



**MHS**

**Midway R-I JH/HIGH SCHOOL**

Student Handbook 2024-2025

# Table of Contents

<b>Academic Resources.....</b>	<b>3-4</b>
<b>Attendance .....</b>	<b>5-7</b>
<b>Bell Schedule .....</b>	<b>8</b>
<b>Student Services .....</b>	<b>8- 10</b>
<b>Transportation .....</b>	<b>11</b>
<b>Food Services .....</b>	<b>12-15</b>
<b>Student Decorum.....</b>	<b>15-17</b>
<b>Discipline Policy .....</b>	<b>18-22</b>
<b>General Policies .....</b>	<b>23-28</b>
<b>Selected Board Policies .....</b>	<b>29-37</b>
<b>Definitions .....</b>	<b>37-38</b>
<b>Athletics &amp; Activities .....</b>	<b>39-51</b>

## **WELCOME**

The policies and procedures contained in this handbook are the result of a concerted effort on the part of the faculty, the administration and the Board of Education. This information has been carefully prepared and presented so that it will be of great value in helping you adjust to our school, and to become an integral part of it.

The ultimate purpose of education is to help each student become an effective citizen in a democracy. To develop and accept the responsibilities and obligations of good citizenship will help us to participate successfully in the world of tomorrow. We hope that your participation in our school will prepare you to live a better life and ultimately to take your place in our complex society. Remember that your success in this school will be directly proportional to your efforts.

### **Midway R-I Mission and Vision**

**Mission: The Midway R-I School District will create a safe community where students are positively supported to reach their full potential.**

**Vision: The Midway R-I School District will prepare students to be successful in an ever-changing world.**

## Academic Resources

- **GRADING SCALE**

In order to maintain an equitable reporting system, it is essential that teachers of all levels use a similar grading scale. The following scale shall be used for determining grades on a percentage basis.

<u>Points</u>	<u>Letter</u>	<u>Percent</u>
4.00	A	100-95
3.66	A-	94-90
3.33	B+	89-87
3.00	B	86-83
2.66	B-	82-80
2.33	C+	79-77
2.00	C	76-73
1.66	C-	72-70
1.33	D+	69-67
1.00	D	66-63
.66	D-	62-60
.00	F	59-0

Weighted classes - Dual credit classes will receive an additional point.

- **GRADE REPORTING**

Grade reports for 1<sup>st</sup> quarter will be handed out at parent/teacher conferences. Any reports that are not picked up will be mailed the following Monday. The grade cards for 2nd, 3rd and 4th quarter will be found electronically on Infinite Campus.

Progress reports will be updated on ICampus and in some cases personal contacts will be made during mid-term of each quarter to let students and parents know how the student is doing in each class. These will be sent out approximately one week after mid-term. It is a goal and the intention of the secondary staff to maintain communications with parents and to foster more parent involvement in the Midway R-I Schools.

Parents and Students have the opportunity to view their grades and other educational information on our school information system, "Infinite Campus". There is a student portal and a parent portal. To gain access to your student's information and only your student's information, you will need to contact the school office to obtain your username and passwords.

- **GRADUATION REQUIREMENTS**

<u>Credit Opportunities</u>	<u>Required Credits</u>
28	26
Communication Arts (English 9, 10, & 11)	4 units
Mathematics (Algebra)	3 units
Science (Physical Science and Biology)	3 units
Social Studies (U.S. History II & World History)	3 units
Fine Arts	1 unit
Practical Arts	1 unit
Physical Education	1 unit
Health Education	0.5 unit
Personal Finance	0.5 unit
Government	0.5 unit
Electives	<u>9.5/8.5</u>
Total Graduation Credits	26 units

\*Each student must satisfactorily pass an examination on the provisions of the United States, Citizenship and Missouri Constitution. Students must also complete 30 minutes of CPR training before they graduate.

\*\*Although it is not recommended, a student may submit a duplicate letter requesting part time status or work release to the High School Principal and Guidance Counselor. The student must attend 7 full semesters and have completed the required units of credit before the request will be considered.

- **ACADEMIC LETTER**

Students may earn an academic letter from Midway High School by achieving a 3.5 grade point average for both semesters of the school year. Receiving a grade below a "C-", a suspension, or not meeting the criteria for good citizenship will disqualify a student from this award.

- **HONOR ROLL**

Students with a grade point of 3.00 to 3.49 will appear on the Teachers' Honor Roll. Students with a grade point of 3.50 to 3.99 will appear on the Principal's Honor Roll. Students with a grade point of 4.0 will appear on the Superintendent's Honor Roll. All subjects taken are included in computing G.P.A.

- **HONORS**

Valedictorian: Senior with the highest grade point average for the years of high school attendance.

Salutatorian: Senior with the second highest grade point average for the years of high school attendance.

\*Students must have attended Midway High School for at least 2 semesters of work and be full-time students in order to become Valedictorian or Salutatorian.

## Attendance (Policy JED)

- **Attendance Standards**

The following absences will be considered excused absences. Documentation must be provided as indicated.

1. Personal illness excused by a professional.
2. Necessary appointments that cannot be made outside of the school day and are verified.
3. Funeral, with a written excuse from the parent.
4. Obligatory religious observances of the student's own faith, with written justification or phone call from parents.
5. Out-of-School suspension.
6. College visit with paperwork dated from college. 1 Junior year and 2 Senior year will be excused.

***All other absences and any absence for which required documentation is not provided are unexcused. A student is still limited to the maximum number of absences whether they are excused or not.***

- **Consequences for Violations**

Upon return to school following any absence, the student is required to report to the office with written documentation related to the cause of the absence. Documents include signed statements by the dentist, doctor, driver examiner, attorney, judge, etc. When the absence is not related to any of the above, parents are to provide a signed statement or phone call detailing the nature of the absence. The statements will be periodically verified.

Students will be expected to make up all assignments from missed classes regardless of whether an absence is excused or unexcused. Class work missed due to absences is the responsibility of the student and his/her parents. Arrangements must be made with each teacher. Requests for make-up work are to be made prior to the absence or on the first day back from an absence. As a rule, time allowed to complete make-up work is equal to the number of days the student was absent. Exceptions to these time limits can be determined by the principal based upon review and documentation of special circumstances. A student absent on the day of an examination will take the exam on the day of his/her return to school. This assumes that the student was knowledgeable of the test date at the beginning of the absence.

- **Consequences of unexcused absences: (Absences are per semester.)**

**4 Days absent-** parent conference and letter home

**6 Days absent-** detention and parent conference

**8 Days absent-** detention and parent conference or letter

**10 Days absent-** detention and parent conference and additional 5% reduction of grade

**12+ Days absent-** Juvenile Office contacted, parent conference and possible credit pulled

Attendance as well as other academic information may be viewed in the student or parent portals of Infinite Campus, the school's information system. However, the school will notify the student and parent by letter and phone when they have had and reached their 4th unexcused absence.

The district will contact the Children's Division (CD) of the Department of Social Services or the local prosecutor in cases where the district has a reasonable suspicion that a student's lack of attendance constitutes educational neglect on the part of the parents or that parents are in violation of the compulsory attendance law. No such action will be taken unless other strategies and interventions have been implemented and proven ineffective.

- **Appeals Process:**

If the student or parent feels that justifiable or extraordinary circumstances have contributed to reaching the grade reduction and or loss of credit, the student and parent may appeal to the Attendance Review Committee.

An appeal must be completed and filed with the Attendance Office by the end of the semester the absences occurred in. The review by the Attendance Review Committee shall be held within a reasonable time following the end of the semester. If no appeal request is received by the end of the semester, then credit may be reduced or denied.

The Attendance Review Committee will consist of at least one administrator, counselor, and teacher. The Attendance Review Committee will consider the reasons for all the student's absences.

The committee will consider all relevant information including whether:

- The appeal was returned to the attendance office by the end of the semester in which the absences occurred.
- The student has supplied reasons for each absence with appropriate documentation.
- All semester course work was completed as determined by the teacher.

The possible outcomes from an appeal to the Attendance Review Committee:

- Credit not awarded
- Credit is awarded
- Student is assigned make-up time for class time missed.
- Student is placed on probation for the next semester, with credit held pending satisfactory attendance during the probationary period.
- Credit may or may not be awarded.

The outcome from the Attendance Review Committee will be communicated to the parents by phone and by written communication.

- **Tardies**

We must insist that students be on time for school and for class. If you are late to class, you are tardy. Students arriving late to class disrupt the instructional process and miss important information. Students are expected to be punctual for every class period. Students who arrive at school after 8:00 MUST check in through the principal's office. A student tardy to school will first check in to the office, receive an admit slip and report to class. The office considers all tardies to be unexcused, with the exception of a late bus. Tardies are recorded by class and on a quarter basis.

\*Quarter basis:

1 <sup>st</sup> Tardy to school or class	Warning
2 <sup>nd</sup> Tardy to school or in same class	Warning
3 <sup>rd</sup> Tardy to school or in same class	Teacher's Detention (30 Minutes)
4 <sup>th</sup> Tardy to school or in same class	Tuesday or Thursday Detention (45 Minutes)
5 <sup>th</sup> Tardy to school or in same class	Principal's Detention (1 Hour)
6 <sup>th</sup> + Tardy to school or in same class	Tuesday or Thursday Detention (90 Minute)

\*\*All tardies will reset after each quarter

10 or more tardies to school or in the same class may result in the loss of driving privileges.

- **Checking Out of School**

After a student has reported to school, he/she is not to leave at any time except after reporting to the office and receiving permission. Permission to leave school will not be granted unless the student presents a written request from a parent/guardian or the parent/guardian contacts the school. Leaving school for an illness will be handled by the school nurse on an individual basis. Students must also gain permission from the office to go to their cars or the parking lot during the school day. Permission to go to one's car will be very limited. It is a safety hazard having students running in and out of the building.

- **Tuancy**

Any student who is absent from school without parent/guardian knowledge and/or without the proper notification to the school will be considered truant. Any student leaving school without permission is in serious violation of district regulation and creates a serious student safety issue. On the first violation, students will be reported as truant with appropriate disciplinary action by the principal. On the second violation a truancy report will be filed, and more severe consequences will be assigned. All truancy violations will involve parent notification.

- **Absences Due To School Sponsored Activities**

An approved list of students excused for special school activities will be issued by the principal's office. Students not appearing on the approved list are to be counted absent/tardy/truant during the event. Approved school activities which result in absence from class will not count as an absence for students on the approved list. Make-up work is to be arranged with the instructor prior to the school sponsored event.

## Bell Schedule

- **BELL SCHEDULE**

School begins at 8:00 a.m. and ends at 3:09 p.m. Students should not report to school before 7:40 a.m. nor stay past 3:30 p.m. unless under the direct supervision of a teacher or staff person. **Doors will not be unlocked until 7:40 a.m. Students are not to remain after school unless they are supervised. After 8:00, students are required to only enter through the front main doors.**

### REGULAR DAY

1ST HOUR 8:00-8:56

2ND HOUR 9:00-9:55

3RD HOUR 9:59-10:53

(STA/LEAD/CCC Out @ 10:40)

4TH HOUR 10:57-11:51

5TH HOUR 11:55-12:49(HS)

5TH HOUR 12:19-1:13(JH)

JH LUNCH 11:55-12:15

HS LUNCH 12:53-1:13

6TH HOUR 1:17-2:11

7TH HOUR 2:15-3:09

## Student Services

- **COUNSELING DEPARTMENT**

The Midway High School counseling department strives to aid each student in utilizing their abilities to the fullest, in making sound choices and in developing self understanding. Counseling services are available to all Midway students.

**Mrs. Brittany Nieder  
Secondary Counselor  
(816) 250-2994 ext. 305**

- **Counseling services available include:**

- **Mental Health Services:**

All students at Midway are given access to counseling services through the school counselor. Mental health services include, but are not limited to, stress management, crisis intervention, coping strategies, and cognitive-behavioral techniques.

