has made reasonable efforts to minimize the risk of harm in the current educational placement, including the use of supplemental aids and services.
3. If the hearing officer determines that the disabled student is substantially likely to injure themselves or others, the hearing officer may assign the student to an interim educational placement for up to forty-five (45) days.
4. Manifestation Determination - Same procedures as in Long-Term Changes in Placement (Drugs and Weapons)

ELEMENTARY STUDENT ATTENDANCE POLICY (K-4)

The mission of the Sedalia School District is to have 90% of our students attend school 90% of the time.

Please have your child arrive promptly. Attendance and lunch count start immediately and tardiness wastes instructional time. If your child is going to be absent or late, please call the school by 9:00 a.m. if possible. At that time you may request that homework be sent to the office for you to pick up, (please call as early in the day as possible to allow time for the teacher to get assignments and books together). If your child arrives at school late, he/she must check in through the office before going to class. If you are going to pick up your child early, please send a note to the office. Also, you must come in the office and sign him/her out. A student arriving at school late or taken out of school early will be counted absent for the part of the day missed. Any absence will prevent a student from receiving a perfect attendance award. A note needs to be sent to school with your child if he/she needs to stay in at recess. If your child needs to stay in longer than three (3) consecutive days, a doctor's excuse is required.

1. **Philosophy**
Absenteeism hinders educational achievement and is detrimental to academic and vocational success. Parents, students and teachers all share in the responsibility for encouraging regular attendance. This policy will apply to all K-4 students.
2. **Responsibility**
Every school day, absences for each student will be carefully checked, recorded, and reported by each teacher to the office.

The documentation of an absence so that it may be properly recorded is the responsibility of the student and parent/legal guardian. Professional documentation may include (but not be limited to): Doctor, dentist, legal appointments and funerals. The absence of any student sent home ill from school by the school nurse or by the building principal will be considered documented. Medical documentation must be provided **within 10 school days** of the absence in order for the absence to be marked as Medical (M). Parents should always obtain a note from the attending physician, physician

assistant or nurse practitioner when the student needs medical attention. The absence will be considered excused and will count as one of the eight allowable days. However, the doctor's note will be taken into consideration should the student's absences reach nine.

The eight (8) days per semester as allowed by this policy are to take care of such things as minor medical problems not requiring a doctor's attention but which may necessitate being out of class for a short period of time (i.e., flu, colds, sinus problems, minor injuries, etc.). The exceptions to this are truancy and out-of-school suspension.

Make-up work will be allowed for all absences (with the exception of truancy and suspension) until the policy has been violated. After that time, make-up work will be allowed for absences based on professional documentation or acceptance by the Appeals Committee. It is the responsibility of the student to acquire, perform, and return all make-up work to each teacher. One (1) day for make-up work will be allowed for each day of absence plus one (1) (i.e., for three (3) days of absence, the student will have four (4) days to make up the work.) All make-up work must be turned in to each teacher by the morning after the last allowable make-up day.

3. **Violation**

Student absences exceeding eight (8) days in one (1) semester will be in violation of the district attendance policy, which may result in a parent contact, parent-principal conference, grade level retention, suspension (either in-school or out-of-school), referral to Truancy Court, or to Missouri Division of Family Services for parental educational neglect or possible referral to the Prosecuting Attorney. The building administrator and/or committee may make an attendance contact with parent and student to remediate attendance problems.

4. **Procedures**

The parent/legal guardian should receive notification by telephone or regular mail from the office communicating the student's number of absences at the following times:
4th unexcused absence per semester - parents will be contacted by letter
5th – 7th unexcused absence per semester – personal contact to parents
8th unexcused absence per semester – possible Truancy Court referral and/or parent prosecution

A student and parent/legal guardian may request a conference at any time with the principal or other designated school official to discuss the absences of the student or the attendance policy. Only professional documentation will excuse absences from school.

In the event that a student's absences exceed the eight (8) day policy limit, the student and parent or legal guardian may file an appeal in writing within five (5) days of the notice of violation of the attendance policy. This appeal must be filed in the principal's office. The applicant shall be required to present valid evidence to substantiate the appeal at the hearing. The appeal committee shall be composed of one (1) teacher selected by the student or their parents, two (2) teachers selected by the teaching staff and the school counselor.

Absences that may be excused by this policy and/or the Appeal Committee are:

- a. Illness of the student.
- b. Critical illness or death in the immediate family.
- c. Time necessary for attending a funeral service of a person whose relationship to the student or family warrants such attendance may be excused provided prior arrangements have been made with the principal.
- d. Pre-arranged absences made only through the principal.
- e. Special circumstances as determined by the school.

5. **Suspension/Truancy/Tardies**

A student who is suspended out-of-school for a disciplinary problem for any number of days will have that number of days charged against the total of eight (8) days as permitted by this policy. All days suspended are unexcused and no make-up work is allowed.

A student who is truant for any number of days will have that number of days charged against the total of eight (8) days as permitted by this policy. All days truant are unexcused and no make-up work is allowed.

Any student who is tardy more than eight (8) times per semester will follow the same procedures as prior listed in attendance procedure.

6. **Nine Percent (9%) Rule**

The eight (8) days of absence per semester as allowed by this policy is nine percent (9%) of the total classroom days in our school calendar. Therefore, any student entering after the opening day of school as a new student or as a transfer student will be allowed nine percent (9%) of the remaining days in the semester as his/her number of allowable absences. Attendance policies from previous schools will be honored.

7. **Ten (10) Consecutive Day Rule**

Any student who has been absent for ten (10) consecutive days will be dismissed from the attendance rolls. The parent(s) will be required to establish an appointment with the principal prior to re-enrolling the student unless previous arrangements have been made.

MIDDLE SCHOOL (5) AND JUNIOR HIGH (6-8) STUDENT ATTENDANCE POLICY

Please have your child arrive promptly. Attendance count starts immediately. If your child is going to be absent or late, please call the school by 8:00 a.m. if possible. If your child arrives at school late, he/she must check in through the office before going to class. If you are going to pick up your child early, please send a note to the front office. Also, you must come in the office and sign him/her out. A student arriving at school late or taken out of school early will be counted absent for the part of the day missed. Any absence will prevent a student from receiving a perfect attendance award.

1. **Philosophy**

Absenteeism hinders educational achievement and is detrimental to academic and vocational success. Parents, students and teachers all share in the responsibility for encouraging regular attendance. This policy will apply to all middle/junior high school students.

2. Responsibility

Every school day, absences for each student will be carefully checked, recorded, and reported by each teacher to the office.

The documentation of an absence so that it may be properly recorded is the responsibility of the student and parent/legal guardian. Professional documentation may include (but not be limited to): Doctor, dentist, legal appointments and funerals. The absence of any student sent home ill from school by the school nurse or by the building principal will be considered documented. Medical documentation must be provided **within 10 school days** of the absence in order for the absence to be marked as Medical (M). Parents should always obtain a note from the attending physician, physician assistant or nurse practitioner when the student needs medical attention. The absence will be considered excused and will count as one of the eight allowable days. However, the doctor's note will be taken into consideration should the student's absences reach nine.

The eight (8) days per semester as allowed by this policy are to take care of such things as minor medical problems not requiring a doctor's attention but which may necessitate being out of class for a short period of time (i.e., flu, colds, sinus problems, minor injuries, etc.). The exceptions to this are truancy and out-of-school suspension.

Make-up work will be allowed for all absences (with the exception of truancy and suspension) until the policy has been violated. After that time, make-up work will be allowed for absences based on professional documentation or acceptance by the Appeals Committee. It is the responsibility of the student to acquire, perform and return all make-up work to each teacher. One (1) day for make-up work will be allowed for each day of absence up to five (5) days of absenteeism, a student will have a maximum of five (5) days to make up his/her work. All make-up work must be turned in to each teacher by the morning after the last allowable make-up day.

3. Violation

Student absences exceeding eight (8) days in one (1) semester will be in violation of the district attendance policy, which may result in a parent contact, parent-principal conference, grade level retention, suspension (either in-school or out-of-school), referral to Truancy Court, or to Missouri Division of Family Services for parental educational neglect or possible referral to the Prosecuting Attorney. The building administrator and/or committee may make an attendance contact with parent and student to remediate attendance problems.

4. Procedures

The parent/legal guardian should receive notification by telephone or regular mail from the office communicating the student's number of absences at the following times:

- 4th unexcused absence per semester – parents will be contacted by letter
- 5th – 7th unexcused absence per semester – personal contact to parents
- 8th unexcused absence per semester – possible Truancy Court referral and/or parent prosecution

A student and parent/legal guardian may request a conference at any time with the principal or other designated school official to discuss the absences of the student or the attendance policy. Only professional documentation will excuse absences from school. In the event that a student's absences exceed the eight (8) day policy limit, the student and parent or legal guardian may file an appeal in writing within five (5) days of the notice of violation of the attendance policy. This appeal must be filed in the principal's office. The applicant shall be required to present valid evidence to substantiate the appeal at the hearing. The appeal committee shall be composed of one (1) teacher selected by the student or their parents, two (2) teachers selected by the teaching staff and a school counselor.

Absences that may be excused by this policy and/or the Appeal Committee are:

- a. Illness of the student.
- b. Critical illness or death in the immediate family.
- c. Time necessary for attending a funeral service of a person whose relationship to the student or family warrants such attendance may be excused provided prior arrangements have been made with the principal.
- d. Pre-arranged absences made only through the principal.
- e. Special circumstances as determined by the school.

5. Suspension/Truancy/Tardies

A student who is suspended out-of-school for a disciplinary problem for any number days will have that number of days charged against the total of eight (8) days as permitted by this policy. All days suspended are unexcused and no make-up work is allowed.

A student who is truant for any number of days will have that number of days charged against the total of eight (8) days as permitted by this policy. All days truant are unexcused and no make-up work is allowed.

Unexcused tardies will be accumulated based upon the amount of time a student is late to school. (i.e., a student who is two (2) hours late to school four (4) times will be counted as one (1) day absent.)

6. Nine Percent (9%) Rule

The eight (8) days of absence per semester as allowed by this policy is nine percent (9%) of the total classroom days in our school calendar. Therefore, any student entering after the opening day of school as a new student or as a transfer student will be allowed nine percent (9%) of the remaining days in the semester as his/her number of allowable absences. Attendance policies from previous schools will be honored.

7. Ten (10) Consecutive Day Rule

Any student who has been absent for ten (10) consecutive days will be dismissed from the attendance rolls. The parent(s) will be required to establish an appointment with the principal prior to re-enrolling the student unless previous arrangements have been made.

8. Administrative Authority

Building administrators will have the authority to use their discretion in determining all cases regarding attendance.

HIGH SCHOOL (9-12) STUDENT ATTENDANCE POLICY

Rationale for the Policy:

1. Regular and punctual patterns of attendance will be expected of each student enrolled in Smith-Cotton High School. The secondary student is of an age when he/she needs to learn the valuable concepts of attendance and punctuality. The lesson is important for the student's maturation and acceptance of the responsibility for his/her actions. Good high school attendance helps prepare the teenager for attendance requirements placed upon an individual as an adult.
2. Students should strive to maintain a good attendance record because there is a direct relationship between school attendance and grades, citizenship, and success in school.
3. Frequent absence of students from regular classroom learning experiences disrupts the continuity of the instructional process. The school cannot teach students who are not present. The entire process of education requires a regular continuity of instruction, classroom participation, learning experience, and study in order to reach the goal of maximum educational benefits for each individual student. The regular contact of the students with one another in the classroom and their participation in well-planned instructional activities under the supervision of a competent teacher are vital to this purpose.
4. The attendance policy exists with only the intent to help students and to maintain the rationale for which it exists. It is recognized that absence from school may be necessary under certain conditions. However, every effort should be made by students, parent/legal guardians, teachers, and administrators to keep absences and tardies to a minimum.

Steps for Attendance Procedure Operation:

1. Daily Absence Reporting

- a. The parent/legal guardian of the student should notify the attendance office by **9 a.m.** each day of the student's absence. This call will excuse the student's absence. While an excused absence counts as one of the eight absences allowable for each class (see #5), students will be allowed to make up work.
- b. Students whose parents have not contacted the school on the day of their absence will need to provide a written excuse from a parent or legal guardian when they return to school.
- c. Medical documentation must be provided **within 10 school days** of the absence in order for the absence to be marked as Medical (M). Parents should always obtain a note from the attending physician, physician assistant or nurse practitioner when the student needs medical attention. The absence will be considered excused and will count as one of the eight allowable days. However, the doctor's note will be taken into consideration should the student's absences reach nine. The absence of any student sent home ill from school by the school nurse or by the building principal will be considered documented.
- d. The student will be considered TRUANT if the parent or legal guardian fails to notify the school on the date of the absence. Truancy is defined as an avoidable absence without the knowledge and consent of the student's parents/legal guardians or school administration.

