



NEUWOEHNER STUDENT HANDBOOK

2026 - 2027

12112 Clayton Road
Town & Country, MO 63131
314-989-8700

Mission: Neuwoehner High School is committed to partnering with students, families, and the community to provide individualized, safe, and equitable education and support for all learners transitioning to adulthood.

Vision: Neuwoehner is committed to successfully transition students to adult life.

Special School District

Notice of Non-Discrimination and Accommodation

Special School District does not discriminate or tolerate discrimination, harassment, and/or retaliation against an individual based on race, color, religion, sex, national origin, sexual orientation or perceived sexual orientation, ancestry, disability, veteran status, age, genetic information or any other characteristic protected by federal or state law in its programs, activities and employment and provides equal access to the Boy Scouts and other designated youth groups.

Direct inquiries and complaints under this policy to Special School District's Director – Compliance Liaison, 12110 Clayton Road, St. Louis, Missouri 63131, telephone (314) 989-8100 or to the U.S. Department of Education Office for Civil Rights, One Petticoat Lane, 1010 Walnut Street, 3rd Floor, Suite 320, Kansas City, Missouri 64106, telephone (816) 268-0550, fax (816) 268-0599, TDD (800) 877-8339, email OCR.KansasCity@ed.gov Information about the existence and location of services, activities, and facilities accessible to impaired persons can be obtained from the Special School District's Director – Compliance Liaison at the phone number and address listed above

Absences/Attendance	11
Alternative Method of Instruction (AMI)	13
Child Abuse & Neglect Hotline	22
DESE ESSA Complaint Procedures	19
Food Service	10
Grades	10
Graduation Requirements	10
Hours	4
Mission & Vision	8
Nursing: Medication, Illness, Hospitalization	15
Observation Procedures	11
Phone Numbers: Office, Nurses, Social Workers, & Transportation	4
Rules for School	7
School Closing	12
Social/Emotional Growth	6
Technology	16
Transportation	14
Visitors	11
Board Policies	
Behavior Intervention Strategies (JGGB , JGGC , JGGD)	
Bullying (JFCF & JFCF-R)	
Discipline (JG & JG-R)	
Concerns & Complaints (KL & KLA-R)	
Graduation Requirements (IKF-R)	
Medication (JHCD)	
Technology Usage (EHB , EHB-R1 & EHB-R2)	
Student Suicide Awareness, Prevention, & Intervention (JHDC & JHDC-R)	

SPECIAL SCHOOL DISTRICT

2026-27 Student Academic Calendar

Students and staff in partner districts should refer to their partner district calendar, as this calendar only reflects SSD schools, buildings, and programs.

For the most current version of this calendar, visit: www.ssdmo.org/Calendar



JULY 2026

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

JUL. 3: District Closed, Independence Day Observed

JANUARY 2027

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

JAN. 1: District Closed, Winter Break (continued)

JAN. 4: Students Return

JAN. 18: District Closed, Dr. Martin Luther King, Jr. Day

AUGUST 2026

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

AUG. 24: First Day of School

FEBRUARY 2027

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

FEB. 12: No School, Professional Development Day

FEB. 15: District Closed, Presidents' Day

FEB. 26: End of Third Quarter

SEPTEMBER 2026

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

SEP. 7: District Closed, Labor Day

MARCH 2027

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

MAR. 15-19: No School, Spring Break

OCTOBER 2026

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

OCT. 21: End of First Quarter

OCT. 22: No School, Professional Development Day

OCT. 23: No School, Fall Break

APRIL 2027

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

APR. 16: No School, Professional Development Day

NOVEMBER 2026

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

NOV. 3: Virtual School Day / Election Day

NOV. 25-27: District Closed, Thanksgiving Break

MAY 2027

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

MAY 27: Last Day of Student Attendance

MAY 28: End of Fourth Quarter / Second Semester

MAY 28: No School, Students Return

MAY 31: District Closed, Memorial Day

DECEMBER 2026

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

DEC. 17: End of Second Quarter / First Semester

DEC. 18: No School, Professional Development Day

DEC. 21-31: No School, Winter Break
District Closed Dec. 23-31

JUNE 2027

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

JUN. 4: Last Possible Day of Student Attendance with Snow Days

JUN. 7: Extended School Year (ESY) Begins

JUN. 18: District Closed, Juneteenth Observed

JUL. 1: Extended School Year (ESY) Ends

Current as of Jan. 27, 2026

Welcome to the Neuwoehner 2026-2027 School Year

Welcome both new and returning families and friends! We are looking forward to an exciting year. Please set aside some time to review the 2026-20267 Family-Student Handbook together.

Our school hours are 7:35 a.m. to 2:15 p.m. School Office hours are from 7:00 a.m. to 3:30 p.m. Monday through Friday. Please refer to the school calendar for information regarding school closures.

Here are some helpful phone numbers to keep handy :

Neuwoehner School Office 314-989-8700

Beth Brogdon

Marisa Larkin

Fax 314-989-8702

Health Office 314-989-8710

Megan McDonald

Dena Pedrotti

Social Worker

Debbie Busche 314-989-8724

LeaAnn Roth 314-989-8722

Anna Shreves 314-989-8711

Transition Facilitator

Sarah Kimmel 314-989-8742

Transportation

Central Garage 314-989-7165

South Garage 314-989-7563

North Garage 314-989-7750

Administration

Principal: Kim Fine klfine@ssdmo.org

Assistant Principal: Bridget Duke baduke@ssdmo.org

Welcome!

Hiram Neuwoehner High School, established in 1971, is a special education school in the Special School District of St. Louis County. Neuwoehner School is a secondary school serving high school students from 12 area school districts. Neuwoehner School serves a diverse student population and provides significant supports to meet individual student needs as outlined in the individualized education plan.

Hiram Neuwoehner School hosts a schoolwide **Student Council**. The Student Council sponsors a number of activities each year including officer elections, school dances and teacher appreciation activities as well as raising money for a variety of nonprofit organizations.

