

JCHS Student Guidebook

2024-2025



Junction City High School
1100 Blue Jay Way
Junction City, KS 66441
Phone (785)717-4200
Fax (785)717-4201

VISION

Educate locally, Impact globally!

MISSION STATEMENT

Junction City High School builds relationships to provide a responsive culture and creates rigorous and relevant experiences in our development of global citizens.

PARENT RIGHT-TO-KNOW

Parents may obtain the school and district report cards via the school district's website: www.usd475.org and/or acquire a copy through the high school office.

NOTICE OF NON-DISCRIMINATION

Geary County USD #475 does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and/or activities and provides equal access to the Boy Scouts and other designated youth groups.

For questions or complaints based on race, color, national origin, sex or age, please contact: Director of Human Resources. For questions or complaints based on disability, please contact: Director of Business Operations at 123 N. Eisenhower, Junction City, KS 66441.

Telephone: 785 717-4000

Junction City High School Bell Schedules

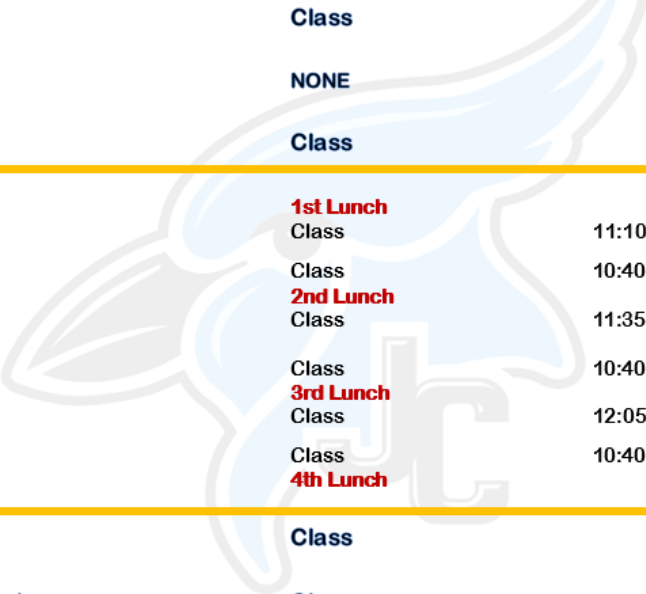
Junction City High School 2024-2025 Bell Schedule

Period 1	Class	7:40 – 9:05 AM
Period 2 (Advisory)	Class	9:10 – 9:30 AM
Period 3	Class	9:35 – 11:00 AM
Period 4	1st Lunch Class	11:00 – 11:30 AM 11:35 – 1:00 PM
Period 4	Class 2nd Lunch Class	11:05 – 11:30 AM 11:30 – 12:00 PM 12:00 – 1:00 PM
Period 4	Class 3rd Lunch Class	11:05 – 12:00 PM 12:00 – 12:30 PM 12:30 – 1:00 PM
Period 4	Class 4th Lunch	11:05 – 12:30 PM 12:30 – 1:00 PM
Period 5	Class	1:05 – 2:30 PM
Period 6 (Advisory)	Class	2:35 – 2:55 PM

Junction City High School 2024-2025 **2-Hour Delay Schedule**

Period 1	Class	9:40 – 10:48 AM
Period 2 (Advisory)	NONE	
Period 3	1st Lunch Class	10:48 – 11:18 AM 11:23 – 12:29 PM
Period 3	Class 2nd Lunch Class	10:53 – 11:23 AM 11:23 – 11:53 AM 11:53 – 12:29 PM
Period 3	Class 3rd Lunch	10:53 – 11:59 AM 11:59 – 12:29 PM
Period 4	Class	12:34 – 1:42 PM
Period 5	Class	1:47 – 2:55 PM
Period 6 (Advisory)	NONE	

Junction City High School
2024-2025
Assembly Schedule



Period 1	Class	7:40 – 9:05 AM
Period 2 (Advisory)	NONE	
Period 3	Class	9:10 – 10:35 AM
Period 4	1st Lunch	10:35 – 11:05 AM
	Class	11:10 – 12:35 PM
Period 4	Class	10:40 – 11:05 AM
	2nd Lunch	11:05 – 11:35 AM
	Class	11:35 – 12:35 PM
Period 4	Class	10:40 – 11:35 AM
	3rd Lunch	11:35 – 12:05 PM
	Class	12:05 – 12:35 PM
Period 4	Class	10:40 – 12:05 PM
	4th Lunch	12:05 – 12:35 PM
Period 5	Class	12:40 – 2:05 PM
Period 6 (Advisory)	Class	2:10 – 2:55 PM

LUNCH PERIODS

Junction City High School maintains a “closed” lunch period for all students. No food will be accepted through drop-offs or deliveries.

JUNCTION CITY HIGH SCHOOL ADMINISTRATIVE OFFICE

Gennifer "G.G." Booth	Building Principal – Junction City High School
Belle Whaley	Principal's Secretary
Kristi Otey	Receptionist
Christina Schuster	Registrar
Ellie Dillon	Data Specialist
Loretta Junghans	Bookkeeper
Heather DeVee	Food Service Secretary

BUSINESS, PUBLIC SERVICE, AND HOSPITALITY ACADEMY OFFICE

Kenneth Upham	BPSH Academy Principal
Tina Nelson	Counselor
Katie Winnie	Academy Leader
Michelle Kern	Academy Secretary

FINE ARTS AND HUMAN SERVICES ACADEMY OFFICE

Ruth Stephenson	FAHS Academy Principal
Jason Curtis	Counselor
Samantha Boxberger	Academy Leader
Corin Cotto	Academy Secretary

SCIENCE, ENGINEERING, AND HEALTH ACADEMY

Stephen Green	SEH Academy Principal
Alicia Goheen	Counselor
Aaron Yoder	Academy Leader
Resia Muto	Academy Secretary

FRESHMAN SUCCESS ACADEMY

Brian Sturges	FSA Academy Principal
Rebecca Coy	FSA Assistant Principal/Activities Director
Crystal Holzer	Counselor
Savannah Waldrop	Academy Leader
Claudia Thornton	Academy Secretary

SPECIAL EDUCATION

Blake Madsen-Davila	Special Education Building Coordinator
Cale Prater	Special Education Coach

INSTRUCTIONAL COACHES/BEHAVIOR INTERVENTION SPECIALISTS

Chelsea Todd	Instructional Coach
Lisa TorresWigton	Instructional Coach
Taylor Burgardt	Behavior Intervention Specialist
Dana Wiegand	Behavior Intervention Specialist

COLLEGE AND CAREER

Nancy Dettmer	Scholarship/Internship Specialist
Kale Katt	CTE Assistant Principal

ATHLETIC OFFICE

Christopher Bogenhagen	Athletic Director
Sharon Bloomdahl	Athletic Secretary

WELCOME TO JCHS!

Welcome to Junction City High School. Our mission is to provide our students with the best educational environment possible - in a way that is engaging, authentic, student-centered, innovative, career-oriented, and which promotes an appreciation for life-long learning.

We are an academic institution committed to excellence. This commitment requires not only respect for the differences in students and staff from widely diverse cultural, economic, social, intellectual, linguistic, and educational backgrounds, but also a sustained effort to use our diversity to achieve this commitment. We celebrate our diversity through varying student career interests and post-secondary plans of study. Our hope is that "if our students can dream it, they can be it!"

The dedicated staff at JCHS will provide each student with the necessary tools he or she will need to lead a productive life in today's ever-changing society.

STUDENTS FIRST: Our #1 Priority

A simple question for you is, "What am I doing right now:

- To be the best person I can be?"
- To help my classmates?"
- To prepare for a successful future?"

As a school, we continually focus on our own growth and improvement as a learning community. Part of this process involves creating multiple learning opportunities that offer students greater choices of learning pace, place, time, and path. We encourage students to enroll in a wide range of challenging courses that prepare them for their goals after graduation.

As a Career Academy structured high school, we have established articulation agreements with post-secondary institutions to achieve college credit, as well as created the ability for students to leave high school with workplace certifications in a variety of career fields through our outstanding Career and Technical Education programs. Outside of the classroom, our students enjoy a plethora of co-curricular and extra-curricular activities. JCHS boasts league, regional, state, and national accolades in recent years in both our co-curricular and athletic programs.

We are sure that, with your cooperation we all can accomplish and reach our goals!

Sincerely,

The Staff and Faculty of Junction City High School

About JCHS

Junction City High School is a comprehensive 6A school (largest state classification) that currently enrolls approximately 1600 students. JCHS offers a dynamic academic curriculum to challenge each student to the limit of his or her abilities, and a rigorous extracurricular program to enhance the social and physical development of each student.

The school district which included Junction City, Fort Riley, Milford, and Grandview was organized in July of 1862. The first building constructed for school purposes was built in 1866. The old bell from the first high school and the Bronze Blue Jay statue are displayed in front of our building at the main entrance and the event center entrance.

On November 7, 2017, the Geary County Community voted to approve the construction of a new high school facility. The construction of this facility began in March of 2019. Occupancy of the new Junction City High School campus occurred in the fall of 2021-2022 school year.

SCHOOL COLORS: Blue and White

SCHOOL MASCOT: Blue Jay

SCHOOL FIGHT SONG:

Onward Blue Jays, Onward Blue Jays
Don't Give Up the fight (fight, fight, fight)
Fight on Blue Jays for your colors,
Royal Blue and White (fight, fight, fight)
Onward Blue Jays, Onward Blue Jays
Fight on for your fame.
Fight on to victory.
And WIN THIS GAME!

SCHOOL SONG:

Where the valley of Kansas
Meets the eastern skies
Proudly, dear old Junction's banners
On the breezes rise,

(Chorus)

Hail to her and to her colors

White beside the blue

Hail to dear old JCHS

Hail to Junction true

Just beyond the Smoky River
In a busy town,
Stands the high school of old Junction
Great is her renown.

(Chorus)

Praise her knowledge and athletics,
Those of Blue and White
While we swear that to maintain them,
We will ever fight.

(Chorus)

Academies at JCHS

What is an Academy?

Academies are small, personalized learning communities within a high school. An academy involves teachers from different subjects working together as a team to integrate academic and technical curriculum with career information.

What are the benefits of Academies?

- A team of teachers provide a personalized and supportive learning environment for a group of students.
- Students practice and develop leadership and teamwork skills through project-based learning activities.
- This type of learning motivates students to apply the content and skills they learn to a real situation.
- Students' education is enriched by academy fieldtrips, projects, and exposure to business/industry/careers.
- Student achievement improves as content is integrated among academy courses.