- e. The documentation of an absence, so that it may be properly recorded, is the responsibility of the student and parent/legal guardian. Professional documentation may include (but not be limited to): doctor, dentist, legal appointments, college visit, and funerals.

2. Any absence beyond eight (8) per class per semester may result in loss of credit.

3. Student attendance will be checked periodically by a building administrator, counselor, and/or social worker. Parent/legal guardian will be notified of the student's attendance record after four absences.

4. When a student has an unexcused absence, parents will be notified via phone call, home visit, and/or letter.

5. Make-up Privileges

- a. Upon returning to school, after being absent and receiving an excused absence, it is the student's responsibility to ask the teachers for make-up work. Make up work will be due one (1) day after the missed day.
- b. Students who have excused absences from school will have the number of school days they were absent to complete make-up work, except by special arrangement with the teacher.
- c. Make-up for final exams requires administrative approval.
- d. **Students missing school time due to field trips, extra-curricular, co-curricular activities must obtain their homework ahead of time or no credit will be given.**

6. Appeals will be considered only on the basis of medical records, emergencies, or special circumstances. Loss of credit due to truancy is not a valid basis for appeal. If the student or his/her parents feel that the absences were unavoidable, they may make a request to present their information to the Appeal Committee. An appeal must be filed no later than **10 days after the semester ends.**

7. Tardies

- a. Each student has the responsibility to arrive at school and to class on time.
- b. Students who arrive at school after 8:20 a.m. MUST check-in through the attendance office.
- c. Tardies will be monitored by each classroom teacher, who can require the student to serve a 15 or 30 minute detention.
- d. Excessive tardiness to class, or failure to serve a detention, will be referred to the assistant principals for disciplinary action and parent notification.

8. Truancy/Unexcused Absences will result in one or more of the following:

- a. No make-up privileges.
- b. Administrative action.
- c. Parent notification or conference, either by letter, phone, or in person.
- d. Referral to Truancy Court.
- e. Loss of credit.
- f. Parent prosecution.

WHITTIER HIGH SCHOOL (9-12) STUDENT ATTENDANCE POLICY

Steps for Attendance Procedure Operation:

1. Daily Absence Reporting

- a. The parent/legal guardian of the student should notify the attendance office by **9:15 a.m.** each day of the student's absence. This call will excuse the student's absence. While an excused absence counts as one of the four absences allowable for each class (see #5), students will be allowed to make up work.
- c. Medical documentation must be provided **within 10 school days** of the absence in order for the absence to be marked as Medical (M). Parents should always obtain a note from the attending physician, physician assistant or nurse practitioner when the student needs medical attention. The absence will be considered excused and will count as one of the four allowable days. However, the doctor's note will be taken into consideration should the student's absences reach five. The absence of any student sent home ill from school by the school nurse or by the building principal will be considered documented.
- d. The student will be considered TRUANT if the parent or legal guardian fails to notify the school on the date of the absence. Truancy is defined as an avoidable absence without the knowledge and consent of the student's parents/legal guardians or school administration.
- e. The documentation of an absence, so that it may be properly recorded, is the responsibility of the student and parent/legal guardian. Professional documentation may include (but not be limited to): doctor, dentist, legal appointments, college visit, and funerals.

2. Any absence beyond four (4) per class per term may result in loss of credit.

3. Student attendance will be checked periodically by a building administrator, counselor, and/or social worker. Parent/legal guardian will be notified of the student's attendance record after four absences.

4. When a student has an unexcused absence, parents will be notified via phone call home visit, and/or letter.

5. Make-up Privileges

- a. Upon returning to school, after being absent and receiving an excused absence, it is the student's responsibility to ask the teachers for make-up work. Make up work will be due one (1) day after the missed day.
- b. Students who have excused absences from school will have the number of school days they were absent to complete make-up work, except by special arrangement with the teacher.
- c. Make-up for final exams requires administrative approval.
- d. **Students missing school time due to field trips, extra-curricular, co-curricular activities must obtain their homework ahead of time or no credit will be given.**

6. Appeals will be considered only on the basis of medical records, emergencies, or special circumstances. Loss of credit due to truancy is not a valid basis for appeal. If the student or his/her parents feel that the absences were unavoidable, they may make a request to present their information to the Appeal Committee. An appeal must be filed no later than **10 days after the semester ends.**

7. Tardies

- a. Each student has the responsibility to arrive at school and to class on time.
- b. Students who arrive at school after 9:00 a.m. **MUST** check-in through the attendance office.
- c. Tardies will be monitored by each classroom teacher, who can require the student to serve a 15 or 30 minute detention.
- d. Excessive tardiness to class, or failure to serve a detention, will be referred to the assistant principals for disciplinary action and parent notification.

8. Truancy/Unexcused Absences will result in one or more of the following:

- a. No make-up privileges.
- b. Administrative action.
- c. Parent notification or conference, either by letter, phone, or in person.
- d. Referral to Truancy Court.
- e. Loss of credit.
- f. Parent prosecution.

APPEALS AND/OR DUE PROCESS PROCEDURES

Appeals or due process procedures will include both informal and formal meetings. Generally, decisions made by a teacher or other staff member will first be appealed to the principal or assistant principal. The principal's decision may be appealed to the superintendent or assistant superintendent level and that decision may be appealed to the Board of Education.

Problems referred by the teacher of a classroom, bus driver, or other staff member will fall within the following framework:

1. The principal should have a description of the misbehavior from the teacher, bus driver, or other staff member.
2. All disciplinary action by the principal begins with a conference or informal hearing with the student.
3. A general record of the conference and all disciplinary action should be kept and, when appropriate, a copy sent to the referring teacher.
4. The principal and referring teacher or staff member should refrain from informal discussions of disciplinary situations with others not involved. In cases of meetings conducted at the classroom teacher, principal, or superintendent levels, due process dictates that the disciplinarian inform the student as to the offense, give the student an opportunity to tell his or her side of the story, and make a rudimentary check on the facts before imposing discipline.

The meeting does not require witnesses and may be brief, involving no more than an informal give-and-take prior to the disciplinary action or decision regarding an appeal.

While the due process procedures for short-term suspensions, and other minor disciplinary options are relatively simple and informal, long-term suspension (exceeding ten days) and expulsion will require a more formal hearing procedure. All hearings conducted by the Board of Education shall proceed as follows:

1. The pupil and his or her parents and others having custodial care shall be notified of said hearing by certified mail, not less than ten days in advance of said hearing, said notice to be directed to the address of said pupil and his or her parents or others having custodial care as shall appear on the records of the school district.
2. The notice shall contain a written statement of the alleged facts, which constitute conduct meriting the suspension.
3. The pupil and his/her parents or others having custodial care shall have the opportunity to inspect, in advance, any affidavits and exhibits which the Board of Education intends to allow presented against the pupil.
4. The pupil and his/her parents or others having custodial care of said pupil shall have the right to hear any and all evidence presented against the pupil and to see and examine any affidavits or exhibits presented.
5. The pupil or his/her parents or others having custodial care shall have the right to cross-examine any witness.
6. The pupil or his/her parents or others having custodial care shall have the right to produce witnesses on behalf of the pupil.
7. The pupil shall have the right to present his/her own version of the events as to the charge against him/her and if the pupil does not deny the charges, but desires to present matters in mitigation or extenuation or explanation, the pupil may do so.
8. The pupil shall have the right to have counsel present to advise him/her.
9. The pupil, his/her parents or others having custodial care, shall have the right, at their own expense, to make a record of the events at the hearing.
10. If more than one student is involved in the same incident, the Board of Education may consider the cases separately or at one time. Students may request the Board to consider their cases separately. In either event, the Board shall make separate findings with regard to each student.
11. The evidence may be heard in whatever order the Board of Education shall deem advisable, although points of dispute should be separated from agreed upon facts as quickly as possible.
12. Decorum should be observed at all times, each side having the full opportunity to present its facts.
13. The Board of Education may expel from the proceedings anyone who does not await his/her turn to present matters for consideration or who otherwise unduly interferes with the deliberation of the Board.
14. The Board of Education may exclude all persons from the hearing except the student, his/her parents, or others having custodial care, his/her attorney and the witness testifying.
15. In the event the Board of Education shall decide to expel a student, or affirm a decision to suspend a student, from school for a period longer than ten (10) school days, the Board shall, as soon as it is practicable after the hearing, present the student by mail or personal delivery, a written finding of fact and statement of the disciplinary action taken. The student may, however, waive same and be provided with a verbal finding immediately.

16. A student may petition the Board of Education for reinstatement within 15 days pending the reconsideration with the Board having full discretion to either accept or reject same. Note: No hearing will be granted by the Board, new or additional.

PRIVACY RIGHTS

School records regarding disciplinary action by school personnel are sensitive records and are only maintained to insure accuracy and consistency in working with the student involved. Board Policy, 7400, refers to the District's adherence to provisions of the Family Educational Rights and Privacy Act of 1974 and applies to disciplinary records as well as other school informational records.

ADMINISTRATIVE POWERS

1. **Power of the Principal** – The principals and assistant principals of schools of the Sedalia School District #200 may suspend a pupil for a period not to exceed ten days. Any suspension by a principal shall be reported immediately to the superintendent of schools, who may revoke the suspension at any time.
2. **Power of the Superintendent or designee** – The superintendent of schools, or his/her designee, of the Sedalia School District #200 may suspend a pupil for a period of time not to exceed one hundred eighty (180) school days in accordance with the Missouri Statutes, or for 180 days in accordance with House Bill 174, if the student is charged with or convicted of a felony. However, if the suspension imposed shall be for more than ten (10) school days, the pupil, his or her parents, or others having custodial care, may appeal the decision of the superintendent to the Board of Education by asking for a hearing before the Board. Such appeal shall be in writing, may be in letter form, and may be delivered by regular mail to the Board of Education or personally delivered to any member thereof.

In the event of an appeal to the Board of Education, the superintendent shall promptly transmit to the Board a full report, in writing, of the facts relating to the suspension, the action taken, and the reasons therefore. The Board, upon request, shall grant a hearing to the appealing party to be conducted according to the laws of the State of Missouri in such cases made and provided and in accordance with the procedures herein set forth.

3. **Power of the Board of Education** – The Board of Education of this District, after notice to parents or others having custodial care, and a hearing upon charges preferred, may suspend or expel a pupil.

NON-DISCRIMINATION AND STUDENT RIGHTS

Searches by School Personnel

School lockers and desks are the property of the Board of Education and are provided for the convenience of students, and as such, are subject to periodic inspection without notice, without student consent, and without a search warrant. The lockers and desks may also be searched by school administrators or staff who have a reasonable suspicion that the lockers or desks contain drugs, alcohol, material of a disruptive nature, stolen properties, weapons, items posing a danger to the health or safety of students and school employees, or evidence of a violation of school policy.

In addition, the Board of Education authorized the use of breathalyzers, metal scanners to search students, and/or trained dogs to sniff lockers or other school property to assist in the detection of the presence of drugs, weapons or firearms, explosives, and other contraband.

Students or student property may be searched based on reasonable suspicion of a violation of District rules, policy, or state law. Reasonable suspicion must be based on facts known to the administration, credible information provided or reasonable inference drawn from such facts or information. The privacy and dignity of students shall be respected. Searches shall be carried out in the presence of adult witnesses, if such witnesses are available. Students may be asked to empty pockets, remove jackets, coats, shoes, and other articles of exterior clothing for examination of reasonable suspicion. Strip searches of students are prohibited.

Students are permitted to park on school premises as a matter of privilege, not of right. The school retains the authority to conduct routine patrols of the student parking lots. The interior of a student's automobile on school premises may be searched if a school administrator has reasonable suspicion to believe that illegal, unauthorized or contraband items, or evidence of a violation of school policy is contained inside the vehicle. This includes the use of canine searches.

Law enforcement officials shall be contacted if the search produces a controlled substance, drug paraphernalia, weapons, stolen goods or evidence of a crime, in any case involving a violation of law when a student refuses to allow a search, or where the search cannot safely be conducted. Parents may also be contacted. A student who refuses to submit to a search may be appropriately disciplined by school officials.

Interview or Interrogation

The School District has supervisory authority over students during the school day and hours of approved extracurricular activities. The school administration will endeavor responsibility for making an effort to protect each student's rights with respect to interrogations by law enforcement officials. When law enforcement officials find it necessary to question students during the school day or periods of extracurricular activities, to the extent permitted by law, the school principal or designee will be present and the interview will be conducted in private.

The principal will verify and record the identity of the officer or other authority and request an explanation of the need to question or interview the student at school. The principal ordinarily will make reasonable efforts to notify the student's parent/legal guardian, as permitted by law.

Removal of Students from School

Before a student at school is arrested or taken into custody by law enforcement or other legally authorized person, the principal will verify the official's authority to take custody of the student. The school principal, to the extent permitted by law, will attempt to notify the student's parent/legal guardian that the student is being removed from school.