- **Testing Services:**

The counseling office will provide information and application forms for various college readiness and entrance exams. The counseling office also administers and interprets other standardized tests throughout the school year.

- **Early Graduation and Part Time Attendance:**

Seniors desiring to graduate at the end of the seventh semester, or attend school less than seven hours a day, must submit a guardian signed application to the High School Principal and Guidance Counselor prior to mid-term of the 2<sup>nd</sup> Quarter.

- **Senior Advisement:**

All students will be scheduled to meet with the counselor the first quarter of their senior year to evaluate their permanent records to ensure graduation requirements will be met and to conference on post-high school plans. The guidance office will provide information and application forms for college, vocational and technical training and financial assistance. Students are expected to check their email weekly.

- **Schedule Changes:**

Schedule changes may not be made unless an extreme need is shown. Any changes in a student's schedule will be made through the guidance office first and may not be made after verification. Since the Master Schedule is built around freshmen and sophomore classes, they **may not** change their schedule after the completion of spring enrollment.

- **Confidentiality:**

In the event a student comes and talks to the counselor, the counselor must adhere to the Code of Ethics provided by the American Counseling Association (ACA), including the student's right to confidentiality and privileged communication. Therefore, confidentiality between a counselor-student conversation will be upheld barring the following exceptions:

- A counselor formally reporting to or consulting with administrative supervisors, colleagues or supervisors who share professional responsibility (i.e. in this instance all recipients of such information are similarly bound to regard the communication as privileged);
- With written consent of the person who provided the information;
- When a communication reveals the intended commission of a crime or harmful act and such disclosure is judged necessary to protect any person from a clear, imminent risk of serious mental or physical harm or injury or to forestall a serious threat to public safety;

- When the client waives the privilege by bringing any public charges against the licensee, and;
- When knowledge is acquired revealing abuse or neglect of a minor or client lacking the capacity to give informed consent that the minor or client lacking the capacity to give informed consent is the victim of a crime.

In the event that confidentiality must be breached, the counselor will first contact the parent/guardian of the student, followed by the proper authorities, if necessary.

The primary purpose of the Secondary School Counselor is to provide a comprehensive guidance and counseling program for students in grades 7-12. Counselors consult with teachers, students, staff and parents to enhance their effectiveness in helping students and provide support to other school education programs.

- **HEALTH SERVICES –(ILLNESS & MEDICATIONS)**

1. When a student becomes ill at school, he/she should request a pass to the health office. The teacher will issue a pass for the student to the office requesting the services of the nurse, and the office will then grant or not grant a pass to the health office. This allows the student's supervisor to know where the student is at all times. It also allows the office to monitor the usage of the health office. The nurse will notify the student's parent/guardian or a responsible adult if the student is too ill to remain at school.
2. All accidents are to be reported to the health office immediately. An accident report will be completed when appropriate. Following any serious accident, the parent or guardian will be notified immediately.
3. In the case of serious illness where medication is required quickly, the student will be sent to the preferred hospital via emergency vehicle.
4. Parents should be certain the school has an emergency telephone number in addition to the home and work numbers.
5. Each student must meet Missouri State Law immunization requirements.

- **Medication at School**

1. All medication to be taken at school should be left in the health office. The medication must be in a prescription labeled bottle and accompanied by a note.
2. A student must have a doctor's or parent's note on file stating that he/she may take over-the-counter medication before the nurse will dispense this medication.
3. Students are responsible for picking up their medication at the end of the year.

## Transportation

- **AUTOMOBILES (Driving and Parking)**

Driving a vehicle to school is a privilege, not a right. Students who drive to school must observe Missouri state law and general rules of safety. Absence caused by malfunctioning or inoperative vehicles will be considered unexcused. Students are required to drive safely and prudently, especially in the vicinity of the school. Student cars are to be parked in the west and southwest parking lots. All students are required to register their vehicle annually and purchase a parking sticker to be hung on their visor. Anyone violating the regulations regarding student vehicles may be fined and/ or lose their parking privilege. Vehicles, while on school property, are subject to searches to be conducted by the school administration if reasonable cause is present. Students should expect the school administration to regularly patrol the parking lot during school hours. All drivers must be legally licensed or permitted.

***STUDENTS WILL NOT BE ALLOWED TO GO TO THEIR CARS DURING THE SCHOOL DAY WITHOUT PERMISSION FROM THE OFFICE. THIS WILL BE VERY LIMITED PERMISSION. IT IS A SAFETY HAZARD HAVING STUDENTS RUNNING IN AND OUT OF BUILDINGS. ALL STUDENT VEHICLES MUST REMAIN UNMOVED UNTIL THE STUDENT IS PROPERLY EXCUSED FOR THE DAY.***

- **Bus Regulations**

The bus driver is completely in charge of his/her bus and the driver can assign a seat for which the student will be held responsible. Bus route inquiries should be addressed to the district's transportation contractor ECCO Ride. All school classroom rules apply on school buses and violations of these rules shall be reported to the High School Office.

Any offense committed by a student in a district-owned or contracted bus shall be punished in the same manner as if the offense had been committed at the student's assigned school. Misconduct will be treated the same as school building misconduct.

- **Bus Discipline Procedures**

Misconduct will be given for misbehavior on the bus. A yellow and pink copy will go home with the student. The yellow copy is yours to keep and does not need to be returned. The pink copy needs to be signed and returned to the school.

The following progression will be used with bus referrals:

#1: - Notice to parent

#2:- Notice to parent and 1- day bus suspension

#3:- Notice to parent and 3- day bus suspension

#4:- Notice to parent and 5- day bus suspension

#5:- Notice to parent and 10-day bus suspension

#6:- Notice to parent and Remainder of the school year bus suspension

However, if the behavior is deemed severe, a suspension may occur with the first incident.

Conduct which causes extreme safety problems may cause transportation services to be suspended. If this occurs, the parent/guardian will be contacted.

## Food Services

- **EF-AP(1) FOOD SERVICE MANAGEMENT - (Meal Charges)**

Unless meals are provided at no charge, the district expects students and employees to pay for meals prior to or at the time of receipt. The ability to charge meals is a privilege, not a right, and is subject to the limitations established in this procedure.

- **Notice**

At the beginning of each school year, a copy of this procedure will be provided to every parent/guardian in the district as required by law. In addition, a copy of this procedure, along with information about free and reduced-price school meals, will be provided to the parents/guardians of all students who enroll after the beginning of the school year.

A copy of this procedure will also be provided to all building administrators, staff responsible for collecting payment for meals at the point of service, staff involved with notifying parents/guardians about account balances, school social workers, nurses, counselors, the district liaison for homeless children and youths, and any other staff who regularly assist students in need.

A copy of this procedure will also be posted on the district's website, and information about charging meals will be included in the student handbook.

- **Employees**

Employees may charge meals only after completing the form provided by the district authorizing the district to withhold the amount of any unpaid charges from the employee's pay. The district will withhold amounts due from meal charges in the pay period immediately after the charges are made. Employees may appeal a deduction for meal charges using the process outlined in policy DLB.

- **Students**

1. A student may not accumulate more than ten unpaid meal charges.
2. Students may not charge à la carte items.
3. A student with money in hand will not be denied a meal even if the student has past due charges.
4. Students will not be identified, singled out, shamed or punished by the district for the failure of their parents/guardians to pay for or provide meals, and the district will not withhold student records in violation of law.

- **Interventions**

After a student accumulates five unpaid meal charges, the district will encourage the parents/guardians to submit an application for free and reduced-price meals if an application has not been recently submitted, and the student will be referred to a counselor for intervention. The counselor will:

1. Meet with the student to assess to the extent possible whether the student or the student's family is experiencing hardships, barriers or other circumstances with which the counselor could assist.
2. Make repeated attempts to contact the parents/guardians to notify them of the lunch charges, discuss the situation and any other concerns the counselor may have after meeting with the student, and resolve the situation.
3. Encourage the parents/guardians to submit the free and reduced-price meals application and inquire about any assistance that might be needed to complete the application.
4. Provide other resources as applicable.

District employees are mandated by the state of Missouri to report any instances of suspected abuse or neglect to the Children's Division (CD) of the Department of Social Services. District personnel will report to the CD any instance where a student's arrival at school with no provision for food leads to a reasonable cause to suspect neglect.

- **Working with Parents/Guardians**

To ensure that parents/guardians have ample opportunity to resolve situations involving unpaid meal charges, the district will:

1. Provide timely notification to parents/guardians when account balances run low (when applicable) and each time their student charges a meal.
2. Work with parents/guardians to create a payment plan that allows for the payment of accumulated balances over time.

- **Nondiscrimination Statement**

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the district is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by the

USDA.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.) should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact the USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form, which can be obtained online at: <https://www.usda.gov/sites/default/files/documents/ad-3027.pdf>, from any USDA office, by calling (866) 632-9992 (TDD: (800) 877-8339; Spanish: (800) 845-6136), or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

Mail

U.S. Department of Agriculture  
Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW  
Washington, DC 20250-9410;

Fax

(833) 256-1665 or (202) 690-7442; or

Email

program.intake@usda.gov.

This institution is an equal opportunity provider.

● **LUNCHROOM BEHAVIOR**

STUDENTS WILL:

1. Report to the lunchroom every day at the assigned time.
2. Eat their lunch in the cafeteria.
3. Return all dishes, trays and utensils to window
4. Keep hands, feet and objects to themselves.
5. Place all disposable items in the trash can.
6. Behave in an orderly manner.
7. Cooperate with the lunchroom supervisors.

STUDENTS WILL NOT:

1. "Cut" in the lunch line.
2. Throw or spit food or drinks.
3. Steal food or drinks.
4. Take food or drink from the cafeteria.
5. Leave early from the cafeteria.

Midway R-I School District has a closed lunch. In other words, students are not permitted to leave school grounds to go eat lunch elsewhere. Students may either bring their lunch or purchase their lunch from the school. Parents and others may bring an out-of-school lunch to their student, but they may not bring food to other students. Parents are welcome to come and eat lunch with their student, but students are not allowed to have visitors other than their immediate family. A visitor's pass will be required. The visitor and student may be required to eat in a separate location.

All students are to go to the cafeteria during their assigned lunch period. Students are to remain in the cafeteria until excused by the lunchroom monitor. Students are not to use the elementary restrooms or leave without the permission of the lunchroom monitor. Students are responsible for their own lunch card and replacement cost is \$5.00. Students without their lunch card will be sent to the end of the line and served last.

- **Lunch Shift and Prices**

***Breakfast***

K-12 7:40 AM - 7:55 AM (\$1.90)

***Lunch***

7- 9 Lunch - 11:55 AM - 12:15 PM (\$2.95)

10-12 Lunch - 12:53 PM - 1:13 PM (\$2.95)

Extra Milk - \$0.50

## Student Decorum

The Student Code of Conduct is designed to foster student responsibility, respect for the rights of others, and to ensure the orderly operation of the school. No code can be expected to list each and every offense which may result in disciplinary action.

TEACHERS have the right to:

1. Establish a classroom structure and routine that provides an appropriate learning environment in light of their personal strengths and weaknesses.
2. Determine and request appropriate behavior from students.
3. Ask the principal, parents or any other appropriate party for help when they need assistance with a student.

STUDENTS have a right to a learning environment that is safe, free from unnecessary distraction and disruption, and conducive to learning. Parents have the right to expect the principal and teachers to provide such an environment for their children.

### ● **GENERAL SCHOOL BEHAVIOR**

In order to serve the needs of all parties involved, the following student behaviors will be expected:

STUDENTS WILL:

1. Show respect to others
2. Make an honest effort to learn
3. Practice self-discipline
4. Respect the rights of others
5. Behave in an appropriate manner
6. Dress appropriately for school
7. Abide by school policy

STUDENTS WILL NOT:

1. Smoke, chew tobacco, or vape on school grounds at any time.
2. Have illegal drugs or alcohol in their possession.
3. Bring non-school related objects or materials to school, such as knives, weapons, etc.
4. Disrupt school activities (classes/sporting events).
5. Fight or assault others.
6. Make public displays of affection.
7. Vandalize property or steal.
8. Use profane language.

