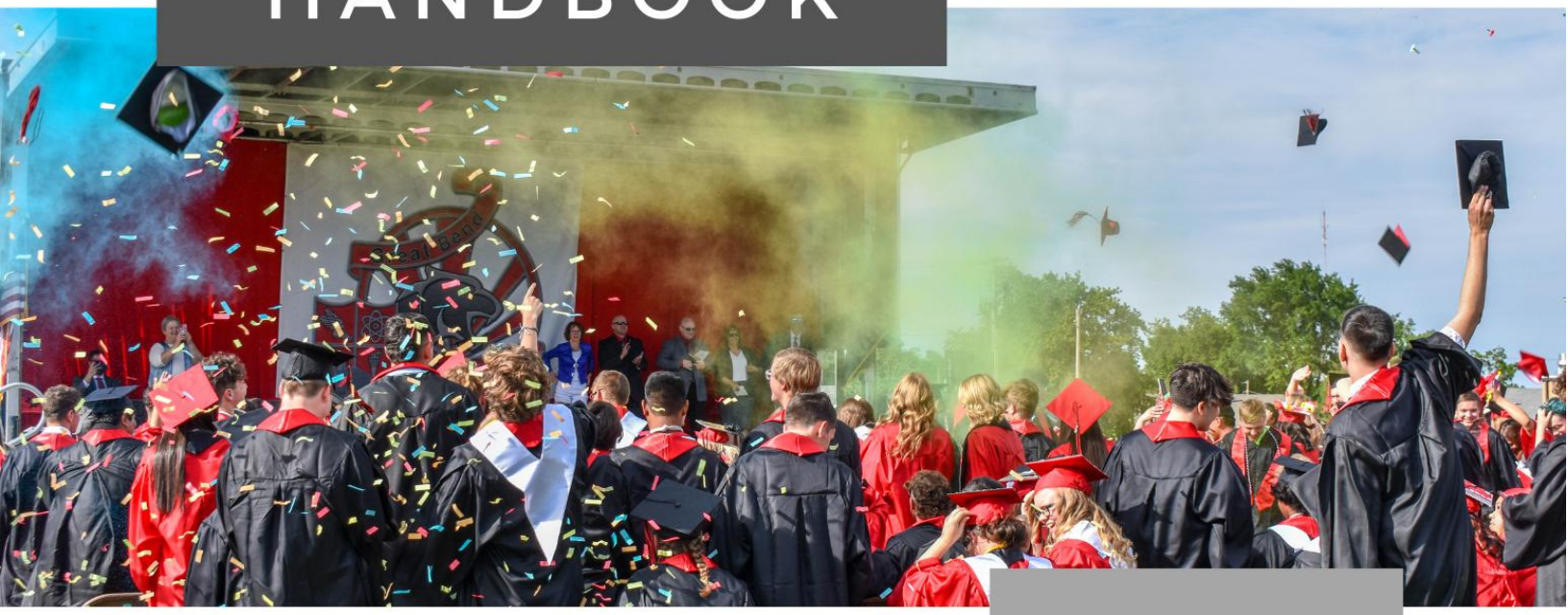
GREAT BEND HIGH SCHOOL

2027 Morton St
Great Bend, KS
620-793-1521
Fax: 620-793-1537

STUDENT HANDBOOK



2026 - 2027

GREAT BEND PUBLIC SCHOOLS · USD 428

Brock Funke, Principal
Carrie Minton, Assistant Principal
Matt Westerhaus, Activities Director

MISSION STATEMENT

Great Bend High School will provide an educational setting to develop in all students the necessary skills to reach their potential and function effectively in tomorrow's world.

Alma Mater

On the plains of central Kansas
Glorious to view
Great Bend High is proudly standing
Hail, all hail to you.

Rhorea cheers ever onward
Famous Panthers black.
Hail to you, our alma mater
Hail, old Red and Black.

Rhorea, Rhorea, Rip, Roar, Rack
Great Bend High School, red and black.
Hit it!!!
Rah, Rah, Rip, Roar, Rack
Great Bend High School red and black!



Fight Song

Go, Great Bend Panthers,
Fight for victory.
There's no team that can be found
To beat our varsity.
Rah! Rah! Rah!

Team work will conquer
We'll be tops, you'll see.
Get up and go, let's fight, fight, fight.
The winners of the game we'll be.

Fight, you Panthers, fight!
Fight, you Panthers, fight!
Let's go, let's fight.
Let's win this game tonight! **(repeat)**

School Creed

We, the members of the student body of Great Bend High School, believe in democracy, high scholarship, in good sportsmanship, and in the necessity of dynamic school spirit. Our leaders represent our highest standards; our building we protect with pride from defacement; our teams we support—win, lose, or draw.

This handbook belongs to:

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2026 – 2027 Student Council

Student Body President – TBD
Student Body Co-Vice President – TBD

Senior Class Sponsor – Julie Buzard
Junior Class Co-Sponsors – Holly Johnson/TBD
Sophomore Class Sponsor – Karen Clark
Freshman Class Sponsor – Erin Bentley

Statement of Compliance

Notice of Nondiscrimination

Elementary and secondary students, parents of elementary and secondary school students, employees, applicants for admission and employment, and sources of referral of applicants for admission and employment are hereby notified that Unified School District 428 (USD 428) does not discriminate on the basis of race, color, national origin, sex,

handicap/disability, age, or religion in admission or access to, or treatment or employment in, its programs and activities.

Any person having inquiries concerning USD 428's compliance with the regulation implementing Title VI of the Civil Rights Act of 1964 (Title VI), Title IX of the Education amendments of 1972 (Title IX), Section 504 of the Rehabilitation Act of 1973 (Section 504), or Title II of the Americans with Disabilities Act of 1990 (ADA) is directed to contact the ADA and Section 504 coordinator(s), Assistant Superintendent, and Director of Special Services, USD 428, 1809 24th Street, Great Bend, KS 67530 (telephone 620-793-1500).

Students Whose Home Language is Other Than English

The staff of Great Bend High School wishes to communicate with all Great Bend High School parents and guardians. If communication with the parents/guardians in a language other than English is needed, please contact the Principal at the school to make such a request.

Asbestos Information

AVAILABILITY: The management plans are on file at each Learning Center and the USD 428 Support Services Office, 625 10th Street Great Bend, Kansas. These plans are available to the public upon request.

GBHS Policy Statement

The USD 428 Board of Education shall continually review its policies and shall, as the need dictates, delete, amend, and supplement existing policies and adopt new policies. All rules and regulations found in handbooks and handbook supplements shall be considered a part of these policies and rules by reference (BOE Policy BDA). Great Bend High School follows the policies of the USD 428 Board of Education. Any questions regarding these policies may be directed to the High School Office or the Board of Education Office, where these policies are available for public viewing.

Information found in this Student Handbook may be subject to change without prior notification and does not constitute a contractual commitment or binding promise by Great Bend High School or USD 428 to perform in any specific manner. To the extent any policies herein conflict with the general policies of the Board of Education, the BOE general policies shall control.

Complaints About Discrimination

Great Bend High School is committed to maintaining a working and learning environment free from discrimination, insult, intimidation, or harassment due to race, color, religion, sex, age, national origin, or disability.

Any incident of discrimination including acts of harassment shall promptly be reported for investigation and corrective action by the building principal or district compliance coordinator. Any student or employee who engages in discriminatory conduct shall be subject to disciplinary action, up to and including termination from employment or expulsion from school.

Discrimination against any student on the basis of race, color, national origin, sex, disability or religion in the admission or access to, or treatment in the district's programs and activities is prohibited. The Assistant Superintendent, 620-793-1500, has been designated to coordinate

compliance with nondiscrimination requirements contained in Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and The Americans with Disabilities Act of 1990.

Any student who believes that he or she has been discriminated against may file a complaint with the building principal, another administrator, the guidance counselor, or another certified staff member. Any school employee who receives a complaint of discrimination or harassment from a student shall inform the student of the employee's obligation to report the complaint and any proposed resolution of the complaint to the building principal. If the building principal is the alleged harasser, the report shall be made to the district compliance coordinator. Any student complaint of discrimination shall be resolved under the district's discrimination complaint procedures. (See KN)

Students or Parents who have a complaint should come to the school and complete the *"USD 428 Complaint of Discrimination Form"* on file in the high school office.

Complaints About School Rules

Any student may file a complaint with an administrator concerning a school rule or regulation as it applies to the student. The complaint shall be in writing, filed within 20 days following the application of the rule or regulation, and must specify the basis for the complaint. An administrator shall investigate the complaint and inform the student of the resolution within 10 days after the complaint is filed.

School Services

Health Center

The Health Center provides health education, counseling, and some emergency care for students and staff. One full-time registered nurse serves as a health advisor on student health problems. When accidents or illness occur during school hours, initial emergency care will be given according to the incident; further care will be the responsibility of the parents. All accidents are to be reported to the nurse by the person involved and the supervising individual.

State law requires that all students have an immunization record on file with the school, indicating that immunizations are up to date.

If a Student Becomes Ill at School, obtain a pass from the classroom teacher to report to the Nurse or school office. The Nurse or office staff will determine if the student is sick enough to go home and the student will contact their parents for permission to leave campus. Students are not to leave the building before signing out in the office.

Medications

The Kansas Department of Health and Environment has guidelines concerning medication administration at school. *The policy states:

> *Diagnosis and treatment of illness and the prescribing of medication, including over-the-counter drugs, are not the responsibility of the school and should not be practiced by any school personnel, including school*

nurses, without proper authorization.

Proper authorization means a written prescription from a person licensed to practice medicine and surgery or licensed to practice dentistry, for the administration of all medication, including over-the-counter drugs.

Teachers will not issue medication. Any pupil who is required to take medication during the regular school day must leave the medicine in the nurse's office and comply with school regulations.

1. A student's medication forms must be completed by a physician and parent/guardian before prescription drugs can be administered at school.
2. Medication must be brought to school in a container appropriately labeled by the pharmacy or physician.
3. Written request from the physician or dentist and parent/guardian should accompany all medication to be administered, with the exception of over-the-counter drugs such as aspirin, Tylenol, or cough medicine which require parent written authorization only.
4. Students may keep inhalers or cough drops in their classrooms. All other medication will be kept in a safe place in the nurse's office.

**It is unlawful for a learning center employee to administer ANY medication to a student outside these guidelines.*

Kansas Certificate of Immunization/Health Assessment and Proof of Identity

All children entering a Kansas school must present a Kansas Certificate of Immunization showing they have received proper immunization for polio, diphtheria, whooping cough, tetanus, rubella (measles), mumps and chicken pox. Students are encouraged to present a physician's or health department certification upon completion of a health assessment. In addition, a Birth Certificate issued by the State Bureau of Vital Statistics or other legal documentation of identity is required.