BUS RULES INFORMATION

1. When boarding the bus, students shall be seated and shall remain in that seat until arrival at their destination.
2. Instruments and other large objects are to be taken to the seat with the student and placed under the seat or held by the student. It cannot take up a seat for another student to sit in.
3. No pets or animals in boxes, jars or containers will be allowed on the bus.
4. No type of glass items or balloons will be allowed on the bus.
5. No eating, drinking, or chewing of gum allowed on bus.
6. Students shall remain quiet at all Railroad Crossing stops and there should be a minimum of noise while passing through town.
7. Students are not to put any part of the body out the windows.
8. No fighting or "horseplay" on buses. Normal conversation, classroom conduct shall be observed at all times.
9. Each student shall be held accountable for any destruction of property including damage to bus or personal property of others.
10. If a student is to be discharged from the bus at a place other than his or her own stop, a written note from the parent/legal guardian must be given to the building principal for approval and then to the driver.
11. The driver is in charge at all times. When on activity trips, teacher and driver are in charge.
12. Drivers may not transport any persons not regularly assigned to the bus unless authorized by the building principal.
13. The driver has the right to assign students a seat on the bus.
14. The use of alcohol, tobacco, or drugs is not permitted on the bus. Striking of matches or lighters is not permitted on the bus.
15. Obscene and unacceptable language gestures, remarks or signs will not be tolerated.
16. Students must pass 10 feet in front of the bus and establish eye contact with driver before crossing. Students shall never cross behind the bus.
17. Students will refrain from going to the mailbox until the bus has traveled away from the stop.
18. The school bus is an extension of the school and all school rules and regulations, which pertain to student conduct in the schools, are applicable to student conduct on a school bus.
19. Students may be videotaped while riding the school bus. The viewing of these tapes is subject to the guidelines authorized by the district.

20. Students must be at the bus stop 5 minutes prior to pickup time.

CORRECTIVE DISCIPLINE OPTIONS

Administrators will have the authority to use their discretion in determining the appropriate disciplinary steps, depending upon the severity and frequency of incidents.

A student who is 17 years of age or older and is charged with/or convicted of a felony will be suspended from school until the charges are reduced to a misdemeanor or dropped. Safe school act violations are suspended at any age.

Students under suspension from school are not to attend school activities nor be on school district grounds.

A student/parent conference with the superintendent or designee shall be required prior to re-admittance for students suspended from school for a period of 10 days or more. Written notice of conference will be provided to parent or guardian.

It is the purpose of this code to list certain offenses, which, if committed by a student, will result in the imposition of a certain disciplinary action. No code of conduct can be expected to list each and every offense which may result in disciplinary action. Any conduct not included herein, or any aggravated circumstance of any offense or action involving a combination of offenses may result in disciplinary consequences that extend beyond this code of conduct as determined by the principal, superintendent/designee and/or Board of Education.

Student Discipline

Definitions and Offenses

Definition	Offense	Grades K-4
Alcohol, Controlled Substances, Illegal Drugs		
a.) Possession of or attending under the influence of any. b.) Sale, purchase or distribution of any prescription drug, alcohol, narcotic substance, counterfeit drugs and/or drug-related paraphernalia. Note: For the purpose of this policy "under the influence" shall mean engaging in the use of any unauthorized prescription drug, alcohol, narcotic substance, counterfeit drugs, or drug-related paraphernalia.	1st Offense	PC, C, I, ISS, OSS, LA.
	2nd Offense	PC, C, I, ISS, OSS, LA, LT.
	3rd Offense	REP, PC, C, I, ISS, OSS, LA, LT.
Arson		
Starting a fire, or attempting to start a fire, or causing an explosion with the intention to damage property or buildings of the Sedalia School District #200 or other persons.	1st Offense	PC, OSS, LA, LT.
	Subsequent Offense	PC, OSS, LA, LT, RE.
C - Counselor CS - Community Service CWS - Conference with Student LA - Legal Authority LOP - Loss of Privileges LT - Long Term Suspension R - Restitution RE - Recommendation for Expulsion ATS - Alternative to Suspension		

Grade 5	Grades 6-8	Grades 9-12
Alcohol, Controlled Substances, Illegal Drugs		
PC, C, I, ISS, OSS, LA.	PC, C, OSS, ATS, LA, LT.	PC, C, OSS, LT, LA.
PC, C, I, ISS, OSS, LA, LT.	PC, C, OSS, ATS, LA, LT.	PC, C, OSS, LT, LA.
REP, PC, C, I, ISS, OSS, LA, LT.	REP, PC, C, OSS, ATS, LA, LT.	REP, PC, C, OSS, LT, LA.
Arson		
PC, OSS, LA, LT.	PC, OSS, ATS, LA, LT.	PC, OSS, LA, LT.
PC, OSS, LA, LT, RE.	PC, OSS, ATS, LA, LT, RE.	PC, OSS, LA, LT, RE.
D - Detention I - Intervention ISS - In-School Suspension NC - No Credit OSS - Out-of-School Suspension PC - Parent Contact REP - Review Educational Placement SSW - School Service Work ATS - Alternative to Suspension		

Definition	Offense	Grades K-4
Assault		
Safe Schools Act: Prohibitions and reporting of student possession of weapons or controlled substances shall apply to the school playground or parking lot, school bus, or school activity whether on or off school property. The school district may recognize disciplinary actions of another school district whether in-state, or out-of state, in a public, private, or charter school.		
a.) Attempting to cause injury to another person; intentionally placing a person in reasonable apprehension of imminent physical injury.	1st Offense	PC, LOP, ISS, OSS, LA, LT.
b.) Attempting to kill or cause serious physical injury to another.	2nd Offense	PC, C, LOP, ISS, OSS, LA, LT, RE.
	3rd Offense	PC, C, LOP, ISS, OSS, LA, LT, RE.
Bullying		
" Bullying " means intimidation, unwanted aggressive behavior, or harrassment that is repetitive, or is substantially likely to be repeated, and causes a reasonable student to fear for his or her physical safety or property; substantially interferes with the educational performance, opportunities, or benefits of any student without exception; or substantially disrupts the orderly operation of the school. May consist of physical actions, including gestures, or oral, cyberbullying, electronic, or written communication, and any threat of retaliation for reporting of such acts. Bullying of students is prohibited on school property, at any school function, or on a school bus. " Cyberbullying " means bullying as defined in this subsection through the transmission of a communication including, but not limited to, a message, text, sound, or image by means of an electronic device including, but not limited to, a telephone, wireless telephone, or other wireless communication device, computer, or pager."	1st Offense	CWS, PC, OSS, Up to 10 days.
	2nd Offense	CWS, PC, OSS, Up to 180 days.
	3rd Offense	CWS, PC, C, OSS - Up to 180 days, RE.
C - Counselor CS - Community Service CWS - Conference with Student LA - Legal Authority LOP - Loss of Privileges LT - Long Term Suspension R - Restitution RE - Recommendation for Expulsion ATS - Alternative to Suspension		

Grade 5	Grades 6-8	Grades 9-12
The school board shall not re-admit or enroll a pupil suspended for more than 10 days for school violence, regardless of whether the act was committed at a public or private school, provided that the act was the cause of the suspension or expulsion in the case of a private school, without first holding a conference with the appropriate school officials.		
PC, CS, ISS, OSS, LA, LT.	PC, ISS, OSS, ATS, LA, LT, RE.	PC, C, OSS, LA, LT, RE.
PC, C, ISS, OSS, LALT, RE.	PC, OSS, ATS, LA, LT, RE.	PC, C, OSS, LA, LT, RE.
PC, C, OSS, LA, LT, RE.	PC, OSS, ATS, LA, LT, RE.	PC, C, OSS, LA, LT, RE.
CWS, PC, OSS, Up to 10 days	CWS, PC, OSS, Up to 180 days, ATS.	CWS, PC, OSS, Up to 10 days.
CWS, PC, OSS, Up to 180 days.	CWS, PC, OSS, Up to 180 days, ATS.	CWS, PC, OSS, Up to 180 days.
CWS, PC, C, OSS - Up to 180 days, RE.	CWS, PC, OSS - Up to 180 days, RE, ATS.	CWS, PC, OSS - Up to 180 days, RE.
D - Detention I - Intervention NC - No Credit OSS - Out-of-School Suspension REP - Review Educational Placement ATS - Alternative to Suspension		
ISS - In-School Suspension PC - Parent Contact SSW - School Service Work		

Definition	Offense	Grades K-4
Bus Misconduct		
Any offense committed by a student on a district-owned or contracted bus shall be punished in the same manner as if the offense had been committed at the student's assigned school. In addition, bus-riding privileges may be suspended or revoked.	1st Offense	CWS, PC, warning.
	2nd Offense	PC, 1 day off bus.
	3rd Offense	PC, 3 days off bus.
	4th Offense	PC, 5 days off bus.
	5th Offense	PC, loss of riding privileges.
Cheating		
Dishonesty while completing schoolwork plagiarism, and/or falsifying or altering records. Cheating offenses will be counted across all classes. This will restart each semester.	1st Offense	CWS, PC, NC, D.
	2nd Offense	PC, C, D, NC, ISS.
	3rd Offense	PC, C, D, NC, ISS.
Chronic Misbehaving Students		
Chronic misbehaving is defined as either of the following: 1) more than 5 office referrals resulting in a disciplinary action; 2) more than 2 office referrals resulting in suspensions.	1st Offense	CWS, PC, C, I, ISS, OSS, REP.
	2nd Offense	CWS, PC, C, ISS, OSS, I, REP.
	3rd Offense	CWS, PC, C, AIS, ISS, OSS, I, REP, LT, RE.
C - Counselor LA - Legal Authority R - Restitution	CS - Community Service LOP - Loss of Privileges RE - Recommendation for Expulsion	CWS - Conference with Student LT - Long Term Suspension ATS - Alternative to Suspension

Grade 5	Grades 6-8	Grades 9-12
CWS, PC, warning.	CWS, PC, warning.	CWS, PC, warning.
PC, 1 day off bus.	PC, 1 day off bus.	PC, 1 day off bus.
PC, 3 days off bus.	PC, 3 days off bus.	PC, 3 days off bus.
PC, 5 days off bus.	PC, 5 days off bus.	PC, 5 days off bus.
PC, loss of riding privileges.	PC, loss of riding privileges.	PC, loss of riding privileges.
Cheating		
PC, C, NC, D.	PC, NC, D, LOP.	PC, NC, D, LOP.
PC, C, NC, D, ISS.	PC, NC, D, ISS, LOP.	PC, NC, D, ISS, LOP.
PC, C, NC, CS, ISS.	PC, C, NC, CS, ISS, LOP.	PC, NC, D, ISS, LOP, mandatory "F" for the semester if all offenses occur in the same course.
Chronic Misbehaving Students		
CWS, C, PC, ISS, OSS, LT, I, REP.	PC, ISS, OSS, ATS, LT, I, REP, RE.	PC, LOP, ISS, OSS, LT, REP, RE.
CWS, PC, C, ISS, OSS, I, REP.	PC, ISS, OSS, ATS, LT, I, REP, RE.	PC, LOP, ISS, OSS, LT, REP, RE.
CWS, PC, C, AIS, ISS, OSS, I, REP, LT, RE.	PC, ISS, OSS, ATS, LT, I, REP, RE.	PC, LOP, ISS, OSS, LT, REP, RE.
D - Detention NC - No Credit REP - Review Educational Placement ATS - Alternative to Suspension	I - Intervention OSS - Out-of-School Suspension	ISS - In-School Suspension PC - Parent Contact SSW - School Service Work

Definition	Offense	Grades K-4
Computer/Cell Phone/Technology Misuse		
Inappropriate use of technology (Internet included) is any action by a student to view, print, or distribute pornographic materials, sexting, access private files, harassing, insulting or attacking others, damaging computer systems and/or computer networks, unauthorized tampering of hardware and/or software, violating copyright laws, and employing the network for commercial purposes.	1st Offense	CWS, PC, LOP, R, ISS, LA.
	2nd Offense	CWS, PC, R, ISS, LA, LOP
	3rd Offense	CWS, PC, R, ISS, OSS, LA, LOP
Discriminatory Acts/Disparaging or Demeaning Language		
Use of words or actions, verbal, written or symbolic, meant to harass or injure another person because of race, religion, gender, sexual orientation, disability, political beliefs, ethnic origin, etc.	1st Offense	CWS, C, PC, LOP, CS, ISS, OSS, LA, LT.
	2nd Offense	CWS, PC, C, LOP, CS, ISS, OSS, LA, LT.
	3rd Offense	CWS, PC, C, LOP, CS, ISS, OSS, LA, LT, REP, RE.
Disorderly Conduct		
Engaging in violent, abusive, indecent, profane, boisterous, unreasonably loud, or other conduct, which tends to cause or provoke a disturbance.	1st Offense	PC, C, CWS, LOP, ISS.
	2nd Offense	PC, C, CWS, LOP, ISS, OSS.
	3rd Offense	CWS, PC, C, LOP, ISS, OSS.
C - Counselor LA - Legal Authority R - Restitution	CS - Community Service LOP - Loss of Privileges RE - Recommendation for Expulsion	CWS - Conference with Student LT - Long Term Suspension ATS - Alternative to Suspension