T.E.A.M. Tiger (*Together Everyone Achieves More!*) is the school-wide motto used to promote recognition of students demonstrating appropriate social skills relating to the school rules: ***Be Kind, Be Safe, Be Cooperative, Be Peaceful***. Students earn T.E.A.M. Tiger tickets and have the opportunity to attend T.E.A.M. Tiger gatherings and spend them at the Tiger Store. Teachers implement regular social skills instruction related to this system of school-wide positive behavior supports to promote student learning. *Go Tigers!*

At Neuwoehner High School, character education is an essential part of the curriculum. **Character lessons** are taught by teachers, social workers, speech and language pathologists, and the school counselor. Service learning projects are also utilized to teach and reinforce character through our work with Stray Rescue of St. Louis, American Heart Association, Ronald McDonald House, and local children's hospitals. Our focus is to teach and to reinforce core ethical and performance values that are universal: Be Kind, Be Safe, Be Cooperative, and Be Peaceful (which are also our school rules). Incorporation of character education across curricula builds a caring school community that promotes each student's intellectual, social, emotional, and ethical responsibilities.

The Hiram Neuwoehner School staff is as diverse as the student population served. Most teachers hold a Master's Degree or higher. The para educators serving the Neuwoehner School community come from a variety of backgrounds including teaching, nursing, business, and special education. Additionally, Neuwoehner students are supported by a variety of related service providers including registered nurses, occupational therapists, physical therapists, social workers, speech and language pathologists, and a whole host of itinerant service providers in the areas of vision, communication, hearing and mobility. School staff are regularly recognized for their exemplary service.

The Hiram Neuwoehner School community prides itself on the accomplishments of the students it serves. It is through the celebration of each individual student's self-determination in meeting his/her/their personal goals that our mission is achieved.

Take a moment to review the family-student handbook for more information about Neuwoehner School.

Social/Emotional Growth

Neuwoehner supports the academic and social/emotional growth of students through three interconnected models:

Positive Behavior Interventions and Supports (P.B.I.S)

Restorative Practices

Character Education

Neuwoehner's P.B.I.S. program is called T.E.A.M. Tiger (Together Everyone Achieves More). T.E.A.M. Tiger focuses on following our school rules and providing additional individualized support for some students. The P.B.I.S. model uses tiers of intervention to support all students. In Tier 1 we work on things that benefit all students, things we call "universals." Our school rules: be safe, be peaceful, be cooperative, be kind are an example of a "universal." Students who require additional support may be identified by their classroom team and other data. Tiers 2 and 3 look at individual student data and programming and identify interventions to help support progress.

Another component of T.E.A.M. Tiger is earning Tiger Tickets for demonstrating the school rules. Students are given tickets by staff members who observe them following the school rules. At the end of each week students are able to spend their tickets at the Tiger Store on small items, snacks, or participation in special events like making a craft or playing a game of basketball.

Restorative Practices help our Neuwoehner community build relationships. Through restorative practices we work together, learn to understand one another's perspective, and create plans to repair harm we cause to one another. Restorative Practices looks like many different things at Neuwoehner. It may look like a circle in a classroom with students sharing information about themselves and getting to know one another. It also looks like students meeting with one another or with a staff person if they have caused harm (hurting someone's feelings for example) to repair what has happened.

Neuwoehner is proud to be a National and State School of Character. This means that our students, staff, and school community – including families! – have worked together to support the core values of Character Education. The core values of Character Education include treating one another with respect and care. Each month at Neuwoehner one word related to positive character is highlighted for instruction and recognition. Each semester students are recognized for demonstrating positive character at our Character Captured Assembly.

Settings	BE KIND	BE SAFE	BE PEACEFUL	BE COOPERATIVE
All	Include others Use polite words Keeps hands to self Help others Be a friend	Keep hands and feet to self Walk Use materials & equipment properly	Calm voice Walk quietly so others can learn Calm transitions Keep body quiet	Follow directions the first time Take turns Share with others Problem solve Be a team player
Hallway	Keep hands to self	Walk	Quiet voice	Let others go first
Playground	Play with others No put-downs	Play safely Use equipment safely	Solve problems peacefully Remain calm	Share equipment Take turns Come in quickly when called Listen to staff
Bathrooms	Respect privacy	Wash your hands	Use quiet voice	Keep the bathroom clean
Cafeteria	Eat your own food Be polite to others in line	Stay seated Push in your chair	Practice good table manners Talk quietly at your table	Throw your trash away Clean up your area Listen to staff
Library	Share books and materials	Push in chairs	Use quiet voice	Take care of books and materials Put materials away
Assembly	Keep hands to self	Sit in one spot Face forward	Keep hands and feet to self Enter/exit gym quietly	Listen Applaud appropriately
Buses	Keep hands to self Keeps objects to self	Obey bus rules Stay in your seat Face the front	Quiet Voice	Listen to the bus driver



SPECIAL SCHOOL DISTRICT of ST. LOUIS COUNTY

Specialized for Success

Special School District of St. Louis County, the largest specialized education provider in the state, equips and empowers students of all learning abilities to excel to their greatest potential. This is realized through an inclusive, collaborative approach, supported by our comprehensive resources and deep expertise - all of which is centered on each student's unique needs.

MISSION

To support and empower students of all learning abilities to excel to their greatest potential

VISION

All students realize their full potential in life and learning

SSD CORE VALUES

Equity • Commitment • Collaboration

Safety/Security

- Sign in your student when dropping off or picking up in the office.
- Ensure that your student is supervised by a classroom staff member before leaving.
- Exterior doors to the building are locked during the school day, use the bell at the front entrance to request entry with a school secretary.
- Safety reviews and drills are conducted with staff and students. These include fire, tornado, earthquake, and intruder drills.
- If you have questions about Neuwoehner's safety drill procedures, please contact a school administrator.
- Entry to the building requires government issued identification. IDs are scanned through the registered sexual offender databases before a visitor badge is issued.
- Visitors are asked to keep their visitor badge/sticker visible while they are in the building. Please know that to ensure the safety of students, any staff person may ask you your purpose for being in the building and to see your badge.

IEP Information

- Plan on attending your student's Individualized Education Plan (IEP).
- IEP Meetings are held at least once a year.
- It is important to share ideas and concerns.
- Goal progress reports are sent home throughout the year.

School Hours

- 7:35 a.m. - 2:15 p.m.
- Please do not drop off before 7:30 a.m.; Neuwoehner staff is not responsible for students before 7:30 a.m.
- Students should be picked up by 2:15 or they will be sent home on their routed bus.

Communication

- Staff will ask about preferred methods of communication (phone, email).
- Keep staff informed of changes in address or phone number.
- Your student's case manager will give you his/her contact information.
- Please inform staff of your e-mail address to be informed of updates and school notifications.
- Contact the office for additional support/information at (314) 989-8700.

Change of Address

- Please call the Neuwoehner office at (314) 989-8700.
- Transportation can take up to 10 school days to be re-routed. Should you anticipate a change of address, please call the school office so we can contact our Transportation Department as early as possible.