### ● **CLASSROOM BEHAVIOR**

In addition to the above, all teachers will expect the following student behaviors in their classroom:

STUDENTS WILL:

1. Follow all directions
2. Be prepared for class (book, paper, pens, Chromebook, etc.)
3. Complete all assignments to the best of their ability.
4. Keep hands, feet and objects to themselves.
5. Be in their assigned seat when the tardy bell rings.

STUDENTS WILL NOT:

1. Sleep in class.
2. Leave class without permission.
3. Talk without permission.
4. Harass others.
5. Disrupt others.

(Teachers may add others to meet special classroom needs, especially safety.)

● **CLASSROOM CONSEQUENCES**

Teachers will follow the procedure below in regard to students displaying inappropriate classroom behavior:

**Step 1:** Verbal reprimand. Teacher is free to move the student within the classroom and/or assign any special educational tasks the teacher deems proper.

**Step 2:** Teacher asks student to remain after class for a student/teacher conference. The student may be asked to make a commitment, either orally or in writing, for correcting the behavior. The teacher is free to move the student within the classroom and/or assign any special educational tasks the teacher deems proper. The student will be told that the next occurrence of this misbehavior will result in detention. The teacher will contact parents of the student or conference with them to inform them of the situation and obtain their assistance. Teacher will advise the parent that the next misbehavior will result in detention.

**Step 3:** The teacher asks the student to remain after class for a student/teacher conference. The teacher will arrange an after school detention period with the student at the teacher's discretion, where the student will be required to do any educational assignments or tasks specified by the teacher. Should the student miss the assigned detention, the teacher has the option of rescheduling the detention or going immediately to Step 4.

**Step 4:** Teacher will refer the student to the High School Office.

THE FOLLOWING MISBEHAVIORS ARE NOT SUBJECT TO THE 4 STEP PROCEDURE AND THE STUDENT SHOULD BE REFERRED TO THE PRINCIPAL IMMEDIATELY.

1. FIGHTING OR ASSAULT.
2. INAPPROPRIATE DRESS.
3. DRUG, ALCOHOL, TOBACCO OR VAPE POSSESSION OR USE.
4. DISRESPECT TO TEACHER.
5. LEAVING THE CLASS WITHOUT PERMISSION.
6. ANY ACTION THAT THREATENS TEACHER/STUDENT SAFETY.

## **DISCIPLINE POLICY (POLICIES: JG & JG-R)**

- **BULLYING/CYBER-BULLYING/HAZING**

**Missouri anti-bullying laws and regulations include the following definition of bullying:**

“Bullying” means intimidation, unwanted aggressive behavior, or harassment that is repetitive or is substantially likely to be repeated and causes a reasonable student to fear for his or her physical safety or property; substantially interferes with the educational performance, opportunities, or benefits of any student without exception; or substantially disrupts the orderly operation of the school. Bullying may consist of physical actions, including gestures, or oral, cyberbullying, electronic, or written communication, and any threat of retaliation for reporting of such acts. Bullying of students is prohibited on school property, at any school function, or on a school bus. “Cyberbullying” means bullying as defined in this subsection through the transmission of a communication including, but not limited to, a message, text, sound, or image by means of an electronic device including, but not limited to, a telephone, wireless telephone, or other wireless communication device, computer, or pager.

### ***Mo. Rev. Stat. § 160.775 (2016)***

In the event a student is caught bullying or hazing another student, the student will be referred to the principal immediately, upon an investigation into the bullying/hazing will occur. Once investigation concludes, the principal will develop and administer discipline based on the severity of the bullying/hazing and the number of offenses the student has committed.

1st offense: In-school suspension or up to 10 days OSS

2nd offense: 10 day OSS and recommendation to superintendent for long-term suspension.

- **ASSAULT- STUDENT or STAFF MEMBER**

Attempting to cause injury to another; intentionally placing another in reasonable apprehension of imminent physical injury.

1<sup>st</sup> Offense: Up to 10 day OSS (out-of-school suspension and reported to the juvenile authorities).

2<sup>nd</sup> Offense: 10 day OSS and recommendation to superintendent for long-term suspension.

- **CARELESS DRIVING**

Driving on school property carelessly or without due caution, so as to endanger a person or property.

1st Offense: Warning up to Principal’s Detention

2<sup>nd</sup> Offense: Saturday School and/or loss of driving privileges for 2 weeks.  
3<sup>rd</sup> Offense: 3 day ISS and loss of driving privileges for 30 days.  
Subsequent Offenses: 5 day suspension and loss of driving privileges for one semester.

- **CELL PHONES AND/OR NON-SCHOOL RELATED OBJECTS AT SCHOOL (DISRUPTIVE)**

- 1<sup>st</sup> Offense: confiscation of object until the end of day.
- 2<sup>nd</sup> Offense: confiscation of object until parent comes to pick it up.
- 3<sup>rd</sup> Offense: confiscation, parent must pick it up and Saturday School/ISS.
- 4<sup>th</sup> Offense: confiscation, parent must pick it up and 5 days OSS.

- **CONTROLLED SUBSTANCE: SALE AND/OR DISTRIBUTION OF ALCOHOLIC BEVERAGES, ILLICIT DRUGS OR NARCOTICS**

- 1<sup>st</sup> Offense: 10 day suspension from school and a recommendation to the Superintendent for a long-term suspension or expulsion. Police notification when warranted.

- **DISRUPTION OF SCHOOL ACTIVITIES**

Any time a student is thrown out of a game as a fan or observer due to disruptive behavior or un-sportsman-like behavior. (On or off school property—this means home or away)

- 1<sup>st</sup> Offense: Suspended from activities for 1 month.
- 2<sup>nd</sup> Offense: Suspended from activities for semester or remainder of the school year.
- 3<sup>rd</sup> Offense: Suspended from activities for the remainder of the school year.

- **CONTROLLED SUBSTANCE: POSSESSION AND/OR USAGE OF ALCOHOLIC BEVERAGES, ILLICIT DRUGS OR NARCOTICS**

- 1<sup>st</sup> Offense: 5 day suspension from school. Police notified when warranted.
- 2<sup>nd</sup> Offense: 10 day suspension from school and/or optional recommendation to the superintendent for a long-term suspension or expulsion. Police notified when warranted.

NOTE: With the recommendation of the principal, a student who submits to evaluation by an authorized agency for chemical dependency and complies with its recommendations and who submits evidence or documentation, **may** be readmitted to school prior to completion of the suspension for possession and/or usage.

- **DISRUPTION OF EDUCATIONAL PROCESS**

The interruption of classwork, the creation of disorder, or the invasion of the rights of a student or group of students.

- 1<sup>st</sup> Offense: Principal's detention, Saturday School, or ISS.
- 2<sup>nd</sup> Offense: From 1 to 3 day ISS.
- 3<sup>rd</sup> Offense: From 1 to 3 day OSS.

- **FIGHTING**

A physical confrontation between two willing parties who take active roles in the altercation. Active roles would include, but not limited to, throwing punches, wrestling, slapping, and/or other means of inflicting physical force to another.

1<sup>st</sup> Offense: 1 day ISS up to 5 day OSS.

2<sup>nd</sup> Offense: Up to 10 day OSS.

3<sup>rd</sup> Offense: Referred to the superintendent for disciplinary action. Expulsion proceedings before the Board of Education may be initiated at the superintendent's discretion.

NOTE: In the case of fighting and/or assault, the student may be immediately suspended from school if the principal determines that the student's presence in school poses a threat to the safety and welfare of the student body as a whole.

- **INAPPROPRIATE DRESS**

1<sup>st</sup> Offense: Verbal warning/must change at school.

2<sup>nd</sup> Offense: Saturday School/ISS and clothes will be changed.

3<sup>rd</sup> Offense: 1 to 3 day in-school-suspension and clothes will be changed.

\* If clothes are not available a t-shirt and/or sweat pants will be provided.

- **INSUBORDINATION TO A STAFF MEMBER**

Disrespectful language or action to a staff member.

1<sup>st</sup> Offense: Principal's Detention

2<sup>nd</sup> Offense: 1 to 3 day in-school suspension.

3<sup>rd</sup> Offense: 1 to 5 day out-of-school suspension.

- **MISBEHAVIOR IN LUNCHROOM**

1<sup>st</sup> Offense: Lunch Room Isolation

2<sup>nd</sup> Offense: Principal's detention

3<sup>rd</sup> Offense: 1 to 3 day in-school-suspension.

- **MISSING PRINCIPAL'S DETENTION**

Saturday School/ISS and reschedule Principal's Detention.

- **MISSING SATURDAY SCHOOL**

1 day in-school-suspension and reschedule Saturday School.

- **OUT-OF ASSIGNED AREA**

1<sup>st</sup> Offense: Principal's Detention

2<sup>nd</sup> Offense: Saturday School/ISS

3<sup>rd</sup> Offense: 1 to 3 day ISS

- **PROFANE LANGUAGE / OBSCENITIES**

1<sup>st</sup> Offense: Principal's detention, Saturday School, or ISS.

2<sup>nd</sup> Offense: From 1 to 3 day ISS.

3<sup>rd</sup> Offense: From 1 to 3 day OSS.

- **PUBLIC DISPLAY OF AFFECTION**

PDA will be defined as any behavior that is deemed as passionate or sexual in nature. Inappropriate touching or fondling, kissing, groping, passionate hugging, or anything else that the administration or staff interprets as inappropriate for the school setting. If it is a disruption to the educational process it is inappropriate.

- 1<sup>st</sup> Offense: Warning.
- 2<sup>nd</sup> Offense: principal's detention.
- 3<sup>rd</sup> Offense: 1 to 3 day ISS.

- **THEFT & VANDALISM**

Theft or Stealing: 1 day ISS, up to 10 day OSS.  
Minor vandalism: 1 day ISS and pay damages.  
Major vandalism: 3 day ISS, up to 10 day OSS depending on the seriousness and pay damages.

NOTE: In all cases of vandalism and/or stealing, restitution will be made and law enforcement officials may be notified if appropriate.

- **TOBACCO; SMOKING, CHEWING, VAPING OR POSSESSION of PARAPHERNALIA**

- 1<sup>st</sup> Offense: 3 day suspension from school.
- 2<sup>nd</sup> Offense: 5 day suspension from school.
- 3<sup>rd</sup> Offense: 10 day suspension from school.

- **TRUANCY**

- 1<sup>st</sup> Offense: Saturday School and a 2 week suspension from school activities as a participant and/or spectator.
- 2<sup>nd</sup> Offense: Saturday School and a 30 day suspension from school activities as a participant and/or spectator.

- **VERBAL ABUSE –STUDENT**

Disrespectful language or action toward a student.

- 1<sup>st</sup> Offense: 1 to 3 day in-school suspension.
- 2<sup>nd</sup> Offense: 1 to 5 days out-of-school suspension
- 3<sup>rd</sup> Offense: 10-day out-of-school suspension. Expulsion proceedings before the Board of Education may be initiated at the Superintendent's discretion.

- **VERBAL ABUSE TO A STUDENT OF A THREATENING NATURE**

Disrespectful language to a staff member that is threatening in nature.

- 1<sup>st</sup> Offense: 1 to 5 day out-of-school suspension.
- 2<sup>nd</sup> Offense: 10 days OSS & Expulsion proceedings before the Board of Education may be initiated at the Superintendent's discretion.

- **VERBAL ABUSE OR DISRESPECT TO A STAFF MEMBER**

Disrespectful language or action to a staff member.

- 1<sup>st</sup> Offense: 1 to 5 day in-school suspension.
- 2<sup>nd</sup> Offense: 1 to 10 days out-of-school suspension.

3<sup>rd</sup> Offense: 10-day out-of-school suspension. Expulsion proceedings before the Board of Education may be initiated at the Superintendent's discretion.