Grade 5	Grades 6-8	Grades 9-12
Computer/Cell Phone/Technology Misuse		
CWS, PC, LOP, R, ISS, LA.	CWS, PC, LOP, R, D, ISS, OSS, ATS, LA, LT.	CWS, PC, LOP, R, D, ISS, OSS.
CWS, PC, R, ISS, LA, LOP	CWS, PC, LOP, R, D, ISS, OSS, ATS, LA, LT, RE.	CWS, PC, LOP, R, D, ISS, OSS.
CWS, PC, R, ISS, OSS, LA, LOP	CWS, PC, LOP, R, D, ISS, OSS, ATS, LA, LT, RE.	CWS, PC, LOP, R, ISS, OSS, LA, LT, RE.
Discriminatory Acts/Disparaging or Demeaning Language		
CWS, C, PC, LOP, CS, ISS, OSS, LA, LT.	CWS, C, D, PC, LOP, CS, ISS, OSS, ATS, LA, LT.	CWS, C, D, PC, LOP, CS, ISS, OSS, LA, LT.
CWS, PC, C, LOP, CS, ISS, OSS, LA, LT.	CWS, PC, C, LOP, CS, ISS, OSS, ATS, LA, LT.	CWS, PC, C, LOP, CS, ISS, OSS, LA, LT.
CWS, PC, C, LOP, CS, ISS, OSS, LA, LT, REP, RE.	CWS, PC, C, LOP, CS, ISS, OSS, ATS, LA, LT, REP, RE.	CWS, PC, C, LOP, CS, ISS, OSS, LA, LT, REP, RE.
Disorderly Conduct		
PC, C, CWS, LOP, ISS.	PC, C, CWS, D, LOP, ISS, OSS, ATS.	PC, C, CWS, D, LOP, ISS, OSS.
PC, C, CWS, LOP, ISS, OSS.	PC, C, D, LOP, ISS, OSS, ATS.	PC, C, D, LOP, ISS, OSS.
CWS, PC, C, LOP, ISS, OSS.	PC, LOP, ISS, OSS, ATS.	PC, LOP, ISS, OSS.
D - Detention NC - No Credit REP - Review Educational Placement ATS - Alternative to Suspension	I - Intervention OSS - Out-of-School Suspension	ISS - In-School Suspension PC - Parent Contact SSW - School Service Work

Definition	Offense	Grades K-4
Disrespectful Conduct or Speech		
a.) Disrespectful verbal, written, or symbolic language or gesture, which is inappropriate to public settings, directed to a staff member or another student. b.) Conduct or verbal, written, or symbolic language which materially and substantially disrupts classroom work, school activities, or school functions.	1st Offense	CWS, PC, LOP, ISS, LA
	2nd Offense	CWS, PC, ISS, OSS, LA
	3rd Offense	CWS, PC, ISS, OSS, LA
Failure to Serve a Detention		
Knowingly and willfully refusing to serve an assigned detention	1st Offense	CWS, PC, D.
	2nd Offense	CWS, PC, D, ISS, OSS.
	3rd Offense - Grade K-4 / Repeat Offense - Gradee 5-12	CWS, PC, D, ISS, OSS.
False Alarms		
a.) The act of initiating a false fire alarm or initiating a false report warning of a fire or an impending catastrophe. b.) Tampering with emergency equipment.	1st Offense	CWS, PC, C, LOP, LA.
	2nd Offense	PC, C, LOP, ISS, OSS, LA, REP.
	3rd Offense	PC, LOP, ISS, OSS, LA, REP, LT.
C - Counselor LA - Legal Authority R - Restitution	CS - Community Service LOP - Loss of Privileges RE - Recommendation for Expulsion	CWS - Conference with Student LT - Long Term Suspension ATS - Alternative to Suspension

Grade 5	Grades 6-8	Grades 9-12
Disrespectful Conduct or Speech		
CWS, PC, LOP, ISS, LA	PC, CWS, D, LOP, ISS, OSS, ATS, LA.	PC, CWS, D, LOP, ISS, OSS, LA.
CWS, PC, ISS, OSS, LA	PC, D, LOP, ISS, OSS, ATS, LA.	PC, D, LOP, ISS, OSS, LA.
CWS, PC, ISS, OSS, LA	PC, LOP, ISS, OSS, ATS, LA.	PC, LOP, ISS, OSS, LA.
Failure to Serve a Detention		
CWS, PC, D.	PC, D.	PC, D, ISS, OSS.
CWS, PC, D, ISS, OSS.	PC, D, ISS, OSS, ATS.	PC, ISS, OSS.
CWS, PC, D, ISS, OSS.	PC, ISS, OSS, ATS.	PC, ISS, OSS.
False Alarms		
CWS, PC, C, LOP, ISS, OSS, LA.	PC, ISS, OSS, ATS, LA.	PC, ISS, OSS, LA.
PC, C, LOP, ISS, OSS, LA, REP.	PC, ISS, OSS, ATS, LA, LT.	PC, ISS, OSS, LA, LT.
PC, LOP, ISS, OSS, LA, REP, LT.	PC, OSS, ATS, LA, LT, RE.	PC, OSS, LA, LT, RE.
D - Detention NC - No Credit REP - Review Educational Placement ATS - Alternative to Suspension	I - Intervention OSS - Out-of-School Suspension	ISS - In-School Suspension PC - Parent Contact SSW - School Service Work

Definition	Offense	Grades K-4
False Reports		
The act of falsely reporting incidents or making false accusations or giving false information to school personnel which would affect the welfare of others.	1st Offense	CWS, PC, LOP.
	2nd Offense	CWS, PC, ISS.
	3rd Offense	CWS, PC, ISS, OSS.
Fighting		
Occurs when two or more persons voluntarily or by agreement, engage in any fight or use any blows or violence toward each other, in any angry or quarrelsome manner.	1st Offense	CWS, PC, C, LOP, CS, ISS, OSS, LA.
	2nd Offense	CWS, PC, C, LOP, ISS, OSS, REP, LA.
	3rd Offense	PC, C, LOP, ISS, OSS, LA.
Forgery		
The act of falsely using, in writing, the name of another person or falsifying time, dates, grades, addresses, or other data on school forms.	1st Offense	CWS, NC, D, ISS.
	2nd Offense	CWS, NC, D, ISS.
	Subsequent Offense	NC, D, ISS, OSS.
C - Counselor LA - Legal Authority R - Restitution	CS - Community Service LOP - Loss of Privileges RE - Recommendation for Expulsion	CWS - Conference with Student LT - Long Term Suspension ATS - Alternative to Suspension

Grade 5	Grades 6-8	Grades 9-12
False Reports		
CWS, PC, D.	PC, D, ISS, OSS, ATS, LA.	PC, D, ISS, OSS, LA.
CWS, PC, D, ISS.	PC, ISS, OSS, ATS, LA, LT.	PC, ISS, OSS, LA, LT.
CWS, PC, D, ISS, OSS.	PC, OSS, ATS, LA, LT, RE.	PC, OSS, LA, LT, RE.
Fighting		
CWS, PC, C, LOP, CS, ISS, OSS, LA.	CWS, PC, C, LOP, CS, ISS, OSS, ATS, LA.	CWS, PC, C, LOP, CS, ISS, OSS, LA.
CWS, PC, C, LOP, ISS, OSS, REP, LA.	PC, OSS, ATS, LA, LT, REP.	PC, OSS, LA, LT, REP.
PC, C, LOP, ISS, OSS, LA.	PC, OSS, ATS, LA, LT, RE.	PC, OSS, LA, LT, RE.
Forgery		
PC, C, NC, SSW, ISS.	PC, NC, D, ISS.	PC, NC, D, ISS.
PC, C, NC, ISS.	PC, NC, D, ISS, OSS, ATS.	PC, NC, ISS.
PC, C, NC, OSS.	PC, NC, D, ISS, OSS, ATS.	PC, NC, ISS, OSS.
D - Detention NC - No Credit REP - Review Educational Placement ATS - Alternative to Suspension	I - Intervention OSS - Out-of-School Suspension	ISS - In-School Suspension PC - Parent Contact SSW - School Service Work

Definition	Offense	Grades K-4
Gambling		
Making a bet as defined by Section 572.020 (4) RSMo or engaging in conduct prohibited under Chapter 572.000 RSMo. Possession and/or use of any gaming devices, including but not limited to playing cards or dice. Also any actions normally associated with gambling, such as pitching or matching coins, wagering or betting on sports events or participation in pools.	1st Offense	CWS, PC, Confiscation.
	2nd Offense	CWS, PC, ISS, Confiscation.
	3rd Offense	PC, ISS, OSS, Confiscation.
Hazing		
Harassment, abuse, or humiliation by way of initiation. It can be physical, mental, or emotional.	1st Offense	CWS, PC, LOP.
	2nd Offense	CWS, PC, C, LOP, ISS, OSS.
	3rd Offense	CWS, PC, LOP, ISS.
Inappropriate Display of Affection		
Embracing, kissing, or caressing another in a situation or under circumstances deemed inappropriate.	1st Offense	CWS, PC, C.
	2nd Offense	CWS, PC, C.
	3rd Offense	CWS, PC, C, ISS, OSS.
C - Counselor CS - Community Service CWS - Conference with Student LA - Legal Authority LOP - Loss of Privileges LT - Long Term Suspension R - Restitution RE - Recommendation for Expulsion ATS - Alternative to Suspension		

Grade 5	Grades 6-8	Grades 9-12
Gambling		
CWS, PC, C, SSW, Confiscation.	PC, D, ISS, OSS, ATS, Confiscation.	CWS, PC, D, ISS, Confiscation.
CWS, PC, C, ISS, Confiscation.	PC, D, ISS, OSS, ATS, Confiscation.	PC, D, ISS, OSS, Confiscation.
PC, C, ISS, Confiscation.	PC, D, ISS, OSS, ATS, Confiscation.	Confiscation, RE.
Hazing		
CWS, PC, D, LOP, ISS.	CWS, PC, D, LOP, ISS, OSS, ATS	CWS, D, PC, C, LOP, ISS, OSS, LT.
CWS, PC, LOP, ISS.	CWS, PC, LOP, ISS, OSS, ATS.	CWS, PC, C, LOP, ISS, OSS, LT.
CWS, PC, LOP, ISS, OSS.	CWS, PC, LOP, OSS, ATS.	CWS, PC, C, LOP, OSS, LT.
Inappropriate Display of Affection		
CWS, PC, C, CS.	CWS, PC, C, D.	CWS, PC, D, ISS.
PC, C, ISS.	CWS, PC, C, D, ISS.	CWS, PC, D, ISS.
PC, C, ISS, OSS.	CWS, PC, ISS, OSS, ATS.	CWS, PC, ISS, OSS.
D - Detention I - Intervention ISS - In-School Suspension NC - No Credit OSS - Out-of-School Suspension PC - Parent Contact REP - Review Educational Placement SSW - School Service Work ATS - Alternative to Suspension		

Definition	Offense	Grades K-4
Inciting Others to Violence or Disobedience		
By words, acts, or deeds, giving encouragement to demonstrations, protests, or violence towards others to disrupt the normal educational process of the school.	1st Offense	CWS, PC, LOP, I, ISS, OSS.
	2nd Offense	CWS, PC, LOP, I, R, ISS, OSS, REP.
	3rd Offense	CWS, PC, LOP, I, R, ISS, OSS, REP.
Insubordination		
The willful failure to respond or carry out a reasonable directive by authorized school personnel.	1st Offense	CWS, PC, C, CS, ISS.
	2nd Offense	CWS, PC, CS, ISS.
	3rd Offense	CWS, PC, C, CS, ISS, OSS.
Interference with the Educational Process		
Conduct, behavior, sleeping, cell phones/communication devices, electronic devices, Social Media, and attire, which interfere with the educational process, including the use of obscene, suggestive, profane language, or gestures advocating disruptive or illegal activity. Tampering with others property and/or school district property.	1st Offense	Confiscation, PC, C, LOP, D, CS, ISS, LA.
	2nd Offense	Confiscation, PC, C, LOP, D, CS, ISS, LA.
	3rd Offense	Confiscation, PC, C, ISS, OSS, LA.
C - Counselor CS - Community Service CWS - Conference with Student LA - Legal Authority LOP - Loss of Privileges LT - Long Term Suspension R - Restitution RE - Recommendation for Expulsion ATS - Alternative to Suspension		