Social Work Services

- Social work services are provided as outlined by a student's IEP.
- Social workers can help coordinate assistance from agencies.
- Please notify social workers of changes with providers.
- Please notify social workers of extenuating circumstances within home.
- Release of Information forms are required annually in order to communicate with outside providers.
- Contact your student's Special education case manager should you need assistance.

Mental Health Support/ Suicide

- Immediate 24/7 confidential support outside of school hours or during a crisis, call or text **988** to reach the Suicide & Crisis Lifeline.

Food Service

- Breakfast and lunch are available from 7:35-8:30 am and 10:30-12:00 pm. If students are not present during these times they are not eligible to purchase meals. Due to Health Department regulations, staff are not permitted to hold meals for late arriving students.
- Meal payments can be made online or by check made payable to Sodexo.
- Please notify staff if you wish to limit additional food purchases.
- During the 2026-2027 school year, all students are eligible for one free breakfast and one free lunch.
- *Staff is not able to heat up or microwave lunches.*
- Please make/ sure items bought for classrooms for celebrations or events are “store bought” due to health regulations. Individually wrapped items, such as a Hostess, are preferred.
- Keep the school nurse/classroom teacher informed if your student has any food restrictions, allergies, or special requirements due to religious practices.
- A doctor’s order is required for any change from the regular school menu or restrictions.

Family and Community Resource Center (FACE)

- Resource center for parents/community members.
- Books, videos, newsletters, etc.
- Contact at (314) 989-8108 or (314) 989-8438.

Grades

Student grades are reported each quarter. Students’ IEP teams determine if graduation is being reached through earning credit or by meeting IEP goals. Neuwoehner uses the following grading scale:

A 90 -100%
B 80 – 89%
C 70 – 79%
D 60 – 69%
F 59% and below

With administrative approval, in some instances a student may be issued an “Incomplete.” Students have one semester to complete work for a course after being issued an “Incomplete.” Incomplete grades are considered an “F” and a student must retake the course after one semester has passed.

Student attendance impacts learning and grade reporting. Excessive absences (10 or more school days) may result in a student receiving an F for the grading period.

Graduation Requirements

- Complete a total of 24 credits, including credits required by the State Board of Education.
- Complete all required end-of-course (EOC) examinations or alternate State assessments (MAP-A).

School Dress

- Clothing or accessories that disrupt the learning environment or are a safety hazard are not permitted.
- Insignia/slogans on clothing that are offensive/gang related/profane are not permitted.
- Clothing advertising or featuring illegal substances, weapons, alcohol, symbols, or behavior not in line with the student code of conduct is not permitted.
- Halters, off the shoulder tops, low necklines, bare midriffs, short skirts, tank tops, and transparent/net, are not permitted.
- Students will have to change if inappropriate clothing is worn. This could include something else they have with them, turning their t-shirt inside out, or something from the Neu closet.
- Students are not permitted to wear hats during the school day. Hats may be worn outside.

Student ID

Students will be issued an ID used for purchasing breakfast and lunch. If badges are habitually lost or damaged, families will be responsible for the replacement cost at \$5 each.

Pets

Only animals associated with approved agencies can enter school.

Visitor/Observation Procedures

- Teachers and administrators are not available for unscheduled meetings.
- At least 48 hours is required to schedule an appointment with teachers or administrators.
- An observation/confidentiality form may be required for your visit.
- Observations are limited to 1 instructional period and once per month.
- Additional information about visitors can be found in Policy KK.
- Visitors and observers cannot interrupt classroom instruction.

Personal Appointments During School Hours

- Personal appointments (example virtual doctor appointments for students) cannot take place in the school building.
- Outside agencies cannot provide services during school; This is considered an absence from instructional time for the student..

Reporting Absences

- Call or text the school office at 314-989-8700 by 7:30 a.m. if your student is not going to be attending school. Leave a message if calling before school hours.
- Chronic absenteeism requires us to make a truancy report and hotline to state authorities.
- Monthly attendance reports will be sent to families.

Early Student Pickup

- If your student is leaving early, notify the office at (314) 989-8700.
- Notify the school if a relative or friend will be picking up your student; written communication is preferred.
- Proper identification is required when signing out.

Ride Shares

- Students arriving or leaving via ride share cause a safety concern on our campus.
- Should your student be arriving by ride share (for example Uber) you are required to speak with someone in the office to ensure your student is appropriately supervised upon arrival.
- Students cannot arrange to leave campus via ride share without permission from school administration and a guardian. Because a ride share is not district approved transportation and the driver is not listed as an approved contact, school staff will not allow a student to get in a ride share without communication between school administration and guardian.

Personal Property

- Items of personal value should be left at home.
- Students are not to trade, borrow, buy, or sell personal items at school or on the bus.
- Staff is not responsible for the return of lost/stolen items.
- Per Missouri statute cell phones are not allowed during school hours. Cell phones are allowed on the bus.
- Personal property confiscated due to a code of conduct violation may be turned over to the appropriate authorities. Some items may be required to be picked up by a guardian.

Cell Phones & Personal Devices

- Per Missouri law, students are not permitted to have cell phones and personal devices, including smartwatches, laptops and tablets, on their person during the school day. Each classroom teacher will implement a check-in/check-out procedure for cell phones and personal devices at arrival and dismissal .

Community-Based Instruction/Special Olympics

- CBI helps students to practice classroom skills in real life settings.
- Not all students participate in Community Based Instruction or Special Olympics.
- Teachers plan trips related to instructional activities.
- Special Olympics activities may include bowling, bocce ball, t-ball, track & field and swimming.
- Permission forms are necessary for student participation in CBI and Special Olympics.

School Closing (Prior to arrival)

- Inclement weather (high heat index, snowstorms, excessively low temperatures) and unforeseen circumstances may result in the closing of school or early dismissal.
- If the school is closed, announcements will be made on the District website and social media.
- An automated phone system will be utilized for school closure announcements.

Emergency School Closing during the School Day

- Dangerous weather, building conditions, and unforeseen circumstances may result in the closing of school.
- If the school is closed, announcements will be made on the radio and television as well as social media.
- ***Develop a back-up plan for your students and family for these situations.***
- An automated phone system may be utilized for school closure announcements.

Water Bottles, Drinks, and Snacks

Students are welcome to bring an empty water bottle to school. We have bottle fillers that students may access. Water bottles must be of a plastic-like material. Glass and metal water bottles are not permitted. These will be held in the office for a family member to pick up.