NOTE: If disrespect to a staff member is involved, the student will be required to privately apologize to the teacher before being readmitted to class.

- **VERBAL ABUSE TO A STAFF MEMBER OF A THREATENING NATURE**

Disrespectful language to a staff member that is threatening in nature.

1<sup>st</sup> Offense: 1 to 10 day out-of-school suspension.

2<sup>nd</sup> Offense: 10 days OSS & Expulsion proceedings before the Board of Education may be initiated at the Superintendent's discretion.

NOTE: Assault, abuse or disrespect of a teacher or staff member OFF of school property shall be considered the same and dealt with the same as that abuse committed on school property. Midway R-I staff shall be treated with the same respect off school property as it is on school property.

- **WEAPONS (POLICIES-JFCJ & ECA)**

Students are forbidden to bring into school or onto school grounds or property any items that are ordinarily considered to be a weapon. (Examples include: knives, guns, chains, metal knuckles, fireworks, or explosives.

1<sup>st</sup> Offense: 1-10 day suspension from school and/or optional recommendation to the superintendent for a long-term suspension or expulsion. Police notification when warranted.

2<sup>nd</sup> Offense: 10 day suspension from school and recommendation to the superintendent for a long-term suspension or expulsion. Police notification warranted.

NOTE: The assistant principal or principal has the authority to immediately suspend from school any student who is clearly a threat to the SAFETY AND WELFARE of the school population. In such cases the principal will notify parents of this action as soon as possible and the parents will be required to accompany their child to school the following school day to discuss the matter. It is the policy of Midway R-I Schools to report crimes committed at school to the appropriate law enforcement agencies and to cooperate with law enforcement officials as needed.

- **PRINCIPAL'S DISCLOSURE STATEMENT**

The High School Assistant Principal and High School Principal reserves the right to treat any offense individually and may choose to use a substitute consequence for any offense due to unique situations.

## **General Policies**

- **ATHLETIC/EXTRACURRICULAR ELIGIBILITY**

All students must establish their eligibility under the guidelines established by the Missouri State High School Activities Association and the Extra-curricular Policy of Midway R-I High School. To be eligible for the Fall 2023 season, students must have passed 6 out of 7 classes during the

Spring 2024 semester. Information regarding eligibility will be available at registration and is also on the school website. Questions should be referred to the Extra-Curricular Policy, Athletic Director, Assistant Principal, Principal, or Superintendent.

A condensed version of eligibility rules follow:

1. A student shall have written parental permission, a physical examination, and verification of insurance coverage before practicing or competing in any athletic event.
2. You must be a credible citizen in school and judged so by the proper school authority. Any student whose character or conduct is such as to reflect discredit upon his/her school or team is not considered a credible citizen. Students who have unpaid obligations or fines after any grading period will be of questionable citizenship if these obligations are not taken care of immediately.
3. Students are expected to be in attendance in order to participate in games or practices. Students must be in attendance all day in order to participate in that day's activity. Signed medical appointments are the only exception. Missing class or school to get something to eat or to get a uniform is not acceptable.
4. Conduct must be in accordance with standards of good school discipline. A student under suspension from class shall not be considered eligible until readmission. A student facing disciplinary suspension (ISS or OSS) may not practice or take part in a school activity until disciplinary action is satisfied.
5. A student spectator may be barred from attending interscholastic athletic contests if his/her conduct is found to be unsportsmanlike. Students are expected to demonstrate the proper attitude toward the sport, officials, coaches, teammates, teachers and school by their willingness to follow directions and cooperate to the betterment of the team and school.
6. A student shall be ineligible for the next contest if he/she should be ejected from an event. If repeated ejections occur, that student's continued involvement in the program will be reviewed.
7. Students must be enrolled in at least seven courses and must have passed a minimum of six courses (3 units of credit) the semester prior to participation to meet MSHSAA requirements.
8. Any student wishing to participate in extracurricular athletics or activities must be enrolled in three seated courses, with a Midway teacher, on site to be eligible for participation.  
\*\*Example Homeschool and Virtual students.\*\*
9. Sponsors of various organizations and teams may set additional regulations for the students under their guidance.
10. Any ineligible student who wishes to participate in an athletic activity, and who is passing the required number of classes, will be allowed to begin practice 14 days prior to the end of

the quarter in which he/she is ineligible. This will allow the student to meet the number of practices required by MSHSAA to begin on the first day of the quarter he/she is eligible.

11. Students are to ride to and from school sponsored events on school provided transportation. ONLY parents may sign students out at the event site. If a student leaves the event without a parental signature on the sign-out sheet, the student will miss the next contest at the same competitive level. \*\*Students unable to ride home with a legal guardian or parent must seek permission from School Administration 24 hours prior to the event.\*\*

Team membership is open to all students wishing to participate, who meet Midway R-I School District requirements, Team requirements, and Missouri State High School Activities requirements. Eligibility is not a student's right by law, and legal precedent affirming this has been set. This eligibility policy covers ALL extracurricular activities.

- **BOOKS**

Textbooks are owned by the school and loaned to students for their use. The books are to be returned in satisfactory condition. Books returned in a condition that reflects anything other than normal use and wear are expected to be replaced by the student at the current replacement value.

- **BREAKFAST**

Secondary students will be required to eat breakfast between 7:40 am and 7:56 am in the cafeteria. You must show your student ID card to make a purchase. \*\*In class Food and Beverage consumption is dependent upon individual classroom rules.\*\*

- **Backpacks/Bags/Purses**

Backpacks, purses, or bags of any kind will be allowed in the classroom at the discretion of the individual teacher and his or her classroom. Students who do not comply with the expectations of the teacher will be subject to discipline.

- **CAPTAP Program**

Students who participate in extracurricular activities that are underneath the jurisdiction of MSHSAA are now covered by the Midway R-I School District CAPTAP (Continued Activity Program Through Academic Performance) Program. Students will be required to attend two (T and TH) thirty-minute study sessions per week if, during the weekly grade checks, one or more of their grades falls below a 70% C- level.

CAPTAP will be Tuesday and Thursday mornings from 7:15-7:45 am or 3:15-4:15 pm. If a student is absent from CAPTAP, he/she will be ineligible to practice or participate until he/she has returned to the CAPTAP program. If the student is absent for the entire school day, on the day that he/she has been assigned CAPTAP, they will be required to attend after-school detention the following day to make up that CAPTAP day.

- Tutoring and CAPTAP are available to all 9-12 grade students regardless of their participation in an extracurricular activity.

- **CELL PHONES & ELECTRONIC DEVICES** **POLICY: KKB**

Cell phone use is prohibited in the classrooms or other areas of the school during instructional times. Cell phones may be used before/after school, during lunch, and may be checked at your locker during passing periods. If cell phones are seen out anywhere except where allowed they will be confiscated. This includes the restrooms. If cell phones are out or in possession and/or become a disruption during instructional time they will be confiscated. (Instructional time is defined as the time designated for instruction in the classroom, "class periods" as well as assemblies.)

Students will not be allowed to use the school phones in the classroom unless instructed by the teacher. Cell phones and cameras are strictly prohibited in the locker rooms and restrooms. The district has established limits on the use of recording equipment in order to minimize disruption and protect instructional time essential to improving student achievement. Any recording activity, even activity permitted under this policy, will be prohibited if the activity creates a disruption to the education process.

Electronic devices may not be used in the school during class and will be confiscated. These items and cell phones will be considered as disruptive to the educational process.

(\*See [Disruption of Educational Process](#))

- **CHANGE OF ADDRESS/PHONE**

It is the responsibility of the student to immediately notify the office of any change in telephone number or address so that we may be able to contact appropriate people in case of an emergency.

- **CONFERENCES**

Parents are encouraged to closely monitor their child's progress in school. Conferences may be requested by parents, teachers, or administration. Parents may arrange a conference with teachers or the principal by calling the office at 816-250-2994.

- **Candy, Pop and Other Food Items**

Students will be allowed to have drinks and snack items during class at the discretion of the individual teacher and his or her classroom rules. Students will need to complete their breakfast prior to arrival at school or have breakfast finished in the cafeteria before school begins at 8:00am. Any damage to school property by the student because of food or beverage will result in the student being responsible for replacement of the item. Students who do not comply with the expectations of the teacher will be subject to discipline. Fast food brought in during school hours for students will be left in the office until their lunch shift. Food can only be brought for your student and not other students.

- **Care of School Property**

It is the responsibility of each student to see that school property is kept in good condition. Students will be held responsible for all chromebooks, IPADs, books, supplies, and furniture provided to them by the Board of Education. All textbooks will be furnished by the school. If any of the above provided items are lost or damaged, the student will be required to pay the amount to repair or replace them. Students who deface or damage school property shall be required to pay all damages. Willful damage to property will be considered grounds for suspension. In

cases of theft of school property, persons can expect to be prosecuted.

- **Dance Admissions Policy**

All dances at Midway School are for Midway High School students and guests. Students on the ineligibility list, students on suspension, and middle school students may not attend high school dances. Students must be in attendance at school the entire day of the dance. If the dance is on a Saturday then they must be in attendance the day before. The following high school dance guidelines shall govern-out-of-district guests:

1. All guests must be registered at least (5) school days in advance.
2. All guests must be 20 years of age or younger at time of dance.
3. Guests must have been in good standing at their respective high school upon graduation.
4. No high school dropouts will be allowed.
5. All guests must accompany the person registered to them.

- **DUAL CREDIT CLASSES**

Midway High School has entered into agreements with a handful of Universities and Colleges to offer classes that will issue dual credit. The classes may be taken for high school and/or college credit. To be eligible, students must meet the requirements in the course description handbook.

- **EDUCATIONAL TRIPS**

Various classes, clubs, teams and organizations make educational trips to cities, schools, etc. throughout the school year. Midway will provide transportation to and from these events. Students are required to ride school transportation to and from the events unless a PARENT is at the event to sign them out. Students are expected to follow school regulations on all such trips.

- **EMERGENCY DRILLS**

Periodic emergency drills will be conducted. Instructions will be posted in every room and should be followed in the event of an emergency. You should remain calm, stay with your group or class, and take your valuables with you. Leave books and class materials behind.

- **FACILITIES USE**

Student use of school facilities is restricted to those times at which students are under direct faculty supervision. The gym, weight room, library, etc. are off-limits to students unless a faculty member is present to supervise. This includes over school vacations and weekends.

- **FUND RAISING**

All fund raising activities using the name of "Midway R-I Schools," or one of its teams, organizations or clubs must have approval of the principal or activities director.

- **INTERNET USAGE POLICY: EHB**

The Midway R-I School District recognizes the importance to students to have access to electronic-based research tools and to master skills for their application to learning, problem solving, production of work, and presentation of information. The district also recognizes that while these resources represent extraordinary learning opportunities

and enriching educational materials, they also offer persons with illegal, immoral or inappropriate motives avenues for reaching students, teachers, staff, parents/guardians and members of the community. Additionally, these resources present opportunities for users to explore areas that are either confidential, have restricted access, are inappropriate or are disruptive to the classroom or workplace. It is the purpose of district policy and regulations to outline acceptable student and employee behavior with respect to use of district technology and electronic resources.

- **JUNIOR HIGH RETENTION**

To be promoted from the 7<sup>th</sup> or 8<sup>th</sup> grade a student must pass a minimum of three classes per semester of the required courses of English, Math, Science, and Social Studies for a total of 6 of the 8 semester core classes per year. Any student who does not meet this requirement or fails both semesters of the same core class may be required to attend summer school. During summer school the student will be required to successfully complete all unsatisfactory assignments from the semesters failed. The final decision to promote or retain shall remain with the principal, guidance counselor and teacher.

- **LIBRARY**

The Midway library provides students with many resources. Students in the library are under the supervision of their classroom teacher and/or the librarian. All books are loaned for a two-week period. They may be renewed with the permission of the librarian. Students going to the library from a classroom or study hall are to present a pass to the librarian. All books and material are to be returned to the proper places when leaving. Appropriate behavior is expected while utilizing the resources in the library. Internet usage will be governed and regulated as required.