Grade 5	Grades 6-8	Grades 9-12
Inciting Others to Violence or Disobedience		
CWS, PC, LOP, I, ISS, OSS.	PC, D, LOP, ISS, OSS, ATS	CWS, D, LOP, ISS, OSS.
CWS, PC, LOP, I, R, Iss, OSS, REP.	PC, ISS, OSS, ATS.	PC, D, ISS, OSS.
CWS, PC, LOP, I, R, ISS, OSS, REP.	PC, ISS, OSS, ATS, LT.	PC, OSS, ISS, LT.
Insubordination		
PC, CS, ISS, OSS.	PC, D, LOP, ISS, OSS, ATS.	CWS, PC, D, LOP, ISS, OSS.
PC, CS, ISS, OSS.	PC, LOP, ISS, OSS, ATS.	PC, D, LOP, ISS, OSS.
PC, ISS, OSS.	PC, LOP, ISS, OSS, ATS, LT.	LOP, ISS, OSS.
Interference with the Educational Process		
Confiscation, PC, C, LOP, D, CS, ISS, LA.	Confiscation, CWS, PC, D, LOP, ISS, OSS, ATS, LA.	Confiscation, CWS, PC, D, LOP, ISS, OSS, LA.
Confiscation, PC, C, LOP, D, CS, ISS, LA.	Confiscation, PC, ISS, OSS, ATS, LOP, LA.	Confiscation, PC, D, ISS, OSS, LOP, LA.
Confiscation, PC, C, ISS, OSS, LA.	Confiscation, PC, ISS, OSS, ATS, LOP, LA.	Confiscation, PC, ISS, OSS, LOP, LA.
D - Detention I - Intervention ISS - In-School Suspension NC - No Credit OSS - Out-of-School Suspension PC - Parent Contact REP - Review Educational Placement SSW - School Service Work ATS - Alternative to Suspension		

Definition	Offense	Grades K-4
Parking/Driving Violation		
Parking lot violations may include, but are not limited to the following: parking out of assigned area, failure to display proper permit, etc. In addition, vehicle may be towed at owner's expense. Driving on school property carelessly or without due caution so as to endanger persons or property.	1st Offense	
	2nd Offense	
	3rd Offense	
Physical Attack on Staff Member		
Any physical act of aggression including, but not limited to, intentionally pushing, striking, spitting, biting, etc.	1st Offense	CWS, PC, C, LOP, ISS, OSS, LA, LT.
	2nd Offense	PC, C, LOP, REP, RE, ISS, OSS, LA, LT, I.
	3rd Offense	PC, C, I, REP, RE, ISS, OSS, LA, LT.
Sexual Assault		
Intentional touching of clothed or unclothed intimate part(s) of another person with any part(s) of the body or with any object or device thereby causing offense or alarm and acts prohibited or defined in Chapter 566.010 RSMo.	1st Offense	CWS, PC, C, LOP, REP, ISS, OSS, LA, LT.
	2nd Offense	CWS, PC, C, LOP, REP, ISS, OSS, LA, LT.
	3rd Offense	CWS, PC, C, LOP, REP, ISS, OSS, LA, LT, RE.
C - Counselor LA - Legal Authority R - Restitution	CS - Community Service LOP - Loss of Privileges RE - Recommendation for Expulsion	CWS - Conference with Student LT - Long Term Suspension ATS - Alternative to Suspension

Grade 5	Grades 6-8	Grades 9-12
		PC, CWS, Ticket, ISS, OSS, LOP, LA
		PC, CWS, LOP, Ticket, ISS, OSS, LA
		PC, CWS, LOP, ISS, OSS, LA.
Physical Attack on Staff Member		
CWS, PC, C, LOP, ISS, OSS, LA, LT.	PC, OSS, ATS, REP, LA, LT, RE.	PC, OSS, REP, LA, LT, RE.
PC, C, LOP, REP, RE, ISS, OSS, LA, LT, I.	PC, OSS, ATS, REP, LA, LT, RE.	PC, OSS, REP, LA, LT, RE.
PC, C, I, REP, RE, ISS, OSS, LA, LT.	PC, OSS, ATS, LA, LT, RE.	PC, OSS, LA, LT, RE.
Sexual Assault		
CWS, PC, C, LOP, REP, ISS, OSS, LA, LT.	CWS, PC, C, LOP, REP, ISS, OSS, ATS, LA, LT.	CWS, PC, C, LOP, REP, ISS, OSS, LA, LT.
CWS, PC, C, LOP, REP, ISS, OSS, LA, LT.	CWS, PC, C, LOP, REP, ISS, OSS, ATS, LA, LT.	CWS, PC, C, LOP, REP, ISS, OSS, LA, LT.
CWS, PC, C, LOP, REP, ISS, OSS, LA, LT, RE.	CWS, PC, C, LOP, REP, ISS, OSS, ATS, LA, LT, RE.	CWS, PC, C, LOP, REP, ISS, OSS, LA, LT, RE.
D - Detention NC - No Credit REP - Review Educational Placement ATS - Alternative to Suspension	I - Intervention OSS - Out-of-School Suspension	ISS - In-School Suspension PC - Parent Contact SSW - School Service Work

Definition	Offense	Grades K-4
Sexual Harassment		
a.) Unwelcome sexual advances, request for sexual favors, and other verbal or physical conduct or communication. b.) Use of verbal, written, or symbolic language that is sexually harassing.	1st Offense	CWS, PC, C, LOP, REP, ISS, OSS, LA, LT.
	2nd Offense	CWS, PC, C, LOP, REP, ISS, OSS, LA, LT.
	3rd Offense	CWS, PC, C, LOP, REP, ISS, OSS, LA, LT, RE.
Shakedown or Strong-Arm/Extortion		
The act of extortion or borrowing or attempting to borrow any money or items of value from a person unless both parties enter into the agreement freely and without the presence of either an implied or expressed threat.	1st Offense	CWS, PC, LOP, R, CS, ISS, LA.
	2nd Offense	PC, C, R, CS, ISS, OSS, LA.
	3rd Offense	CWS, PC, C, R, ISS, OSS, LA.
Tardiness		
The act of unexcused lateness to school, class, homeroom, or any other part of the student's schedule.	4th time in 1 semester - Grade K-8 / 1st Offense - Grade 9-12	PC.
	7th time in 1 semester - Grade K-8 / 2nd Offense - Grade 9-12	PC.
	8th time in 1 semester - Grade K-4 / 9th time - Grade 5-8 / 3rd Offense - Grade 9-12	LA.
	Repeat Offense	PC, ISS, LA.
C - Counselor LA - Legal Authority R - Restitution	CS - Community Service LOP - Loss of Privileges RE - Recommendation for Expulsion	CWS - Conference with Student LT - Long Term Suspension ATS - Alternative to Suspension

Grade 5	Grades 6-8	Grades 9-12
Sexual Harassment		
CWS, PC, C, LOP, REP, ISS, OSS, LA, LT.	CWS, PC, C, LOP, REP, ISS, OSS, ATS, LA, LT.	CWS, PC, C, LOP, REP, ISS, OSS, LA, LT.
CWS, PC, C, LOP, REP, ISS, OSS, LA, LT.	CWS, PC, C, LOP, REP, ISS, OSS, ATS, LA, LT.	CWS, PC, C, LOP, REP, ISS, OSS, LA, LT.
CWS, PC, C, LOP, REP, ISS, OSS, LA, LT, RE.	CWS, PC, C, LOP, REP, ISS, OSS, ATS, LA, LT, RE.	CWS, PC, C, LOP, REP, ISS, OSS, LA, LT, RE.
Shakedown or Strong-Arm/Extortion		
CWS, PC, LOP, R, CS, ISS, LA.	PC, R, SSW, ISS, OSS, ATS, LA.	PC, R, D, ISS, OSS, LA.
PC, C, R, CS, ISS, OSS, LA.	PC, R, ISS, OSS, ATS, LA.	PC, R, ISS, OSS, LA.
CWS, PC, C, R, ISS, OSS, LA.	PC, R, ISS, OSS, ATS, LA.	PC, R, OSS, LA.
Tardiness		
PC, D.	PC, D.	PC, D, ISS.
PC, D, ISS.	PC, D, ISS.	PC, D, ISS.
D, ISS, LA.	PC, D, ISS, LA.	PC, D, ISS, LA.
PC, ISS, LA.	PC, ISS, LA.	PC, LOP, iSS, LA.
D - Detention NC - No Credit REP - Review Educational Placement ATS - Alternative to Suspension	I - Intervention OSS - Out-of-School Suspension	ISS - In-School Suspension PC - Parent Contact SSW - School Service Work

Definition	Offense	Grades K-4
Theft/Possession of Stolen Property		
The act of taking, possessing, or concealing the property of another without owner's consent.	1st Offense	Confiscation, CWS, PC, C, LOP, R, CS, ISS, LA, LT.
	2nd Offense	Confiscation, CWS, PC, C, LOP, R, CS, ISS, LA, LT.
	3rd Offense	Confiscation, PC, LOP, R, ISS, OSS, LA, LT.
Threatening or Intimidating Acts		
The act of verbally or by gesture threatening the well-being, health or safety of any person on school property or enroute to or from school.	1st Offense	CWS, PC, C, LOP, CS, ISS.
	2nd Offense	CWS, PC, C, LOP, REP, ISS, OSS.
	3rd Offense	CWS, PC, C, REP, ISS, OSS, LA, LT, RE.
C - Counselor LA - Legal Authority R - Restitution	CS - Community Service LOP - Loss of Privileges RE - Recommendation for Expulsion	CWS - Conference with Student LT - Long Term Suspension ATS - Alternative to Suspension

Grade 5	Grades 6-8	Grades 9-12
Theft/Possession of Stolen Property		
Confiscation, CWS, PC, C, LOP, R, CS, ISS, LA, LT.	Confiscation, PC, C, R, LOPO, ISS, OSS, ATS, LA, LT, RE.	Confiscation, PC, C, R, LOP, ISS, OSS, LA, LT, RE.
Confiscation, CWS, PC, C, LOP, R, CS, ISS, LA, LT.	Confiscation, PC, C, R, LOP, ISS, OSS, ATS, LA, LT, RE.	Confiscation, PC, C, R, LOP, ISS, OSS, LA, LT, RE.
Confiscation, PC, LOP, R, ISS, OSS, LA, LT.	Confiscation, PC, C, R, LOP, ISS, OSS, ATS, LA, LT, RE.	Confiscation, PC, C, R, LOP, ISS, OSS, LA, LT, RE.
Threatening or Intimidating Acts		
CWS, PC, C, LOP, CS, ISS	PC, C, D, LOP, ISS, OSS, ATS, LA, REP, RE.	PC, C, D, LOP, ISS, OSS, LA, REP, RE.
CWS, PC, C, LOP, REP, ISS, OSS.	PC, C, D, LOP, ISS, OSS, ATS, LA, REP, RE.	PC, C, D, LOP, ISS, OSS, LA, REP, RE.
CWS, PC, C, REP, ISS, OSS, LA, LT, RE.	PC, C, D, LOP, ISS, OSS, ATS, LA, REP, RE.	PC, C, D, LOP, ISS, OSS, LA, REP, RE.
D - Detention NC - No Credit REP - Review Educational Placement ATS - Alternative to Suspension	I - Intervention OSS - Out-of-School Suspension	ISS - In-School Suspension PC - Parent Contact SSW - School Service Work

Definition	Offense	Grades K-4
Tobacco (Use of/or Possession)		
<p>Use or possession of leaves of cultivated tobacco plants prepared for use in smoking, chewing or as snuff, on school property, bus or at school activities. HB381 Section 407.933</p> <p>1.) No person less than eighteen years of age shall purchase, attempt to purchase or possess cigarettes or other tobacco products (electronic cigarettes /vapor pen) unless such person is an employee of a seller of cigarettes or tobacco products and is in such possession to effect a sale in the course of employment, or an employee of the division of liquor control for enforcement purposes pursuant to subsection 5 of section 407.934.</p> <p>2.) Any person less than eighteen years of age shall not misrepresent his or her age to purchase cigarettes or tobacco products.</p> <p>3.) E-liquids will fall under this category.</p>	1st Offense	Confiscation, CWS, PC, LOP, CS, ISS, OSS.
	2nd Offense	Confiscation, CWC, PC, ISS, OSS, LA.
	3rd Offense	Confiscation, CWS, PC, C, ISS, OSS, LA.
Truancy		
<p>A willful absence from school or class without the principal's permission/knowledge.</p>	1st Offense	PC, LOP, CS, LA.
	2nd Offense	PC, LOP, ISS, LA.
	3rd Offense	PC, LOP, ISS, OSS, LA
<p>C - Counselor LA - Legal Authority R - Restitution</p>	<p>CS - Community Service LOP - Loss of Privileges RE - Recommendation for Expulsion</p>	<p>CWS - Conference with Student LT - Long Term Suspension ATS - Alternative to Suspension</p>