For the safety of all students, only sealed drinks or beverages may be brought into school. If a student arrives with an opened container, they will be asked to pour it out/throw it away. If your student is arriving and you've stopped at Starbucks or elsewhere, please make sure to finish this in the car.

Snacks may only be eaten in class at the classroom teacher's discretion. Due to student allergies, some classrooms may only eat in the cafeteria. Students may not share snacks or meals with one another.

Student Behavior and Discipline

School staff will make every effort to communicate with you regarding your student's behavior, particularly in instances that are out of the ordinary for your student or which are disruptive to learning. Neuwoehner works to support all students and their success. Individual student behavior plans are followed in addition to expecting students to follow school rules (Be safe. Be peaceful. Be cooperative. Be kind.) Please reach out to your student's special education case manager should you have questions.

While we recognize that each student is working toward personal goals related to safety and behavior, there are times when out of school suspension is utilized. Please familiarize yourself with the SSD Code of Conduct.

In some Learning Communities all students are searched upon arrival to school. Check in involves a school social worker, administrator, or designated staff using a metal detecting wand to check a student. They may be asked to turn out their pockets and/or shake loose items of clothing (eg a hood). If this applies to your student, a letter with instructions was included in your Back to School packet.

Students not regularly searched as an arrival procedure who use threatening language or gestures or who bring contraband (e.g. lighters, drugs or alcohol) will be required to check in daily for a period of 10 days. Students on

check-in may not bring a backpack to school. After a period of 10 days without using threatening language or gestures or bringing inappropriate items to school students are no longer required to have a check in process. (Please note that some student's Behavior Intervention Plans require a daily check in. This is separate from the Neuwoehner expectation around 10 days of check in and will be enforced on a daily basis.)

Property Destruction

Willful damage or an attempt to cause damage to real or personal property belonging to the District, staff or students. This will be addressed on a case-by-case basis with the following:

- Violations will result in administrative conference, loss of privileges, restitution, community service, ISS or OSS.
- Restitution for damages may be required. ([Board Policy ECA](#))

Behavioral Threat Assessment

Each school will have an identified Behavioral Threat Assessment Team that will evaluate verbal, written or online threats made by students, families, and staff. Threats will be referred to the Behavioral Threat Assessment Team at the administrator's discretion. The Threat Assessment Evaluation rubric will be used to determine next steps. If warranted, a Threat Assessment Action Plan will be developed and implemented.

Alternative Methods of Instruction (AMI) Plan

Implementation: This plan is designed to be used in exceptional or emergency circumstances which includes inclement weather, utility outages or an outbreak of contagious disease.

Availability: AMI will be available to all students during a closure as listed above.

Attendance: AMI can be used for up to 36 hours during the school year based on the state requirements. Attendance will be tied to successful completion of course assignments taking place during an AMI day.

AMI Daily Plan:

- Families will receive communication from the student's teacher with the instructional plan for AMI days. This will include instructions for accessing synchronous instruction/office hours and access to the Google Classroom for asynchronous learning activities.
- Classroom teachers/case managers will provide a one-hour synchronous instructional session. One asynchronous activity per content area will be provided in the Google Classroom. The Google Classroom should have three activities per content area provided in the case of multi-day closures. Asynchronous activities will be refreshed after each AMI day.
- Special area/elective teachers will provide synchronous instruction not exceeding one hour per day. One asynchronous activity per content area will be provided in the Google Classroom. The Google Classroom should have three activities per content area provided in the case of multi-day closures. Asynchronous activities will be refreshed after each AMI day.
- Related services providers will designate a one-hour period for office hours where students and families can drop in for support and questions. Related services providers include SLPs, OTs, PTs, social workers, school counselors, and ABA associates. Providers will designate asynchronous learning activities for students on their caseloads to be loaded into the Google Classroom.
- Paraprofessionals will participate in synchronous learning with their assigned teacher.

Attendance: Classroom teachers will enter student attendance as they typically do for AMI days based on student participation in either synchronous or asynchronous activities.

AMI Plan will be adjusted as necessary based on stakeholder feedback.

Community Service

- All students will participate in service learning/community service.

Family Engagement & PAC

- Please consider getting involved at Neuwoehner or the SSD Advisory Committee (PAC).
- SSD Parent Advisory Committee meets monthly.

Transportation

- SSD provides transportation as a related service for qualified students.
- It generally takes 10 working days to set up/make changes to transportation
- For changes in transportation, contact the office at (314) 989-8700

You can help ensure that transportation runs smoothly for our children by the following:

- Please have your child ready for pick-up prior to the scheduled pick-up time. Please contact the bus garage if the bus has not arrived and it is more than 15 minutes past the scheduled pick-up time.
 - o Transportation contact: Bus numbers starting in the 300s are Central Garage 314-989-7165
 - o Transportation contact: Bus numbers starting in the 700s are North Garage 314-989-7750
- Please assist your child on and off the bus when necessary. The transportation provider will not leave the bus to come to the door of the home.
- Students will not be permitted to leave the bus at a point other than the designated stop.
- If your child has medication that needs to be given to the school nurse, *please give the medication to the bus driver* to be delivered to school staff.
- Please ensure that you have made arrangements for someone to receive your child. If there is no one home to meet the bus, the transportation provider will deliver the child to the local police department.
- If your child independently lets him/herself into the house, transportation and Neuwoehner need to know.
- Notify the staff of any unusual circumstances that should be brought to the attention of the driver, i.e. medical attention, behavior issues, medication, etc.
- If there is a disruption, the bus will stop and the police will be contacted.

Please be advised that:

- The transportation department will communicate any changes. .
- Buses operate on a definite schedule.
- Buses, which arrive on schedule, are not required to wait if the child is not at the stop.
- Buses will not return for students who have missed the bus.
- Buses will not leave the stop before the designated time.
- Students must be picked up and dropped off at the same address every day; morning and afternoon addresses may be different, but are to be consistent each day.

Stopfinder

- Special School District utilizes the **Stopfinder app** for students who access SSD transportation to and from school. The free app allows families to track their student's school bus in real-time and customize alerts about their student's bus location.

Immunizations

- Students must comply with Missouri immunization laws, which include students not being able to attend school until proper paperwork is received.
- If immunization records are not on file for a student the parent/guardian must provide a copy of the official immunization record to the school prior to the first day of attendance.
- Exemptions from immunization may be allowed for religious or medical reasons.
- The school nurse can answer specific questions regarding immunization requirements at (314) 989-8745.