Immunizations and/or health assessments may be obtained through your family physician or from the Barton County Health Department.

Daily Bulletin

A bulletin is published every day to keep students informed of school events and information students need to know. A copy is sent electronically to each teacher and student. Students are responsible for being aware of all official notices published in this bulletin. It is also posted on the USD 428 website for parents to view as well.

Library/Media Center

The Library Media Center is open to all students from 7:30 AM to 3:50 PM. Students are welcome to use the space for reading, research, working on school assignments, relaxing, playing games, or utilizing the makerspace. The library is also available for tutoring with our PEP program Monday through Thursday, 7:00-8:00 am and 3:30-4:30 pm.

- To help maintain a positive environment for everyone:
- No food is allowed in the library.
- Drinks are permitted only if they have a lid.
- Students are expected to be respectful at all times, including their actions, noise level, language, and conversation topics.

The Library Media Specialist may ask students to return to class if expectations are not being met.

Books may be checked out for 30 days and can be renewed unless another student or staff member has requested them. Students may have up to three books checked out at a time. Any books not returned by the end of the school year will be charged to the student's account. Lost books will be charged based on replacement cost.

The Library Media Center has six desktop computers available for student use, including printing when needed. It is also the designated location for students to bring Chromebooks for assistance with concerns or repairs.

More information about the Library Media Center can be found on our website, linked under "Quick Links" on the GBHS webpage.

Breakfast and Lunch Services

The school cafeteria encourages good nutrition. A well-balanced breakfast and/or a-la-carte items will be offered in the morning before school. Lunch options include five or more hot lunch choices, a chef salad, combo lunch or snacks. The student's six-digit ID card number will also be their lunch ticket number. Students and teachers are encouraged to use their ID card or pay cash for items purchased.

Meal Prices: (*subject to change)*

BREAKFAST

Students	2026-2027 Free Breakfast Program
Adults	2.50

LUNCH

Students	$ 2.90
Adults	5.00
Milk	.55

Lost and Found

This service is available to students in the Main Office. Items not claimed will be turned over to a service organization at the end of each semester.

School Lockers

Book lockers are provided to students as a convenience. Locks are provided by the school for hallway lockers and P.E. lockers. Do not share your locker with anyone or trade lockers. Report vandalism or problems with the locker operation to the office. The school exercises control over school property, including school lockers, and a student should not expect privacy regarding items placed in school property because school property is subject to search at any time by school officials.

Use of Trained Dogs to Search

At the request of the administration, law enforcement officers or licensed private agencies may use trained dogs on school premises to identify student property which may contain illegal or illicit materials and to determine whether materials are present which may threaten the general health, welfare, and safety of students and/or district employees.

The dogs may be used for search purposes to check lockers, vehicles on school property, and other suspected locations.

School Bus

The school district provides bus transportation for students to many activities. The bus driver has complete charge of the bus and his/her instructions must be followed. Students whose behavior threatens the safety of others will be denied transportation. Riding the bus is a privilege. Students who abuse it will lose it.

Weather Days

When weather conditions indicate that school may not be in session or that an early dismissal may be necessary, parents are urged to listen to the following:

KVGB……..……..…...1590 AM
KHOK.....…….....100.7 FM
(B104) ….……...104.3 FM
KZRS…….……..106.9 FM
KZRS……..…….....107. 9 FM
KSNC-TV.……...Cable Channel 3
School Messenger...email/text message

Official notice of cancellation of school will be made prior to 6:30 AM. If parents or legal guardians consider weather conditions unsafe, they may come to the high school office and request dismissal of their student or students. Such absence, though recorded, is excused.

Attendance and Conduct

Attendance Policy

Strong attendance and punctuality are some of the top skills employers share with us that they wish students/future employees to exhibit. Excessive absences prevent students from finishing assignments, leading to poor test scores and, in many cases, credit loss. The primary responsibility for good attendance rests with the student and the parents. The combined effort to maintain constant communication between the school and the home will facilitate wise decisions on the part of our students.

Students are either "PRESENT" or "ABSENT." The specific reason for the student's absence will be noted in Skyward. Examples:

- Present: in Class, College Visit, School-Sponsored Activity, School-Related Activity
- Absent: Illness, Doctor Appointment, Parent Request

Absences for School-Sponsored Activities and School-Related Activities (SRA) WILL NOT be counted as absences when the student is under the direct supervision of a school staff member or the activity has been pre-approved by administration (field trips, athletic events, music events, academic competitions, college visits, club-organization events, livestock judging, 4-H, etc).

Attendance Policy and Absence Impact

Students are allowed up to 16 days of absences, excused or unexcused, for the entire school year. If a student misses eight or more school days during the first semester, they will not be allowed to attend Hollyball, participate in internships, do job shadowing, or leave school to attend BCC classes virtually or on campus during school hours. Any absences beyond 16 days will result in having to attend summer school. Students who miss more than 16 days will not attend prom, be considered for valedictorian, salutatorian, Top 10%, job shadowing, or internships, or leave school to attend BCC classes virtually or on campus during school hours the following Fall.

**Summer School for chronic absenteeism will begin in 2026-2027*
***Valedictorian, salutatorian, or Top 10% attendance requirements will be assessed from the students' 7 semesters of high school. (Beginning with the Class of 2029)*
****A review committee, consisting of the Principal, Assistant Principal, and Counselor, will be established to review attendance exceeding 16 days and determine whether absences will be forgiven. Extenuating circumstances happen; cases will be evaluated on a case-by-case basis.*

Attendance Incentives

Students who miss fewer than 6 days will be exempt from midterms at the end of the 1st semester, and students who miss fewer than 14 days will be exempt from finals at the end of the school year. Students will not be exempt from concurrent course midterms or finals. Students will not be exempt from midterms and finals if they are failing a class.

Report an Absence

In case of an absence from school, it is the responsibility of the parent or guardian to input the absence into SchoolMessenger/SafeArrival App or telephone the high school office (620) 793-1521 by 8:05 a.m. on the same day of the absence. It is encouraged to report absences in advance. This will verify and explain the absence. If a student or parent knows of extenuating circumstances, please contact the office, and arrangements can be made with the student's teachers in advance. If there is no communication, the student will be considered unexcused. GBHS does ***not*** have open lunch, so if a parent or guardian calls out a student, it will be excused, but the absence will count toward days missed (Chronic Absenteeism). Tardies and hours missed accumulate towards absences for the year.

If Students Have an Appointment, the student's parent or guardian should call the office in advance to request dismissal with the appointment time for doctor/dental visit, etc. before a student is given an excused absence. The student will be sent a pass and will need to sign out on the appropriate form in the office before leaving. The student must sign in upon returning.

Communication to Families

Absences are tracked in Skyward and can be viewed by a parent at any time. Parents/guardians will be notified via a mailed an initial letter when a child has 3-4 absences.

When a student reaches 10 days of absences, the principal, counselor, student, and parent/guardian will meet, and the student will be placed on doctor's note only. (The office must receive a doctor's note for any further absences, or the absence will be unexcused.

The following constitute excused absences:

Remember, both excused and unexcused absences count toward the allowed 16 absences.

- Illness (Written documentation from a doctor is required for three (3) consecutive days absent.
- Funeral
- Medical, eye, and dental appointments (doctor's note upon return to school

required)
- Obligatory religious observances
- Absences prearranged and approved by the principal
- Other reasons, which in the principal's judgment are reasonable and necessary

School-Related Activity (SRA)

A school-related activity is an activity that is not sponsored by the school but provides an educational benefit to the student, whether that be academically or socially. School-related activity expectations must be met before it is approved. (State Fair, livestock judging, 4-H, college visits, etc.) Absences for School-Sponsored Activities and School-Related Activities (SRA) WILL NOT count toward the 16 days when the student is under the direct supervision of a school staff member.

Before the School-Related Activity (SRA) is approved, the following must happen:

- The parent must request or call the school to have the activity approved.
- The student must meet with the principal 48 hours before getting the activity approved.
- Schoolwork must be completed and turned in the day before the student leaves for the school-related activity.

Truancy

The concerned student who is absent for a legitimate reason has nothing to fear from the policy. **The school will notify parents by letter, of attendance issues regarding truancy as required by law. Students who are truant will be reported to the proper enforcement agency as required by law.** Under state law provisions, any student under eighteen (18) years of age who has three (3) consecutive days of unexcused absences during any semester, or five (5) total days in a semester unexcused, or seven (7) unexcused absences in a school year whichever comes first is considered truant and in violation of state law. **Students age eighteen or older are not exempt from the attendance procedures. If the situation does not improve immediately, the appropriate agencies will be notified.**

Attendance Procedures and Guidelines

All absences will be recorded by the teacher and by the Office. The Office record shall be the official record for attendance in each class. Absences due to a school related activity would not be recorded as an absence. Students are responsible for getting the assignment done **ahead** of the absence.

Before an absence can be considered "excused," the parent/guardian must call the high school office on or before the day of the absence. If the office has not been notified of an absence within 24 hours of the absence a detention may be assigned to the student. The parent/guardian must specifically state the reason for an absence, the appointment time for a doctor/dental visit, etc., before a student is given an excused absence. Notes are not acceptable to clear absences unless phones are not available. The Administration reserves the right to determine whether any or all absences are Excused or Unexcused.

An absence is recorded if a student is not in attendance for a significant part of a class period. If a student is tardy longer

than fifteen (15) minutes, it is recorded as an absence.

Discipline

Make-Up Work Policy

Students have one day for each day of any excused absence to complete homework assigned. Credit may not be given for work missed because of truancy or Accumulated Attendance Probation. A student may appeal to the principal in an exceptional situation.

Tardies

A student is considered tardy if they are not in the classroom when the bell rings signaling the start of the class period.

Tardy Consequences

Tardies are tracked per class for each 9-week grading period.

1st Tardy

- Teacher warning (no additional consequence)
- Record warning in Skyward

2nd Tardy

- Teacher assigns detention (before or after school)
- Teacher informs the student of the detention
- Teacher records the tardy in Skyward
- Length of detention is determined by the teacher

3rd Tardy

- Teacher inputs referral
- Teacher informs the student of the referral
- Teacher records the tardy in Skyward
- Assistant Principal assigns and manages office detention

4th Tardy and Beyond

- In-School Suspension (ISS)
- Teacher informs the student
- Teacher records the tardy in Skyward
- Assistant Principal assigns and schedules ISS

Disruption of the Educational Process

Students are expected to behave responsibly at Great Bend High School. Student behavior that disrupts classroom instruction and learning, does not follow teacher expectations, or violates a code of good character will be referred to an Assistant Principal. The character traits adopted by the school district are trustworthiness, respect, responsibility, fairness, caring and citizenship.