- **LOCKERS**

Lockers are the property of Midway R-I and as such may be legally inspected at any time. Lockers are assigned at the time of enrollment and these assignments should not be changed without permission from the office.

Lockers should not be slammed, kicked, defaced or otherwise damaged. Locker decorations must not be offensive. If a problem arises, report the problem to the office at once.

- **NATIONAL HONOR SOCIETY**

The purpose of the National Honor Society is to recognize students who display superior academics, leadership, character and service in school and community. Midway sophomores, juniors and seniors are eligible for consideration as National Honor Society Members if they meet the academic standards and display leadership, service and character. Students who meet these standards may fill out an application for admittance. This application along with interviews and other applicable information will be used by a faculty panel in making the final selections. Students who are selected are required to attend organizational meetings and participate in service and fundraising projects.

- **OBLIGATIONS DUE**

All fines from the current or previous school year, whether due to library fines, book fines, debts for property damage, lost equipment or uniforms, etc., must be paid or equipment returned before the student will be eligible for any school related activities. Grade cards and records may be held until all obligations are met. These obligations will be documented via a fine list compiled through the high school office at the end of each grading period.

- **STUDENT GOVERNMENT (SGA)**

The Midway Student Government Association officers consist of a President, Vice-President, Secretary, and Treasurer elected by the student body in the spring for the coming school year. The president of each class will serve as a class representative for SGA. In the fall, all other

students have the opportunity to apply to be a class representative. Each class will have at least 2 representatives. Meetings will be held on a monthly basis or more frequently as needed.

- **CLASS AND CLUB MEETINGS**

Each class will elect a President, Vice-President, Secretary, Treasurer, and two boys and two girls as SGA representative. All candidates must be willing to devote time and work to the class or club and its activities. Meetings will be called as needed.

- **CLASS AND CLUB OFFICERS**

A student may hold many elected offices during his/her high school career. However, a student may only hold one major office at a time. Those considered to be a major office are the following: Student Council—President, Vice-President, Secretary, & Treasurer    President of any class and President of any club

- **STUDENT PARTICIPATION ELIGIBILITY**

Participation in school activities and events is a privilege. The first goal of the Midway School is to educate the student. The activities and events are secondary. Students must carry specified levels of attendance, grades and behavior to be eligible to attend and participate in school activities. (i.e., ball games, dances, etc.) Students must pass a minimum of 6 of the 7 classes from the previous semester. Any student unable to obtain these goals will be ineligible for participation at all school events and activities.

- **VISITORS**

Parents are welcome visitors to our school at any time. Parents are asked to notify the principal of their presence at school. No other visitors are allowed without the principal's consent. ALL VISITORS ARE REQUIRED TO REGISTER IN THE OFFICE. All visitors must get a visitor pass from the office. Visitor passes may be issued to alumni and former students who are beyond high school age. No visitor passes will be issued to dropouts of school age or students from other schools (unless approved in advance).

- **WEATHER REPORTS & SCHOOL CANCELLATIONS**

When it becomes necessary to cancel school due to bad weather, you will receive a call from the school notification service and the following radio & TV stations will be notified:

- **WITHDRAWAL**

A student planning to withdraw from school should report to the office the morning of his/her last day at Midway. The withdrawal sheet should be presented to all teachers, cafeteria, counselor, library, and athletic director and then returned to the office at the end of the day.

The District will then transfer student records, including discipline records, to the school district where the student is seeking to enroll.

## **Selected School Board Policies Summary**

See District Policy Manual for Complete Policies  
School District policies are also available online at [www.midwayk12.net](http://www.midwayk12.net)

A policy manual can be accessed during regular business hours in the Superintendent's Office.

- **Notice of Nondiscrimination**

Students, parents of elementary and secondary school students, employees, applicants for admission and employment and sources of referral of applicants for admission and employment with Midway R-I School District are hereby notified that this institution does not discriminate on the basis of sex or handicap in admission, access to, treatment, or employment in its programs and activities. Inquiries concerning the district's compliance with Title IX or Section 504 should contact the district's Title IX or Section 504 coordinator (816) 250-2994.

- **Title IX Grievance Procedure**

Level 1: Discuss grievances with the principal, teacher, or counselor. Level 1 of the grievance procedure is informal and optional. Level 2: Take grievance to the District's Title IX/Section 504 Coordinator. Grievance may be formalized by filing a Compliance Violation Form. Form can be obtained from Title IX/Section 504 Coordinator. Level 3: Present a written appeal to the Superintendent within ten working days after the grievant receives the report from the Title IX and Section 504 Coordinator. Level 4: If complaint is not resolved at Level 3, the grievant may proceed to Level 4 by presenting a written appeal to the President of the Board of Education within ten working days after receiving a report from the Superintendent.

- **Civil Rights Title IX, Section 504 Documentation Form**

Document is available upon request from the Midway R-I School District office.

- **Sexual Harassment Prohibited Notice**

Midway R-I School District is committed to an academic and work environment in which all students and employees are treated with dignity and respect. Sexual harassment of students and employees whether committed by supervisors, employees or students and regardless of whether the victim is an employee or student will not be tolerated. Inquiries, complaints or grievances from students and their parents and employees regarding sexual harassment or compliance with Title IX may be directed to the Superintendent of Schools, to the District's Title IX Coordinator or the Director of the Office of Civil Rights, Department of Education, Washington, D.C.

- **Harassment Grievance Form**

Document is available upon request from the Midway R-I School District office.

- **Notice of Release of Information to Military Recruiters**

The district may notify parents of secondary school students that it is required to release the student's name, address and telephone listing to military recruiters and institutions of higher education upon request. Parents or eligible students may request that the district not release this information, and the district will comply with the request.

- **Notice of Nondiscrimination and Student Rights**

Any student who believes he or she has been the victim of sexual harassment or harassment based on race, color, national origin, ethnicity, disability, sexual orientation or perceived sexual orientation by a student, teacher, administrator, or other school personnel of the Midway R-I

School District, or by any other person who is participating in, observing, or otherwise engaged in activities, including sporting events and other extracurricular activities, under the auspices of the District, is encouraged to immediately report the alleged acts to the appropriate District official. Any school staff member who has or receives notice is required to immediately report the alleged acts to the appropriate District official. Any other person with knowledge or belief that a student has or may have been the victim of unlawful discrimination, sexual harassment or prohibited harassment, is encouraged to immediately report the alleged acts to the appropriate District official.

- **FERPA Educational Rights Annual Notification**

Each year the Midway R-I School District is required to give notice of the various rights accorded to parents or students pursuant to the Family Educational Rights and Privacy Act (FA). Parents and students have a right to be notified and informed. In accordance with FERPA, you are notified of the following: **RIGHT TO INSPECT:** You have a right to review and inspect substantially all of your education records maintained by or at this institution. **RIGHT TO PREVENT DISCLOSURES:** You have the right to prevent disclosure of education records to third parties with certain limited exceptions. It is the intent of this institution to limit the disclosure of information contained in your education records to those instances when prior written consent has been given to the disclosure, as an item of directory information of which you have not refuse to permit disclosure, or under the provisions of FERPA which allow disclosure without prior written consent. **RIGHT TO REQUEST AMENDMENT:** You have the right to seek to have corrected any parts of an education record which you believe to be inaccurate, misleading or otherwise in violation of your rights. **RIGHT TO COMPLAIN TO FERPA OFFICE:** You have the right to file a complaint with the Family Policy Compliance Office, U.S. Dept. of Education, Washington, D.C., concerning the Midway R-I School District's failure to comply with FERPA. **RIGHT TO OBTAIN POLICY:** You have the right to obtain a copy of the written policy adopted by the Board of Education of the Midway R-I School District in compliance with FERPA.

- **Notice of Designation of Directory Information**

Midway R-I School District has designated the following information as directory information: student's name, grade level, address, phone number, photograph, date and place of birth, participation in officially recognized activities and sports, weight and height of members of athletic teams, degrees, honors and awards received, dates of attendance. If you do not want Midway R-I School District to disclose directory information from your child's educational records without your prior written consent, you must notify the district in writing by September 15<sup>th</sup>.

- **PPRA Notice and Consent/Opt-Out for Specific Activities POLICY: JHDA**

*Inspection*

Any parent may inspect, upon request, any instructional material used as part of the educational curriculum and all instructional materials, including teachers' manuals, films, tapes or other supplementary material, that will be used in connection with any survey, analysis or evaluation as part of any applicable program. Further, a parent may inspect, upon request, a survey created by a third party before the survey is administered or distributed by a school to a student. The term "instructional material" does not include academic tests or academic assessments.

In general, the district will not collect, disclose or use personal student information for the purpose of marketing or selling that information or otherwise providing the information to others for that purpose. In the rare case where the district may collect information from students for the purpose of marketing or selling that information, parents may inspect any instrument used before the instrument is administered or distributed to a student, upon request and in accordance with Board policy.

### **Consent Required**

In accordance with law, no student, as part of any program wholly or partially funded by the U.S. Department of Education, shall be required to submit to a survey, analysis or evaluation (hereafter referred to as "protected information survey") that reveals any of the following information without written consent of a parent:

1. Political affiliations or beliefs of the student or the student's parent.
2. Mental or psychological problems of the student or the student's family.
3. Sex behavior or attitudes.
4. Illegal, antisocial, self-incriminating or demeaning behavior.
5. Critical appraisals of other individuals with whom respondents have close family relationships.
6. Legally recognized privileged or analogous relationships, such as those of lawyers, physicians and ministers.
7. Religious practices, affiliations or beliefs of the student or the student's parent.
8. Income other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program.

### **Notice and Opportunity to Opt Out**

In accordance with law, parents will receive prior notice and an opportunity to opt a student out of:

1. Any other protected information survey, as defined above, regardless of the funding source.
2. Any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent and not necessary to protect the immediate health and safety of a student, or any physical exam or screening permitted or required under state law, except for hearing, vision or scoliosis screenings.
3. Activities involving the collection, disclosure or use of personal information obtained from students for marketing, selling or otherwise distributing information to others.

The district will directly notify parents at the beginning of the school year of the specific or approximate dates during the school year when the above-listed activities will occur or are expected to be scheduled.

### **Notification of Policy and Privacy**

In accordance with law, parents will be directly notified of this policy at least annually at the beginning of the school year and within a reasonable period of time after any substantive change in the policy.

The district will take measures to protect the identification and privacy of the students participating in a protected information survey, regardless of the source of funding. These measures may include limiting access to the completed surveys and the survey results as allowed by law. All student educational records will be protected in accordance with law and Board policy JO.

The provisions of this policy applicable to parents will transfer to a student who is 18 years old or emancipated.

- **Notice of Services for Students with Disabilities**

All responsible public agencies are required to locate, evaluate, and identify children with disabilities who are under the jurisdiction of the agency, regardless of the severity of the disability, including children attending private schools, highly mobile children, such as migrant and homeless children, and children who are suspected of having a disability and in need of special education even though they are advancing from grade to grade. The Midway R-I School District assures that it will provide a free, appropriate public education (FAPE) to all eligible children with disabilities between the ages of 3 and 21 under its jurisdiction. This Midway R-I School District assures that it will provide information and referral services necessary to assist the State in the implementation of early intervention services for infants and toddlers eligible for the Missouri First Steps program. The Midway R-I School District has developed a Local Compliance Plan for the implementation of State Regulations for the Individuals with Disabilities Education Act (IDEA). This plan contains the agency's policies and procedures regarding storage, disclosure to third parties, retention and destruction of personally identifiable information and the agency's assurances that services are provided in compliance with the General Education Provision Act (GEPA). This plan may be reviewed at Midway R-I School between the hours of 8:00 a.m. and 4:00 p.m. Local school districts in the State of Missouri are required to conduct an annual census of all children with disabilities or suspected disabilities from birth to age twenty-one that reside in the district. This census must be compiled by December 1 of each year. This information is treated as confidential and must include: name of the child; parent/legal guardian's name/address; birth date and age of the child; the child's disability; and the services provided to the child. If you have a child with a disability or know of a child with a disability who is not attending public school, please contact Midway R-I School District, 5801 E. State Rt. 2, Cleveland, MO 64734. This notice will be provided in native languages as appropriate.