Medication

For students who require medication during the school day please follow these guidelines to keep with SSD policy:

- “Parental Authorization for Giving Medication” form is required.
- Only medication prescribed by an *authorized prescriber* will be given at school.
- Only those medications that must be given during school hours will be given at school.
- Medications must be brought to school in the correct pharmacy-labeled container with instructions for administering the medication at school

Please Note: Many medications have been labeled to be given three or four times a day. Special School District’s medication policy states that all medication must be labeled with specific instructions for dispensing the medication during the school day. We will not be able to dispense medication that is not labeled with the specific time it is to be given at school. This procedure may require that your doctor write two (2) prescriptions—one for school/one for home or your pharmacist may divide the medication into separate containers and label them accordingly.

- If you are unable to deliver medicine directly to school, please contact the nurse
- When your child’s *authorized prescriber* orders a change in medication, dosage or frequency of administration, please obtain a new prescription label with the correct information
- ***If sending medication by bus, a parent/guardian MUST hand the medication to the bus driver and the bus driver will deliver the medication to the nurse or administrator***

Student Illnesses

Please keep your child home if any of the following symptoms are present:

- Student is unresponsive and/or unable to maintain an awakened state
- Fever of 100°F and above (taken orally)
- Temperature that is abnormally low (a rectal temperature less than 95°F)
- Persistent coughing
- Abnormal nasal drainage
- Complaining of sore throat or difficulty swallowing combined with a fever
- Vomiting more than once
- Diarrhea
- Unusually loose or watery stools
- Unidentified or widespread rash
- Suspected communicable disease such as flu, chicken pox, scabies, impetigo, etc.
- Persistent or unusual pain
- Any draining or infected sores
- Red, crusted and/or draining eyes

If you keep your child at home for any reason, please call (314) 989-8700.

If your child exhibits any of the above symptoms at school, you will be notified to make arrangements to pick him/her up from school.

Students may not return to school until they symptom free for a 24-hour period. (Note: If your child is sent home with an illness, we will cancel transportation for the next school day).

Return to School Following Serious Illness or Hospitalization

To ensure safety and continuity of care for our students, the following guidelines will be followed in the event your child becomes seriously ill and/or hospitalized:

- The nurse will contact the parent/guardian of any seriously ill or hospitalized student who has had an extended period of absence and inform them they will receive a Return to School Following Hospitalization, Serious Illness and/or Injury form.
- The nurse will request that the parent complete the top portion and the parent/guardian will then request that the Licensed Care Provider complete that remainder of the form before the student returns to school.

- This form must be submitted to the nurse when the child returns to school. School will discontinue transportation during the child's absence.
- Transportation will be resumed via principal contact when the student is released by the Licensed Care Provider to return to school.
- If the requested health information is not submitted to the nurse, the principal, social worker, and nurse will determine what further steps need to be implemented.
- The District's medical consultant, the Lead Nurse, and the school nurse may assist in determining the appropriate care for the returning student
- If a change of placement needs to be considered, an IEP team meeting will be held.

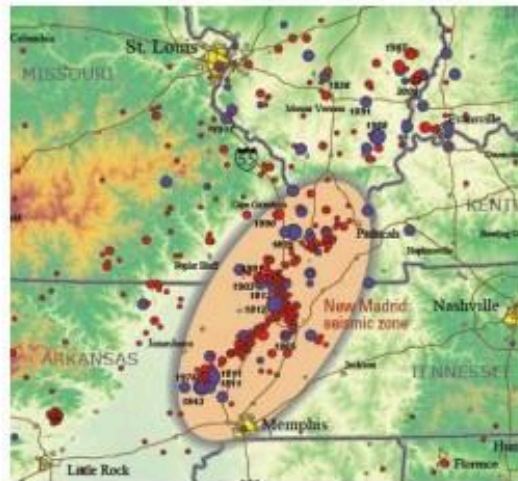
Technology

- Students may be issued technology such as a Chromebook, hotspot, or communication device.
- These items belong to the school district and must be returned before leaving for summer break or before a student's last day of attendance.
- Notify the school office or your student's special education case manager should something break, become lost, or is stolen.
- Use of technology and the school Wi-Fi is subject to school board policy and expectations in the Code of Conduct.
- Students may face disciplinary action for misuse of technology.
- A Technology User Agreement must be completed by a guardian in the student portal for students to access SSD technology.
- SSD Policy EHB and its regulations contain additional information District expectations for technology usage and access.

Earthquakes in Missouri

The highest earthquake risk in the United States outside the West Coast is in the **New Madrid Seismic Zone**, centered in southeast Missouri's Bootheel. Damaging earthquakes are not as frequent as in California, but when they do occur, the destruction covers more than 20 times the area due to the nature of geologic materials in the region. A major earthquake could mean catastrophic damage in the St. Louis and southeast regions of the state, and significant damage throughout Missouri.

The New Madrid Seismic Zone averages more than 200 earthquakes per year. Most can't be felt, but a few can cause measurable damage.



Experts say there's a **25 to 40 percent chance for a major earthquake** in a fifty year period. The result could be major damage from St. Louis to Memphis. The last major earthquake in the New Madrid Seismic Zone was centered in southeast Missouri, near the town of Charleston, in 1895, so we're overdue for a major earthquake.

The Great New Madrid Earthquakes of 1811-12 were the largest in U.S. history west of the Rocky Mountains. The massive quakes destroyed homes, created lakes and briefly caused the Mississippi River to run backward. Shaking was felt as far away as the east coast!

Prepared in accordance with Missouri Revised Statutes, Chapter 160, Section 160.455

Missouri State Emergency Management Agency
PO Box 116, Jefferson City, Missouri 65102
Phone: 573/526-9100 Fax: 573/634-7966
E-mail: mosema@sema.dps.mo.gov



***To help your family survive an earthquake, know what to do
BEFORE, DURING, and AFTER a major quake strikes.***

BEFORE:

- ✓ Put together an emergency kit – flashlight, first aid kit, radio, drinking water, blankets
- ✓ Develop a family communication plan – identify a relative living at least 100 miles away; everyone can call to “check in” to tell family you’re safe
- ✓ Make sure all heavy or breakable items are on lower shelves
- ✓ Know how to turn off utilities

DURING:



- ✓ DROP to the ground.
- ✓ COVER your head with your hands and arms. Crawl under a sturdy table or desk if there’s one nearby.
- ✓ HOLD ON until the shaking stops.
- ✓ If you’re driving, pull off the road, away from buildings and utility poles, and stay in your car.
- ✓ If you’re outside, drop to the ground, away from large objects, and cover your face and head with your arms.