A student shall not use any conduct intentionally to cause the substantial and material disruption or obstruction of any lawful function of the school. Neither shall he/she urge other students to engage in such conduct for the purpose of causing a disruption or obstruction of any lawful function of the school.

The unacceptable conduct shall include, but not be limited to:

1. occupying any school building, school grounds, of part thereof with intent to deprive others of its use;
2. blocking the entrance or exit of any school building, or corridor or room therein with intent to deprive others of lawful access to and from, or use of, the building or corridor or room;
3. setting fire to or damaging any school building or property;
4. firing, displaying, or threatening use of firearms, explosives, or other weapons on the school premises for any unlawful purpose;
5. preventing or attempting to prevent by physical act the convening or continued functioning of any school,

class, or activity or of any lawful meeting or assembly on the school campus;
6. preventing students from attending a class or school activity;
7. continuously and intentionally making noise or acting in any manner so as to interfere with the teacher's ability to conduct class.

A student shall not intentionally cause or attempt to cause damage to private or school property or attempt to steal private or school property either on the school grounds or during a school activity. Violation of this provision may result in suspension or expulsion.

Inappropriate Behavior

In an effort to promote and ensure a safe, effective educational operation, the following will not be allowed at Great Bend High School. This list is not intended to be all-inclusive:

- Harassment
- Initiations
- Throwing snowballs
- Possession or shooting of fireworks
- Insubordination
- Running in halls
- Offensive Language

Inappropriate behavior is any behavior that disrupts the educational process or is detrimental to the safety and welfare of the student body and staff.

Dress Code

All clothing must be in good taste. Jackets, belt buckles, T-shirts, sweatshirts, and all other articles of clothing may not have lettering, slogans, trademarks, pictures, or advertisements which are inappropriate, suggestive, or obscene. This specifically prohibits students from wearing messages that relate to drugs, alcohol, tobacco, weapons, violence, sex, or vulgarity or messages that reflect adversely upon persons because of their race or their ethnic or religious group. The guidelines apply to apparel worn at school, in physical education classes, at athletic practices, and on trips with school clubs and organizations. Apparel and clothing containing printed or visual messages which are inappropriate in a school setting will necessitate a change of clothing or may be a cause for suspension proceedings. Hats, caps, head coverings, and tails must not be worn in the building. Appropriate footwear shall be worn.

Student Dress

In general, students should dress in neat, clean and appropriate clothing that does not disrupt the educational process. Forms of dress that have been found to be disruptive to the educational process and/or create a health or safety risk shall be prohibited. These shall include but not be limited to the following:

Clothing Tops

1. Appropriate clothing tops must be worn. Shirts must be appropriate length.
2. No spaghetti strapped tops, oversized tank tops, styles that show one’s cleavage or underwear may be worn.
3. Shirts must meet pants, skirts and shorts when the students’ arms are at their sides.

Pants

1. Skirts/dresses must be mid-thigh or longer. Shorts must have at least a four-inch inseam.

2. Pants or shorts are to be worn at the waistline. Extremely baggy pants/shorts are not acceptable.

Other

1. Wearing, carrying or displaying gang-related apparel or symbols is prohibited, including bandanas.
2. Spiked jewelry is not allowed.
3. No blankets, and robes allowed except on designated days.
4. Any clothing, jewelry or accessories that could be a safety hazard will not be allowed.
5. Students who represent the school in extracurricular activities shall conform to the personal appearance codes as prescribed by the sponsor(s) of each activity.
6. Any tattoos displaying weapons, profanity, gang related designs or anything deemed inappropriate by the administration will need to be covered at all times.

Violation of any provision of this dress code may be the basis for suspension, expulsion or other disciplinary action.

Verbal/Physical Assault on a School Employee, Student, or Visitor

A student shall not intentionally cause or attempt to cause physical injury or to behave verbally in such a way that could reasonably injure or threaten a school employee, student, or visitor:

1. On the school grounds during, before, or after school hours;
2. On the school grounds at any other time when the school is being used by any school personnel or school group; or
3. Off the school grounds at a school activity, function, or event.

Neither self-defense nor action undertaken on the reasonable belief that it was necessary to protect some other person is to be considered an intentional act under this rule. Violation of this provision may result in suspension or expulsion.

Tobacco / Vape pen / E-Cigarettes / Nicotine delivery system

The use of vapes has proven to be very detrimental to the health of students. As such, USD 428 Board of Education policy prohibits the use and possession of these items and any paraphernalia associated with them in schools and on any school grounds. Any student determined to have used or be in possession of such items as determined by district personnel will incur disciplinary action.

The disciplinary corrective action for students caught with tobacco / e-cigarette / vape pen / any vape paraphernalia includes disciplinary action and mandatory education courses for parents and students as listed in the chart below:

Tobacco / Vape Disciplinary Plan

	Education Option	Non-Compliance Option
1st offense	• 1-3 days ISS • Mandatory Informational course on vaping (MHF Stanford Ed) • Parent meeting with Principal and counselor • Police may be contacted	• OSS 3 days • Mandatory informational course on vaping (MHF Stanford Ed) • Contact Police • Notice to appear issued. • Reentry hearing with parent present
2nd offense	• 3 days ISS • Contact Police • Notice to Appear issued • Mandatory parent/student cessation course through Juvenile Services	• OSS 5 days • Contact Police • Notice to Appear issued • Mandatory parent/student cessation course through Juvenile Services • Reentry hearing with parent present • Signed reentry consent form
3rd offense	• OSS 3-5 days • Contact Police • Notice to Appear issued • Individual Cessation Counseling *(at parent's expense)* • Addiction counseling/courses • Reentry hearing with parent present • Signed reentry consent form	• OSS 10 days • Possible Expulsion hearing • Contact Police • Notice to Appear issued
4th offense	• OSS 10 days • Expulsion hearing • Contact Police • Notice to appear issued	

Possession or Distribution of Narcotics, Alcohol, Drugs, and Controlled Substances

The use, possession, or distribution of alcohol. Narcotics, hallucinogens, dangerous inhalants, or restricted dangerous drugs by students of this school district are recognized as harmful to the health and welfare of the student body and to the welfare and safety of the community.

No student shall possess, sell, use, distribute, or be under the influence of any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, any controlled substance, alcoholic beverage, or intoxicants of any kind:

1. on the school grounds during, before, or after school hours;
2. on school grounds at any other time when the school is being used by any school personnel or school group; or
3. off the school grounds at a school activity, function or event.

Use of a drug authorized by a medical prescription (for prescribed person and prescribed quantity) from a registered physician shall not be considered a violation of this rule. Violation of this provision shall result in an automatic suspension with a possible hearing to

determine long-term suspension or expulsion. Repeated violations shall result in graduated consequences which include effects on the eligibility of the student in any school-related activity, as well as consideration of expulsion at any point. Parents/guardians shall be notified of each subsequent violation of this policy. Law enforcement will be contacted.

The chart below shows actions taken in response to possession of Narcotics, Alcohol, Drugs, and Controlled Substances.

Offense	Action
1st	5 days OSS
2nd	10 days OSS (Expulsion Hearing)

Skip Day

District policy prohibits any unauthorized student outings during school days. Students will be subject to GBHS Attendance Policy.

Jaywalking

To reduce the danger associated with crossing 19th Street and Morton Street, students should use designated crosswalks.

Leaving Campus During School

Students may not leave campus during the school day without first checking out through the Office. Any student needing to go to their car during school hours must be accompanied by an administrator. Leaving campus without a pass is unexcused. Students who fail to comply will be subject to disciplinary action.

Theft

Any theft should be reported to the main office immediately. Anyone who is found to have damaged or “borrowed” another person’s personal property without the owner’s consent will be subject to suspension and/or prosecution.

Student Parking

Students who drive to school are required to register their vehicle with the High School office. A parking ID will be issued and is to be displayed on the rear view mirror. Only vehicles with their parking ID are allowed to park in the student parking area. Vehicles parked without their parking ID, parked illegally, in the faculty lot, visitor’s or in a manner which blocks or hinders the safe movement of others are subject to removal and school disciplinary action.

All bicycles will be parked in designated bicycle racks around the buildings.

Prohibited Items

To ensure a secure learning environment for all students and staff, the possession of dangerous or disruptive items on school campus is strictly prohibited.

Prohibited Items include, but are not limited to:

- **Weapons:** Firearms, knives, or any object used with the intent to cause bodily harm.
- **Facsimiles:** Replicas or "look-alike" weapons (e.g., toy guns, 3D-printed models).
- **Incendiary Devices:** Lighters, matches, or explosive materials.
- **Disruptive Tools:** Lasers, shock devices, or the use of chemical irritants.

Administrative Discretion: The Administration reserves the right to determine whether any unlisted item poses a threat to safety or order. Such items will be confiscated, and disciplinary action will follow.

Consequences & Due Process

- Possession of a firearm, weapon, or facsimile will result in an **automatic suspension**. (Length of suspension at discretion of the administration.)
- Per **BOE Policy JCDBB**, a formal due process hearing will be conducted. The hearing officer will consider **expulsion for one calendar year** for violations involving weapons.

Personal Electronic Devices

In accordance with **Kansas House Bill 2299** (signed into law in March 2026), Great Bend High School will maintain a bell-to-bell phone-free learning environment to support student learning and school safety. (JCDC - Student Personal Electronic Communications Devices)

Policy Expectations

From the first bell until dismissal, students may not use or access personal electronic communication devices during the school day.

Covered devices include:

- Cell phones
- Smartwatches
- AirPods/earbuds/headphones
- Tablets
- Personal gaming or communication devices
- Any device capable of messaging, calling, internet access, or social media

*School-issued instructional devices (Chromebooks) are exempt.

Daily Procedures

1. Turn off phones and connected devices
2. Place devices in their Yondr bag
3. Lock or secure the device in front of staff as directed
4. Keep the secured device in their possession (backpack) throughout the day

Start of Class: When the bell rings, teachers will walk around their classrooms, going from student to student, ensuring their phones are turned off and in their pouches, along with their smartwatches, earbuds, etc.

Arrive After the Bell: Students will check into the office, and office staff will ask them to place their phones, smartwatches, and earbuds in their pouches before leaving the office.

Leave Before End of Day: Students will need to check out in the office, and at that time, the office staff will unlock their pouch.

End of Day: Students will unlock their pouches at various unlocking stations in the hall or near exits. If a student forgets to unlock their pouch, there will be unlocking stations located by the GBHS front entrance, south entrance, and south side of the PAC. Designated staff will place the unlocking mechanism at the unlocking stations a few minutes before the dismissal bell rings.