What is the purpose of an Academy?


The goal is to provide students with knowledge for lifelong learning and opportunities for successful careers in a global society. This includes but is not limited to problem solving, teamwork, goal setting and planning.

What is the JCHS model of Academies?

Junction City High School is a career academy high school. Freshmen are part of a team-based Freshman Success Academy. For 10th, 11th, and 12th graders, there are three career academies available to choose from:

Business, Public Service, and Hospitality (BPSH), Science, Engineering and Health (SEH), and Fine Arts & Human Services (FAHS). Each academy provides career clusters and courses that correspond with career and technical education pathways (CTE). CTE involves a widespread range of academic and career-oriented learning experiences which incorporates a variety of different careers.

Each student will select an academy during pre-enrollment with their counselor. Student cannot change academies during a school year but can change from year to year if they wish to do so. Students can take elective classes from any of the academies.

Academies, Clusters and Career and Technical Education Pathways at JCHS					
Science, Engineering and Health (SEH) Academy		Business, Public Service, and Hospitality (BPSH) Academy		Fine Arts and Human Services (FAHS) Academy	
Cluster	CTE Pathway	Cluster	CTE Pathway	Cluster	CTE Pathway
Agriculture, Food and Natural Resources	Comprehensive Agriculture Science*	Business, Management and Administration	Business Finance*; Marketing*	Arts, A/V Technology and Communications	AV Communication*
Architecture and Construction	Construction*	Finance	Business Finance*; Marketing*		Fashion, Apparel, Interior Design (FAID)* <i>Fall 2020</i>
Health Science	Health Science*	Government and Public Administration	<i>JROTC</i> Law, Public Safety and Security*		<i>Performing Arts</i>
Manufacturing	Production (Welding)*	Hospitality and Tourism	Restaurant/Event Management (Culinary)*		<i>Visual Arts</i>
Science, Technology, Engineering and Mathematics	Engineering and Applied Mathematics*	Information Technology	Web and Digital Communication* <i>Network Systems</i> <small>NOT CURRENTLY OFFERED AT JCHS</small>	Education and Training	Teaching/Training*
Transportation, Distribution and Logistics	Mobile Equipment (Auto)*	Law, Public Safety, Corrections and Security	Law, Public Safety and Security*	Human Services	Early Childhood Development*
		Marketing, Sales and Service	Marketing*		

* State recognized CTE Pathway

Roles and Responsibilities

Role of a Student

Junction City High School is a learning place. The primary mission of this school is to help students learn and prepare for a successful and productive future. Students, teachers, and administrators have different, but important, roles in this process. Students are the focus of all efforts in this school. A qualification needed by the student is a willingness and desire to prepare for a successful and productive adult life.

Responsibilities of the student are:

1. Attend class and report to class on time.
2. Student ID must be available at all times.
3. Bring appropriate learning materials to class (paper, pencil, books, computer, and notebooks.)
4. Treat others with the respect and dignity they deserve.
5. Make challenging academic choices.
6. Establish and pursue personal career goals.
7. Prepare for and participate in the learning process.
8. Work with fellow students, faculty, administration, and parents to establish and achieve common guidelines and expectations.

Student progress is reported the first nine weeks of every semester. Semester grades become a part of the student's permanent record. The most accurate evaluation of the job performance of an individual student is success and productivity in adult life.

Role of a Parent

A thorough education of any student cannot be complete without a sincere and cooperative interest by parents. The education of students is much more easily achieved if parents recognize the importance of the following:

Responsibilities of the parent are:

1. Show a sincere interest in academic and extracurricular performance of their student.
2. Ensure punctual attendance.
3. Establish and maintain openness in communication with the school.
4. Take responsibility for the student's health, personal cleanliness, grooming, and suitable clothing.
5. Assume responsibility in working with school personnel and community agencies in solving behavioral problems.
6. Develop and maintain their student's respect for law, other people, and the property of others.
7. Help the students develop a responsibility for their own actions. Students need encouragement. Encourage them with your positive expectations. Help them aim high.

PERSONAL INFORMATION CHANGES

To help keep communication strong and ensure that you can be reached in case of emergencies, please communicate changes in your address, telephone number, or email during the year to the academy office. Cell phone numbers in Skyward will be used for building and district text messaging. **Please notify your academy office if you have a new phone number or a new work number.**

Role of a Teacher

Aligned with the five core principles of the National Board for Professional Teaching Standards:

1. Teachers are committed to students and their learning.
2. Teachers know the subjects and how to teach those subjects to students.
3. Teachers are responsible for managing and monitoring student learning.
4. Teachers think systematically about their practice and learn from experience.
5. Teachers are members of learning communities.

STUDENT SCHEDULES/SCHEDULE CHANGES

During the spring semester prior to the new school year, students develop class schedules through a pre-registration program called Xello. Returning students are encouraged to consult with their parents, staff members, and school counselors to determine the desired class schedule. Schedule changes, within the first week of the semester, will be done for the following reasons only:

- To meet graduation requirements
- To remove a class for which the prerequisite is missing
- To remove a course the student has already taken
- Flex Scheduling (internships/college course work)

ACADEMY CHANGES

Academy selection/placement occurs in the Spring of the preceding year and are based on the student's career cluster of interest.

- Academy transfers will not be made during a school year.

WITHDRAW FAILING/PASSING

Students dropping a course after the ninth (9th) week of a semester will be given a WP (Withdrawn Passing) if they have a passing grade or a WF (Withdrawn Failing) if they have a failing grade. WP will not be counted toward GPA. WF will be treated as an F; it will affect GPA.

The JCHS building principal in conjunction with the Academy Principal will make the final determination as to whether a student is allowed to drop a class with either a WP or a WF.

STUDENT WITHDRAWAL/TRANSFER RULE

All students requesting to withdraw from JCHS less than ten (10) school days before the end of a semester should present a copy of the parent's military transfer orders or documentation of a civilian job transfer to the student's academy principal. These students will be issued final grades showing the status of schoolwork to date (as of the day of departure from school).

TRANSCRIPT TRANSLATION PROCEDURES

Junction City High School translates transcripts according to the following guidelines:

- If a sending school posts transcript using letter grades, those grades are honored regardless of the sending school's grading scale.
- If the grading scale is not indicated on the transcript, Junction City High School contacts the sending school to obtain the grading scale and issues letter grades according to the sending school's scale.
- If a numeric grading system is used and the grading scale is printed on the transcript from the sending school, this scale is honored, and letter grades are issued according to the sending school's scale.
- Junction City High School has a weighted grading system, which includes all Advanced Placement courses. If AP and International Baccalaureate (IB) coursework is not weighted for a sending school, Junction City High School will weight these courses in configuring the cumulative GPA on the following basis: A (5.0), B (4.0), C (3.0), D (1.0), F (0.0). All other classes, including Pre-AP, Pre-IB, and Honors classes are based on a 4-3-2-1 system, unless these courses are weighted by the sending school.
- GPA is computed by the total number of units attempted.

CLASSIFICATION

A student's graduation year is based on the Kansas State Department of Education definition for a four-year cohort group. The cohort group begins with the incoming first-time ninth graders. Regardless of classification, a student remains with their cohort group through their four years in high school. For a student to be considered "on track" for graduation, the student must have earned the following number of credits:

Sophomore – 6 credits

Junior –12 credits

Senior –18 credits

JCHS-USD 475 Graduation Requirements for the classes of 2025, 2026, 2027

English Language Arts ELA	4 Total Credits
English I or Pre-AP English I	1.0
English II or Pre-AP English II	1.0
English III or AP English Language and Composition	1.0
English IV or AP English Literature & Composition or English Comp 1 & 2	1.0
Communications	0.5 Credit
Communications, Business Communications, Debate, Forensics, or Ag Leadership and Communications	
Fine Arts	1 Total Credit
Any course offered through Visual Art, Music, and Theatre Department	
Additional courses include Graphic Novels, Creative Writing, Fiction to Film, War Lit, Mythology, Debate, Forensics	
Health & Physical Education	1 Total Credit
Health	0.5
Any class under Physical Education Elective	0.5
Mathematics	3 Total Credits
Must be Algebraic Concepts equivalent and beyond	
Science (Biological & Physical)	3 Total Credits
Biology	1.0
Physical Science (physical science, chemistry, physics)	1.0
3rd Year of Science Elective	1.0
Social Science	3 Total Credits
World History or AP World History	1.0
U.S. History or AP U.S. World History	1.0
American Government or AP Government	1.0
Electives	8.5 Total Credits
Any credits obtained in the programs listed above beyond the required total amount will count towards the 8.5 elective credits needed.	
Total Credits Required for Graduation	24

Post Secondary Assets (2 or more need to be completed)

Students will complete **two or more** postsecondary assets from either Career & Real-World or Academic categories **Career & Real-World Examples:** Youth apprenticeships, 40 or more Community service hours, Client-centered projects, Workplace learning experience directly related to a student IPS, Industry-recognized certifications, Seal of Biliteracy, CTE Scholar, Eagle Scout or Gold Scout, 4-H Kansas Key Award, Two or more high school, athletics/activities/CTSO's, JROTC, 90% attendance in high school
Academic Examples: ACT composite (Score of 21 or higher), WorkKeys level (Silver or higher), 9+ college hours, State Assessment scores of 3 or 4 for math, ELA, science (demonstrating college readiness), ASVAB per requirements of military branch selected, Senior project/senior exit interviews, SAT score (1200 or higher), Completing Board of Regents curriculum, International Baccalaureate Exam (4+), Advanced Placement Exam (3+)