- **Notice of English as a Second Language (ESL/ESOL)**

The Midway R-I Board of Education is committed to identifying and assessing the educational needs of students whose native or home language is other than English. Once identified, the district will provide appropriate programs to address the needs of these students. Students entitled to considerations under this policy include: 1. Language Minority, students who come from a background where English is not the student's first language, or where the primary language of the home is not English, or both. 2. Limited English Proficient, students whose English language skills are insufficient to lead to success in an English-only classroom.

- **INTERNET USAGE** **POLICY: EHB**

The Midway R-I School District's technology exists for the purpose of maximizing the educational opportunities and achievement of district students. Research shows that students

who have access to technology improve achievement. In addition, technology assists with the professional enrichment of the staff and Board and increases engagement of students' families and other patrons of the district, all of which positively impact student achievement. The district will periodically conduct a technology census to ensure that instructional resources and equipment that support and extend the curriculum are readily available to teachers and students.

The purpose of this policy is to facilitate access to district technology and to create a safe environment in which to use that technology.

### **Definitions**

For the purposes of this policy and related procedures and forms, the following terms are defined:

*Technology Resources* – Technologies, devices and resources used to access, process, store or communicate information. This definition includes, but is not limited to: computers, modems, printers, scanners, fax machines and transmissions, telephonic equipment, audio-visual equipment, Internet, electronic mail, electronic communications devices and services, multimedia resources, hardware and software.

*User* – Any person who is permitted by the district to utilize any portion of the district's technology resources including, but not limited to, students, employees, School Board members and agents of the school district.

*User Identification (ID)* – Any identifier that would allow a user access to the district's technology resources or to any program including, but not limited to, email and Internet access.

*Password* – A unique word, phrase or combination of alphabetic, numeric and non-alphanumeric characters used to authenticate a user ID as belonging to a user.

### **Authorized Users**

The district's technology resources may be used by authorized students, employees, School Board members and other persons such as consultants, legal counsel and independent contractors. All users must agree to follow the district's policies and procedures. Unless authorized by the superintendent or designee, all users must have a signed *User Agreement* on file with the district before they are allowed access to district technology resources.

Use of the district's technology resources is a privilege, not a right. No potential user will be given an ID, password or other access to district technology if he or she is considered a security risk by the superintendent or designee.

### **User Privacy**

A user does not have a legal expectation of privacy in the user's electronic communications or other activities involving the district's technology resources, including email and access to the Internet or network drives. By using the district's network and technology resources, all users are consenting to having their electronic communications and all other use monitored by the district. A user ID with email access will only be provided to authorized users on condition that

the user consents to interception of or access to all communications accessed, sent, received or stored using district technology.

Electronic communications, downloaded material and all data stored on the district's technology resources, including files deleted from a user's account, may be intercepted, accessed or searched by district administrators or designees at any time in the regular course of business to protect users and district equipment. Any such search, access or interception will be reasonable in inception and scope and shall comply with all applicable laws.

### **Technology Administration**

The Board directs the superintendent or designee to create procedures governing technology usage and to assign trained personnel to maintain the district's technology in a manner that will protect the district from liability and will protect confidential student and employee information retained on or accessible through district technology resources.

Administrators of computer resources may suspend access to and/or availability of the district's technology resources to diagnose and investigate network problems or potential violations of the law or district policies and procedures. All district technology resources are considered district property. The district may maintain or improve technology resources at any time. The district may remove, change or exchange hardware or other technology between buildings, classrooms or users at any time without prior notice. Authorized district personnel may install or remove new programs or information, install new equipment, upgrade any system or enter any system to correct problems at any time.

### **Content Filtering and Monitoring**

The district will monitor the online activities of minors and operate a technology protection measure ("filtering/blocking device") on the network and/or all computers with Internet access, as required by law. The filtering/blocking device will be used to protect against access to visual depictions that are obscene or harmful to minors or are child pornography, as required by law. Filtering/Blocking devices are not foolproof, and the district cannot guarantee that users will never be able to access offensive materials using district equipment. Evasion or disabling, or attempting to evade or disable a filtering/blocking device installed by the district is prohibited.

The superintendent, designee or the district's technology administrator may disable the district's filtering/blocking device to enable a non-student user access for bona fide research or other lawful purposes. In making decisions to disable the district's filtering/blocking device, the administrator shall consider whether the use will serve a legitimate educational purpose or otherwise benefit the district.

### **Closed Forum**

The district's technology resources are not a public forum for expression of any kind and are to be considered a closed forum to the extent allowed by law. The district's web page will provide information about the school district, but will not be used as an open forum.

All expressive activities involving district technology resources that students, parents/guardians and members of the public might reasonably perceive to bear the imprimatur of the district and that are designed to impart particular knowledge or skills to

student participants and audiences are considered curricular publications. All curricular publications are subject to reasonable prior restraint, editing and deletion on behalf of the school district for legitimate pedagogical reasons. All other expressive activities involving the district's technology are subject to reasonable prior restraint and subject matter restrictions as allowed by law and Board policies.

### **Records Retention**

Trained personnel shall establish a retention schedule for the regular archiving or deletion of data stored on district technology resources that complies with the *Public School District Records Retention Manual* as well as the *General Records Retention Manual* published by the Missouri Secretary of State. In the case of pending or threatened litigation, the district's attorney will issue a litigation hold directive to the superintendent or designee.

The litigation hold directive will override any records retention schedule that may have otherwise called for the transfer, disposal or destruction of relevant documents until the hold has been lifted by the district's attorney. E-mail and computer accounts of separated employees that have been placed on a litigation hold will be maintained by the district's information technology department until the hold is released. No employee who has been notified of a litigation hold may alter or delete any electronic record that falls within the scope of the hold. Violation of the hold may subject the individual to disciplinary action, up to and including termination of employment, as well as personal liability for civil and/or criminal sanctions by the courts or law enforcement agencies.

### **Violations of Technology Usage Policies and Procedures**

Use of technology resources in a disruptive, manifestly inappropriate or illegal manner impairs the district's mission, squanders resources and shall not be tolerated. Therefore, a consistently high level of personal responsibility is expected of all users granted access to the district's technology resources. Any violation of district policies or procedures regarding technology usage may result in temporary, long-term or permanent suspension of user privileges. User privileges may be suspended pending investigation into the use of the district's technology resources.

Employees may be disciplined or terminated, and students suspended or expelled for violating the district's technology policies and procedures. Any attempted violation of the district's technology policies or procedures, regardless of the success or failure of the attempt, may result in the same discipline or suspension of privileges as that of an actual violation.

### **Damages**

All damages incurred by the district due to a user's intentional or negligent misuse of the district's technology resources, including loss of property and staff time, will be charged to the user. District administrators have the authority to sign any criminal complaint regarding damage to district technology.

### **No Warranty/No Endorsement**

The district makes no warranties of any kind, whether expressed or implied, for the services, products or access it provides. The district's technology resources are available on an "as is, as available" basis.

The district is not responsible for loss of data, delays, nondeliveries, misdeliveries or service interruptions. The district does not endorse the content nor guarantee the accuracy or quality

of information obtained using the district's technology resources.

● **BEHAVIORAL EXPECTATIONS** **POLICY: JG**

The Student Code of Conduct is designed to foster student responsibility, respect for others, and to provide for the orderly operation of district schools. No code can be expected to list each and every offense that may result in disciplinary action. However, it is the purpose of this code to list certain offenses which, if committed by a student, will result in the imposition of a certain disciplinary action. Any conduct not included herein, or an aggravated circumstance of any offense or an action involving a combination of offenses may result in disciplinary consequences that extend beyond this code of conduct as determined by the principal, superintendent and/or Board of Education. In extraordinary circumstances where the minimum consequence is judged by the superintendent or designee to be manifestly unfair or not in the interest of the district, the superintendent or designee may reduce the consequences listed in this policy, as allowed by law. This code includes, but is not necessarily limited to, acts of students on school property, including playgrounds, parking lots and school transportation, or at a school activity, whether on or off school property.

**Reporting to Law Enforcement**

It is the policy of the Midway R-I School District to report all crimes occurring on school grounds to law enforcement, including, but not limited to, the crimes the district is required to report in accordance with law.

The following acts, regardless of whether they are committed by juveniles, are subject to this reporting requirement:

1. First or second degree murder under §§ 565.020, .021, RSMo.
2. Voluntary or involuntary manslaughter under § 565.024, RSMo.
3. Kidnapping under § 565.110, RSMo.
4. First, second or third degree assault under §§ 565.050, .060, .070, RSMo.
5. Sexual assault or deviate sexual assault under §§ 566.040, .070, RSMo.
6. Forcible rape or sodomy under §§ 566.030, .060, RSMo.
7. Burglary in the first or second degree under §§ 569.160, .170, RSMo.
8. Robbery in the first degree under § 569.020, RSMo.
9. Possession of a weapon under chapter 571, RSMo.
10. Distribution of drugs under §§ 195.211, .212, RSMo.
11. Arson in the first degree under § 569.040, RSMo.
12. Felonious restraint under § 565.120, RSMo.
13. Property damage in the first degree under § 569.100, RSMo.
14. Child molestation in the first degree pursuant to § 566.067, RSMo.
15. Sexual misconduct involving a child pursuant to § 566.083, RSMo.
16. Sexual abuse pursuant to § 566.100, RSMo.

The principal shall also notify the appropriate law enforcement agency and superintendent if a student is discovered to possess a controlled substance or weapon in violation of the district's policy.

In addition, the superintendent shall notify the appropriate division of the juvenile or family court upon suspension for more than ten (10) days or expulsion of any student who the district

is aware is under the jurisdiction of the court.

### **Documentation in Student's Discipline Record**

The principal, designee or other administrators or school staff will maintain all discipline records as deemed necessary for the orderly operation of the schools. In addition, any offense that constitutes a "serious violation of the district's discipline policy" must be documented in the student's discipline record in accordance with law. Policy JGF defines a "serious violation of the district's discipline policy" as one (1) or more of the following acts if committed by a student enrolled in the district:

1. Any act of school violence or violent behavior.
2. Any offense that occurs on school property, on school transportation or at any school activity and that is required by law to be reported to law enforcement officials.
3. Any offense that results in an out-of-school suspension for more than ten (10) school days.

## **DEFINITIONS**

**TEACHER DETENTION:** The student will be required to remain after school from 3:15 to 3:45 p.m. or come to school early from 7:25 a.m. to 7:55 a.m. under teacher supervision and at the teacher's discretion. The student will be given at least one day notice to arrange for transportation. Transportation is the student's responsibility.

**PRINCIPAL'S DETENTION:** The student will be required to report to the principal's office or assigned room by 3:15 p.m. and serve detention until 4:15 p.m. on the day detention is held. The student will be given at least one day notice so that arrangements for transportation can be made. This is the responsibility of the student. Principal's detention will be on Tuesday and Thursday only.

**SATURDAY SCHOOL:** The student will be required to report to the school at 7:30 a.m. on the assigned Saturday. Transportation is the responsibility of the student and their parents. The session will last till 11:30 a.m. and the student will have to provide material to work on during that time.

**IN-SCHOOL SUSPENSION:** The student will be permitted to attend school but will be isolated in the in-school suspension room and abide by the in-school suspension rules.

**OUT-OF-SCHOOL SUSPENSION:** The student will not be permitted to attend school or any school functions including performances, games, practices etc. for the assigned number of days of suspension. The student will receive credit for work completed while in-school suspension.

**DISCIPLINARY SCHEDULE CHANGE:** The student is removed from one class and placed in another due to disciplinary reasons and at the discretion of the principal.