Activity, Athletic, Class Trips:
Expectations for students' phone use on trips away from the school will be at the discretion of coaches, sponsors, and teachers.

*If a student forgets their pouch, they will need to keep their phone in their vehicle or the office safe for bell to bell.

Emergency Procedures & Safety
Student safety remains our highest priority.

During emergencies:

- Students must focus on staff and first responder instructions
- Phones can create distractions that delay emergency response
- Phone noise or light may compromise safety during lockdowns
- Social media misinformation can spread quickly and create confusion
- Parent traffic responding directly to the school may block emergency access routes

Parents needing immediate contact with students should call the school office.

Approved Exceptions
Exceptions may be approved for:

- IEP or 504 accommodations
- Documented medical needs
- Administrative approval for unique circumstances

Students with approved exceptions will receive individualized procedures.

Progressive Discipline
Violations will result in progressive consequences:

1st Offense

Parent Contact + Device confiscated + Parent/guardian must pick up the device + 1 hour detention

2nd Offense

Parent contact + Device confiscated + Parent pickup required + Full Day ISS

3rd Offense

Parent contact + Device confiscated + Parent/guardian must pick up the device + 3 days ISS

4th Offense

Parent contact + Device confiscated + Parent/guardian must pick up the device + 3 days OSS

*Parent meeting with student and administration will be set up at the request of the parent/guardian or administrator. Offenses will be entered in Skyward and will NOT reset at quarter or semester. Offenses beyond 4 will result in a meeting with the administration, parent/guardian, student, etc., to determine consequences or next steps.

Lost / Damaged Equipment
Yondr pouches are the property of Great Bend High School. Students are responsible for the care, safekeeping, and return of their assigned pouch in good working condition.
Students and/or their families are financially responsible for the replacement of any lost or damaged pouch, regardless of whether the

damage results from intentional tampering, misuse, negligence, or failure to properly care for the pouch.

School-issued storage equipment:

- Students are responsible for their Yondr pouch
- Intentional damage may result in replacement fees and discipline
- Lost equipment will require replacement cost

*$30 to replace Yondr pouch

Examples of damage:

- Tampering with locking mechanisms
- Intentional punctures or tears
- Damage that prevents secure closure

Parent Responsibilities
Parents/guardians are asked to help support this policy by:

- Avoiding texting/calling students during school hours
- If you need to contact your child during the school day, call (620) 793-1521
- Reinforcing expectations at home

Student Responsibilities
Students will:

- Follow the phone-free policy respectfully
- Secure devices daily
- Maintain assigned storage equipment
- Follow staff and teachers' (including subs, office, etc.) directions

Staff Responsibilities
Staff will:

- Enforce expectations consistently
- Provide access to communication when needed

- Support students in following procedures respectfully
- Model behaviors that follow the policy by keeping their devices stored away during class

Administrative Responsibilities
Administration will:

- Communicate policy expectations clearly
- Support consistent enforcement
- Contact the parents and inform them that their student has violated the cell phone policy
- Follow the progressive discipline plan when determining consequences for students
- Review policy effectiveness annually

Care of Yondr Bag

- Spot clean with warm water and a mild, bleach-free soap
- Air dry in the shade
- Do not machine wash or machine dry
- Do not bleach or iron

Gang Activity

Gang activities which threaten the safety or well-being of persons or property on school grounds or at school activities, or which disrupt the school environment, are prohibited.

A student shall not wear, carry or display gang paraphernalia, or exhibit behavior or gestures which symbolize

gang membership, or cause and /or participate in gang related activities.

Unacceptable conduct shall include, but not be limited to:

1. writing gang symbols on notebooks, textbooks, school property, clothing, and/or on your person;
2. carrying or displaying bandanas;
3. making gang gestures;
4. threatening or making threats with gang undertones.

Violation of any part of this policy will result in a warning with any subsequent violation resulting in an automatic five (5) day suspension.

Conduct During Breakfast / Lunch Periods

GBHS has a closed lunch period policy, leaving for lunch without administrative approval is prohibited as well as calling in lunch to be delivered by DoorDash or similar services. Classes are in session during lunch period and require quiet for instruction. Students are therefore prohibited from going to locker rooms or sitting in their vehicles during lunch period. Students should remain in the commons area.

Other lunch rules:

1. Use the restrooms in the commons area.
2. During lunch period, students are directly responsible to their fifth-hour teachers, the cafeteria employees, and/or the lunchroom supervisors.
3. It is the student's responsibility to return to class on time with their classroom teachers.

Public Displays of Affection (PDA)

Companionship and friendship in good taste are encouraged. Excessive displays of affection such as prolonged embracing or kissing are not permissible.

Animals and Plants in the School

Persons bringing animals and plants into the school must receive prior permission from the supervising teacher and the building principal. Animals, including all vertebrates and invertebrates, and toxic plants, such as poison ivy and sumac, may be brought into the classroom for education purposes.

Under no circumstance are animals to be transported on school buses.

Domesticated animals must be inoculated against rabies at the student's expense before the student may bring such animal to school. Animals must be adequately housed and cared for in screened cages. Handling of animals and plants by students must be on a voluntary basis. Only the teacher or students designated by the teacher are to handle the animals.

Teachers must assume primary responsibility for the humane, proper treatment of any animal in the classroom.

Teachers must be aware of federal and state laws regulating the handling of animals (Cf. KSA 21-4310).

If animals are to be kept in the classroom on days when classes are not in session, the teacher must make arrangements for their feeding, care, and safety.

All experiments using live animals must have prior approval of the principal.

If an animal has bitten a staff member or student, the supervising teacher must report the incident immediately to the school office. The principal is to assume the responsibility of notifying public authorities to have the animal impounded

for observation. The principal will attempt to notify the parents.

Trespass

Individuals on the Great Bend High School campus who are not students, parents/guardians, or not in possession of a guest pass will be subject to the trespass laws of the State of Kansas.

Great Bend High School students are not to go upon or remain upon the property of another educational institution during the school day without written permission from the administration of that school. Violators may be subject to prosecution as well as suspension from GBHS.

Student Conflict

Students are required to take all necessary measures to avoid fighting with another student. If you have a conflict with a student, report the conflict to a teacher, counselor, or administrator immediately. The consequence for fighting is Suspension. **The school reserves the right to press charges on students involved in fights.**

Student Compliance

A student shall comply with any request of school personnel during any period of the time when he is properly under the authority of school personnel, including the School Resource Officer. The teacher's responsibility extends beyond the confines of his/her classroom. **A teacher and the School Resource Officer has jurisdiction over any student anywhere in or on the school property and at any event which is school sponsored.** Violation of any provision of this behavior code may result in suspension and/or expulsion.

Detention

School personnel may assign students to before or after school detention for infractions of school rules. Students will be given the choice of serving the detention “today” or “tomorrow” in order to make necessary transportation and work arrangements. Jobs and other after-school activities will not be a valid excuse for nonattendance. Teacher assigned detentions are served with the teacher.

After School Detention (ASD)/ In-School Suspension (ISS)

After School Detention (ASD) and In-School Suspension (ISS) is for students who disrupt the educational process. **ASD will be held after school from 3:25 to 5:00 p.m. ISS will be held during school hours from 8:05 a.m. to 3:20 p.m.** During this period of detention, students are not allowed to participate in school activities. Students are to bring all necessary supplies such as books, pencils, paper, etc. to the ASD room. Misconduct in the after school detention room could be cause for suspension or expulsion. Students who are in school activities or who work after school are not excused from serving their ASD after school or serving during school hours in ISS.

Out-of-School Suspension (OSS)

Students suspended off campus may not be on campus or participate in any school activity for the duration of the suspension. When a student returns to school after a period of suspension or for a hearing, the student should first report to the principal's office. An OSS will be classified as "Other" for attendance purposes. Work missed during the suspension will be due on the day of the return to classes.

Enrollment Information

Student Identification Cards

Students will be issued a picture identification card (ID card) at enrollment. The ID card will also be used as a lunch card and as an activity pass (if one is purchased). Students are required to have an ID on their person at all times. Students must be able to present it to staff upon request. Students not having their ID cards will need to obtain an ID card from the main office. Failure to comply may result in disciplinary action.

Fees and Textbook Rental

Students are required to pay for fees and textbooks at enrollment. **The fees for 2026 - 2027 will total $95.00 for every student. HS Technology Fee $15 (Does not qualify for free or reduced status).** All fees must be paid before withdrawal, graduation, or the next year's enrollment.

Textbooks are the property of the school district. Students must take good care of their textbooks. **There will be a charge for lost or damaged books, which must be paid before withdrawal, graduation, or the next year's enrollment.**

High School Refund Policy

- If a student leaves within one month of the first day of school, refund all textbook fees.
- After the first month, issue a refund per 9 week break down. Total fee divided by 4 equals the 9 week fee. No refunds will be issued from April 15th to the end of the school year.
- Refunds will be dispersed in June.
- Charge prorated fees to incoming students according to the formula noted above.

General Information

Administrative Jurisdiction

The jurisdiction of the administration of Great Bend High School may be extended to cover all actions on the part of students from the time they leave home in the morning until their return home after school.

School Day

The school day officially runs from 8:05 AM to 3:20 PM. Students who fail to remain at school when requested to do so by a faculty member will be considered insubordinate and subject to discipline.

Personal Property

The school assumes no responsibility for any personal property, which is brought to school. Lockers, cars, motorcycles and bicycles should be locked at all times.

Posters

Prior approval of posters, pamphlets, etc. must be obtained from one of the principals. Tape should be put only on tile area. All posters, pamphlets, etc. are to be removed or taken down no later than the day following the conclusion of the advertised event. This will be the responsibility of the group/organization that put the posters up.

Messages for Students

Telephone messages from immediate family members will be delivered to students at the end of a class period, except in cases of emergency. Personal items to be given to students may be picked up in the office between classes. Gifts/flowers may only be picked up at the end of the day. Students will be notified if they have an item to be picked up in the office. Employer return calls will not be delivered during school hours.

Injuries

If you are injured on campus, or at a school-sponsored event off campus, notify the teacher supervising the event or the school nurse immediately. Parents are responsible for all medical expenses incurred. Student insurance is available at a reasonable cost from the District. Parents are responsible for completing claims to the insurance company.

Visitors

Visitors on campus during school hours must have a guest pass issued by the administration. Visits will be restricted to persons of high school age and will be valid for one day only. Parents are welcome at GBHS, and are asked to check in at an administrator's office before entering a classroom.