JCHS-USD 475 Graduation Requirements for the class of 2028 and Beyond

English Language Arts ELA	4 Total Credits
English I or Pre-AP English I	1.0
English II or Pre-AP English II	1.0
English III or AP English Language and Composition	1.0
English IV or AP English Literature & Composition or English Comp 1 & 2	1.0
Communications	0.5 Credit
Communications, Business Communications, Debate, Forensics, or Ag Leadership and Communications	
Fine Arts	1 Total Credit
Any course offered through Visual Art, Music, and Theatre Department	
Additional courses include Graphic Novels, Creative Writing, Fiction to Film, War Lit, Mythology, Debate, Forensics	
Health & Physical Education	1 Total Credit
Health	0.5
Any class under Physical Education Elective	0.5
Mathematics	3 Total Credits
Must be Algebraic Concepts equivalent and beyond	
Science (Biological & Physical)	3 Total Credits
Biology	1.0
Physical Science (physical science, chemistry, physics, earth and space, etc.)	1.0
3rd Year of Science Elective	1.0
STEM Science Technology Engineering Math/CTE Career Tech Ed	1 Total Credit
4th Science Credit or 4th Math Credit or 1.0 Credit of Application Level CTE Course	
Social Science	3 Total Credits
World History or AP World History	1.0
U.S. History or AP U.S. World History	1.0
American Government or AP Government	1.0
Financial Literacy	0.5 Credit
Student will need .5 Credit of Financial Literacy to be taken Junior or Senior Year	
Electives	7 Total Credits
Any credits obtained in the programs listed above beyond the required total amount will count towards the 7 elective credits needed.	
Post Secondary Assets (2 or more need to be completed)	
<p>World Examples: Youth apprenticeships, 40 or more Community service hours, Client-centered projects, Workplace learning experience directly related to a student IPS, Industry-recognized certifications, Seal of Biliteracy, CTE Scholar, Eagle Scout or Gold Scout, 4-H Kansas Key Award, Two or more high school, athletics/activities/CTSO's, JROTC, 90% attendance in high school</p> <p>Academic Examples: ACT composite (Score of 21 or higher), WorkKeys level (Silver or higher), 9+ college hours, State Assessment scores of 3 or 4 for math, ELA, science (demonstrating college readiness), ASVAB per requirements of military branch selected, Senior project/senior exit interviews, SAT score (1200 or higher), Completing Board of Regents curriculum, International Baccalaureate Exam (4+), Advanced Placement Exam (3+)</p>	
FAFSA Free Application for Federal Student Aid	
Completion of the FAFSA prior to graduation. Any student, family or school can opt-out from a student completing the FAFSA.	
Total Credits Required for Graduation	24

FLEXIBLE SCHEDULING

To be eligible for Flex Scheduling, senior students must make written request through the Academy Counselor and Administrator to obtain a flexible schedule. Eligibility is based on a student being in good academic standing and on track to graduate. Students may have flex schedule for off-campus college classes (proof of enrollment required), or for extenuating family circumstances. **Awarding a flex schedule is left up to the discretion of JCHS Administrative Team.**

NATIONAL HONORS SOCIETY

Students eligible for National Honors Society (NHS) will receive an invitation for application to apply. Students eligible are sophomores, juniors, and seniors who have completed a semester at JCHS. All students invited to become a member must take a minimum of 2 weighted courses. All information on application and criteria can be found in Schoology under JCHS Clubs and Activities.

ACADEMIC LETTER

Students maintaining an exemplary cumulative Grade Point Average, over three semesters, are eligible to be awarded an academic letter and/or bar at the Annual Academic Letter Celebration, held in late January or early February. Sophomores through seniors who have established/maintained a 3.5 or better cumulative GPA will earn a letter and the “lamp of learning” pin. Bars will be awarded for each successive year in which 3.5 cumulative GPA is maintained.

GRADUATING WITH HONORS OR ANY HONOR RECOGNITION

Senior students maintaining 7-semester cumulative GPA of 3.5 or higher will be recognized for “Graduating with Honors” and will wear cords signifying their achievements during the graduation ceremony.

- Students earning 4.000 or higher are designated “Summa Cum Laude”
- Students earning 3.750-3.999 are designated “Magna Cum Laude”
- Students earning 3.500-3.749 are designated “Cum Laude”

CTE cords will be honored to all students who are completers of their pathway. To receive your CTE cord you must complete 3 CTE credits in one pathway specifically.

GRADING AT JCHS

All classes at Junction City High School are graded on the following scale: 100-90 = A, 89-80 = B, 79-70 = C, 69-60 = D, 59-0 = F. Grades in all classes will be awarded on a total points basis, with no category of assignment receiving more weight than another. Student grades will be rounded up at the .5 mark. Progress reports will be sent to parents via Skyward weekly.

STUDENTS ELIGIBILITY

JCHS students must be “in good standing” and not on the ineligible list to attend school sponsored activities and events. Students in good standing have meet all KSHSAA and USD 475 2.0 GPA requirements. Students must meet academic and behavior requirements to be “in good standing”.

RETEACH & RETEST

Reteaching content standards and objectives that are not mastered is an essential part of instruction that promotes student learning. After the necessary reteaching of a standard has been provided, students will have the opportunity to re-test the summative assessment in a unit where the student initially received a failing grade. The higher of the two grades will be recorded in the gradebook. Reteaching, and re-testing, should occur within a reasonable time frame of when the student failed the summative assessment.

MISSING/LATE WORK

When no assignment has been turned in or completed by the student, on the due date a 0 with “missing” will be marked for that assignment in the gradebook. The assignment will stay marked as “missing” until it can no longer be turned in for credit. Students will have until the end of the current unit to turn in all classwork to receive full credit. For major assignments with a due date within one week of the end of a unit, a 1-week grace period will be provided for students to turn in assignments for credit. However, all assignments from the last unit in a semester must be turned in at the semester end date as no grades may be entered after this time. It is the responsibility of the student to gather the work needed from their teachers. If students know they will be gone, they should get their work ahead of time from all classes.

ALTERNATIVE SOURCES OF CREDIT

In addition to earning credits during the regular school day and year, students may earn credits through various other programs.

CREDIT RECOVERY

For students who earn a failing grade at semester in a required class, there are several options on how to recover the credits needed for graduation. All courses will be recovered through computer-based program either during summer school, twilight school, or as an elective course during the school day; juniors and seniors will have enrollment preference. Placement for method of recovery will be determined by academy principal and counselor, based on student needs.

H.D. KARNS INNOVATIONS ACADEMY

The HD Karns’ Innovations Academy provides an alternative learning environment to enhance student success by embracing intensive individualized education, heightened individual work ethic, and improved collaborative and interpersonal relationships to produce USD 475 graduates who are prepared to be productive members of a global society.

CONCURRENT ENROLLMENT

Concurrent Enrollment is defined as students completing a course for high school graduation requirements and college credit simultaneously. Juniors and Seniors with a qualifying ACT or Accuplacer score, or who meet the Cloud County GPA requirements, will be allowed to take concurrent college courses during both semesters in addition to enrolling in their required courses at the high school. Sophomore students may also enroll in concurrent college courses if they have completed the ACT or other appropriate placement testing. Priority will be given to senior students who elect to take dual credit courses. In accordance with our articulated agreement, only courses taken through Cloud County Community College will count as concurrent credit, earning both high school and college credit. Classes from other institutions may earn college credit only. If students wish to earn dual credit for Cloud County Community College classes, that were either taken online or on campus, they must provide official CCCC transcripts to the registrar.

DUAL ENROLLMENT

Dual Enrollment is defined as students completing college credit courses at an institution other than Cloud County Community College not used for high school credit. Seniors interested in dual credit opportunities should follow the college registration process and will be placed on a Flex Schedule to attend off-campus classes.

EARLY GRADUATION

JCHS offers courses for early graduation as part of our summer course offerings. Early graduation courses in English IV and Government are offered for rising 12th graders who are on track to graduate with their cohort only.

- Students interested in early graduation are required to complete a packet for early graduation. Forms may be picked up from the academy counselor and must be submitted along with the student’s enrollment packet in the Spring Semester of their Junior year. For additional information, see your Academy Counselor.

BLUE JAY ADVISORY

PHILOSOPHY AND PURPOSE

Blue Jay Advisory is central to the JCHS Academy model. The primary purpose of Blue Jay Advisory is to support students in developing individual plans of study (IPS), programs of study (CTE and Pathways), Academy and career cluster activities, and social-emotional learning lessons. Using Xello and Schoology, students will build their IPS and create a digital portfolio to be updated regularly throughout their high school career, which will include the following:

- Interest Inventories
- Pathway and Career Exploration
- Work-Based Learning Experiences and Skills
- Creating and Tracking Post-Secondary Goals
- Goal/Growth/Capstone Presentations and Portfolios
- Post-Secondary Assets

Blue Jay Advisories emphasize establishing a positive school culture through positive student-to-student and student-to-staff relationships using the BRAGG (Brag, Responsibilities, Attendance, Grades, and Goals) format. Advisories also create Personalized Learning Time (PLT) opportunities for academic support (homework and assessment make-up, group projects, tutoring, etc.), meetings for clubs and activities, and career cluster event opportunities.

BLUE JAY ADVISORY INITIATIVES

- Developing and regularly updating individual plans of study (IPS), setting goals & tracking them over time, and facilitating Career Cluster activities.
- Promoting social and emotional development and employability skills through the *Character Strong* SEL Curriculum.
- Building relationships with students through one-on-one mentoring, career and academic advising, team-building activities, collaborative discussions, job experiences, etc.

ADVISORS WILL:

- Facilitate students' IPS through weekly activities and lessons
- Build and maintain relationships through goal conversations
- Facilitate character development and social-emotional learning through weekly activities and lessons
- Advise students by monitoring, reporting, and supporting students' academic progress and goal development using Skyward, Schoology, BRAGG, Xello, and relationship-building activities
- Facilitate the development and presentations of each student's Capstone project

BLUE JAY ADVISORY PROCEDURES

- Blue Jay Advisory occurs twice daily following 1st & 4th block.
- Goal conversations will occur throughout the week.
- Advisors will grade based on points for IPS, BRAGG, SEL, and Cluster/Capstone activities.
- Travel will only be allowed during the Afternoon Advisory Sessions if the student has completed the day's Advisory activities, is on time daily, and has a designated pass from the receiving teacher.
 - Pink Passes must be obtained before the afternoon Advisory Session.

- Club and Activity sponsors will identify students participating in their specific club or activity by providing pre-scheduled meeting dates and rosters.
 - Meetings will occur on scheduled days

GRADING IN BLUE JAY ADVISORY

Advisors will grade based on the intentional completion of BRAGG forms, IPS activities, postsecondary activities, SEL lessons, and the Capstone Project. Based on a schoolwide Blue Jay Advisory grading policy, advisory teachers will grade students according to the scale below. Students will earn **.25 credits** for Blue Jay Advisory each semester (credits toward graduation). The following percentages will be used to determine grades:

- **A:** 90-100%, **B:** 80-89%, **C:** 70-79%, **F:** Below 70%

All Blue Jay Advisory activities will be available in Xello/Schoology. Advisors will update grades weekly by assessing student performance based on engagement and completion of those activities described above. Assignments will be graded in Schoology and synced to Skyward for reporting. **Skyward**, *not Schoology*, is the official operating system for posting student grades.