AFTER:

- ✓ Find your family; check for injuries
- ✓ If necessary, call 911 for help
- ✓ If you smell gas or hear a hissing sound, go outside – shut off gas valve
- ✓ Be careful to avoid live power lines and broken glass
- ✓ Listen to news for latest emergency information
- ✓ Be ready for aftershocks!

Missouri State Emergency Management Agency
PO Box 116, Jefferson City, Missouri 65102
Phone: 573/526-9100 Fax: 573/634-7966
E-mail: mosema@sema.dps.mo.gov



Missouri Department of Elementary and Secondary Education

Every Student Succeeds Act of 2015 (ESSA)

COMPLAINT PROCEDURES

This guide explains how to file a complaint about any of the programs ¹ that are administered by the Missouri Department of Elementary and Secondary Education (the Department) under the Every Student Succeeds Act of 2015 (ESSA)².

Missouri Department of Elementary and Secondary Education Complaint Procedures for ESSA Programs	
General Information 1. What is a complaint under ESSA? 2. Who may file a complaint? 3. How can a complaint be filed?	
Complaints filed with LEA 4. How will a complaint filed with the LEA be investigated? 5. What happens if a complaint is not resolved at the local level (LEA)?	Complaints filed with the Department 6. How can a complaint be filed with the Department? 7. How will a complaint filed with the Department be investigated? 8. How are complaints related to equitable services to nonpublic school children handled differently?
Appeals 9. How will appeals to the Department be investigated? 10. What happens if the complaint is not resolved at the state level (the Department)?	

1. What is a complaint?

For these purposes, a complaint is a written allegation that a local education agency (LEA) or the Missouri Department of Elementary and Secondary Education (the Department) has violated a federal statute or regulation that applies to a program under ESSA.

2. Who may file a complaint?

Any individual or organization may file a complaint.

3. How can a complaint be filed?

Complaints can be filed with the LEA or with the Department.

4. How will a complaint filed with the LEA be investigated?

Complaints filed with the LEA are to be investigated and attempted to be resolved according to the locally developed and adopted procedures.

5. What happens if a complaint is not resolved at the local level (LEA)?

A complaint not resolved at the local level may be appealed to the Department.

¹ Programs include Title I, A, B, C, D, Title II, Title III, Title IV.A, Title V Revised 4/17²In compliance with ESSA Title VIII- Part C. Sec. 8304(a)(3)(C)

Local education agencies are required to disseminate, free of charge, this information regarding ESSA complaint procedures to parents of students and appropriate private school officials or representatives.

6. How can a complaint be filed with the Department?

A complaint filed with the Department must be a written, signed statement that includes:

1. A statement that requirement that applies to an ESSA program has been violated by the LEA or the Department, and
2. The facts on which the statement is based and the specific requirement allegedly violated. 7.

How will a complaint filed with the Department be investigated?

The investigation and complaint resolution proceedings will be completed within a time limit of forty-five calendar days. That time limit can be extended by the agreement of all parties.

The following activities will occur in the investigation:

1. **Record.** A written record of the investigation will be kept.
2. **Notification of LEA.** The LEA will be notified of the complaint within five days of the complaint being filed.
3. **Resolution at LEA.** The LEA will then initiate its local complaint procedures in an effort to first resolve the complaint at the local level.
4. **Report by LEA.** Within thirty-five days of the complaint being filed, the LEA will submit a written summary of the LEA investigation and complaint resolution. This report is considered public record and may be made available to parents, teachers, and other members of the general public.
5. **Verification.** Within five days of receiving the written summary of a complaint resolution, the Department will verify the resolution of the complaint through an on-site visit, letter, or telephone call(s).
6. **Appeal.** The complainant or the LEA may appeal the decision of the Department to the U.S. Department of Education.

8. How are complaints related to equitable services to nonpublic school children handled differently?

In addition to the procedures listed in number 7 above, complaints related to equitable services will also be filed with the U.S. Department of Education, and they will receive all information related to the investigation and resolution of the complaint. Also, appeals to the United States Department of Education must be filed no longer than thirty days following the Department's resolution of the complaint (or its failure to resolve the complaint).

9. How will appeals to the Department be investigated?

The Department will initiate an investigation within ten days, which will be concluded within thirty days from the day of the appeal. This investigation may be continued beyond the thirty day limit at the discretion of the Department. At the conclusion of the investigation, the Department will communicate the decision and reasons for the decision to the complainant and the LEA. Recommendations and details of the decision are to be implemented within fifteen days of the decision being delivered to the LEA.

10. What happens if a complaint is not resolved at the state level (the Department)?

The complainant or the LEA may appeal the decision of the Department to the United States Department of Education.

Educating Missouri's Homeless Children

The McKinney-Vento Act, part of the Every Student Succeeds Act of 2015, guarantees homeless children and youth an education equal to what they would receive if not homeless.

Who is Homeless?

According to the McKinney-Vento Act, homeless children and youth include individuals who lack a fixed, regular, and adequate nighttime residence. This includes the following situations:

- Sharing the housing of others (known as doubling-up) due to loss of housing or economic hardship
- Living in motels, hotels, trailer parks, or camping grounds
- Living in emergency or transitional shelters
- Abandoned in hospitals
- Living in a nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation
- Living in cars, parks, abandoned buildings, substandard housing, bus or train stations, or similar settings

The McKinney-Vento Act also recognizes unaccompanied youth who are homeless. According to the act, an unaccompanied youth is a youth not in the physical custody of a parent or legal guardian.

Which School Can a Homeless Child Attend?

There are two choices for a student in a homeless situation – the school of origin and the school of residency. The school of origin is the school the child attended when permanently housed or the school in which the child was last enrolled. The school of residency is the school serving the area where the child or youth is currently physically dwelling. When determining the school of best interest, a homeless child or youth should remain in the school of origin (to the extent feasible) unless doing so is contrary to the wishes of the parent or guardian or to the wishes of the unaccompanied youth.

Enrollment

The McKinney-Vento Act requires the immediate enrollment of homeless children and youth. These children must be allowed to attend school even if they are unable to produce previous academic records, immunization and medical records, proof of residency, birth certificates or other documentation that is usually required.

Transportation

School districts must provide transportation for homeless children and youth to the school of best interest. Districts must also provide transportation during the resolution of any pending disputes. While disputes over enrollment, school placement or transportation arrangements are being resolved, students must be transported to the school of choice of the parent or the unaccompanied youth.