Dances

* **Only currently enrolled Great Bend High School students will be admitted to school dances.** Prom and Holly ball attendees may have outside dates that are approved by administration. Prom dates must be at least a junior in high school.
* The alcohol, drug, steroid and tobacco policy for activities prevails. Students will have to pass a breathalyzer test to enter all dances.
* Students may not leave the dance and then re-enter without specific approval of school personnel in charge.
* No dance shall extend beyond midnight unless authorized by school personnel in charge and justified by extenuating circumstances. Dances will be no more than 3 hours in length.
* School personnel will attempt to notify the parents of a student in cases of illness, intoxication, disorderly conduct or injury of a student, so that appropriate measures may be taken.
* STUCO may schedule two additional dances per year for GBHS students only (for STUCO fund raising purposes only).

Mileage Reimbursement

The Board of Education of USD 428 has adopted the following policies concerning payment of student transportation:

* The district will pay mileage reimbursement to qualifying families transporting K-12 students to and from their assigned attendance center. Eligibility is based on the completion of the application of students living 2.5 miles or more outside the city limits of Great Bend but within the district's boundaries from the designated attendance center (by way of the shortest route). **The rate of reimbursement will be determined at a later date.**
* The amount of payment will be based on **exact mileage** to the established attendance center.
* No payment will be made for transporting pupils residing outside the district.
* One annual mileage reimbursement will be made after a signed voucher has been filed at the end of the school year with the USD 428 Support Services/Transportation, 625 10th St.

Payment will follow Board of Education approval.

Disclosure of Directory Information

According to official action by the Board of Education of Unified School District 428, notification is being given to parents of students and to eligible students (those who are 18 or older) regarding directory information. The following information may be disclosed for any purpose at the discretion of the administration, provided that the parent, guardian or eligible student has not filed written objection after notification of these designations has been made in accordance with the Family Educational Rights and Privacy Act.

- Name
- Address
- Telephone number
- Date and place of birth
- Participation in officially recognized activities and sports
- Weight and height of members of athletic teams
- Dates of attendance
- Degrees and awards received
- The most recent previous school attended by the student
- Class designation
- Major field of study
- Photographs

Internet Policy

Electronic Internet access is provided to students for educational use. Students must sign the Student Agreement in order to receive access to the district's Internet system. The functions of the Internet system are to be used as appropriate for educational purposes. Students should always act so as to ensure a positive public image for themselves and the district. The district's Internet system should be used to pursue educational activities of the district only.

The district's Internet system should not be used to pursue educational or personal activities not sponsored or supported by the district. It should not be used to engage in activities that could harm the district, other students, or district employees, including but not limited to pornographic and hate services. Students will not engage in hurtful or demeaning conversations with others through these media.

Students are responsible for activities that are performed through their access of the district's Internet system, and agree to not share this access with other individuals who have not been approved by the district for access. Students must agree to protect from disclosure any and all computer and telephone access codes and passwords that may be assigned to them. It is understood that a teacher or administrator may monitor any activity that occurs through the system, including material downloaded and stored on district computers. Failure to abide by these guidelines can result in disciplinary action, up to and including expulsion.

Harassment/Bullying

The USD 428 BOE and Great Bend High School are committed to providing a positive and productive learning and working environment, free from discrimination, including harassment on the basis of race, color, national origin, sex or religion. The BOE prohibits bullying in any form on school property, in a school vehicle, or at a school-sponsored activity or event. Bullying means: Any intentional gesture or any intentional written, verbal, electronic, or physical act or threat either by any student, staff member, or parent towards

a student or by any student, staff member or parent towards a staff member that is sufficiently severe, persistent, or pervasive that it creates an intimidating, threatening, or abusive educational environment that a reasonable person, under the circumstances, knows or should know will have the effect of:

• Harming a student or staff member, whether physically or mentally;

• Damaging a student's or staff member's property:

• Placing a student or staff member in reasonable fear of harm; or:

• Placing a student or staff member in reasonable fear of damage to the

student's or staff member's property.

Bullying also includes cyberbullying. "Cyberbullying" means bullying by use of any electronic communication device through means including, but not limited to, e-mail, instant messaging, text messages, blogs, mobile phones, pagers, online games, and websites.

Harassment/Bullying of any type by any individual student or group of students will not be tolerated at Great Bend High School. Harassment/Bullying against individuals associated with the school is prohibited, whether or not the harassment/bullying occurs on school grounds.

Any student who believes he or she has been subject to harassment/bullying or has witnessed, observed or has knowledge of an alleged act of harassment/bullying should discuss the alleged harassment/bullying with the building principal, another administrator, the guidance counselor, or another certified staff member. The building principal shall discuss the complaint with the student to determine if it can be resolved.

Complaints received will be investigated to determine whether, under the totality of the circumstances, the alleged behavior constitutes harassment under the definition.

USD 428 Board of Education Policies GAAE and JDDC are available for review in the high school office and at greatbendschools.net.

Academics and Grades

Schedule Changes

Courses that are dropped after the first three weeks of the first semester will be recorded as withdrawn/fail (W/F). Schedule changes requested past these dates will require administrative approval.

The Grading System

The marking system to be used at Great Bend High School is as follows:

A: 100% to 90% Excellent
B: 89% to 80% Above Average
C: 79% to 70% Average
D: 69% to 60% Below Average
F: 59% and below Failure

Class Schedules

Regular Schedule
Monday-Friday
Period/Hours
1- 8:05-8:48
2- 8:55-9:38
Connect- 9:42-10:05
3- 10:09-10:52
4- 10:56-11:39
5- 11:43-12:59
6- 1:03-1:46
7- 1:50-2:33
8- 2:37-3:20

Lunch Period – Connect
1st Lunch: 11:39 – 12:05
2nd Lunch: 12:06 – 12:32
3rd Lunch: 12:33 – 12:59

Graduation Requirements

To graduate, students must earn a minimum of twenty-four (24) units of credit from grades 9-12, including the following course requirements:

Class of 2026 & 2027

Language Arts: Four (4) units of English.

Math: Three (3) units of Math from 9-12th grade.

Science: Three (3) units of Science. Must include (1) credit of a Life Science and (1) credit of a Physical Science.

Social Science: Three (3) units of Social Science-U.S. Government and U.S. History and either Geography/Econ or World History

Physical Education: One (1) unit of P.E., Health may be substituted with a physician's permit.

Fine Arts: One (1) unit as described in Program of Studies Book.

Class of 2028 & Beyond

Language Arts: Three and a half (3.5) units of English. Half (.5) credit of Communication (Speech, debate, forensics, journalism, public speaking, business communications.)

Math: Three (3) units of Math from 9-12th grade.

Science: Three (3) units of Science. Must include (1) credit of a Life Science and (1) credit of a Physical Science. *All freshmen must take Physical/Earth & Space Science.

Social Science: Three (3) units of Social Science- U.S. History, U.S. Government, and one (1) additional Social Studies unit.

Employability & Life Skills: Half (.5) credit of Physical Education, half (.5) credit of Health, half (.5) credit of Financial Literacy, Seven and a half (7.50 credits of Electives

Fine Arts: One (1) unit as described in Program of Studies Book.

STEM: One (1) credit of STEM (4th year of math or science, Upper level CTE)

Postsecondary Assets: Students must complete two or more from the following list:

- ACT Composite Score (21+)
- CTE Scholar
- State Assessment Score (3+) in math, ELA, science
- Complete Board of Regents Curriculum
- Advanced Placement Exam Score (3+)
- Seal of Biliteracy (Gold or Silver)
- Eagle Scout or Gold Scout
- ASVAB (Per requirements of military branch selected)
- SAT Score (1060+)
- 4-H Kansas Key Awards
- WorkKeys Level (Silver+)
- 2+ Athletics/Activities
- 9+ Hours of College Credit
- 95% Attendance - miss no more than 5 days of school per year
- Industry-Recognized Certifications
- Eagle Scout or Gold Scout
- 40+ Hours of Community Service
- Senior project/senior exit interviews
- International Baccalaureate Exam (4+)
- Youth Apprenticeships
- 40 or more community service hours
- Client-centered projects
- Workplace learning directly related to IPS
- JROTC
- State level Career and Tech Student Org. (CTSO) Officer

Report Cards

Report cards are issued following the close of each nine weeks during the year and are available on the Skyward Family Access. Progress reports (interim

reports) are another type of Connect notification, usually issued during the fifth week of each term or grading period.

Honor Roll

Honor Roll is calculated based on grade points earned each nine-week period. Two groups of students will be recognized. The “A” Honor Roll includes only students who have earned all A's. The "A-B" Honor Roll includes those students who have earned all A’s & B’s.

Weighted Grade Point Scale

Grade points are used to determine honor roll and class rank. Grade points for most courses are figured on a four-point scale. In certain enriched and advanced courses, grade points are awarded on a weighted scale which adds .25 grade point for each credit earned:

Letter Grade	Accelerated Section	Regular Section
A	4.25	4.00
B	3.25	3.00
C	2.25	2.00
D	1.25	1.00
F	-0-	-0-

Weighted Courses:

AP English Language & Composition
AP English Literature & Composition
Debate II, III, IV
Forensics II, III, IV
Public Speaking
Yearbook
Algebra II
College Algebra
Trigonometry
Intro to Calculus
Chemistry I
Chemistry II
Physics I
Physics II
AP U.S. History

Graduation Scholastic Recognition

Seniors who have earned a cumulative grade point average at specific levels will be recognized at the graduation ceremonies as follows:

- Summa Cum Laude 3.90+, Gold Rope
- Magna Cum Laude 3.70-3.89, Silver Rope
- Cum Laude 3.50 - 3.69, White Rope
- National Honor Society, White Collar

Qualified Admission Standards

Standards for five of the six universities in Kansas have the following admissions requirements. The University of Kansas has different standards from the following listed below. Visit admissions.ku.edu for their requirements.

1. ACT Score of 21 or higher, or SAT score of at least 980, or top 1/3 class ranking

2. Complete the following with a 2.0 GPA:
Four units of English; (You must take 4 units of English I-IV)
Either have 3 approved units of Mathematics and meet the ACT college readiness math benchmark of 22 or have 4 approved units of Mathematics, which one must be taken in the graduating year
Three units of Social Studies
Three units of Natural Sciences; (One unit must be Chemistry or Physics)
3 approved electives
College courses must also have a 2.0 GPA or higher if taken in high school.

District Payment for Dual Credit Tuition
At Barton Community College

USD 428 will attempt to offer all classes which students need to fulfill the requirements of the Kansas State Board of Regents curriculum. In the event the district is unable to offer a Kansas State Board of Regents-required class at the high school, the student may enroll at Barton Community College in that KSBOR-class for dual credit and the tuition will be at district expense.