STUDENT TO STUDENT (S2S)

New students are assigned to a Student-to-Student (S2S) Ambassador Advisory. The new students will be coached in school expectations, taught to use their one-to-one device, given building tours, and any other activities needed to help new students feel more at home here at JCHS. After completing the requirements in S2S, new students are assigned an Advisory based on their Academy and grade level.

BLUE JAY ADVISORY SCHEDULE: Morning Sessions (NO TRAVEL ALLOWED)

Monday	BRAGG	BRAGG (Brag, Responsibilities, Attendance, Grades, & Goals) <ul style="list-style-type: none"> • BRAGG focuses on goal setting, self-reflection, building accountability, and enables students to focus on the journey to a collection of set achievements • Advisors will review the activities calendar and club rosters with students • When written down, goals form an external representation of internal desires to achieve
Tuesday & Wednesday	IPS	Focus on IPS and Post-Secondary Planning <ul style="list-style-type: none"> • Students will have lessons and assignments to complete in Schoology and Xello. • Students will present a Growth Portfolio or Capstone Project at the end of each semester.
Thursday & Friday	SEL	Focus on social-emotional learning and character development. <ul style="list-style-type: none"> • Teachers will facilitate lessons using materials and resources provided in Schoology.

BLUE JAY ADVISORY SCHEDULE: Afternoon Sessions

Monday	No Travel	Clubs and Activity Meetings may occur (pre-scheduled)
Tuesday	Academic Travel	Students may travel to other teachers to get help with their academic needs Clubs and Activity Meetings may occur (pre-scheduled)
Wednesday	Academic Travel	Students may travel to other teachers to get help with their academic needs Clubs and Activity Meetings may occur (pre-scheduled)
Thursday	Academic Travel	Students may travel to other teachers to get help with their academic needs Clubs and Activity Meetings may occur (pre-scheduled)
Friday	No Travel	Clubs and Activity Meetings may occur (pre-scheduled)

SECURITY MONITORING

NOTICE: Junction City High School is under Security Surveillance

Students are under the authority of the Faculty and Staff employed by USD 475 any time they are on school grounds, at school-sponsored activities or being transported by bus to and from school.

Students must respectfully follow district and school policy and any additional directions as instructed by school personnel and other persons placed in authority.

GENERAL SEARCHES AND METAL DETECTION SEARCHES

Any or all person(s) entering JCHS campus may be subject to search, at any time, in accordance with district policy. Contraband found will be confiscated and turned over to school administrators for further action with the person found in possession of the item(s).

- Searches may include, but are not limited to: Lockers, Hall Sections, Classrooms, Parking Lot Areas, Visual Searches of Individuals, Bags, Book Bags, Purses and Vehicles.
- Searches may be performed using Walk-through metal detection, Hand-held metal detection scanners, and/or Drug-Detecting Canines.

HALO “SMART SENSOR” DETECTORS

HALO Smart Sensor are located throughout the building. Alerts are sent in real time to school personnel. In conjunction with video footage of the area, the alerts are reviewed, and appropriate actions are taken. Under most circumstances, school security personnel will respond immediately to the area to investigate. All students are subject to search if there is reasonable suspicion.

HALO Smart Sensors monitor:

- THC (the main psychoactive compound in marijuana)
- Vaping
- Air quality
- Audio aggression
- Other safety items

CELL PHONE AND NON-EDUCATIONAL ELECTRONIC DEVICES

The appropriate use of cell phones and other non-educational electronic devices will be permitted before and after school hours, and in the student’s assigned lunch period.

There will be no cell phones or other non-educational electronic devices used during instructional time. Designated cellphone pouches will be located near the front of the room for students to place their cell phones in upon entering the classroom or devices need to be put in silence and secured in their bookbags. Students are not permitted to leave class to use a cell phone or electronic device. It will be considered a violation if the student’s cell phone or electronic device disrupts the class.

Students are expected to cooperate in handing over cell phones and digital media devices when requested. If student refuses to hand over the device, it will lead to administrative actions. Students may be suspended for repetitive violations of this policy and/or related insubordination.

The school is not responsible for lost, stolen, or broken digital media devices.

Violation of the cell phone/electronic device policy will be as follows:

- 1st Offense: Student and Teacher conversation/reminder about cell phone expectations.
- 2nd Offense: Student and Teacher conversation. Teacher makes parent contact about cell phone expectations.
- 3rd Offense: Cell phone will be taken to the academy office and student will pick up at the end of the day.
- 4th Offense: Cell phone will be taken to the academy office and parent/guardian pick up only with academy principal meeting. The student and parent will sign a technology contract.
 - Any further offenses will result in an administrative action.

A.I. POLICY

ChatGPT and other Artificial Intelligence tools have become widely accessible and heavily used. It is important to remember that AI tools are not a replacement for student's own critical thinking and original ideas. The ultimate goal of class assignments is to submit work that enhances students' learning and understanding. Thus, every element of class assignments must be fully prepared by the student. Unless directed by the teacher, use of AI tools for any part of student work is prohibited. Suspected use of AI tools can result in verbal follow-up with the teacher and could result in discipline as a result of plagiarism.

HEADPHONES/BLUETOOTH EARBUDS

For the safety and well-being of all students, it is essential that everyone remains attentive and aware of their surroundings while moving through the hallways. Therefore, students should only wear one AirPods, headphones, or any type of earbuds in their ear while in the hallways during school hours. This policy ensures that students can hear announcements, instructions, and other important communications.

APPEARANCE/DRESS CODE

Personal appearance guidelines are difficult to interpret because clothing decisions may be a result of fashion trends, individual needs and tastes, and parental guidance. However, there is a standard of dress at JCHS. Casual attire reflecting career readiness and promoting a positive and safe learning environment is the standard expectation in our school. Enforcement of the dress code will not discriminate based on students' sex, gender, sexual orientation, race, religion, household income, or body shape.

Parents and guardians are encouraged to monitor their student's dress in order to support a positive learning environment. It is our desire to work with parents and students to promote a safe and positive learning environment at school. Students and staff are responsible for managing their personal distractions; and students should not face unnecessary barriers to school attendance.

A student's dress and grooming should not threaten the health or safety of the student or other individuals. Coaches, directors, and sponsors of extracurricular activities will ensure that each student's attire is applicable to the event and meets NFHS/KSHSAA/School and District guidelines. The school requests that parents or guardians contact their student's academy administrator when health, medical, or religious reasons require exceptions to the guidelines.

A student's personal appearance is the responsibility of the student and his/her parents/guardians but becomes the responsibility of school administration when it disrupts learning.

Examples of clothing that do not meet the dress code standard of JCHS include, but are not limited to:

- **Clothing that inappropriately exposes; chest area, skin between lower and upper garment (mid-section), buttocks, or undergarments.**
- **Clothing, headwear, and other accessories that advertise violence, plainly offensive language or symbols, illegal activities, gang affiliation, alcohol, tobacco, or illicit drugs.**
 - *Miscellaneous items not appropriate for school include non-prescription sunglasses, blankets, robes, soft-soled shoes, stuffed animals, and pillows.*

School administration reserves the right to make decisions concerning the appropriateness of a student's attire, reserves the right to have a student remove any item deemed inappropriate for school, or to send a student home for a change of attire.

FOOD/DRINKS

Any items brought into the campus buildings are subject to search.

All items must be in a closed container with a secured lid.

Food and drink will be allowed in classrooms at teacher discretion.

NO FOOD WILL BE ACCEPTED THROUGH DROP-OFFS OR DELIVERIES.

VENDING MACHINES

Vending machines will be available for student use. The bookkeeper/cashier will not refund money lost in machines. Be advised that rocking, kicking, or punching vending machines is both unsafe and unacceptable. Damage to machines due to abuse is vandalism. Students are not to use vending machines in faculty lounges, faculty workrooms, conference rooms or custodial office areas. **Vending machines may not be used during class time.**

MICROWAVE USE

Students are only to use the microwaves during their respective lunch period. No passes will be allowed for students to use the microwaves during instructional times.

PUBLIC DISPLAYS OF AFFECTION

Public Display of Affection (PDA) is not an appropriate behavior for either the school or workplace environment and it puts the safety and health of individual students at risk. Behaviors involving PDA whether mild forms of physical intimacy and/or objectionable forms of affection such as embracing/intimate hugs or kissing will be addressed through the Code of Conduct as either insubordination or obscene behavior.

HEALTH SERVICES

School health services are provided by a registered nurse or by school personnel under the direction of a registered nurse. Services include, but are not limited to, health education, emergency care, first aid, evaluation of illness, assistance with securing medical services, communicable disease control, monitoring chronic conditions, administering medication, vision and hearing screening, and Individual Health Plans.

It is recommended that parents/guardians screen their children for illness before they are sent to school. Questions regarding health status may be addressed by contacting the school nurse. Should a student become ill in school, there is a need to have accurate phone numbers at school in order that parents or an alternate person can be contacted immediately. Parents/guardians are responsible for providing transportation for injured or ill students.

- **ILLNESS AND FIRST AID:** First Aid will be given at school and parents will be informed as necessary. Students may be excluded from school if in the judgment of the school nurse they are suspected of having a communicable disease and/or have an illness or injury that significantly limits their participation in the classroom. Modifications will be made for special circumstances with a note from a doctor. "A student may return to school when symptom free for 24 hours without any fever reducing medications or other medications to relieve symptoms. A student is welcomed to return once the reason for the exclusion is no longer present" (Geary County Schools Family Handbook).
- **MEDICATION:** Students are not allowed to self-carry medication (prescription, over the counter or vitamins/supplements). Parent or guardian can send in a bottle of medication and sign a permission slip form. The medication will be kept locked up in the health office and will be administered as needed or as prescribed by the Doctor. Epi-pens and rescue inhalers are the only exception. Please refer to the Geary County Schools Family Handbook.
- **SPECIFIC HEALTH CONCERNS:** For specific health conditions, "Parent/guardians should notify the school nurse and teacher of any health concern that could require emergency services, interfere with the student's education, or require adaptations/interventions throughout the school day" (Geary County Schools Family Handbook).