Grade 5	Grades 6-8	Grades 9-12
Confiscation, CWS, PC, LOP, CS, LA, ISS, OSS.	Confiscation, LOP. Use: OSS, ATS, LA. Possession: ISS, OSS, ATS, LA.	Confiscation, PC, LOP, D, ISS, LA.
Confiscation, PC, ISS, OSS, LA.	Confiscation, LOP. Use: OSS, ATS, ISS, LA. Possession: OSS, ATS, LA.	Confiscation, PC, LOP, ISS, OSS, LA.
Confiscation, CWS, PC, C, ISS, OSS, LA.	Confiscation, LOP. Use: LA, LT. Possession: OSS, ATS, LA, LT.	Confiscation, LOP, PC, ISS, OSS, LA.
PC, LOP, CS, ISS, LA.	PC, D, LOP, ISS.	PC, D, LOP, ISS.
PC, LOP, ISS, LA.	PC, D, ISS, LOP, LA.	PC, D, ISS, LOP, LA.
PC, LOP, ISS, OSS, LA.	PC, LOP, ISS, OSS, ATS, LA.	PC, LOP, ISS, OSS, LA.
<p>D - Detention NC - No Credit REP - Review Educational Placement ATS - Alternative to Suspension</p>	<p>I - Intervention OSS - Out-of-School Suspension</p>	<p>ISS - In-School Suspension PC - Parent Contact SSW - School Service Work</p>

Definition	Offense	Grades K-4
Vandalism/Criminal Damage		
The act of intentional destruction of property belonging to the Sedalia School District #200 or others. This shall also include tampering with or causing the discharge of any sprinkler system or other apparatus installed in a school building for the prevention of fire or for the safety of the school population or school property.	1st Offense	CWS, PC, LOP, R, LA, LT.
	2nd Offense	CWS, PC, LOP, R, ISS, OSS, LA, LT.
	3rd Offense	CWS, PC, LOP, R, ISS, OSS, LA, LT.
C - Counselor LA - Legal Authority R - Restitution	CS - Community Service LOP - Loss of Privileges RE - Recommendation for Expulsion	CWS - Conference with Student LT - Long Term Suspension ATS - Alternative to Suspension

Grades 5	Grades 6-8	Grades 9-12
Vandalism/Criminal Damage		
CWS, PC, R, LOP, ISS, OSS, LA, LT.	PC, R, SSW, LOP, ISS, OSS, ATS, LA, LT.	PC, R, D, LOP, ISS, OSS, LA, LT.
CWS, PC, R, LOP, ISS, OSS, LA, LT.	PC, R, SSW, LOP, ISS, OSS, ATS, LA, LT.	PC, R, LOP, ISS, OSS, LA, LT.
CWS, PC, R, LOP, ISS, OSS, LA, LT.	PC, R, SSW, LOP, ISS, OSS, ATS, LA, LT.	PC, R, LOP, ISS, OSS, LA, LT.
D - Detention NC - No Credit REP - Review Educational Placement ATS - Alternative to Suspension	I - Intervention OSS - Out-of-School Suspension	ISS - In-School Suspension PC - Parent Contact SSW - School Service Work

Weapons

THE SAFE SCHOOLS ACT OF 1996 states: "**WEAPON**" shall mean a "**FIREARM**" as defined under 18 U. S. C. 921, and the following items as defined in section 571.010, RSMo are considered by the Sedalia School District #200 as **CATEGORY I WEAPONS**: a blackjack, a concealable firearm, an explosive weapon, a firearm, a firearm silencer, a gas gun, a knife, knuckles, a machine gun, a projectile weapon (including bows, arrows, pellet guns, sling shots, paint ball guns), a rifle, a shotgun, a spring gun, a switchblade knife or bullets.

In addition other items considered by the District to be weapons, classified as **CATEGORY II WEAPONS**: poisons, numchucks, chains, throwing stars or other devices that could be used as a weapon to threaten others.

Other items which will be viewed as weapons and designated **CATEGORY III WEAPONS** include: fireworks, firecrackers and smoke bombs, throwing darts, laser pointers, nuisance items and toys, unauthorized tools, mace, etc.

Note: Any knife is classified as a Category I Weapon regardless of blade length

Definition	Offense	Grades K-4
See above	1st Offense - Grades K-4 / Any Offense - Grades 5-12	<p>Category I - Firearm loaded or unloaded Confiscation, PC, ISS, OSS, LA, LT, RE.</p> <p>Category I - Non-Firearm - Use or Attempted Use Confiscation, PC, C, ISS, OSS, LA, LT.</p> <p>Category I - Non-Firearm - Possession Confiscation, PC, LOP, ISS, OSS, LA, RE.</p> <p>Category II - Possession PC, C, ISS, OSS, LA.</p> <p>Category II - Use or Attempted Use Confiscation, PC, C, LOP, ISS, OSS, LA.</p> <p>Category III - Possession or Use Confiscation, PC, C, LOP, ISS, OSS.</p>
	2nd Offense	Same as above
<p>CWS - Conference with Student PC - Parent Contact C - Counselor I - Intervention AIS - Referred to Alternate Intervention Strategy LOP - Loss of Privileges NC - No Credit R - Restitution D - Detention SSW - School Service Work ATS - Alternative to Suspension</p>		

Policy - All weapons or instruments that have the appearance of a weapon are prohibited within all school environments and the school zone, except for educational purposes as authorized in advance by the building principal or designee. These environments include, but are not limited to district-owned buildings, leased or rented facilities; school sponsored activities; field trips; school vehicles and buses; and any school bus stops. This policy is in effect before, during and after school.		
Student Reporting - Students who see or become aware of a weapon in school must not touch it or remain in its presence. Notify an adult immediately.		
Exceptions - Pursuant to Missouri Statutes exemptions are granted to licensed peace officers, military personnel or students participating in military training while performing official duties; school district approved firearm safety courses; school district approved possession and use of dangerous weapons by a ceremonial color guard; school district approved gun or knife shows; school district approved possession and use of starter guns for athletic contests.		
Development of Plan - In certain instances, indicated by "Dev plan" in the consequence section below, a PC and student must occur to establish a written plan for the student's continuation in school. Some modification of the terms of the suspension may also be warranted at this time.		
Grades 5	Grade 6-8	Grades 9-12
<p>Category I - Firearm, loaded or unloaded Same as Grades K-4.</p> <p>Category I - Non-Firearm-Use or Attempted Use Confiscation, PC, ISS, OSS, Dev. Plan, LA, LT, RE.</p> <p>Category I - Non-Firearm - Possession Confiscation, PC, ISS, OSS, Dev. Plan, LA, LT.</p> <p>Category II - Possession Confiscation, PC, ISS, Dev. Plan, LA.</p> <p>Category II - Use or Attempted Use Confiscation, PC, ISS, OSS, Dev. Plan, LA, LT, RE.</p> <p>Category III - Possession or Use Same as Grades K-4.</p> <p>Category I - Non-Firearm - Possession or Use, Category II or III - any Confiscation, PC, ISS, OSS, LA, LT, RE</p>	<p>1-365 days OSS, ATS, LA, LT, RE.</p>	<p>PC, OSS, LA, LT, RE.</p>
<p>CS - Community Service LT - Long Term Suspension ISS - In-School Suspension OSS - Out-of-School Suspension RE - Recommendation for Expulsion LA - Legal Authority ATS - Alternative to Suspension</p>		

**Assessment and Evaluation
Programs and Services
Sedalia #200 School District**

The Sedalia #200 School Board of Education and administration maintains regular assessment of all programs and services provided in our schools. A program evaluation calendar is scheduled to review all components of programs in our district. Student data, needs of the programs, goals, accomplishments, surveys and overall evaluation to the effectiveness of the programs is maintained in a written plan. Committee reports on a monthly basis are scheduled, and information is reviewed in regard to goal setting for the school district.

PROGRAM TITLE: **Special Education**

PROGRAM YEAR: **2017-2018**

ADMINISTRATION/BOARD REVIEW DATE: **July, 2018**

PROGRAM DIRECTOR/TEACHER/TITLE: **Chris Pyle**

TOTAL OF STUDENTS IN PROGRAM: from our December 1, Count
K-12: 638
Early Childhood: 112
Total Count: 750

PROGRAM GOALS:

1. Narrow the achievement gap between special education and regular education students.
2. The graduation rate of students with disabilities will increase.
3. Strengthen the transition process for all special education students.
4. Provide focused professional development for all staff.
5. Parent/student participation

EFFORTS IN MEETING PROGRAM GOALS:

1. **(Goal 1)** Narrow the achievement gap between special education and regular education students.

We have high expectations for our students with special needs and strive to provide them the same opportunities that their regular education peers receive. We were selected to be part of the Missouri Model District Program (MMD) for the 2017-18 school year. Our district selected the goal of producing assessment capable learners for this initiative. The efforts included providing common formative assessments to all students to then utilize that data to direct instruction. Part of the reason we were selected for the (MMD) opportunity was due to the amount of success our students with special education needs accomplished during the Collaborative Work grant. We participated in Collaborative Work annually for the past three school years. Highlights related to goal 1 are below:

- *Common Formative Assessment data indicates the inclusion of our students with special needs. Many continue to show growth with each opportunity.*
- *Our Special Education District Profile indicates the following in regards to our special education placement categories and Map/Map A Performance:*
 - *Inside Regular Class 80% or more SSD=48.4% State=58.1%*
 - *Inside Regular Class 40-79%= SSD= 41.1% State=27.6%*
 - *Inside Regular Class less than 40%=SSD=8.6% State= 8.6%*
 - *SSD students surpassed the State with regard to students scoring proficient or advanced with 39% of students in English Language Arts and 32.3% in Math. State percentages were 35.5% and 24.8% respectively.*

Percentages for placement not accounted for fall into other categories including homebound/hospital, parentally placed private school, state operated separate school. We have fewer students in this category as compared to the state. SSD= 1.9% State=5.7%

2. **(Goal 2)** The Cohort graduation rate of students with disabilities will increase.

- *In our 4 year cohort we graduated 85.7% percent of our students with special needs as compared to 77.2% at the state level. Our percentage will continue to increase throughout the cohort years.*

3. **(Goal 3)** Strengthen the transition process for all special education students.

- *Transition for special education students continues to be a focus. In the 2017-18 year we moved our school to work program back to Smith-Cotton. This program impacted a larger percentage of students. In the 2018-19 year we will offer a Transition Lab in our On the Job Teaching class at the high school. The focus will be on teaching soft skills, providing mock interviews and lessons on how to be successful while at work. We will continue our work with the Center for Human Services on employment exploration for those that qualify.*
- *Our Coordinator and leadership teams discuss transition from each building level to the next. We continue to provide opportunities for special education students to attend summer transition programs for those requiring support.*

4. **(Goal 4)** Provide focused professional development for all staff.

- *In the 2017-18 school year all elementary buildings along with SMS, SCJH, and SCHS were involved in the Missouri Model District initiative. We worked with representatives from DESEs Coaching Support team to help our team produce assessment capable learners at all levels.*
- *Special Education completed their (3) year self assessment compliance review and gained 100% approval from DESE. The 2018-19 year will be the first year of the next 3 year cycle for compliance. The Coordinator team completed training and support in achieving this from the Regional Professional Development Center.*
- *The Para Conference hosted by Sedalia School District #200 provided in part with the Regional Professional Development Center from UCM turned out to be great once again. Along with our own Paras, (17) other school districts had Paras attend this training.*
- *Crisis Prevention Intervention training offered (9) sessions for personnel requiring training in these techniques.*
- *Select staff completed Trauma Informed School training with Great Circle. This included four (4) hour sessions and was provided to us by a grant in partnership with Great Circle.*

5. (Goal 5) Parent/student participation

- *Our special education team makes continual efforts to gain parent/student participation. Our team holds at a minimum a yearly IEP meeting with the parent and many times the student is invited depending on the age level. Parent conferences and various other school events allow for more opportunities to meet and gain connections with our families.*
- *The annual Student Services Resource Fair hosted by Special Education and Federal Programs was held in April. Parents provided positive feedback and the event was again well attended by students and their families.*

AREAS OF IMPROVEMENT?

1. Continue to narrow the separation between special and regular education student performance.
2. Continue to maintain/increase graduation rate for each cohort year.
3. Continue to strengthen the transition process for all special education students.
4. Continue to provide focused professional development for all staff.
5. Continue to build positive relationships with our special education families and work to keep them involved in their child's education.

ADDITIONAL INFORMATION-

- The ECSE program continues to grow and for the past four years each sending class has been larger than the year prior in regards to students with special needs. This growth has averaged (30) new students with special needs per year over the last four years. The growth at the ECSE level impacts our numbers as students age out. In 2018-19 we will receive in (48) students from their program compared to (19) seniors that we had graduate. We will start the year with (29) more students with special needs compared to the previous year.
- Relating back to our District's growth, we will continue to monitor our student caseload numbers. The growth impacts staff to student ratio, supports provided and our overall budget.