Class Rank

Class rank is based on GPA earned for regular and weighted classes.

RANKINGS WILL BE FIGURED BASED ON:

1. Highest Grade Point Average.
2. If the GPA's are tied, the higher rank will be assigned to the student with the greater number of weighted classes.
3. If the GPA's and the number of weighted classes are equal, then all students equal in both categories will be ranked equally.

To be eligible for the top 10 percent students will be allowed to take only one teacher aide credit (2 semesters) during their junior or senior year.

Valedictorian-Salutatorian

The following special considerations will be applied for the determination of Valedictorian and Salutatorian.

1. Student must be determined by the administration to be a bona fide student in good standing with the school at the time of graduation.
2. Student must have the highest Grade Point Average (GPA) at the end of the seventh semester.
3. Student must have completed or be enrolled in 28 graded credits by the end of the seventh semester.
4. If more than one student is tied for the Valedictorian and/or Salutatorian, the student with the greater number of weighted classes shall receive the number one ranking. If the number of weighted classes is equal, the honor of Valedictorian and/or Salutatorian will be shared between/among those students who are tied.

The Valedictorian and Salutatorian deliver the commencement address at the Graduation ceremony.

Graduation speeches must be turned in and approved by the principal one week before graduation. If one or both choose not to speak, the senior class officers will nominate an alternate that is approved by the administration.

Honor Policy

Cheating / Plagiarism

Cheating: Cheating is defined as using dishonest methods to gain an advantage. This includes utilizing another source as a means of gaining information for use on quizzes, tests, or homework.

Plagiarism: Plagiarism is defined as stealing and passing off the ideas and/or words of another as one's own, using a created production without crediting the source, or committing literary theft. For example, turning in a paper retrieved from any Internet source (either free or for a fee) or including information from an encyclopedia, book, textbook, web site, database, etc. without citation is plagiarism. A paper is considered plagiarized if any part of it is taken from another source without proper attribution (citations).

Level One: Classroom teachers will deal with Level One Violations. Consequences: Students who are caught cheating or copying will receive an automatic zero on the suspect assignment/test. The office will be

notified of the incident for record keeping purposes.

Level Two: Level two violations are considered severe. The student will receive a zero for the assignment. When a level two violation occurs on a major

grade, a conference with the student, teacher, parent and an administrator may be held to determine:

- ❖ If it will result in loss of credit and/or quarterly failure.
- ❖ If the student can redo the assignment for partial credit. If so, an incomplete grade will be given until the assignment is completed to the instructor's satisfaction. The student will receive a grade no higher than a D on the assignment once it is redone.
- ❖ If the student will lose eligibility for any extracurricular activities and the duration of that ineligibility.

Additional level two violations will result in a specific plan developed with an administrator that might include loss of credit, after school suspension, alternative learning assignment or other consequence.

Students guilty of Level Two violations will be ineligible for National Honor Society; if the student is a member of National Honor Society, he/she will be immediately removed.

Foreign Exchange Students

Foreign Exchange students will be enrolled on a space-available basis subject to class size. Foreign Exchange students shall maintain passing grades in all subjects as well as satisfactory discipline and attendance records. Admission of Foreign Exchange students shall be made only at the beginning of the fall semester. Foreign Exchange Students will be allowed to participate in commencement exercises, but may not be awarded a diploma.

Student Activities And USD 428 Additional Requirements/Information

GREAT BEND HIGH SCHOOL - USD #428 GUIDELINES FOR ELIGIBILITY

In order for a student to be eligible to participate in KSHSAA activities, the student must be a bona fide undergraduate member of that school and in good standing and meet the following requirements, prior to the start of the season of activity.

- All applicable KSHSAA regulations regarding eligibility;
- A student shall have passed at least five new subjects (those not previously passed) of unit weight, or its equivalency, the previous semester or last semester of attendance.
- A student must be enrolled in and attending a minimum of five new subjects (those not previously passed).
- A student must not be under penalty of suspension or be a student whose character or conduct brings discredit to the school as determined by building administration.
- Students enrolled in five classes must pass every class each week to be eligible. Students enrolled in more than five classes can have one F each week to stay eligible. Failing two or more classes will result in probation for one week. If the student is failing two or more

classes for two weeks, the student will be ineligible from all KSHSAA sponsored activities for a minimum of one week and until the grades improve.

GENERAL KSHSAA ELIGIBILITY GUIDELINES

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

SCHOLARSHIP:
A student must have passed at least five new subjects (those not previously passed) of unit weight, or its equivalency, the previous semester or the last semester of attendance. At the middle school level, a student shall have passed at least five new subjects (those not previously passed) of unit weight, or its equivalency, the previous trimester or last trimester of attendance.

ENROLLMENT:
A student must be enrolled in and be attending a minimum of five new subjects (those not previously passed), of unit weight, or its equivalency, during the current semester.

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

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

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

KSHSAA HANDBOOK
https://www.kshsaa.org/Publications/Handbook.pdf

KSHSAA REGULATIONS ON SEASONS OF ACTIVITY
What Coaches/Athletes MAY or MAY NOT do – Please refer to www.kshsaa.org or click on link below

https://www.kshsaa.org/Public/General/FAQ.cfm

NECESSARY FORMS FOR STUDENT PARTICIPATION

Students attending Great Bend Schools USD #428 will **not** be eligible to participate (games, practice, tryouts) in any sport without clearance from the Activities Department. **Parents/Students must complete all required paperwork (See appendix) for registration for sports in advance of the 1st day of tryouts/practice.** Failure to have completed paperwork submitted will prevent the student from having the opportunity to tryout/practice/participate in that sport until registration is complete.

Forms required by USD 428 are now part of the online enrollment process.

-See USD 428 Emergency Information and Consent Form (Appendix)
-See USD 428 Activities Dept. Drug Alcohol-Steroid-Vape Policy - (Appendix)
-See USD 428 Concussion/Head Injury release form (Appendix)
-See USD 428 Athletic Trainer Consent Form (Appendix)

Physical Forms must still be completed and turned into the activities office prior to the first day of practice/tryouts.

PHYSICAL EXAMINATIONS - Pre-Participation Physical Evaluation Form **(MUST BE DATED AFTER MAY 1, of the preceding year)**

Students are not eligible to represent their school in interscholastic activities, spirit or performing groups until a signed physical evaluation form by a practicing physician is on file with the Activities Department. This form will certify that the student has passed an adequate physical examination and is physically fit to participate in interscholastic activities, spirit or performing groups. This form shall also be signed by the parent or legal guardian, stating the student has permission to participate.

The physical examination must be reported on forms provided by the KSHSAA and shall not be completed earlier than May 1 preceding the school year for which it is applicable. The completed form must be filed with the Activities Department prior to the first practice session in which the student participates.

- Physical examination forms may be obtained at the Great Bend High School Athletic website: https://sites.google.com/usd428.net/gbhs-athletics/home

- You may also obtain a copy of the physical examination form by accessing the KSHSAA web site: https://www.kshsaa.org/Public/PDF/FORM-PPE.pdf https://www.kshsaa.org/Public/PDF/FORM-PPE(Spanish).pdf

INSURANCE

USD #428 carries a **limited** accidental medical insurance program for its students. USD 428 is not responsible for any unpaid fees or services. Families are to be made aware of the insurance program. Parents or Guardians are responsible for all medical expenses incurred which are not covered by school insurance.

PROCEDURE FOR INSURANCE REPORT

1. An accident claim form should be filed on all reported accidents
2. It is the responsibility of the parent or guardian to see that an insurance form is filled out following an injury.
3. There are time limits to filing and processing accident claim forms.
    a. Medical expenses must begin within sixty (60) days of the accident with a licensed medical professional and be incurred within 52 weeks of the accident date.
    b. The claim must be filed with the insurance company within 1 year+90 days of the accident.
    c. Bills must be submitted to the insurance company within 1 year+90 days of the accident.
    d. Treatment within the 52 week benefit period will be covered; any expenses incurred after 52 weeks will be denied.
4. Coaches should use discretion when discussing insurance claims with parents. Please be aware that the policies USD 428 carries have benefit maximums and we do not guarantee that 100% of the benefits denied by the parent's insurance provider will be payable under the provisions of the USD 428 excess policy.

ATHLETIC EXPECTATIONS FOR STUDENT PARTICIPANTS

The community, administration and coaching staff feel strongly that high standards of conduct and citizenship are essential elements in maintaining a sound athletic program. Discipline, responsibility, good sportsmanship and respect are essential ingredients of a well-rounded athlete. Athletes are recognized as official representatives of the school and community. Their conduct and sportsmanship on/off the school premises should display the highest possible standards.

Athletic misconduct will be dealt with by the head coach. The head coach may want to confer with the Activities Director and Principal in some cases, but the ultimate decision should belong to the head coach of that sport. Athletes are entitled to a hearing by the head coach, Activities Director and Principal if requested. All athletes are expected to abide by the district's drug/alcohol/vape policy and attendance policy. Athletes are expected to be in attendance all day at school in order to practice/compete that day. Students assigned ASD, ISS or OSS on competition dates are ineligible to compete. This includes traveling with the team to an out-of-town event.

Athletes are expected to be at all practices. Unexcused practices will be handled by the head coach.

Athletes/families should reference program guide books/expectations provided by coaches for each program.

ACTIVITY PARTICIPATION AND ATTENDANCE AT SCHOOL

Any student participating in any activity program sponsored by KSHSAA and/or USD 428 must be in attendance at school for the entire day's schedule of classes in order to be eligible and in good standing to practice, perform, or compete later on that day or night. Students are expected to remain in class until the designated time of departure from school.

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

- A call is made in advance of the absence by the student's parent/guardian explaining the reason and the necessity for the student missing all or part of that day to School, Coach, Activity Dept.

- In emergency situations a call is made as soon as possible explaining the nature of the student's absence.

The decision to waive this policy will then be made by the activity director and/or school administration. Calls should be directed to the building activity director.

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

Coaches and the Activities Department will monitor student grades, attendance and tardies on a regular basis.

SPORTSMANSHIP

Activities are an important aspect of the total education process in schools. They provide an arena for participants to grow, to excel, to understand and to value the concepts of SPORTSMANSHIP and teamwork. They are an opportunity for coaches and school staff to teach and model SPORTSMANSHIP, to build school pride, and to increase student/community involvement, which ultimately translates into improved academic performance. Activities are also an opportunity for the community to demonstrate its support for the participants and the school, and to model the concepts of SPORTSMANSHIP for our youth as respected representatives of society.