Handbook). If a student cannot fully participate in physical education, a note from a doctor is needed. The note must say what the student cannot do, how long the student cannot participate fully and what type of activity the student can participate in. We recommend using the PE/Activity & Healthcare Provided Share Sheet that can be obtained in the nurse's office.

- **SCREENINGS:** The following screenings are conducted:
 - Vision: Students in Grades 9 and 11 and new students annually
 - Hearing: Students in Grades 9 and 11 and new students annually
 - Students with IEPs as required

For matters involving immunizations, medical/religious exemption, illness & injury, parent/emergency/non-emergency notifications, medication administration, exclusions, and support for suicidal ideation, see Geary County Schools Family Handbook.

SCHOOL RESOURCE OFFICER (SRO)

The SRO's job at the school is to maintain the safety and welfare of the students and staff. Also, the SRO is available to be a guest lecturer and to meet with parents concerning their student's welfare.

ATTENDANCE POLICY

Attendance is one of the most significant factors leading to student academic success. "When a student is absent for any reason, it equates to missed academic/instructional contact time, which can impact a student's learning and grades" (Geary County Schools Family Handbook).

- The Geary County Schools Family Handbook states, "When a student is absent from school, an attempt shall be made by the parent/guardian to determine the reason for the absence. The principal will determine the acceptability and validity of excuses presented by the Guardian(s) or the student" The parent/guardian must call the school before or immediately after a student's absence. If the parent/guardian is unable to telephone the school, a note from the parent/guardian must be received the day the student returns to school. For reasons other than illness or emergency, the school must be notified within 3 days, or the absences will be considered unexcused."
- On the day the student returns, he/she is to immediately report to his/her Academy Office. The student will be given an admittance slip verifying the absence(s) as excused or unexcused.
- Students arriving late to class must report directly to class. Student tardies will be recorded by the classroom teacher.
- As outlined in Section VIII: Students are expected to be at school and in class the morning after an activity the previous night.

STUDENTS LEAVING DURING SCHOOL HOURS

Parents and students are encouraged to schedule appointments outside of school hours. Parents/guardians of students who must leave during school hours should contact their academy office. The office will issue an appointment slip to the student. Students who depart campus during school hours must sign out and in through their academy office.

TRUANCY

"Truancy is defined as any three (3) consecutive unexcused absences, any five (5) unexcused absences in a semester or seven (7) unexcused absences in a school year, whichever comes first. School year is defined as the period from July 1 to June 30. Students who are absent without a valid excuse for a significant part of any school day shall be considered truant" (Geary County Schools Family Handbook). Students who meet the thresholds for truancy shall be reported to the appropriate authority. Law enforcement officers may return truant student to the school where the student is enrolled, to the student's parent or guardian, or to another location designated by the board to address truancy issues. If a truant student is returned to school by a law enforcement official, an administrator shall notify the parent or guardian.

Prior to reporting to either the Kansas Department for Children and Families (DCF) (if the student is under 13) or the county or district attorney (if the student is 13 or more years of age but less than 18 years of age), a letter shall be sent to the student's parent(s) or guardian notifying them that the student's failure to attend school without a valid excuse shall result in the student being reported truant.

WAVIER OF COMPULSORY ATTENDANCE REQUIREMENTS

Students 16 or 17 years of age may be exempt from compulsory attendance regulations if the parent(s) or person acting as parent attend(s) the counseling session required by law and signs the appropriate consent and waiver form; if the student earns a General Education Diploma (GED); or if the student is exempt from compulsory attendance requirements pursuant to a court order.

IDENTIFICATION CARDS

Junction City High School provides a photo ID card to each student. Students are expected to always have their ID cards on their person.

- Student IDs are used for food service, movement in the hallways, checking out library materials and textbooks, and admission to all school events.
- Lost ID cards should be reported to your Academy Office. The cost for a replacement ID card is \$5.00.
- Students are expected to always have their School ID in their possession and readily available.

ATTENDANCE/PARTICIPATION AT SCHOOL-SPONSORED ACTIVITIES & EVENTS

Being involved in School Activities is one of the many privileges of being a student at Junction City High School. Academic achievement is the primary purpose of a school. For that reason, JCHS students must be in good standing and not on the ineligible list to attend school sponsored activities and events. Students wishing to compete in KSHSAA sponsored athletic competitions must meet KSHSAA eligibility requirements and JCHS Athletic Department criteria (Reference JCHS Athletic Information book).

STUDENT RANDOM DRUG TESTING POLICY

The USD 475 Board of Education, to protect the health and safety of its students involved in extra-curricular activities from illegal drug and alcohol use and abuse or injuries resulting from the use of illegal drugs and or alcohol, has adopted a policy for drug testing of students participating in Kansas State High School Activities Association (KSHSAA) activities at Junction City High School. The procedure for random drug testing of high school students participating in extra-curricular activities as defined in this policy is accomplished in conjunction with an independent drug-testing Vendor selected by the USD 475 Board of Education.

Although the USD 475 random drug testing policy is designed for students participating in KSHSAA sponsored activities, any USD 475 parent/guardian/custodian may request to have their student OPT –IN to the random pool of student rosters. A consent form to OPT –IN to the policy may be picked up in the activities office and/or any academy office. See Section VII, Activities/Athletics/Student Organizations, Student Random Drug Testing (KSHSAA Student Participants) for more information regarding Random Drug Testing Policy.

ACTIVITIES/ATHLETICS/ STUDENT ORGANIZATIONS

Junction City High School offers a well-rounded program of interscholastic sports for both girls and boys. Before a student is eligible to practice/tryout, an online registration must be complete. The athletic program adheres to the rules and regulations of the Kansas State High School Activities Association and Junction City High School Eligibility Guidelines. Pre-Participation Physical Evaluation Forms must be turned in with the JCHS athletic/activities packet.

Students who participate in athletics sponsored by KSHSAA/JCHS will follow guidelines as set forth in school information book and athletic/coach/sponsor handbooks.

Fall Sports:

B/G Cross Country, Girls Golf, Football, (B) Soccer, (G) Tennis, Volleyball
ONLINE REGISTRATION DUE ONE WEEK BEFORE FIRST DAY OF PRACTICE.

Winter Sports:

(B/G) Basketball, (B/G) Bowling, (B) Swimming, (B/G) Wrestling
ONLINE REGISTRATION DUE ONE WEEK BEFORE FIRST DAY OF PRACTICE.

Spring Sports:

Baseball, (B) Golf, (G) Soccer, Softball, (G) Swimming, (B) Tennis, (B/G) Track
ONLINE REGISTRATION DUE ONE WEEK BEFORE FIRST DAY OF PRACTICE.

ATHLETIC PROGRAMS

Baseball	Boys Basketball	(B/G) Wrestling
Volleyball	Girls Basketball	(B/G) Track
Football	Boys Golf	Boys Tennis
Softball	Girls Golf	Girls Tennis
Boys Soccer	Girls Soccer	(B/G) Bowling
Girls Swimming	Boys Swimming	(B/G) Cross Country

**For information on programs and coaches, students can contact the Athletic Department, room J113.*

LEAGUE AFFILIATION

Junction City High School competes in the Centennial League. The League schools include Junction City, Manhattan, Topeka High, Hayden, Washburn Rural, and Emporia.

KANSAS STATE HIGH SCHOOL ACTIVITIES ASSOCIATION (KSHSAA) – ELIGIBILITY REQUIREMENTS

The guidelines listed below are written in general terms and are a summary of some of the KSHSAA eligibility rules. More detailed explanations of these rules and guidelines can be found in the KSHSAA manual or can be accessed through the KSHSAA website at www.kshsaa.org. Coaches and administrators are expected to be familiar with the rules of eligibility. If there are questions about eligibility, inquiries should be directed to the JCHS Athletic Director.

Scholarship

A student must have passed at least five new subjects (those not previously passed) of unit weight, or its equivalency, the previous semester, or the last semester of attendance.

Enrollment

A student must be enrolled in and be attending a minimum of five new subjects (those not previously passed), of unit weight, or its equivalency, during the current semester. For the 2022-2023 school year, students need to ensure they are enrolled in a minimum of three new subjects of unit weight, or its equivalency, for the quarter, and a total of six new subjects for the semester.

Transfers

A student who makes a bona fide move with his/her parents to a new permanent residence within the boundary of the school to which the student transfers is immediately eligible as it relates to the transfer rule. A student changing school without an accompanying move on the part of his/her parents will be ineligible for interscholastic extracurricular activities for 18 weeks beginning with the first day of attendance.

Outside Competitions

A student who is a member of a school athletic squad effective Tuesday following Labor Day through Friday preceding Memorial Day may not participate as a member of an outside team or as an independent competitor in the same sport during the same season. Participation with an outside group may make the student ineligible for the remainder of that sport season.

Clinics

A student cannot participate in group training/practice sessions, clinics, or tryouts held by outside agencies in a sport while he/she is a member of a school athletic team in that identical sport. A group is defined as two or more students receiving instruction from an instructor during the same period of instruction. A student may receive private instruction at any time during the year. Private instruction is defined as one student receiving instruction from one person during the period of instruction.

GENERAL JCHS ELIGIBILITY GUIDELINES

For a student to be eligible to participate in KSHSAA activities or attend school sponsored events at Junction City High School the student must be a bona fide undergraduate member of that school and in “good standing”.

Junction City High School’s definition of a student in “good standing” is, but not limited to, the following:

- A student must not be under penalty of suspension or be a student whose character or conduct brings discredit to the school as determined by building administration.
- A student shall have passed at least five new subjects (those not previously passed) of unit weight, or its equivalency, the previous semester or last semester of attendance. Credit recovery courses will not be allowed to be used for the purpose of becoming eligible at semester.
- A student must be enrolled in and attending a minimum of five new subjects (those not previously passed) during the semester. Credit recovery courses do not count towards the minimum of five new subjects.
- A student must meet all other KSHSAA requirements regarding eligibility.
- A student-athlete must also comply with requirements/expectations noted in athletic department and team handbooks.

A student must have a minimum 2.0 unweighted semester GPA (not cumulative GPA) to participate in middle school and high school KSHSAA activities or attend school sponsored events. (Last semester of attendance in USD 475)

A student shall have passed at least five new subjects (those not previously passed) of unit weight, or its equivalency, the previous semester or last semester of attendance. Credit recovery courses will not be allowed to be used for the purpose of becoming eligible at semester.

In addition to Junction City High School’s definition of a student in “good standing,” a head coach/lead sponsor may establish additional expectations that define a student in “good standing” for their program. The head coach will also monitor the academic/behavior progress of his/her team members.