The Homeless Coordinator

A school district's homeless coordinator plays a vital role in ensuring that children and youth experiencing homelessness enroll and succeed in school. The McKinney-Vento Act requires that every school district appoint a homeless coordinator who serves as the link between homeless families and school staff, district personnel, shelter workers and social-service providers. Special School District's homeless liaison is Esthere Scott who can be reached at 314-989-8542 or 314-239-1586 (cell-after 3:30 p.m.).

Call Missouri's Homeless Coordinator at (573) 522-8763

Missouri Department of Elementary and Secondary Education - Federal Grants Management - PO Box 480
Jefferson City, MO 65102-0480

<u>Missouri Child Abuse and Neglect Hotline Numbers</u>	
Toll-free Phone Line	1-800-392-3738
Hearing and Speech Impaired	1-800-735-2466 Voice 1-800-735-2966 Text
<u>MO HealthNet for Kids</u>	
Through the MO HealthNet for Kids program, children receive full, comprehensive coverage including primary, acute, and preventative care, hospital care, dental and vision care as well as prescription coverage.	
Website: https://mydss.mo.gov/healthcare/mohealthnet-for-kids Toll-free phone number: 855-373-4636 Visit your local Family Support Division office	
<u>Trauma-Informed Schools</u>	
Initiative Learn more about Missouri's Trauma-Informed Schools Initiative at: https://dese.mo.gov/traumainformed	

STUDENT DISCIPLINE

The Student Code of Conduct is designed to foster student responsibility, respect for others, and to provide for the orderly operation of district schools. No code can be expected to list each and every offense that may result in disciplinary action; however, it is the purpose of this code to list certain offenses which, if committed by a student, will result in the imposition of a certain disciplinary action. Any conduct not included herein, or any aggravated circumstance of any offense or any action involving a combination of offenses may result in disciplinary consequences that extend beyond this code of conduct as determined by the principal, superintendent and/or Board of Education. In extraordinary circumstances where the minimum consequence is judged by the superintendent or designee to be manifestly unfair or not in the interest of the district, the superintendent, or designee may reduce the consequences listed in this policy, as allowed by law. This code includes, but is not necessarily limited to, acts of students on district property, including playgrounds, parking lots, and district transportation, or at a district activity, whether on or off district property. The district may also discipline students for off-campus conduct that negatively impacts the educational environment, to the extent allowed by law. Any suspension with a recommendation of more than 10 days of suspension will require that a discipline hearing be held.

Students with disabilities will be disciplined pursuant to applicable law in accordance with this regulation and policy JG, as applicable, and in accordance with policy JGE.

Reporting to Law Enforcement

It is the district's policy to report all crimes occurring on district property to law enforcement, including, but not limited to, the crimes the district is required to report in accordance with law. Policy JCF includes a list of crimes the district is required to report.

The principal or designee shall as soon as possible notify the appropriate law enforcement agency and superintendent if a student is discovered to possess a controlled substance or weapon in violation of the district's policy. In addition, the superintendent or designee shall notify the appropriate division of the Family Court upon suspension for more than ten (10) days or expulsion of any student of whom the district is aware is under the jurisdiction of the court.

Documentation in Student's Discipline Record

The principal, designee, or other administrators or school staff will maintain all discipline records as deemed necessary for the orderly operation of the schools, and in accordance with law and policy JGF.

Conditions of Suspension, Expulsion, and other Disciplinary Consequences

All students who are suspended or expelled, regardless of the reason, are prohibited from participating in or attending any district activity or being on or near district property or the location of any district activity for any reason unless permission is granted by the superintendent or designee. When appropriate, the district may prohibit students from participating in activities or restrict a student's access to Special School District (SSD) or partner district property as a disciplinary consequence even if a student is not suspended or expelled from school.

In accordance with law, any student who is suspended for any offenses listed in § 160.261, RSMo.,

or any act of violence or drug-related activity defined by policy JGF as a serious violation of school discipline shall not be allowed to be within 1,000 feet of any district property or any activity of the district, regardless of whether the activity takes place on district property, unless one of the following conditions exist:

1. The student is under the direct supervision of the student's parent, legal guardian, custodian, or another adult designated in advance, in writing, to the student's principal by the student's parent, legal guardian, or custodian, and the superintendent or designee has authorized the student to be on district property
2. The student is enrolled in and attending an alternative school that is located within 1,000 feet of a public school in the district
3. The student resides within 1,000 feet of a public school in the district and is on the property of his or her residence

If a student violates the prohibitions in this section, they may be suspended or expelled in accordance with the offense, "Failure to Meet Conditions of Suspension, Expulsion, or Other Disciplinary Consequences," listed below.

Impact on Grades

As with any absence, absences due to an out-of-school suspension may result in the student earning a lower grade in accordance with the district's policy on absences. Unless otherwise specified by law or district policy, a student will be allowed to make up work missed due to suspension (see regulation JED-R).

Prohibited Conduct

The following are descriptions of prohibited conduct as well as potential consequences for violation. Building-level administrators are authorized to more narrowly tailor potential consequences as appropriate for the age level of students in the building. All consequences must be within the ranges established in this regulation. In addition to the consequences specified here, school officials will notify law enforcement officials and document violations in the student's discipline file pursuant to law and board policy.

Removal from Technical High Schools

In addition to the consequences identified within the ranges established in this regulation, a consequence of student prohibited conduct may include removal from the technical high school program. Students enrolled in programs offered through North Technical High School or South Technical High may be withdrawn from the technical high school program and return to their sending school with the approval of the superintendent or designee. Depending on timing, the district may allow the student to remain enrolled until a logical exit point such as the end of the semester or grading period.

Academic Dishonesty

Cheating on tests, assignments, projects or similar activities; plagiarism; claiming credit for another person's work; fabrication of facts, sources or other supporting material; unauthorized collaboration; facilitating academic dishonesty; use of all unauthorized electronic devices; and other misconduct related to academics, including unauthorized use of generative artificial intelligence (AI), such as large language models (chatbots).

First Offense	No credit for the work, detention, in-school suspension, grade reduction, community service, or replacement assignment
Subsequent Offense	No credit for the work, detention, in-school suspension, grade reduction, community service, course failure, or removal from extracurricular activities

Arson – Starting or attempting to start a fire or causing or attempting to cause an explosion.

First Offense	Principal/Student conference, community service, detention, in-school suspension 1-180 days out-of-school suspension, or expulsion. Restitution, if appropriate. Police notification.
Subsequent Offense	1-180 days out-of-school suspension or expulsion. Restitution, if appropriate. Police notification.