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

Rule 52 of the Kansas State High School Activities Association requires the following:

- Be courteous to all. (participants, coaches, officials, staff, and fans).
- Know the rules, abide by and respect the officials' decisions.
- Win with character and lose with dignity
- Display appreciation for good performance regardless of the team and school.
- Exercise self-control and reflect positively upon yourself, team and school.

- Permit only positive sportsmanlike behavior to reflect on your school or its activities.
- All actions are to be for, not against; positive, not negative or disrespectful!
- Students/fans who violate rule 52, or who display any type of poor sportsmanship or misconduct, may be ejected from the activity; may be subject to loss of privilege of attending school activities, as well as further disciplinary actions.

Activity Pass

The activity pass costs $35.00 and entitles the owner to attend all home regular season athletic events.

2026-2027 Coaches

Fall Sports

Boys' Soccer……Jesus "Chuy" Loera
Cross Country……Lyles Lashley
Football……...Erin Beck
Girls' Golf……MacKenzie Nelson
Tennis……Zach Bartel

Winter Sports

Volleyball……Tina Johnson
Boys' Basketball…..Taylor Satterthwaite
Girls' Basketball……..Mikayla Biermann
Bowling…… David Feldbauer
Boys' Swimming…… Kari Carper
Wrestling……..Boys: Rex Kern
Girls: Jeremy Foster

Spring Sports

Baseball……..…Michael Stettinger
Boys' Golf……Steve Wolf
Girls' Soccer……...Noel Rodriguez
Softball……...Shawn Behr
Girls' Swimming……Lauren Jordan
Tennis……Taylor Satterthwaite
Boys'& Girls' Track……Lyles Lashley

2025-2026 Activity / Club Sponsors

Cheerleading……..Sarah Burkhead
Dance Line……Madyson Hayden
Debate/Speech……Pamela Williams
Theatre ……...Holly Johnson
FBLA…….... Karen Moeder
FEA…..……Cara Negaard
FFA……..……Robin Linsner
KAYettes ……Holly Johnson
KAYS ……..……Karen Clark
National Honor Society……..Luke Maneth
Pep Club ……..TBD
Scholar's Bowl .....Zach Bartel
Student Council……Rachel Thexton
Vocational Club (VTC)….. Travis Straub
Zero Reasons Why…….....Shailey Clark

Guidance Office/Student Services

The Guidance/Student Services Office provides a number of services, which are available to all students at GBHS. These services are available throughout the school day. Students are encouraged to visit during their Connect class to minimize class time interruption. Services listed below are established as an integral part of the total educational process and are intended to help students succeed and continue on to be successful in college and/or a chosen career.

Services Available:

- Enrollment Assistance
- Freshmen Mentor Program
- Academic Counseling
- Military Recruitment
- Career Exploration
- College Representative Visitations

- College Information
- Alternative Learning Center Information
- Testing Administration
- Barton County Academy Information
- ACT/SAT application
- Local Scholarship Program
- AP testing
- Senior Newsletters
- Career Pipeline
- Graduation
- Concurrent Credit
- Board of Regents
- Student Assistance Program
- Transcript checks
- Personal/Social Counseling
- Panther Enrichment Program (PEP)

Panther Enrichment Program

The Panther Enrichment Program (PEP) works with all students in an effort to meet the individual needs of all students, to reduce dropout levels, and to help those with special needs to be successful and graduate from Great Bend High School. **Summer School is offered for students who have failed a required core class and/or are at risk of not graduating with their class.**

Special Education

Great Bend High School offers special education programs for students who, in accordance with state laws, do qualify in one or more of the following categories:

- Gifted
- Speech Handicapped
- Educable Mentally Handicapped
- Visually Handicapped
- Hearing Handicapped
- Trainable Mentally Handicapped
- Learning Disabled
- Severe Multiple Handicapped
- Physically Handicapped
- Behavior Disorders

Gifted Education: A Gifted Consultant has a regularly scheduled time at GBHS and is available at other times by arrangement. She may be reached by contacting the Barton County Special Services at 793-1550.

English as a Second Language

Courses in the English as a Second Language program are for identified non-English or limited English proficient students enrolled in high school. ESL courses are basic courses designed to meet the needs of individual ESL students and provide supportive help to ESL students in their regular education classes.

Testing Schedule – Dates are subject to change

ASVAB
See Guidance Office for Testing Dates

ACT Assessment Test (ACT)
Saturday, September 19, 2026
Saturday, October 17, 2026
Saturday, December 12, 2026
Saturday, February 27, 2027
Saturday, April 10, 2027
Saturday, June 12, 2027
Saturday, July 10, 2027

Scholastic Aptitude Test (SAT)
See Guidance Office for Testing Dates

Preliminary Scholastic Aptitude Test (PSAT)
See Guidance Office for Testing Dates

Advance Placement Exams
See Guidance Office for Testing Dates

Local Scholarship Assembly and Honor's Assembly
Wed., May 12, 2027

Unified School District 428 Alcohol, Drug, Tobacco, and Steroid Policy -Activities-

In coordination with TARGET Kansas, USD 428 wants to address chemical and

tobacco abuse by students, grades seven through twelve, involved in activities. Students participating in activities represent their school and community. It is important that these students present a positive image and serve as role models for others.

Participation in district-sponsored school activities is not a right, but a privilege. Students who choose to participate in such programs are expected to display self-discipline and control of their conduct above what is expected of the regular student. Medical studies show the use of alcohol, drugs, steroids and tobacco by students will affect their participation and the development of their skills.

The unlawful possession, use, or distribution of illicit drugs, tobacco and alcohol by students is prohibited. This policy is required by the 1989 amendments to the Drug Free Schools and Communities Act, P.L. 102-226, 103 St. 1928(Cf. LDD).

In an effort to develop consistency and uniformity within the USD 428 activities program, the following substance abuse policy will be enforced throughout the entire school year.

ALCOHOL, DRUGS, AND TOBACCO

Rule 1: It is a violation of the district activities policy for any student participating or having been a participant in any school-sponsored activity to:

(1) use or possess a beverage containing alcohol;

(2) use or consume, have in possession, buy, sell, or give away any controlled substance;

(3) use or possess tobacco in any form.

(4) use, consume or possess an anabolic steroid

An exception will be made if the controlled substance is prescribed for the use by a physician.

If a student violates this policy from the first day of the fall athletic season, until the last day of the spring athletic season, whether actively participating in a school sponsored activity or not at the time of the violation, and the violation is substantiated verbally and in writing by a law enforcement official, faculty member, or school administrator, the following will occur:

First Violation: A first-time violator shall be subject to the following sanction:

a. Suspension from all students' activities involving performances, contests, or competitive events for a period of not less than one week. This suspension shall include any and all competitive events, performances, and contests first occurring after the infraction and any subsequent activities during the suspension period. Should it be necessary, the suspension may be administered in the school year following the infraction. Any suspension will not preclude the student from participating in practice. The student shall also remain subject to additional disciplinary action, if any, by the coach of the sport or school activity sponsor.

Second Violation: A second-time violator shall be subject to the following sanction:

a. Suspension from all student activities for a period of not less than one semester or four months.

b. A student placed on long-term suspension from activities under this policy may be readmitted on a probationary status if the student agrees to complete a drug and alcohol rehabilitation program. Names of

acceptable programs are on file with the board clerk.

Third Violation: A student, who violates the terms of this policy for the third time, and any subsequent violations, shall be subject to the following sanction:

a. Suspension from participation in and attendance at all school activities for the year.

STEROIDS

Rule 2:

It will be a violation of district policy for any student involved in a school-sponsored activity to use anabolic steroids.

Penalties are the same as outlined in Rule 1 of the Alcohol, Drugs and Tobacco Policy with the additional requirements on steps one and two that students would remain ineligible for competition until such time as medical evidence can be presented that his/her system is free of that drug. This is in accordance with Kansas State High School Activities Association Handbook, Rule 14, Article 4. The USD 428 Board of Education reserves the right to request testing for controlled substances.

Safety Procedures

Classroom Lock Down Procedure

In the event of an emergency lock down, teachers will move students to a safe location in the room away from the line of sight and wait quietly until they receive further instruction from administration.

Fire Drill Procedure

Fire drills are held once a quarter to comply with the State laws. When the alarm sounds, everyone must leave the building. Students are to move rapidly and not run. Use double file lines when possible.

Exits are as follows:

Room	**Exit**
130 - 136	North Front Doors
137 - 146	North Doors
147 - 152	North West Doors
120 - 129	West Doors to FB Field
100 – 107	Library South Doors
108 - 118	South or SW Doors to 19th St.
201 - 206	Down South Stairs to Front Door
207 - 211	Middle Stairs to North Faculty Parking
212 - 217	Down North Stairs to North Front Door
218 - 222	Middle Stairs to North Faculty Parking
Commons Area, Gymnasium, Band	Closest Doors Exit North or South

Check Fire Exit Map in your Classroom

Fire Drills

Fire drills are held once a quarter to comply with state laws and for OUR protection. Please observe the following stipulations in each drill:

- Close all windows and doors before leaving the room.
- Know which door to use in leaving the building.
- Move quickly and safely at all times, do not run.
- Take Rosters & Grade Book.
- Everyone must leave the building.
- When outside, move away from the building.

Student Pickup

Following a fire or tornado, students may be picked up by their parents at the south end of the student parking lot on 18th Street between Morton & Morphy.

Handicap Evacuation Plan

The following is the evacuation plan for handicapped students at Great Bend High School when the elevator is not to be used:

1. Teachers on 2nd floor who have any students who are handicapped, shall assign four (4) students to carry any student who is in a wheelchair down the stairs; shall assign two (2) students to carry any student on crutches down the stairs; shall assign one (1) to assist any student who needs help walking down the stairs; out the nearest exit. Everyone must leave the building. When outside, move away from the building.

2.Teachers on 1st floor who have any students who are handicapped, shall assign one (1) student to assist each handicapped student out the nearest exit.