**DISCIPLINARY PROBATION:** Probation occurs when a student has a disciplinary schedule change and/or 10 disciplinary referrals and/or the third suspension assignment. Should a student on probation have a second disciplinary schedule change, receive the 11<sup>th</sup> disciplinary referral or the fourth suspension assignment, he/she will be suspended from school until a parent or guardian meets with the principal. The student may be suspended from school for up to 10 days.

**PARENT NOTIFICATION:** In all cases involving disciplinary referrals, students will be required to have parents sign disciplinary referrals and return them to the principal, and/or parent will be notified. At least two attempts will be made to contact parents by phone in cases involving out-of-school suspension. In all cases of suspension parents will be notified.

Athletics & Activities



**MHS**  
Midway R-I JH/HIGH SCHOOL

# Athletic/Activity Handbook 2024-2025

## ● **INTRODUCTION**

Welcome to Midway R-I School District's activity/athletic program. Hopefully, your decision to take advantage of our extracurricular and co-curricular programs will be educational, rewarding, and challenging. This handbook is given to you so that you might be more aware of the programs that are available and their inter-relationships. The Midway R-I School District encourages you to take advantage of as many programs as your time and talent will permit. **WE DO NOT ENCOURAGE SPECIALIZATION IN ONE SPORT; RATHER, WE WOULD ENCOURAGE YOU TO EXPERIENCE A VARIETY OF SPORTS AS WELL AS OTHER SCHOOL ACTIVITIES.** Naturally, due to conflicts in seasons, practice times, schedules, etc., some choices will have to be made by you. Good luck to you as you strive to grow emotionally, mentally, socially and physically through activities/athletics.

## ● **PHILOSOPHY**

We believe that interscholastic activities shall supplement the secondary curricular program, and as such become a vital part of a student's total educational experience. These experiences contribute to the development of learning skills and emotional patterns that enable the student to make maximum use of his education. Student participation in any part of our activities is a **privilege** which carries with it responsibility to the school, to the activity, to the student body, to the community and to the student himself. This participation will help to develop the student physically, mentally, socially, and emotionally.

## ● **GOAL STATEMENT**

Student activities and athletics shall be an integral part of the total secondary educational program which shall provide experience not otherwise provided and which will help students to acquire additional knowledge, skills, and emotional patterns necessary as attributes of good citizenship.

## ● **RESPONSIBILITIES**

As a student participant, you are in school to secure the best secondary education you are capable of achieving. Deciding to take advantage of **THE OTHER HALF OF EDUCATION** plays a significant part in your total educational development. However, with this decision also come certain responsibilities:

1. Striving to achieve sound citizenship and desirable social traits, including emotional control, honesty, cooperation, dependability, and respect for others and their abilities.
2. Maintaining academics and eligibility standards as established by the Missouri State High School Activities Association and the Midway R-I School District.
3. Learning the spirit of hard work and sacrifice.
4. Learning to attain physical fitness through good health habits.
5. Desiring to excel to the limits of your potential.
6. Showing respect for authority, peers, yourself and property.
7. Willing to accept the leadership role that is instilled through the activity program.

Keep in mind that you are in the public eye and your personal conduct always must be above reproach. You have an obligation to create a favorable image and gain the respect of your

teammates, your student body and the community.

- **BASIC GUIDELINES FOR PARTICIPATION**

1. Students are free to make their own selections as to activities in which they wish to participate. It is the Midway R-I School District policy that when students face a conflict between two schools sponsored activities the sponsors of the activities shall meet to determine a resolution with the best interest of the student in mind. Certain school activities (to be determined by the administrators) will have priority. Students are not to be penalized by the activity not attended.
2. A student who has gone out for a sport but quits of his own accord will not be eligible to start practicing or pre-season conditioning for another sport before the end of the competition in the sport that was dropped unless the head coach (of the sport that was dropped), signs a release form and the head coach of the new sport involved accepts the athlete. EVERY ATHLETE SHOULD UNDERSTAND THIS POLICY.
3. Transportation policy: The following will be adhered to in transporting students for extracurricular activities at Midway R-I School. Students who participate in school-sponsored activities will ride to and from events in school-sponsored transportation. Students who miss the bus to an activity will not be allowed to participate, even if they find other transportation to the event if arrangements have not pre approved.

***Students whose parents provide a note prior to the event or whose parents sign them out with the sponsor at the event will be allowed to ride home with their parents or their parents' designee. Students will not be checked out to ride home with a school-age sibling or friend.***

4. Daily Extracurricular eligibility:
  - A. If it is necessary to be absent from practice, the student is expected to obtain permission from the head coach. Unexcused absences will be handled by the coach and administrative team as such:
    - 1<sup>st</sup> offense –coach's discretion
    - 2<sup>nd</sup> offense –may result in loss of playing time
    - 3<sup>rd</sup> offense –may result in removal from the team.
  - B. Students must be in attendance a full day to participate in any activities scheduled for that day. Exceptions are granted with doctor's note or **administrative pre approval** only included in MSHSAA 2-2-3. A student who is absent from any class without obtaining prior approval may not participate in practices or contests on the day he/she is absent. Students who do not obtain prior approval and practice will result in the loss of playing time in the first contest after the violation is verified.
  - C. In the event that truancy or suspension by a student takes place, the student will not be eligible for participation until he/she has fulfilled the disciplinary requirements established by the administration.
  - D. In the event that a student is assigned an afternoon detention period as the result of a classroom problem, he/she is not allowed to use the excuse of "I have practice, so I can't stay." THE CLASSROOM OBLIGATIONS ALWAYS COME FIRST. The student/athlete will be required to report to practice immediately following

the detention.

- **ABUSE/CRIMES AGAINST SOCIETY FOR STUDENTS IN OUR HIGH SCHOOL ATHLETIC/ACTIVITY PROGRAMS**

- **SECTION I. PHILOSOPHY AND PURPOSE**

A. PHILOSOPHY

Midway R-I School District recognizes the use of mood-altering chemicals as a significant health problem for many adolescents, resulting in negative effects on behavior, learning and the total development of each individual. The use of tobacco and of mood-altering chemicals, such as alcohol, drugs, marijuana, etc., by adolescents affects extracurricular participation and the development of related skills.

The Midway R-I School District also recognizes that at a time when young people need to learn how to deal with adult programs, drugs can give the student a false means of sidestepping those problems. It is also recognized that taking these chemicals further saps their spontaneity and adolescent vitality. The close contact in school district activities by advisors and coaches provides them with a unique opportunity to observe, confront and assist young people.

B. STATEMENT OF PURPOSE

1. To recognize and elevate the physical and emotional potential of students in a positive manner, and encourage the growth of these students in an atmosphere of responsible citizenship.
2. To emphasize the school's concern for maintaining and improving the health and safety of students while participating in activities.
3. To promote students' awareness of the long-term physical and emotional effects of chemical use on their health.
4. To promote equity and a sense of order and discipline among students.
5. To confirm and support existing state laws which restrict the use of chemicals or illegal acts.
6. To establish and promote high standards of conduct for those students who are leaders and standard-bearers among their peers.
7. To assist students who desire assistance in resisting negative peer pressure which may pressure them toward the use of chemical or negative behavior.
8. To provide prevention guidelines for chemical abuse in the activity programs for students and sponsors of the Midway R-I School District.
9. The expectation of the Midway R-I School District is that creditable citizenship is demonstrated at all times. **Non-creditable citizenship will result in disciplinary action or removal from participation by coach/sponsor or administration.**

C. OBJECTIVES

1. To establish a prevention program by adopting penalty guidelines for violations of chemical use or illegal acts by students who participate in school activities.
2. To assure that the fairest treatment is received for the action, the following must occur:

- a. Certainty – enforcement of consequences will follow the violation
- b. Severity- fair penalty for the act
- c. Celerity – promptness of the process; must be immediate

- **SECTION II. ACTIVITIES**

Related activities are interscholastic athletics, cheerleading, music performance groups, FFA, NHS, FCCLA, SGA, etc. Any activity sponsored by the school and/or Missouri State High School Activities Association.

- **SECTION III. CODE OF ETHICS**

1. **STUDENT PLEDGE**

*If I am selected to represent the Midway R-I Schools Activities Program, I will sincerely endeavor to contribute my best to the success of that program. I understand that I represent my family, school, and community. I understand that my participation in the Midway R-I Activities program is not a right, but a privilege. It is important that I present a positive image and serve as role models for others. Therefore, I agree to abide by the provisions of the following "Code of Ethical Behavior". I am also aware that if I do not live up to this agreement. I must accept the consequences for my behavior, which may include dismissal from the activities program(s). I realize that if school policies are violated; the procedure and penalties of those policies will be enforced in addition to those described in the following rules of conduct for participants.*

2. **CODE OF SPORTSMANSHIP AND POSITIVE ATTITUDE:**

As a participant representing the Midway R-I School District, you have the responsibility for exhibiting good sportsmanship at all times. The moment you put on that school uniform, you become a representative of your student body, your school, your community and, most importantly, yourself. You will receive the ingredients of good sportsmanship through the teaching, coaching and examples of the coaching staff. Be sure to exhibit what you learn. A very important lesson we learn through interscholastic athletics/activities is that by hard work and dedication, we can improve. In America, we recognize we can take the ability given us and through hard work and dedication become anything we want to be. No one can tell you what you must be. If you are willing to recognize the ability you possess and work hard, you can achieve success in athletics/activities.

Attitude is one of the principle requisites in becoming a champion in any sport and of course how you act, and how you feel and think in showing your disposition best define that. The desire to excel, to win, to pay the price, is all positive points or attributes of attitude that contribute to a winning philosophy.

Yes, a winning philosophy is important. But likewise realize the importance of how the game is played as well as viewed. Simple acts or gestures of respect such as: displaying good conduct, cooperating with officials, shaking hands with opponents before and after the contest, showing self-control at all times, accepting decisions and abiding by them, accepting both victory and

defeat with pride and compassion, and never being boastful or bitter, will aid you, the individual, and your team as well as to portray the standards of sportsmanship expected of athletes/participants in the Midway R-I School District.

Actually, interscholastic athletics/activities are much like everyday life. America thrives on competition that has made the country as great as it is today. You might say it is the backbone of our great nation. Regardless of your plans in later life, whether to be in labor, management, sales, professions, or whatever, you must realize there will be competition. There are and will be disappointments in all of life's activities. It's how you react to these disappointments that will measure what values you have learned through activity participation and athletic play on the courts, fields, and mats during your high school days.

**All reported incidents of unsportsmanlike behavior will be investigated and their validity determined by the Activities Administrative Team (Head Coach, AD, Assistant Principal and Principal).**

### **3. CODE OF ETHICAL BEHAVIOR:**

#### **CHEMICAL ABUSE/CRIMES AGAINST SOCIETY/SAFE SCHOOLS ACT**

*At any time (from the first day of summer vacation, to the last day of school (grades 7– 12), shall not possess, use, consume, sell distribute or be under the influence of any beverage containing alcohol, controlled substance, imitation controlled substance, steroids, drug paraphernalia, or any substance defined by law as an illegal drug. **It is not a violation of the policy for a student to be in possession of a legally defined drug specifically prescribed for the student's own use by his/her doctor. However, it is a violation to use any drug for a purpose other than its prescribed use.***

In an effort to develop consistency and uniformity within this program, the following substance abuse policy will be enforced.

*A student will be in violation of this policy if the violation is substantiated verbally and/or in writing by:*

- 1. A law enforcement official*
- 2. A medical official*
- 3. A faculty member*
- 4. A school administrator*
- 5. The parent of that student/athlete*
- 6. The confession of that student/athlete with parent/guardian present*
- 7. A coach/sponsor*

**Note: Hearsay and/or anonymous sources will not be used to substantiate violations of this policy.**

- 4. CONSEQUENCES (the following are minimum guidelines only):** These are only minimum guidelines, as all coaches/sponsors have the right to impose additional consequences with their respective programs.