SEDALIA SCHOOL DISTRICT #200

2806 Matthew Drive, Sedalia, MO 65301-7981 p:660.829.6450 f:660-827-8938

Steven G. Triplett, Ed. S.
Superintendent

To: Board of Education

From: Chris Pyle

Nancy L. Scott, Ed. D.
Assistant Superintendent

Date: July 23, 2018

Re: District Office Parking Lot/Sidewalk Bid

Christopher Pyle, Ed. S.
Assistant Superintendent

Please find attached information and bid analysis for a new parking lot and sidewalk for our District Office. We received one bid from Preferred Construction for \$124,650.00. The bid includes demolition of existing concrete and adding 1500 square feet for 4 new parking spaces on the south line of the property.

Todd Fraley Ed. D.
Assistant Superintendent

Harriet A. Wolfe, Ed. D.
Chief Financial Officer

We feel that this improvement is too costly to move forward at this time. My recommendation is to reject this bid. To continue to ensure safe travel our maintenance team will schedule work to address areas that need attention.

Becky Brownfield, Ed. S.
Director Curriculum Instruction
Assessment 6-12

Devon Gilmore, M. Ed.
Director Curriculum Instruction
Assessment K-5

Thank you for your consideration in this matter. Please do not hesitate to contact me with any questions you may have.

Bob Satnan, B.A.
Communications Director

Missouri Model District
www.sedalia200.org

Sedalia #200 is an
equal opportunity and
affirmative action employer

**SEDALIA SCHOOL DISTRICT #200
BID ANALYSIS REPORT**

Commodity: District Office Parking Lot/Sidewalk Bid

Bids Obtained by: Richie Simons

Date: July 9, 2018

Vendor	Amount of Bid	Contact Person	Phone Number
<u>Preferred Construction</u>	<u>\$124,650.00</u>	<u>Joshua Kroeger</u>	<u>660-221-9171</u>

Recommendation:

Accept low qualified bid of: Preferred Construction \$124,650.00

Accept local bid of: _____

Accept alternate bid of: _____

Use of commodity: District Office Parking Lot/Sidewalk Upgrade

Does this replace an existing district commodity? **NO** **YES** (explain):

Upgrading district office parking lot/sidewalk

Final Approval _____ **Date** _____

Preferred Construction

"Building your Dreams"

joshkroeger@charter.net

24545 Deer Run Drive
Smithton, MO 65350
Phone 660.221-9171

DATE: July 9, 2018

FOR: Board Office Parking
Lot

Bid For:

Sedalia 200
Sedalia, MO 65301

DESCRIPTION	AMOUNT
Job is to be done in respectful and timely manner	
Preferred Construction acknowledges all specs on attached sheet	
Excluding base bid any soft soil to be removed from subgrade will be charged at	\$40/cu yard
Subs on site	
Mellon excavation	
GRAM Engineering	
Fischer's Ready Mix Concrete	
Total Base Bid	\$124,650.00

If you have any questions concerning this bid contact Kevin Kroeger 221-9171 or Joshua Kroger 281-3585

Sedalia 200 Board Office

Parking Lot

- Demolition of existing concrete parking lot & sidewalk
- Parking lot extension to South line of property – add 1500 square feet
- Subgrade of parking lot site is to be regraded – stripped of any and all sod – topped with 6" of 1" base rock and compacted
- Subgrade must pass a certified proof roll test
- Concrete is to match existing street elevation
- 5" concrete to be re-poured
- Concrete slump is to be at a 4" slump +/- 1"
- Concrete test cylinders per each pour or every 50 yards
- Concrete parking lot is to be soff cut same day as pour – no bigger than 10x10 area
- Broom finish
- Tear away expansion between sidewalk and parking lot
- All joints and expansion are to be filled

Steel Detail

- 6"x6"x6"x6" Highway mat steel to be used
- All cold joints are to have ¾" smooth dowel rods pours in place 2' on center- remaining side is to be greased before the next pour
- Parking lot is to have ¾" dowel rods 2' on center at sidewalk and street



Joshua Kroeger, Owner
Preferred Construction

AFFIDAVIT OF PUBLICATION

(Space above for recording information)

STATE OF MISSOURI) ss.
COUNTY OF PETTIS)

I, William Weibert, being duly sworn according to law, state that I am the Advertising Director of The Sedalia Democrat a daily newspaper of general circulation in the County of Pettis, State of Missouri, where located; which newspaper has been admitted to the Post Office as periodical class matter in the City of Sedalia, Missouri, the city of publication, which newspaper has been published regularly and consecutively for a period of three years and has a list of bona fide subscribers, voluntarily engaged as such who have paid or agreed to pay a stated price for a subscription for a definite period of time, and that such newspaper has complied with the provision of Section 493.050, Revised Statutes of Missouri 2000, and Section 59.310, Revised Statutes of Missouri 2000. The affixed notice appeared in said newspaper for two consecutive weeks as follows:

1st Insertion: Vol.	<u>150</u>	No.	<u>145</u>	<u>20th</u>	day of	<u>June</u>	<u>20</u>	<u>18</u>
2nd Insertion: Vol.	<u>150</u>	No.	<u>148</u>	<u>23rd</u>	day of	<u>June</u>	<u>20</u>	<u>18</u>
3rd Insertion: Vol.	_____	No.	_____	_____	day of	_____	<u>20</u>	_____
4th Insertion: Vol.	_____	No.	_____	_____	day of	_____	<u>20</u>	_____
5th Insertion: Vol.	_____	No.	_____	_____	day of	_____	<u>20</u>	_____
6th Insertion: Vol.	_____	No.	_____	_____	day of	_____	<u>20</u>	_____
7th Insertion: Vol.	_____	No.	_____	_____	day of	_____	<u>20</u>	_____

Signed [Signature]

Subscribed and sworn to before me this 25th day of June 18

[Signature]
Debra S. Houston, Notary Public

My commission expires 06-15-2019

Notice to Bidders
The Sedalia School District #200 is accepting sealed bids for upgrading the parking lot and sidewalk at the Sedalia School District #200 District office located at 2806 Matthew Drive, Sedalia MO 65301. For information, contact Richie Simons, 660-460-1270. Bids should be marked "DO Parking Lot" and delivered to the District office, 2806 Matthew Drive, Sedalia, MO, by 2:00 p.m., Monday, July 9, 2018. Sedalia School District #200 reserves the right to refuse and/or reject any or all bids.
2x-6/20, 23, 2018

DEBRA S. HOUSTON
Notary Public - Notary Seal
STATE OF MISSOURI
Pettis County
Commission # 15529178
My Commission Expires: 06/15/2019



SEDALIA SCHOOL DISTRICT #200

2806 Matthew Drive, Sedalia, MO 65301-7981 p:660.829.6450 f:660-827-8938

Steven G. Triplett, Ed. S.
Superintendent

Nancy L. Scott, Ed. D.
Assistant Superintendent
Human Resources
Federal Programs

Christopher Pyle, Ed. S.
Assistant Superintendent
Student Services
Buildings & Grounds

Todd Fraley Ed. D.
Assistant Superintendent
Transportation
Food Service
Technology

Harriet A. Wolfe, Ed. D.
Chief Financial Officer

Becky Brownfield, Ed. S.
Director Curriculum Instruction
Assessment 6-12

Devon Gilmore, M. Ed.
Director Curriculum Instruction
Assessment K-5

Bob Satnan, B.A.
Communications Director

Missouri Model District
www.sedalia200.org

Sedalia #200 is
an equal opportunity and
affirmative action employer

To: Mr. Steve Triplett & Board of Education
RE: Mastery Connect Licensing/Subscription Agreement
Date: July 23, 2018

This is to inform you of the attached three year continuation agreement between the Sedalia School District and Mastery Connect. Mastery Connect serves as the district's assessment software which includes a formative assessment item bank and software to develop, analyze, and track district assessments.

The agreement will be broken into and paid in annual installments for the three year period. Please feel free to contact me with any questions.

Sincerely,

Dr. Todd Fraley – Assistant Superintendent



SUBSCRIPTION ORDER FORM

This Subscription Order Form is governed by the Master Terms and Conditions located at https://www.masteryconnect.com/terms, which are hereby incorporated by reference (this Subscription Order Form and such Master Terms and Conditions and any attached Statement of Work, collectively, the "Agreement"). Capitalized terms not defined in this Subscription Order Form shall carry the meanings ascribed to them in the Master Terms and Conditions. In the event of any conflict between any provisions of the Master Terms and Conditions and this Subscription Order Form, the provisions of this Subscription Order Form shall control to the extent of the conflict. In the event of any conflict between the provisions of the Master Terms and Conditions or this Subscription Order Form, on the one hand, and any Statement of Work, on the other hand, the provisions of such Statement of Work shall control to the extent of the conflict. This Agreement is entered into as of the Effective Date specified below between MasteryConnect, Inc. ("MasteryConnect") and the party identified as the customer below ("Customer").

SUBSCRIPTION START DATE: June 20, 2018 SUBSCRIPTION TERM (IN MONTHS): 36 FAX: 877.350.6971

CUSTOMER INFORMATION:

Customer: Sedalia 200 School District Contact/Title: Becky Brownfield, Dir. of Curriculum, 6-12
Address: 2806 MATTHEW DR, SEDALIA, MO 65301
E-mail: brownfieldr@sedalia200.org Phone: (660)829-6450

Billing Contact: Carla Wheeler; wheelerc@sedalia.k12.mo.us; (660) 829-6450
Technical Contact: Becky Brownfield; brownfieldr@sedalia200.org; (660)829-6450

SOFTWARE LICENSE INFORMATION: (per license per year)

Table with 5 columns: License Name, Price, Quantity, Unit Price, Total Price. Includes items like Certica Formative Assessment Item Bank Student License - 3 year, Discount - MasteryConnect Premium Student License, etc.

PROFESSIONAL DEVELOPMENT:

CUSTOM SERVICES (SEE ATTACHED STATEMENT OF WORK): \$ N/A

TOTAL: \$ 183,248.00

PRICING AND EXPIRATION: This Agreement guarantees the pricing for 36 months for the software license and professional development, conditioned upon Customer's commitment to a 36-month initial subscription beginning on the Subscription Start Date (the "Initial Term").

If Customer is a school district, the student licenses on this Order Form are only for use by the following schools:

- Heber Hunt Elementary
Horace Mann Elementary
Smith Cotton High School
Washington Elementary
Sedalia Middle School
Parkview Elementary
Skyline Elementary
Smith Cotton Junior High Schl

PAYMENT TERMS: Pricing for the software license and professional development above reflects current Customer enrollment. If this Agreement is longer than 12 months, Customer agrees to pay for any increase in student enrollment for subsequent years. All prices above in USD. All payment obligations are non-cancelable and all amounts paid are nonrefundable.


'18 - \$56,976
'19 - \$63,136
'20 - \$63,136

OVERDUE CHARGES: If payment for any invoiced amount is not received by MasteryConnect by the due date, then without limiting MasteryConnect's rights or remedies, those charges may accrue late interest at the rate of 1.5% of the outstanding balance per month, or the maximum rate permitted by law, whichever is lower.

TERMINATION FOR NON-APPROPRIATIONS: Customer may terminate this Agreement prior to the expiration of the Term with respect to any services for which Customer does not receive appropriations if Customer delivers to MasteryConnect a written termination notice within 30 calendar days of the beginning of the calendar year for which Customer did not receive such appropriations, specifying the services for which Customer did not receive appropriations and including evidence of Customer's failure to receive such appropriations. In such case, Customer shall be required to pay only for the terminated services through the date of Customer's delivery of such written termination notice to MasteryConnect; however, if Customer purchases at any time prior to the expiration of the Term (before giving effect to early termination pursuant to this paragraph) services that are the same as or similar to the services terminated pursuant to this paragraph, Customer shall be required to pay MasteryConnect for the terminated services as if they had been provided until the expiration of the Term (before giving effect to early termination pursuant to this paragraph).

IN WITNESS WHEREOF, the parties acknowledge that they've read and understood the Master Terms and Conditions located at <https://www.masteryconnect.com/terms>, and have executed this Agreement as of the Effective Date.

MASTERYCONNECT**CUSTOMER**

By: 	By (Authorized): _____
Name: Mick Hewitt	Name: _____
Title: CEO	Title: _____
Date: 7/12/2018	Date: _____



Invoice

MASTERYCONNECT, INC.
 DEPT CH 10995
 PALATINE, IL 60055-0995

Phone (801) 736-0258
 Fax (877) 350-6971

Date	Invoice #
6/20/2018	INV-65358
PO Number	Terms
	Due on Receipt

Bill To
Sedalia 200 School District Becky Brownfield 2806 MATTHEW DR SEDALIA, MO 65301

Ship To
Sedalia 200 School District Becky Brownfield 2806 Matthew Dr Sedalia, MO 65301-7981

Quantity	Item Code	Description	Price	Amount
4928	IBNWEA3	Certica Formative Assessment Item Bank Student License - 3 year	9	44352
4928	DISC	Discount - MasteryConnect Premium Student License	-3	-14784
4928	IBINSP	KDS INSPECT Formative Assessment Item Bank Student License	1.75	8624
4928	IBINSP2	KDS INSPECT Formative Assessment Item Bank Student License - 2 year	6	29568
4928	MCCLR3	MasteryConnect Premium Student License - Renewal - 3-Year	21	103488
8	PDO3	Online PD Subscription License - 3 year	1500	12000
			Total	\$183,248.00

PLEASE NOTE OUR NEW REMITTANCE ADDRESS ABOVE

We sincerely appreciate your business.