STUDENT RANDOM DRUG TESTING (KSHSAA Student Participants)

The USD 475 board of Education, in an effort to protect the health and safety of its students involved in extra-curricular activities from illegal drug and alcohol use and abuse or injuries resulting from the use of illegal drugs and or alcohol, has adopted a policy for drug testing of students participating in Kansas State High School Activities Association (KSHSAA) activities at Junction City High School. The procedure for random drug testing of high school students participating in extra-curricular activities as defined in this policy is accomplished in conjunction with an independent drug-testing Vendor selected by the USD 475 Board of Education. To facilitate random testing, the Designated Official(s) will provide the Vendor with a list of eligible students and in turn the Vendor will randomly select those students from that list to be tested. The number of students selected for each test will be determined by the Designated Official(s). The Vendor will send qualified collectors to the school to oversee the collection of all specimens as outlined in this policy and procedure.

The Vendor will provide Medical Review Officer (MRO) services for interpretation and verification of results. Results are reported to the Building Principals or Designated Official(s) by the MRO. Specimens are collected as split specimens.

STATEMENT OF NEED AND PURPOSE

Recognizing that observed and suspected use of tobacco, alcohol, and illicit drugs by USD 475 students (grades 9-12) is a serious concern, a program of deterrence (namely, Student Random Drug Testing of Extra-curricular Participants) will be instituted as a pro-active approach to promote a drug free school environment. The purpose of the program is:

1. to provide for the safety of all students.
2. to undermine the effects of peer pressure by providing a legitimate reason for students to fuse to use illegal drugs.
3. to encourage students who use drugs to participate in drug treatment programs.
4. to promote achievement of each student's full academic potential by preventing the impact
5. drug and alcohol use have on the learning centers of the brain.

The random drug testing program is academically non-punitive. This policy is designed to create a safe, drug free environment for students and to assist them in getting help when needed.

Participation in school sponsored extra-curricular activities in USD 475 is a privilege. Accordingly, students in extra-curricular activities carry a responsibility to themselves, their fellow students, their parents, and their school to set the highest possible examples of conduct, which includes avoiding the use or possession of illegal drugs and alcohol. For additional information concerning the implementation and/or administration of the student random drug testing policy, please contact the JCHS Athletic Director.

RULE 52

In keeping with the Kansas State High School Activities Association requirement to encourage and enforce good sportsmanship, we ask that all students/fans assist us in honoring Rule 52.

Rule 52 requires the following:

- Be courteous to all. (participants, coaches, officials, staff, and fans)
- Know the rules, abide by and respect the officials' decisions.
- Win with character and lose with dignity.
- Display appreciation for good performance regardless of the team and school.
- Exercise self-control and reflect positively upon yourself, team and school.
- Permit only positive sportsmanlike behavior to reflect on your school or its activities.
- All actions are to be for, not against; positive, not negative or disrespectful!

Students/fans who violate Rule 52, or who display any type of poor sportsmanship, will be ejected from the activity; additionally, those impacted may be subject to loss of privilege of attending school activities, as well as further disciplinary actions.

ATTENDANCE REQUIREMENTS FOR STUDENT ACTIVITY PARTICIPATION

Any student participating in any athletic or activity program sponsored by KSHSAA and/or JCHS must attend school for the entire day's schedule of classes in order to be eligible and in good standing to practice, perform or compete later on that day or night. This policy applies to but is not limited to the following types of activities:

1. Athletic practices, meetings, contests.
2. Musical and drama rehearsals, performances, contests, tryouts and festivals.
3. Drill team, cheerleaders, JROTC clinics, interviews, tryouts, rehearsals, performances, fund raisers.
4. Club and organizational meetings, fund raising, projects, conferences, workshops, contests, or other activities sponsored by that club.

Students not in attendance for the full day of classes on a Friday are not eligible to practice, perform, or compete on Saturday. Upon their return to classes on Monday, they would be eligible to participate. This policy may be waived, and the student allowed to participate if the following actions are taken:

- A call is made in advance of the absence by the student’s parent/guardian explaining the reason and the necessity for the student missing all or part of that day.
- In emergency situations, a call is made as soon as is possible or convenient explaining the nature of the student’s absence. The decision to waive this policy will then be made by the administration. Calls should be directed to the athletic director at 717- 4214.

Students who miss all or part of a school day will comply with the above policy. Students are expected to be at school and in class the following morning when classes begin following an activity the previous night.

STUDENT TRANSPORTATION

Bus transportation will be provided to students to and from school for those students who qualify. Transportation will be provided by the school district for all extra-curricular activities. Students are prohibited from driving personal automobiles to school district- sponsored activities held during the school day.

TRANSPORTATION OF STUDENTS PARTICIPATING IN ACTIVITIES:

Cheerleaders, mascots, and athletes must ride in school vehicles to and from out-of-town school activities. Students participating in in-town or out-of-town school sponsored activities must ride in school vehicles. The only exception is as follows:

1. After obtaining prior approval from the principal, students who are participants may ride home or elsewhere with their parents following out-of-town school sponsored activities.
2. Parents must submit their request in writing for the athletic director’s approval.
3. Individuals who are not participants must arrange for their own transportation.

In-district transportation for groups of five or less can be accomplished at the discretion of the principal. For exceptions to this policy, please refer to the Student Athletic Handbook.

COLLEGE BOUND STUDENT ATHLETE – NCAA, NAIA, NJCAA ELIGIBILITY

Students interested in pursuing athletic opportunities after high school should start planning early in their high school career. Student Athletes are encouraged to talk with their coach and academy counselor regarding an appropriate plan of study. Student Athletes and parents are also encouraged to visit the NCAA eligibility center at: www.ncaaeligibilitycenter.org. This website provides the tools and information for you to begin planning your college experience. You can also obtain information by accessing the following websites.

NCAA Division I, II, III: www.ncaa.org

NAIA: www.naia.org

NJCAA: www.jmcaa.org

ACTIVITIES/CLUBS/ORGANIZATIONS

- Student Council
- Senior Class
- Junior Class
- Sophomore Class
- Freshman Class
- Blue Jay Nation
- Educators Rising
- FBLA
- FCCLA
- FFA
- National Honors Society
- Art Club
- Anime Club
- Band
- Orchestra
- Flag Line
- Cheerleading
- Vocal Music
- Dance Team
- Cheerleading
- Drama Club
- JROTC
- KAY Club
- KEY Club
- Marching Band
- National Honors Society
- Orchestra
- Jr. Optimist Club
- Scholars’ Bowl
- Spanish Club

- HOSA
- Skills USA
- TSA (Robotics)
- Blue Jay Buddies
- Debate
- Forensics
- GSA
- Komomantys
- J-Archers
- German Club
- Tabletop Gaming
- Tri-M Music Honor Society
- JC Trap

ACCEPTABLE USE POLICY/ GUIDELINES FOR THE USE OF SOCIAL MEDIA – USD 475

“Geary County Schools USD 475 provides computer systems, including access to the Internet, to maximize the educational benefits of students and staff to better prepare them for opportunities to problem solve, manage, and retrieve information, think creatively, and communicate effectively. District computer systems and issued electronic devices are for educational and business use only. All information created by students or employees stored on District computer systems shall be considered District property and shall be subject to unannounced monitoring by District administrators. Unacceptable use by students may result in disciplinary action up to and including expulsion for students. A person using electronic media for terrorist activities will be subject to legal action.”

JCHS follows USD 475 Acceptable Use Policy (AUP). For more information on Acceptable Use, visit the Board of Education Policies found at www.usd475.org (see Acceptable Use Policy, IIBF). Information concerning AUP and Digital Citizenship is also located in the Geary County Schools Family Handbook and in the USD 475 One-To-One Device Handbook. USD 475 complies with FERPA and CIPA guidelines.

JUNCTION CITY HIGH SCHOOL DIGITAL TECHNOLOGY ACCEPTABLE USE POLICY

Students engaging in unauthorized picture taking, audio recording or videotaping on school grounds or activities, or use school equipment on or off school grounds in an unauthorized manner, are subject to the administration of appropriate disciplinary resolutions up to and including suspension or expulsion. The loss, damage, or theft of School District Digital Technology Devices or Network Systems are subject to restitution and/or legal action.

While the purpose of school district provided electronic devices/internet resources is for constructive educational goals, students must demonstrate responsible behavior when accessing the internet. Students shall have no expectation of privacy when using district email or other official communication systems. Any email or computer application or information on/in the school districts computers or computer system is subject to monitoring by administration/staff. Students are responsible for appropriate behavior when using school computers. The use and access of the internet is a privilege, not a right, and may be revoked by the school if abused. Students who violate this policy may also be subject to further disciplinary action, including suspension or expulsion. This policy applies to 1:1 device, networking system, and other digital applications provided by the school district.

Student expectations:

- Classroom social media sites are intended for educationally enriching purposes only. Any inappropriate content will be deleted, and disciplinary action will follow based on school practices regarding abuse of technology.
- Students must participate in digital citizenship instruction.
- The Social Media Guidelines set by Geary County Schools USD 475 as well as the district-wide Acceptable Use Policy regarding educational technology will be expected to be followed by the students, as well as the teacher.
- Students must share this information with a parent and/or guardian. Guardians have the right to opt their student out of participating in the classroom social media site by submitting an “Opt Out Letter” to the student’s academy administrator.

Any parent with questions regarding the classroom social media site may contact the classroom teacher or their student’s academy administrator directly.

POLICIES AND GUIDELINES SPECIFIC TO BOARD POLICY

JCHS complies with Board Policies concerning Anti-Discriminatory Policies and Grievance Procedures, Sexual Harassment, Bullying, Drug Free Schools, Violence Free Schools, and Emergency Safety Interventions. For more information go to <http://www.usd475.org> and reference USD 475 Board Policy for specific policies or Parent Resources for USD 475 Geary County Schools Family Handbook.