#### **A. NEGATIVE ATTITUDES**

1. First Violation Penalty: The student will be dealt with at the discretion of the coach with documentation being made.

2. Second Violation Penalty: The student will be disciplined by the coach and administrative team. Loss of eligibility for competition may occur.
3. Third and any Subsequent Violation Penalty: The Student will face the coach and administrative team and may face possible removal from the team.

#### **B. UNSPORTSMANLIKE BEHAVIOR:**

1. First Violation Penalty: The student will be dealt with at the discretion of the coach with documentation being made. If the violation occurs during a contest the student will be removed for the remainder of the contest and the student will be ineligible for a portion of the next contest. This will be determined by the Activities Administrative Team and documentation will be made to MSHSAA.
2. Second Violation Penalty: The student will be disciplined by the Activities Administrative Team. Loss of eligibility for competition may occur. If the violation occurs during a contest the student will be removed for the remainder of the contest and the student will be ineligible for the next contest. This will be determined by the Activities Administrative Team and documentation will be made to MSHSAA.
3. Third and any Subsequent Violation Penalty: The Student will face the coach and administrative team and may face possible removal from the team. If the violation occurs during a contest the student will be removed from the team and documentation will be made to MSHSAA.

#### **C. TOBACCO/VAPE/NICOTINE SUBSTANCES**

1. First Violation Penalty: The student shall lose eligibility to compete for a minimum of 20% of competition but will be able to practice at coaches'/sponsors' discretion. The suspension shall begin with the next interscholastic event the student participates. During the time of loss of eligibility, the student must meet all other team obligations set forth by the coach/sponsor. The maximum penalty for a first violation is loss of eligibility for 365 days.
2. Second and any Subsequent Violation Penalty: The student shall lose eligibility for 365 days, beginning with the date of the violation. Also, the student must undergo four (4) hours of tobacco counseling, outside of the instructional day, before he/she can be eligible to participate.

#### **D. ALCOHOLIC BEVERAGE/CONTROLLED SUBSTANCES/CRIMES AGAINST SOCIETY.**

1. First Violation Penalty: The student shall lose eligibility to compete for a minimum of 40% of competition but will be able to practice at

coaches'/sponsors' discretion. The suspension shall begin with the next interscholastic event the student participates. During the time of loss of eligibility, the student must meet all other team obligations set forth by the coach/sponsor. Also, the student must undergo four (4) hours of drug/alcohol counseling or rehabilitation and ten (10) hours of community service, outside of the instructional day, before he/she can be eligible to participate. The maximum penalty for a first violation is loss of eligibility for 365 days.

2. Second and any Subsequent Violation Policy: The student shall lose eligibility for 365 days beginning from the date of violation. Also, the student must undergo ten (10) hours of drug/alcohol counseling or rehabilitation and twenty (20) hours of community service, outside of the instructional day, before he/she can be eligible to participate.

\*If a violation occurs in two different categories the assessment of penalty will fall in the more severe of the two categories.

- **BULLYING AND HAZING**

**Midway R-I Statement on Bullying and Hazing**

The Midway R-I School District prohibits all forms of hazing, bullying and student intimidation. Students participating in or encouraging inappropriate conduct will be disciplined in accordance with BOE policy. Such discipline may include, but is not limited to, suspension or expulsion from school and removal from participation in activities. Students who have been subjected to hazing or bullying are instructed to promptly report such incidents to a school official.

In addition, district staff, coaches, sponsors and volunteers shall not permit, condone or tolerate any form of hazing or bullying or plan, direct, encourage, assist, engage or participate in any activity that involves hazing or bullying. District staff will report incidents of hazing and bullying to the building principal. The principal shall promptly investigate all complaints of hazing and bullying and shall administer appropriate discipline to all individuals who violate this policy.

The district shall annually inform students, parents, staff and volunteers that hazing and bullying is prohibited. This notification may occur through the distribution of the written policy, publication in handbooks, presentations at assemblies or verbal instructions by the coach or sponsor at the start of the season or program.

- **CARE OF EQUIPMENT**

In order to give the student a sense of responsibility and an appreciation of his/her equipment, each will be held accountable for the abuse or loss of it.

**ANY EQUIPMENT LOST OR STOLEN MUST BE PAID FOR BY THE STUDENT IN WHOSE NAME IT WAS CHECKED OUT.**

The following guidelines, if adhered to, will reduce the chances for lost or stolen equipment:

1. Do not exchange or loan any of the equipment checked out to you to another teammate. If exchange is warranted, clear it on our checkout card by having the coach make the adjustments.

2. Except when you are in visual contact, keep your locker closed and **LOCKED** At all times. This includes when you are in the shower. School and personal equipment and belongings should be locked up at all times.
3. Any loss of equipment should be reported immediately to the head coach, rather than waiting until the end of the season.
4. Any protective equipment that does not fit properly or that has any defective parts should be reported to a coach immediately. Do not wear the equipment until the necessary adjustments have been made. This is for your protection.
5. It is against the M.S.H.S.A.A. regulations to sell or rent any equipment to individuals. Therefore, any equipment you may see out of the school environment does not belong to the individual(s). Please report any such violation to a coach or the athletic administrator. By doing so, you are not only helping the athletic department, but also the individual who must pay for the stolen item.

- **PROTECT YOUR ELIGIBILITY**

The Missouri State High School Activities Association, of which the Midway R-I School District is a member, is a voluntary, nonprofit, educational association of junior and senior high schools established for the purpose of working cooperatively in adopting standards for supervising and regulating interscholastic activities and contests. One of the primary functions of M.S.H.S.A.A. is to establish eligibility standards that must be met by all students to attain the privilege of representing their school in interscholastic activities.

Eligibility is a PRIVILEGE to be granted by the school to a student, which allows that student to participate in interscholastic activities. Eligibility is NOT A STUDENT'S RIGHT BY LAW. Precedent setting legal cases has determined that eligibility is a privilege to be granted only if the student meets all standards adopted by the school, which enables the school to grant the student such a privilege.

Listed below is some information to acquaint you with the major rules and regulations you must follow in order to protect your eligibility:

1. You must be a credible school citizen. Creditable school citizens are those students whose conduct, **both in and out of school**, will not reflect discredit upon themselves or their schools.

2. Academics

- a. You must be enrolled in courses offering 3.50 units of credit.

(This is normally seven courses).

- b. You must have earned 3 units of credit the preceding semester. Students may count up to 1 unit of credit from summer school toward establishing their athletic/activity eligibility for the fall semester. Only classes, which are required for graduation from the local school, may be counted toward meeting the academic requirement.

- c. Do not drop classes without first checking with your athletic director or counselor to determine whether it will affect your eligibility.

### 3. Transferring Schools

- a. If you transfer schools and your parents do not move to your new school district, you will be ineligible for 365 days, unless you meet one of the exceptions to the transfer or promotion rules. (See your principal or athletic director).
- b. If you move with your parents to your new school district you will be ineligible until the transfer waiver has been completed.

### 4. Participation Limits

- a. You are eligible to participate in any sport for a maximum of four consecutive seasons. Any part of a game played during a season counts as a season of participation.
- b. Your eligibility in high school activities begins when you first enter the ninth grade and for the first eight semesters that you are enrolled in high school. Your eighth semester must immediately follow your seventh semester.

5. You must enter school within the first 11 days of the semester to be eligible. Otherwise, a transfer request will be required.

### 6. Awards Standards

- a. You may not receive cash, merchandise or gift certificates for participating in an athletic/academic contest.
- b. You may accept awards that are symbolic in nature, such as medals, trophies, ribbons, plaques, etc., for participating in a school athletic/academic program. These awards may be received only from your school, from a school hosting an event, or from the M.S.H.S.A.A.
- c. You may accept awards for participating in non-school sponsored athletic/academic competition only if the awards are symbolic in nature, such as medals, trophies, ribbons, plaques, etc.

7. If you reach the age of 19 prior to July 1, you will be ineligible for interscholastic competition the next school year.

### 8. Non-School Competition

- a. You may not participate in any organized non-school athletic competition and your school team IN THE SAME SPORT during the same season.
- b. Before you join any non-school team or enter any non-school competition Involving athletics, check with your athletic administrator to make certain these standards are being met.
- c. You may participate on a school team and a non-school team in different Sports during the same season; **however, you may not practice or compete in non-school organized athletic competition ON THE SAME DAY that you practice or compete with your school team without approval of the school administration.**

9. You may participate in an “audition” or “try-out” for a college team only after you have completed your last season of eligibility in the sport for which you wish to try out.

10. Sports Camps/Clinics

- a. You may attend a non-school sponsored summer specialized sports camp for as long as you wish, where you do not receive instruction or coaching from a member of your school’s coaching staff.
- b. You may attend a specialized athletic camp outside the school sport season during the school year.
- c. You may attend a camp or clinic where your school’s coaching staff instructs or coaches for a period no longer than two weeks in duration.

REMINDER: Any questions pertaining to eligibility that is not answered above should be brought to the attention of your athletics administrator.



**CODE OF ETHICAL BEHAVIOR AGREEMENT FOR PARTICIPATION IN  
DISTRICT ACTIVITIES PROGRAM (Grades 7-12)**

**Student Agreement**

If I meet the requirements to represent the Midway R-I Schools Activities program, I agree to sincerely endeavor to contribute my best to the success of that program. I understand that I represent my family, school and community. I understand that my participation in the Midway

R-I Schools Activities program is not a right, but a privilege. It is important that I present a positive image and serve as a role model for others. Therefore, I agree to abide by the provisions of the "Code of Ethical Behavior" as described in the Student and Athletic Handbooks. I am also aware that if I do not live up to this agreement, I must accept the consequences for my behavior, which may include dismissal from the activities' programs(s). I realize that if school policies are violated, the procedure and penalties of those policies will be enforced.

By signing this document, I acknowledge that I have read and understand the policy.

Student Name (please print): \_\_\_\_\_

Student's Signature \_\_\_\_\_

Date Signed \_\_\_\_\_ Grade Level \_\_\_\_\_

**Parental/Guardian Agreement**

By signing this document, I acknowledge that I have read and I understand the possible consequences if my child violates this policy.

Parent's Name (please print) \_\_\_\_\_

Parent's Signature \_\_\_\_\_

Date Signed: \_\_\_\_\_

\*\*\*\*\*

Implemented: 08/01/2011 ~ ~ ~ ~ Midway R-I School District, Cleveland, Missouri

**POLICY FOR COMPETING IN TWO SPORTS AT THE SAME TIME**

An athlete may participate in two sports during the same season if he/she meets the following criteria:

- 1. Student is academically eligible to do so.**
- 2. The two sports are similar so special training is not required.**
- 3. Both coaches agree.**
- 4. Individuals on the teams are not affected in terms of participation and morale.**
- 5. Study time is not affected.**
- 6. Athletic Director has approved.**

If approved to move forward, the athlete and both coaches will meet to set the schedule for the season.

The athlete agrees to be at both sports practices and contests as much as possible. The athlete will designate which sport is the primary sport. The athlete will understand that failure to give 100% to either sport may impact both playing time and position on the team.

If the athlete fails to meet the above standards, the Athletic Director has the discretion to void the agreement and the athlete will go to the team they had designated as the primary. If a situation would arise where an athlete who is involved in two sports has events on the same day, the following protocol would be used so that the athlete is not forced to make a decision:

- State Team Competition***
- State Individual Competition***
- Conference Tournament Conference***
- Competition Previously***
- Scheduled Event***
- Rescheduled Event***

If both events were non-conference events and did not meet protocol above, then athlete would go to the sport that he/she had designated as primary.

**Student Priority #1 \_\_\_\_\_ Student Priority #2 \_\_\_\_\_**

\_\_\_\_\_  
**Student Signature:**

\_\_\_\_\_  
**Parent Signature:**

\_\_\_\_\_  
**Priority #1 Coach Signature:**

\_\_\_\_\_  
**Priority #2 Coach Signature:**

**Athletic Director Signature: \_\_\_\_\_**