DISTRICT OFFICE MEMO

To: Board of Education, Mr. Pollitt, Mr. Triplett
 From: Dr. Nancy Scott
 Date: July 23, 2018
 Re: Career & Technical Student Organizations (CTSO)

The Office of College and Career Readiness has developed the Common Criteria and Quality Indicators for Career Education Programs. One of the criteria requires the appropriate CTSO for the approved is affiliated with the state and national organization and is an intra-curricular element of the program.

DESE has established quality indicators for the CTSO as listed below.

- Quality Indicator 1 – The CTSO program of work is aligned with the CTSO's goals and objectives and is developed annually by students and instructors
- Quality Indicator 2 – The CTSO program of work includes leadership skills, career competency, community service, and school service
- Quality Indicator 3 – Curriculum goals and objectives are achieved through the integration of CTSO programs and activities
- Quality Indicator 4 – All students enrolled have the opportunity to participate in CTSO activities.
- Quality Indicator 5 – The local CTSO chapter is recognized for meeting state and/or national organization standards

At this time, the following CTSOs are established in coordination with the Career Education Program

- DECA for Marketing
- EdRising for Career Path Teaching
- FBLA for Business
- FCCLA for FACS
- HOSA for PLTW Bio Medical (Health)
- TSA for PLTW Technology (Computer Science courses)

Three of the above organizations are currently placed on Category VI (DECA, HOSA, TSA). To be consistent the remaining organizations should be placed on Category VI as well.

Approximate cost: \$5,000

Thank you for your consideration in approving this request.

Missouri Consultants for Education, LLC

803 West Lockwood Avenue
Glendale, Missouri 63122

Phone: (314) 878-5600
Fax: (314) 878-5607
tmickes@mickesotoole.com
www.moconed.com

May 21, 2018

Re: May 2018 MCE Updates

Dear Superintendent:

The policy updates include legislative mandates that go into effect July 1, 2018. The third update, “Website Accessibility,” is a response to an increasing number of ADA lawsuits asserting that a district’s website is not, in whole or in part, accessible to individuals with disabilities.

If you have any questions concerning the new updates, please call me at my office number (314) 878-5600 or on my cell (314) 330-8903. As you know, there is no charge for policy questions. The May 2018 updates are as follows:

Policy 1320 –Website Accessibility

This is a new policy that addresses the need to make website content accessible to persons with disabilities and to comply with the Americans with Disabilities Act (ADA). The modifications include, providing an audio input and larger print among other modifications. The policy allows for technical changes in a website or in the District’s provision of physical copies that convey the website content in the modality of the disabled person. For those districts utilizing MCE’s hosting services, your MCE website policies are compliant with the ADA. Please note that in the first and third sections, Districts will need to insert the name, email address, and telephone number to be utilized by patrons to report accessibility issues or to file a formal complaint. Adoption is highly recommended.

Policy 2812 – Identification of At-Risk Students

Newly enacted statute §167.905 requires Missouri districts to enact a policy to identify at-risk students. As statutorily mandated, the District must have a policy by July 1, 2018. The statute mandates four identifiers that we have provided in the Identification Section. While not required to have more than the mandatory identifiers, the policy sets out additional identifiers for districts use at their option. These additional modifiers are contained in the last paragraph of our Identification section. Adoption is mandatory.

May 21, 2018

Page 2

Policy 6445 – Screening for Dyslexia

Similarly, this new policy is the result of a legislative mandate the districts have a Dyslexia Screening policy by July 1, 2018. Our new policy is fully compliant with the statute. The new policy provides the groups of students to be screened; methods for screening; and provisions for mandatory teacher training. Adoption is mandatory.

BOARD ACTION

All three policies may be considered in one vote as follows. I move to adopt the following policies:

P1320

P2812

P6445

If you have any questions concerning these updates or their implementation, please feel free to call. For more information about MCE's Policy Service, visit our website at <http://www.moconed.com>.

Sincerely,

MISSOURI CONSULTANTS FOR EDUCATION, LLC



Thomas A. Mickes

TAM/ndb
Enclosures

Equal Opportunity

Website Accessibility

The District is committed to providing accessibility of its website for students, parents, and members of the community with disabilities by meeting or exceeding the requirements of Section 508 of the Rehabilitation Act (29 U.S.C. 794d), as amended in 1998. Section 508 is a federal law that requires agencies to provide individuals with disabilities equal access to electronic information and data comparable to those who do not have disabilities, unless an undue burden would be imposed on the agency.

Information on the District's website will provide access either through modification of its website in conformance of the W3C WAI's Web Content Accessibility Guidelines (WCAG) or by providing the same information in a modality addressing an individual's disability. Students, parents and members of the community who have questions about the accessibility of content used, and/or would like to report barriers to accessing the District's website, please contact the District's **(Title/Name of Individual to be contacted)** at **(contact's email)** or call **(Insert contact's phone number)**, or **(list any other individuals that may be contacted. Include same information for this contact as previously listed)**, with detailed information on the location of the page or document you are attempting to access so we can make it accessible. Please include your name, email address and phone number so that we may contact you to provide the information in another format.

Website Accessibility

With regard to the District website and any official District web presence which is developed by, maintained by, or offered through third party vendors and open sources, the District is committed to compliance with the provisions of the Americans with Disabilities Act (ADA), Section 504 and Title II so that students, parents and members of the public with disabilities are able to independently acquire the same information, engage in the same interactions, and enjoy the same benefits and services within the same timeframe as those without disabilities, with substantially equivalent ease of use; and that they are not excluded from participation in, denied the benefits of, or otherwise subjected to discrimination in any District programs, services, and activities delivered online.

The District shall appoint an administrator(s) who will be responsible for reviewing and evaluating new material that is published by school staff and uploaded to the website for accessibility on a periodic basis. The designated responsible personnel or 3rd party, will be responsible for reviewing all areas of the District's website and evaluating its accessibility on a periodic basis, and at least once per quarter. Any non-conforming webpages will be corrected in a timely manner.

Website Accessibility Concerns, Complaints and Grievances

A student, parent or member of the public who wishes to submit a complaint or grievance regarding a violation of the Americans with Disabilities Act (ADA), Section 504 or Title II related to the accessibility of any official District web presence that is developed by, maintained by, or offered through the District, third party vendors and/or open sources may make complaints directly to **(Title/Name of Individual to be contacted)** at **(contact's email)** or call **(contact's phone number)**, or **(list any other individuals that may be contacted. Include same information for this contact as previously listed)**. The initial complaint or grievance should be made utilizing the procedures set forth in Policy/Regulation 1300 - Prohibition Against Harassment, Discrimination and Retaliation. When **(insert name(s) of contacts)** receives the information, they shall immediately inform the designated District official.

Whether or not a formal complaint or grievance is made, once the District has been notified of inaccessible content, effective communication shall be provided as soon as possible to the reporting party to provide access to the information in a modality specific to the individual's disability condition.

A record of each complaint and grievance made pursuant to this Policy shall be maintained at the District office. The record shall include a copy of the complaint or grievance filed, report of findings from the investigation, and the disposition of the matter.

Student Services**Identification of At-Risk Students**

The District is committed to identifying students who are at-risk of not being ready for college-level work or not being ready for employment in entry-level career positions. It is essential that such identification occur early enough that our schools can intervene with academic counseling, career counseling, and other intervention services to enhance a student's readiness for post high school academic or employment opportunities.

Identification

Consistent with this District's commitment, at-risk students will be identified by at least their ninth grade year, including students who transfer into the District during ninth grade. In order to identify such at-risk students, District staff will utilize the following criteria:

1. Student performance in Mathematics and English on the eighth grade Missouri Assessment Program (MAP) tests.
2. The District will consider comparable statewide assessment performance for students transferring into ninth grade from outside of Missouri.
3. The District's reported rate of students taking remedial courses in basic academic subjects of English, Mathematics, and Reading during their initial year of college. In assessing this data, the District will rely on data submitted by the Department of Higher Education pursuant to § 173.750 RSMo.
4. The student's attendance rates.

While the above at-risk identifiers are mandatory, the District may consider additional criteria including, but not limited to, review of discipline record; performance more than one grade level below in Reading and/or Math; core subject middle school grades; academic assessment results; contents of Section 504 Plan; ACE score (Adverse Childhood Experience) of 5 or more or other relevant identifiers.

Academic and Career Counseling

When at-risk students are identified, the District will initiate academic and/or career counseling as soon as is practicable to enhance at-risk students' opportunity to graduate on-time, and to enhance their college and/or career readiness.

This policy may be appropriately waived for any student with a disability upon the recommendation of the student's Individualized Education Program (IEP) team.

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Evaluation Services**Screening for Dyslexia**

Dyslexia is a disorder that is neurological in origin, characterized by difficulties with accurate and fluent word recognition and poor spelling and decoding abilities that typically result from a deficit on the phonological component of language, often unexpected in relation to other cognitive abilities and the provision of effective classroom instruction, and of which secondary consequences may include problems in reading, comprehension and reduced reading experience that can impede growth of vocabulary and background knowledge.

In order to close the gap between struggling readers and their “normally” developing peers, the District will:

1. Identify students at risk for dyslexia or reading failure.
2. Form small groups for instruction and intervention.
3. Plan instruction and intervention.
4. Goal setting for individual student achievement.
5. Set criteria for intervention exit.

Screening

Each student, kindergarten through third grade, will annually be screened for dyslexia within the first thirty (30) days of the school year. In order to monitor progress or lack of progress, benchmark assessments will also be completed for K-3 students in the middle and at the end of each school year.

The dyslexia screening protocol set forth in this policy will also be administered to the following students:

1. K-3 Missouri transfer students who have not been previously screened.
2. K-3 out-of-state transfer students who do not have documentation of previous screening.
3. Students in grades 4 and above with a record of potential dyslexia related issues as determined by the classroom teacher or as requested by the student’s parent/guardian.

The following groups are exempt from dyslexia screening:

1. Students with an existing diagnosis of dyslexia.
2. Students with a sensory impairment (visual/auditory).
3. Students with severe intellectual disabilities.
4. Students who are English Learners where screening administration and/or interpretation are not available. However, English Learners may be screened for dyslexia-related risk factors through screening in the student's native language, where feasible.

Screening Components

There is no one test that encompasses all recommended skills. The District will utilize screening tools that are both reliable and valid. However, universal screening is not sufficient to identify students with dyslexia. Universal screening can reveal specific weaknesses that are consistent with dyslexia. Monitoring a student's response to high quality reading instruction may be the best way to identify students with severe dyslexia.

The District will identify the appropriate staff to complete student screenings. These staff members may include: classroom teachers, reading interventionists, Title I teachers, reading specialists, or coaches or any combination of these individuals.

Supports and Accommodations

Once identified, students with dyslexia will be provided with the supports and accommodations tailored to meet the individual student's needs. These accommodations will derive from the following supports and accommodations.

1. General classroom instruction modifications.
2. Instructional environment.
3. Technology
4. Social/Emotional
5. Design of Classroom Assignments
6. Test and Exams.

The District will consider the specific supports and accommodations set forth in DESE's "Serving Students at Risk for Dyslexia: Guidance to LEAs."

Practicing Teacher Assistance Problems

Practicing teachers will receive two hours of in-service training during the 2018-19 school year regarding dyslexia and related disorders. Teachers employed by the District in subsequent years, who have not received this training in another district will be provided the same training by video or by in-person training.

Such in-service training should include:

1. Introduction to dyslexia and dyslexia simulation;
2. Key areas of literacy and reading intervention;
3. Screening/progress monitoring, data-based decision-making, fidelity and classroom supports.
4. Training for secondary-level staff will be tailored to the unique needs of secondary students.



DISTRICT OFFICE MEMO

To: Board of Education & Mr. Pollitt
From: Steve Triplett
Date: June 25, 2018
Re: Security Positions

In our continued attempt to provide the safest possible environment for all staff and students, we feel that it is important to provide armed safety personnel at every school building.

I am requesting an additional six security officer positions which would allow us to be able to place additional officers at each elementary building and Whittier. The District will seek only those candidates eligible to carry a fire-arm. The cost for one officer that can carry a weapon is approximately \$38,000. Total annual cost to the District for six officers would be \$228,000.

Thank you for your consideration in approving this request.