JCHS Calendar 2024-2025

 Blue days	 Prof. Dev.	 Testing Day	 Conf. Comp Day	 Skinny Day
 White Days	 Duty Day	 BtS Night	 BtS Comp Day	 Half Day
 No School	 Work Day	 Flex Prof. Dev.	 Graduation	 Quarter End
 IPS Days				

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USD 475 Code of Conduct

Behavior Expectations

Geary County Schools strives to create a safe and cohesive culture with students and staff as reflected in the district Mission Statement and Core Values. Through implementation of Safe and Civil Schools, a uniform tool is used to communicate the expectations of student behavior throughout the district for buildings and classrooms. The school community supports social emotional and behavioral learning through communication and education. The district discipline policy outlines developmentally appropriate consequences and endorses positive behavior management strategies that guide actions that use misbehavior as an opportunity to reinforce social emotional and behavioral concepts and skills. All schools use a leveled system of misbehavior should students demonstrate behavior that materially and substantially interferes with the educational process. In this event, the school personnel will identify the infraction and create an office referral. Associated with the office referral will be a discipline action. ***Each situation is unique, handled individually and at the discretion of the school staff after using a problem-solving matrix and taking all circumstances into consideration.*** Violations are listed below and prohibited on school grounds, school transportation, school-sponsored events as well as school events scheduled off school grounds.

Mission Statement: To prepare today's students for tomorrow's world.

USD475 strives to provide first-class education and opportunities for growth through the 13 elementary schools, 2 middle schools in Fort Riley Middle School and Junction City Middle School and the Junction City High School.

Core Values

- Students First – #1 Priority! Academic and socially responsive actions will be in the best interests of the students.
- Integrity – Doing what is right despite self-interest
- Respect – Valuing the collaborative contributions of others
- Accountability – Own the problem/situation or task the take the necessary actions to improve or correct
- Positive – Optimistic in the outlook and influence
- Fiscally Responsible – Allocation of resources in alignment with the district mission.

DISCIPLINE ACTIONS and DEFINITIONS (as per state codes)

C	Conference	A meeting between the parents/guardians and school staff to discuss a child's progress at school and find solutions for behavioral problems.
RES	Restitution	A disciplinary action intended to teach the student that when they behave inappropriately it is their responsibility to repair the harm, which helps in their personal growth.
TR	Truancy Letter	Letter-notifying parent/guardians of Kansas State compulsory attendance laws.
AC	Attendance Contract	An attendance contract represents mutually agreeable goals as well as stipulations that all parties involved must follow. When it comes to school attendance, a contract helps students see that you take the issue seriously.
ACT	Loss of Privilege	The student may not attend and/or participate in a school day activity or extra-curricular school activities on or off campus before, during, or after school.
ASD	After School Detention	Detention is a consequence in which the student is required to remain in an assigned school setting for a specified amount of time outside of school hours to complete missed schoolwork and reflect on misbehavior. The goal of detention is to reduce future occurrences of the inappropriate behavior.
DET	Detention	Detention is a consequence in which the student is required to remain in an assigned school setting for a specified amount of time during the school hours to complete missed schoolwork and reflect on misbehavior.
ISS	In School Suspension	Is a suspension in which the student is required to remain in an assigned school setting during the school hours to complete schoolwork and reflect on the behavior. The goal of in school suspension is to reduce future occurrences of the inappropriate behavior.
OSS	Out of School Suspension	Is a temporary, short term suspension from school not exceeding 10 days. OSS is a complete exclusion from school, school related activities, and district property for the duration of the suspension or until the student has fulfilled all obligations associated with the suspension and /or the decision of a Hearing Officer. A student is not allowed

		<p>on any school property during an out of school suspension. A typical out-of-school suspension can be assigned for the remainder of the school day or up to ten full days.</p> <ul style="list-style-type: none"> • A re-entry conference will be scheduled with the building administrator or administrative designee upon the student’s return to school. This conference will consist of the student, a family representative, the school counselor or social worker and administrator/ administrative designee. The intent of this meeting is to develop a student contract that identifies the behavior in need of change, acceptable replacement behavior and interventions that will be implemented to achieve behavioral success within the educational setting. • This meeting will be documented, further incidents referred to MTSS team.
E	Expulsion	Refers to the permanent removal of a student from their regular educational setting due to a violation of serious rules or policies. By Kansas Statute, an expulsion cannot exceed 186 days. Before a student can be expelled, a hearing must be held to decide whether a student should be expelled for their conduct. The family must be presented with a copy of the procedures and information on the process.

<i>DISCIPLINE DECISIONS and DEFINITIONS (additional consequences that can arise from DISCIPLINE ACTIONS)</i>		
CoP	Change of Placement	Indicates a form of change of placement, this requires a team decision. All students are not eligible. Often this is a result of a Due Process Hearing.
LoC	Loss of Credit	A student who is either Long Term Suspended or Expelled can be withdrawn from assigned courses without credit at the directive of the District Hearing Officer.
LTS	Long Term Suspension	A Long-Term Suspension is the complete exclusion from school, school related activities, and district property for a period not to exceed 90 days. LTS can only be implemented at the direction of the District Hearing Officer.
SS	Saturday School	This is an alternative or make-up for out of school suspension. The purpose is to make up the time missed or use it to reteach social skills that have not been learned.
EP	Eagles Program	An alternative placement- non-traditional at the H.D. Karns building that ensures a focus on social-emotional program while continuing in their current core programming.
AS	Alternative School	The alternative school is a change of placement for high school students as a result of student application or student intervention team. It may replace long term suspension, expulsion, or credit recovery.
LE	Law Enforcement Notification	Law enforcement must be notified in severe crisis and when crimes or violence occurs.
M	Misdemeanor	A misdemeanor is a criminal offense that is less serious than a felony and more serious than an infraction.
F	Felony	Felonies are the most serious crimes you can commit and have long jail or prison sentences, fines, or a permanent loss of freedoms.
I	Infraction/Citation/Ticket	<u>Infractions</u> are the least serious type of crime. An infraction is the violation of a rule, ordinance, or a law. In most jurisdictions, there is no jail time associated with an infraction.

<i>Levels of Misbehavior</i>
<p>Level 1 - Minor Minor misbehaviors that staff can correct adequately at the time and in the environment in which they occur. We refer to these as “teachable opportunities” therefore, they are not addressed on this document</p> <p>Level 2 - Major Infractions may not require administrative involvement, but they do require documentation and a response.</p> <p>Level 3 - Severe Infractions are serious misbehaviors that require administrative response.</p> <p>Level 4 - Extreme Infractions are extreme misbehaviors that require administrative response. This includes behaviors that are illegal or so extreme that the misbehaving student’s continued presence in a setting poses a threat to physical safety OR to adult authority.</p>

INFRACTIONS	DEFINITIONS	Level 2 Major	Level 3 Severe	Level 4 Extreme
Academic Misconduct/ Cheating	Any type of cheating, plagiarism, fabrication, deception, bribery or sabotage. This includes forgery.	C, ACT, DET	ASD, ISS, SS	OSS
Arson	To unlawfully and intentionally damage or attempt to damage any school or personal property by fire or incendiary device. This includes firecrackers, fireworks, and trash can fires if those items contribute to a damaging fire. F		ISS, SS	OSS, LoC, LTS, E, LE
Assault-Other	Causing physical harm to an individual(s). Assault if further defined by one of the following classifiers: physical, sexual, kidnapping or robbery. M/F	C, RES, ACT, DET	ASD, ISS, SS	OSS, LE, CoP, LoC, LTS, E
Behavior-Other	Type of behavior incident other than disruptive, obscene, insubordination, or failure to serve a sentence. Requires a description.	C, RES, ACT, DET	ASD, ISS, SS	OSS, LE, CoP, LoC, LTS, E
Bullying-Relational	The systematic diminishment of a targeted student's sense of self with the goal of hurting them or sacrificing their standing within their peer groups. This includes intentional ignoring, isolating, excluding, shunning and gossip.	C, RES, ACT, DET	ASD, ISS, SS	OSS, LE, LoC, LTS
Bullying-Cyberbullying	Bullying by use of any electronic communication device through means, including, but not limited to, email, instant messaging, apps, blogs, phones, devices, online games, and websites.	C, RES, ACT, DET	ASD, ISS, SS	OSS, LE, LoC, LTS, CoP
Bullying-Physical	Use of overt bodily acts, such as hitting, tripping, shoving, slapping, punching, kicking, damaging or destroying personal property, hazing, or biting to gain power over a peer. M		ASD, ISS, SS	OSS, CoP, LoC, LTS, LE
Bullying-Verbal	Use of language, such as name calling, teasing, taunting, threatening, cruel criticism, belittling, personal defamation, racist slurs, sexually suggestive/abusive remarks, extortion, to gain power over peers.	C, RES, ACT, DET	ASD, ISS, SS	OSS, CoP, LoC, LTS, LE
Cumulative Tardies	Cumulative (total) preset number of tardies accumulated by the student.	C, ACT, DET	ASD, ISS, SS	TH, CoP, LoC
Disrespect	Lack of courtesy in word, behavior, gesture or action. Not related to Insubordination, bullying-verbal, or profanity.	C, RES, ACT, DET,	ASD, ISS, SS	OSS, CoP, LoC, LTS, E, LE
Disruptive Behavior	Behavior which substantially disrupts the orderly learning environment. Does not involve violence, property damage, or obscenity. M	C, RES, ACT, DET,	ASD, ISS, SS	OSS, CoP, LoC, LTS, E, LE
Dress Code Violation	Clothing/apparel, inclusive of hats, scarves, shoes, jackets that violates established dress code standards.	C, RES, ACT, DET	ASD, ISS, SS	OSS
Drug-Paraphernalia Possession	Having equipment (e.g. bong, pipe, etc.) for use in consuming illegal drugs in one's pocket, locker, bag, or car, etc. M/F		C, RES, ACT, DET, ASD, ISS, SS	OSS, CoP, LoC, LTS, E, LE
Drugs-Other	Type of drug related incident other than marijuana possession, marijuana use, marijuana solicitation/sale,		C, RES, ACT, DET, ASD, ISS, SS	OSS, CoP, LoC, LTS, E, LE