3.Each teacher will have on file with the principal a list of each handicapped student in their room along with the name of the students being assigned to assist a handicapped student

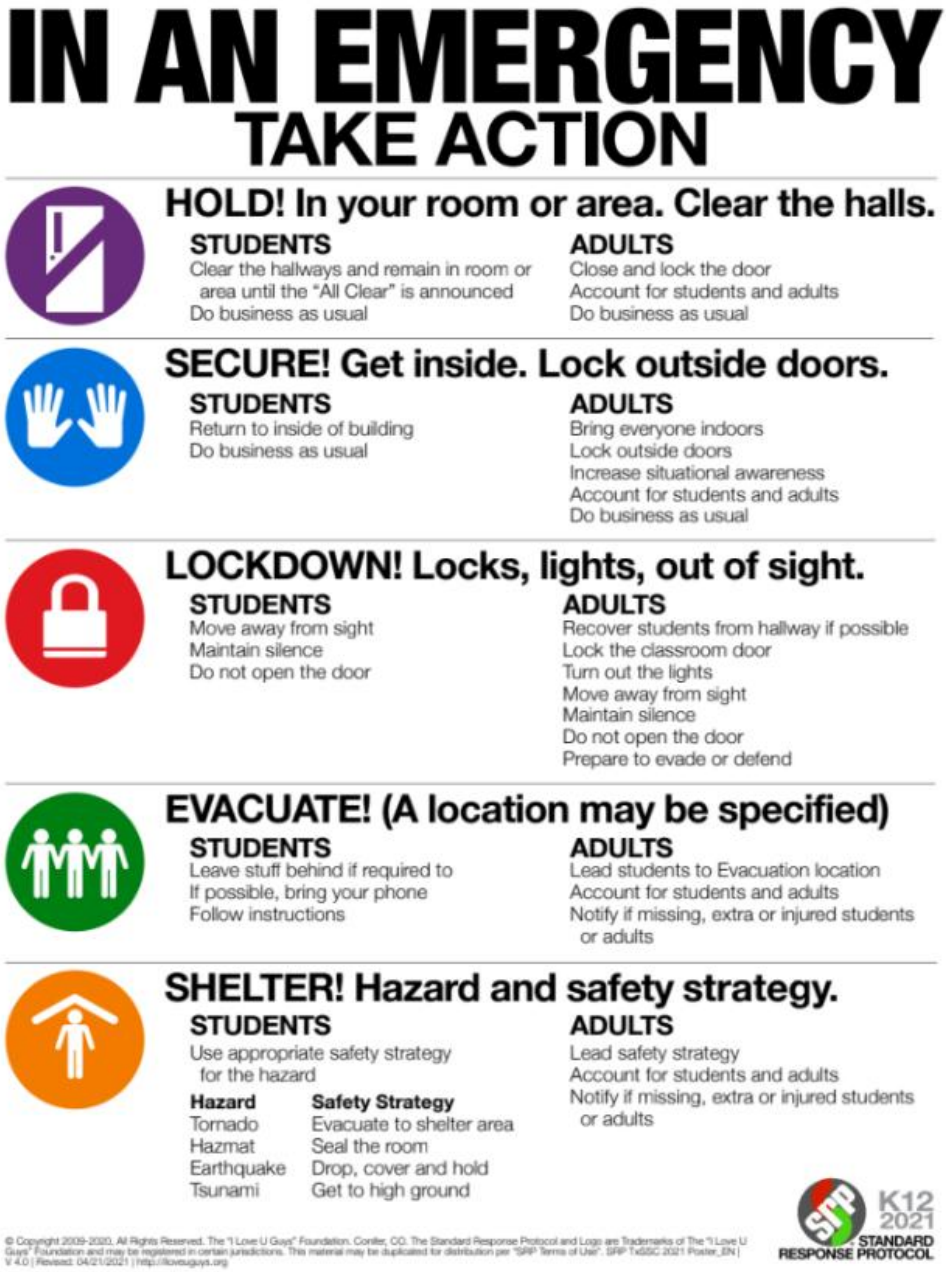
Tornado Drills

Students will be advised over the intercom system to move to their designated shelter areas. In the event of power failure, referee whistles or bullhorns will be used. Students should move quickly and quietly to the following stations and be seated against the wall. The center of each hallway should be clear of traffic.

If we are under a tornado warning, no one will be permitted to leave the building.

Tornado Stations

Rooms	**Shelter Area**
100, 101, 102, 103, 104	Stay in your Room
105 & 106	Hallway by Rooms 100 – 104
108, 110, 116, 117, 118, 120	Stay in your Room
109, 111, 112, 113, 114, 115	Hallway by Rooms or in Rooms, 108, 110, 114. 117
Library	Stay in Library
130,132,133,135,136,137	Hallway between
138, 139, 141, Guidance	Rooms 130-141
143, 144, 145, 146, 147,148	Hallway between
149, 150, 151	Rooms 143-146
123, 124, 126, 127, 128, 129	Stay in your Rooms
121 & 122	Go to Room 123 or 124
Main Office	Senior Hall
201, 202, 203, 204	Down South Stairs to Hallway
205, 206, 207, 208, 209	by Rooms 100 – 104
210, 211, 212, 213, 214	Down North Stairs to Hallway
215, 216, 217	by Rooms 137 – 139
218, 219, 220, 221	Down Center Stairs to Senior
222	Hall South of Elevator
Gymnasium, Field House & PAC	Go to Locker Rooms
Band	Stay in your Room



Guidance for Communicating Electronically with Students

USD 428 recognizes that today's students and staff are deeply engaged in electronic forms of communication for their daily interactions with friends, family, and their larger social networks. As educators, we too have turned to email, websites, blogs, text messaging and the use of social media websites such as Twitter, Facebook and others to communicate with similar groups. These dynamic and mobile forms of communication quickly reach their audience through technologies that have become an integral part of our online lives. When used appropriately, they are an acceptable means of communicating with students.

The guidance outlined here is designed for the purpose of raising awareness of the importance of appropriate message content when using electronic devices to communicate with students in order to

avoid the risks innate with using these electronic tools for communicating with students. It is important to understand, each of us is responsible and accountable for what one communicates by whatever means.

Communication should pass the "TAP" Test.

Electronic communication with students should always be **T**ransparent, **A**ccessible and **P**rofessional as defined below.

1. The communication should be transparent. Electronic communication between staff and students should be transparent. As a public school district, we are expected to maintain openness, visibility, and accountability with regard to all communications.

2. The communication should be accessible. Electronic communication between staff and students should be readily accessible by students and parents as well as by staff.
3. The communication should be professional. Electronic communication from staff to student should be professional and meet the high standards expected by the public and USD 428.

It is important to understand that the method of communication is not the central issue. In a modern world, communication occurs through a number of modes. Of course, the chosen mode should be accessible to those who have a need for the information. What is more important is the nature and content of the communication. When communicating as a representative of the District with a student, you should pay particular attention to word choice, tone, grammar, and subject matter so that the correspondence models the standards and integrity of a District professional. Communication should be courteous, conscientious, and generally businesslike in manner. Language that is abusive, profane, tasteless, or sexually explicit or suggestive is obviously inappropriate. Unless otherwise restricted, this guidance is not intended to restrict the method, in which you communicate, but to provide guidance as to the nature and content of the message and to ensure that the communication is accessible and transparent.

The policy is intended as a helpful guide in communicating electronically. However, inappropriate or unprofessional content in a message conveyed electronically or otherwise may subject staff to disciplinary action.
BOE IIBGC Approved 7-13-126

Unified School District 428 Use of Cameras Policy

Cameras may be used at school, on school property, or at school activities or functions only if they are not disruptive, as determined by the school staff. Cameras shall not be used in the classroom unless the photographs or videos taken are for an official or authorized school publication or broadcast. Cameras shall not be used in such a fashion as to inappropriately invade the privacy of others. No camera shall be used in any restroom, dressing area, or locker room. Cameras shall not be used to record and/or transmit confidential material, such as

classroom material, tests, or grade book entries, or activity that violates school policy. For the purposes of this section, “camera” shall be defined to include film cameras, movie cameras, digital cameras, video cameras, cellular telephone cameras (capable of recording either still images and/or video), videophones, web cameras, and any other device capable of taking, storing, transmitting, or viewing pictures or video. Students who violate these
rules or any other classroom rules relating to computer or electronic device use are subject to disciplinary action up to and including suspension or expulsion from school.

Unified School District 428 Computer and Device Acceptable Use

Students shall have no expectation of privacy when using district e-mail, or computer systems, or electronic devices. E-mail messages shall be used only for approved educational purposes. Students must use appropriate language in all messages. Students are expected to use the system following guidelines approved by teachers or the administration. Any e-mail or computer application or information in district computers, computer systems, or electronic devices is subject to monitoring by the staff and/or administration. The district retains the right to duplicate any information created by students in a computer system, on any individual computer, or on any electronic device. Students who violate these rules or any other classroom rules relating to computer or electronic device use are subject to disciplinary action up to and including suspension or expulsion from school.

Unified School District 428 Readmittance Policy Following Contagious Disease

Parents and Learning Center personnel are requested to follow the guidelines for readmittance following certain illnesses. Students not following these guidelines will be sent home until it is acceptable to return to the classroom. **USD 428 follows KDHE recommended guidelines that are subject to change.*

Parents are requested to report to the Learning Center a student's exposure to, or onset of, a communicable disease. Staff members can then observe students for symptoms and carry out necessary isolation.

A child with a fever (temperature greater than 100 F) should not come to school until their temperature is normal (98.6 F) without medication for 24 hours.

Pupils absent from school due to any communicable diseases listed below must follow guidelines for that disease to be readmitted to school.

Vomiting and/or Diarrhea (persistent)

- Please do not send students exhibiting these symptoms to school until there has been no vomiting or diarrhea for 24 hours.

Streptococcal Sore Throats/Scarlet Fever

- Students should be treated by a health care provider and may not attend school until under

treatment and having no fever, without medication, for 24 hours.

COVID

- Anyone testing positive for COVID should remain out of school for a minimum of *five (5) calendar days following onset of symptoms. After five days, students must be fever-free for 24 hours without fever-reducing medications and have improved symptoms before returning.

Influenza

- Anyone testing positive for influenza should remain out of school for a minimum of *five (5) calendar days following onset of symptoms. After five days, students must be fever-free for 24 hours without fever-reducing medications and have improved symptoms before returning.

Upper Respiratory Illness/Colds

- The student must be able to participate in school activities and should not be tired or listless. Temperature should be normal without medication for 24 hours before returning to school.

Rashes

- If your student has a rash, please contact your school nurse or healthcare provider for further direction; a physician's note may be required for readmittance to school.

Ringworm, Impetigo, and Scabies

- Student is excluded from school until under an effective treatment (medicine) and no longer considered contagious.

Chicken Pox

- There should be six (6) days out of school from the onset of the illness. All skin lesions must be dry prior to the return to school.

Measles (Rubeola or Rubella)

- Students should be out of school for seven (7) days after the rash appears.

Mumps

- Students should not return to school until the swelling is gone—usually ten (10) days.

Pink Eye (Conjunctivitis)

- A student may return to school 24 hours after starting antibiotic treatment and when the discharge from the infected eye(s) has ceased.

Head Lice—Infected Students may return to school *only* after the following is complete:

- Student is treated with an anti-parasitic shampoo. Students must bring proof of treatment when returning to school.
- When there are no longer any live lice.

(2/2025)