	illicit drug possession, illicit drug use, or drug paraphernalia. Requires description. M/F			
Failure to Serve Sentence	Refusal to serve or willful noncompliance with discipline actions taken as a result of a previous discipline incident, particularly related to detentions, probation or restitution.	C, ACT, DET	ASD, ISS, SS	OSS, LE
Fighting	An assault that causes physical harm to an individual. All incidents of violence are required to be reported by law. M/F	C, RES, ACT, DET	ASD, ISS, SS	OSS, CoP, LoC, LTS, E, LE
Harassment - Hate Related	Repeatedly annoying or attacking a student/group of students or other personnel which creates an intimidating or hostile educational or work environment related to race, ethnicity, social status, group membership, etc. M/F	C, RES, ACT, DET	ASD, ISS, SS	OSS, CoP, LoC, LTS, E, LE
Harassment	Repeatedly annoying or attacking a student/group of students or personnel which creates a hostile education environment. This can be considered continual teasing that was asked to stop. M/F	C, RES, ACT, DET	ASD, ISS, SS	OSS, CoP, LoC, LTS, E, LE
Harassment – Sexual	Repeatedly annoying or attacking a student/group of students or other personnel which creates an intimidating or hostile educational or work environment related to unwelcome sexual advances, requests for sexual favors, other physical or verbal conduct or communication of a sexual nature, including gender based harassment. M/F	C, RES, ACT, DET	ASD, ISS, SS	OSS, CoP, LoC, LTS, E, LE
Horseplay	Disruptive behavior that is considered playful by all participants. Not related to taunting or bullying.	C, RES, ACT, DET	ASD, ISS, SS	OSS
Illicit Drug Use	Smoking, snorting, injecting, ingesting, or otherwise using an illegal drug or over the counter medication in violation of school policy.		C, RES, ACT, DET, ASD, ISS, SS	OSS, CoP, LoC, LTS, E, LE
Inappropriate Use of Technology	Use of school computer or equipment for inappropriate uses such as viewing inappropriate material, changing, school records, etc. M/F	C, ACT, DET	ASD, ISS, SS	OSS, CoP, LoC, LTS, LE
Insubordination	Unwillingness to submit to authority, refusal to respond to a reasonable request, or other situations in which a student is disobedient.	C, RES, ACT, DET	ASD, ISS, SS	OSS, LoC, LTS, E
Intimidation- Threat	Physical, verbal, written, or electronic action which immediately creates fear of harm, without displaying a weapon and without subjecting the victim to an actual physical attack. M/F	C, RES, ACT, DET	ASD, ISS, SS	OSS, CoP, LoC, LTS, E, LE
Lying	Delivering a message that is untrue and/or deliberately violating rules.	C, RES, ACT, DET		
Marijuana Possession	Having marijuana or another cannabinoid in one’s pocket, bag, car, locker, etc. M/F		C, RES, ACT, DET, ASD, ISS, SS	OSS, CoP, LoC, LTS, E, LE
Obscene Behavior	Language, actions, written correspondence that is considered offensive as it relates to language, lewdness, or to stimulate sexual behavior. M	C, RES, ACT, DET	ASD, ISS, SS	OSS, CoP, LoC, LTS, E, LE
Physical Aggression	Behavior that can lead to physical or emotional harm of another. This can be verbal and/physical. It is including the damaging of physical property. M/F	C, RES, ACT, DET	ASD, ISS, SS	OSS, CoP, LoC, LTS, E, LE

Physical Assault	Touching or striking of another person against his/her will or intentionally causing bodily harm to an individual (battery). M		C, RES, ACT, DET ASD, ISS, SS	OSS, CoP, LoC, LTS, E, LE
Profanity	The use of non-school appropriate language such as curse words, slang terms and related words in an oral, written, or gesture. This is not inclusive of harassment or racial slurs. M	C, ACT, DET	ISS, ASD	SS, OSS, CoP, LTS, E
School Threat	Any threat (verbal, written, or electronic) by a person to bomb or use other substances or devices for the purpose of exploding, burning, causing damage to a school building/property, or to harm students or staff. M/F	C, RES, ACT, DET	ASD, ISS, SS	OSS, CoP, LoC, LTS, E, LE
Sexual Assault	Oral, anal, or vaginal penetration forcibly or against the person's will or where the victim is incapable of giving consent. This includes rape, fondling, indecent liberties, child molestation, and sodomy. M/F		C, RES, ACT, DET ASD, ISS, SS	ACT, ISS, SS, OSS, CoP, LoC, LTS, E, LE
Skipping	Considered being absent (unexcused) in violation of state, school district, or school policy related to attendance.	C, ACT, DET, AC	ASD, ISS, SS	OSS, CoP, AC, LoC, LTS, E
Tardies- Unexcused	Considered being late/absent in violation of state, school district, or school policy related to attendance.	C, ACT, DET, AC	ASD, ISS, SS	TH, CoP, LoC
Theft	The unlawful taking of property belonging to another person without threat, violence or bodily harm. M/F	C, RES, ACT, DET	ASD, ISS, SS	OSS, CoP, LoC, LTS, E, LE
Threat-Other	Actions causing fear or harm without a physical attack. Threat is further defined by one of the following classifiers: intimidation, individual bullying, hate related, sexual, school or other. M/F	C, RES, ACT, DET	ASD, ISS, SS	OSS, CoP, LoC, LTS, E, LE
Threats of Serious Violence	Actions (verbal/written) that cause fear or harm without a physical attack. M/F	C, RES, ACT, DET	ASD, ISS, SS	OSS, CoP, LoC, LTS, E, LE
Tobacco/Nicotine Delivery Possession	Having tobacco in one's pocket, bag, car, or locker, etc. I/M		C, RES, ACT, DET, ASD, ISS, SS	OSS, CoP, LoC, LTS, E, LE
Tobacco/Nicotine Delivery System Other	Type of tobacco related incident other than possession, use or solicitation/sale. This also contains any nicotine delivery system: gum, vaping, cigar, cigarillo, electronic cigarette. Requires description. I/M		C, RES, ACT, DET, ASD, ISS, SS	OSS, CoP, LoC, LTS, E, LE
Tobacco/Nicotine Use	Smoking, inhaling, chewing, or other forms of using tobacco I/M		C, RES, ACT, DET, ASD, ISS, SS	OSS, CoP, LoC, LTS, E, LE
Truancy	Violation of state, school district, and school policy relating to school attendance.	C, ACT, DET, TR, AC	ASD, SS	CoP, LoC, DE
Vandalism Other	Willful destruction or defacement of property. Type of vandalism incident other than school property or personal property. Requires description M/F	C, RES, ACT, DET	ASD, ISS, SS	OSS, CoP, LoC, LTS, E, LE
Vandalism Personal Property	Willful destruction or defacement of an individual's property or property belonging to a group other than the school district. M/F	C, RES, ACT, DET	ASD, ISS, SS	OSS, CoP, LoC, LTS, E, LE
Vandalism School Property	Willful destruction or defacement of property belonging to the school district. M/F	C, RES, ACT, DET	ASD, ISS, SS	OSS, CoP, LoC, LTS, E, LE

Verbal Conflict	An argument that is verbal in nature, potentially disruptive as a result of conflict, anger or rage. No physical contact. M/F	C, RES, ACT, DET	ASD, ISS, SS	OSS, LE
Weapons Other	Type of weapon incident other weapons possession, weapon use, or weapon solicitation/sale. Requires description of weapon. M/F		C, RES, ACT, DET ASD, ISS, SS	OSS, CoP, LoC, LTS, E, LE

Not Typical Violations

INFRACTIONS	DEFINITIONS	Level 2 Major	Level 3 Severe	Level 4 Extreme
Alcohol Possession	Having alcoholic beverages in one's pocket, bag, car, or locker. M		C, RES, ACT, DET, ASD, ISS, SS	OSS, LTS, E, LE
Alcohol Sale/Solicitation	Selling or purchasing alcoholic beverages. M		C, RES, ACT, DET, ASD, ISS, SS	OSS, LTS, E, LE
Alcohol Use	Consumption or Being under the influence of alcoholic beverages. M		C, RES, ACT, DET, ASD, ISS, SS	OSS, LTS, E, LE
Alcohol-Other	Type of alcohol related incident other than possession, use or solicitation. Requires description. M		C, RES, ACT, DET, ASD, ISS, SS	OSS, LTS, E, LE
Fire Alarm	Pulling of fire alarm under false pretenses.	C, RES, ACT, DET	ASD, ISS, SS	OSS, LE
Gambling	To unlawfully bet or wager money or something else of value; assist, promote, or operate a game of chance for money or some other stake; possess or transmit wagering information; manufacture, sell, purchase possess, or transport gambling equipment, devices or goods or tamper with the outcome of a sporting event or contest to gain a gambling advantage. M/F		C, RES, ACT, DET ASD, ISS, SS	OSS, LTS, E, LE
Gang Related Activity	Behavior, clothing, language, symbols, "colors", gestures, comments, signs, written materials, electronic messaging or conduct that relates to ethics as determined by gang leadership		C, ACT, DET ASD, ISS, SS	OSS, LE
Illicit Drug Possession	Having an illegal drug or over the counter medication in violation of school policy in one's pocket, bag, car, locker, etc. M/F		C, RES, ACT, DET, ASD, ISS, SS	OSS, LTS, E, LE
Illicit Drug Sale/Solicitation	Selling or purchasing illegal drugs or over the counter medication in violation of school policy. F		C, RES, ACT, DET, ASD, ISS, SS	OSS, LTS, E, LE
Kidnapping	Unlawful seizure, transportation, and or detention of a person against his/her will, or of a minor without the consent of the custodial parent/legal guardian. This includes hostage taking. F			ISS, SS, OSS, LE, LTS, E
Marijuana Sale/Solicitation	Selling or purchasing marijuana or another cannabinoid. M/F		C, RES, ACT, DET, ASD, ISS, SS	OSS, LTS, E, LE
Murder	The killing of a human being. F			LTS, E, LE

Robbery	The taking of, or attempting to take, anything of value that is owned by another person or organization under confrontational circumstances by force or threat of force or violence and/or by putting a victim in fear. F			C, RES, ACT, DET, ASD, ISS, SS, OSS, LE, LTS, E
Tobacco /Nicotine Delivery Solicitation	Selling or purchasing tobacco products, cigarettes, electronic cigarettes, pipe, vaporizers, chewing tobacco, etc. I/M		C, RES, ACT, DET, ASD, ISS, SS	OSS, LTS, E, LE
Weapons Solicitation	Incident involved an object designed or used to inflict harm on person or property. Weapons is further defined by one of the classifiers: possession, use, and solicitation/sale. All incidents involving weapons are required to be reported. M/F		C, RES, ACT, DET C, RES, ACT, DET ASD, ISS, SS	OSS, LTS, E, LE
Weapons Use	Use of an instrument or object designed to inflict harm on other persons. You must describe the type of weapon used: Explosive, air gun, firearm, handgun, knife, rifle, razor, ice pick, shotgun, or other devices used. M/F		C, RES, ACT, DET ASD, ISS, SS	OSS, LTS, E, LE