Assault

- Using physical force, including but not limited to hitting, striking, or pushing, to cause or attempt to cause physical injury, placing another person in apprehension of immediate physical injury; recklessly engaging in conduct that creates a grave risk of death or serious physical injury; causing physical contact with another person knowing the other person will regard the contact as offensive or provocative, or any other act that constitutes criminal assault in the third or fourth degree.

First Offense	Principal/Student conference, police notification, detention, in-school suspension, 1-180 days out-of-school suspension.
Subsequent Offense	Principal/Student conference, police notification, detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.

- Knowingly causing or attempting to cause serious physical injury or death to another person, recklessly causing serious physical injury to another person, or any other act that constitutes assault in the first or second degree.

First Offense	Police notification, 1-180 days out-of-school suspension, or expulsion.
Subsequent Offense	Police notification, expulsion.

Automobile/Vehicle Misuse

Uncourteous or unsafe driving on or around district property, unregistered parking, failure to move vehicle at the request of school officials, failure to follow directions given by school officials, or failure to follow established rules for parking or driving on district property.

First Offense	Suspension or revocation of parking privileges, detention, in-school suspension, community services, or 1-10 days out-of-school suspension.
Subsequent Offense	Revocation of parking privileges, detention, in-school suspension, community services, or 1-10 days out-of-school suspension.

Bullying and Cyberbullying (See board policy JFCF)

Bullying

- Intimidation, unwanted aggressive behavior, or harassment
- Is repetitive or is substantially likely to be repeated
- Causes a student to fear for his or her physical or personal safety or property
- Substantially interferes with the educational performance, opportunities, or benefits of any student without exception or substantially disrupts the orderly operation of the school
- Is characterized by a real or perceived imbalance of physical or social power between the perpetrator and the target

Bullying may consist of:

- Physical actions, including violence, theft, property damage, or gestures
- Oral, electronic, or written communication, including name-calling, put-downs, extortion, or threats
- Any threat of reprisal or retaliation for reporting of such acts

Cyberbullying

- Bullying through the transmission of a communication including, but not limited to,
 - A message, text sound, or image by means of an electronic device including, but not limited to
 - A telephone, wireless telephone, or other wireless communication device, computer, or pager

Cyber Threats

- Online materials that threaten or raise concerns about violence against others, suicide or self-harm

First Offense	Principal/Student conference, community service, peer-mediation, detention, in-school suspension, or 1-180 days out-of-school suspension, police notification.
Subsequent Offense	Principal/Student conference, community service, detention, in-school suspension, or 1-180 days out of school suspension, expulsion, and police notification.

Bus or Transportation Misconduct

Discipline for any offense committed by a student on transportation provided by or through the district shall be addressed in the same manner as if the offense had been committed at the student's assigned school. In addition, transportation privileges may be suspended or revoked.

Dishonesty

Any act of lying, whether verbal or written, including forgery.

First Offense	Nullification of forged document. Principal/Student conference, community service, detention, or in-school suspension.
Subsequent Offense	Nullification of forged document. Principal/Student conference, community service, detention, in-school suspension, or 1-180 days out-of-school suspension.

Disrespectful or Disruptive Conduct or Speech (see board policy AC if illegal harassment or discrimination is involved)

Verbal, written, pictorial, or symbolic language, clothing or gesture that is directed at any person that is in violation of district policy or is otherwise rude, vulgar, defiant, considered inappropriate in educational settings, or that materially and substantially disrupts classroom work, school activities, or school functions. Students will not be disciplined for speech in situations where it is protected by law.

First Offense	Principal/Student conference, community service, detention, in-school suspension, or 1-10 days out-of-school suspension, police notification.
Subsequent Offense	Principal/Student conference, community service, detention, in-school suspension, or 1-10 days out-of-school suspension, police notification.

Drugs/Alcohol (see board policies JFCH and JHCD)

1. Possession, sale, purchase, transfer, manufacture, or distribution of any over-the-counter drug, herbal preparation, or imitation drug or herbal preparation

First Offense	Police notification, in-school suspension, or 1-180 days out-of-school suspension.
Subsequent Offense	Police notification, 1-180 days out-of-school suspension, or expulsion.

2. Possession of or attendance while under the influence of any unauthorized prescription drug, alcohol, illegal drug, controlled substance (including marijuana and marijuana-infused products) as defined under schedules I, II, III, or IV of the Controlled Substances Act, unauthorized inhalant, counterfeit drug substance, or imitation controlled substance, any substance intended to create a false negative on a drug test, or any substance prohibited on district property by law or policy

First Offense	Police notification, in-school suspension, 1-180 days out-of-school suspension.
Subsequent Offense	Police notification, 1-180 days out-of-school suspension, or expulsion.

3. Sale, purchase, transfer, manufacture, or distribution of any unauthorized prescription drug, alcohol, narcotic substance illegal drug, controlled substance (including marijuana and marijuana-infused products) as defined under schedules I, II, III, or IV of the Controlled Substances Act, unauthorized inhalants, counterfeit drugs substance, imitation controlled substances or any substance intended to create a false negative on a drug test, any substance prohibited on district property by law or policy, or drug-related paraphernalia

First Offense	Police notification. 1-180 days out-of-school suspension, or expulsion.
Subsequent Offense	Police notification, 1-180 days out-of-school suspension, or expulsion.

Note: Discipline for the above violations may be modified based upon the student completing a drug/alcohol treatment program. Administration will consider this on a case-by-case basis.

Extortion

Threatening or intimidating any person for the purpose of obtaining money or anything of value.

First Offense	Principal/Student conference, peer-mediation, detention, in-school suspension, community service, or 1-10 days out-of-school suspension.
Subsequent Offense	In-school suspension, detention, community service, 1-180 days out-of-school suspension, or expulsion.

Failure to Care for or Return District Property

Loss of, failure to return, or damage to district property including, but not limited to, books, computers, calculators, uniforms, and sporting and instructional equipment.

First Offense	Restitution. Report card or transcripts may be held until dispute is settled, community service, principal/student conference, detention, in-school suspension, police notification.
Subsequent Offense	Restitution. Report card or transcripts may be held until dispute is settled, community service, detention, in-school suspension, police notification

Failure to Meet Conditions of Suspension, Expulsion or Other Disciplinary Consequences

Violating the conditions of a suspension, expulsion or other disciplinary consequence including, but not limited to, participating in or attending any district-sponsored activity or being on or near district property or the location where a district activity is held. See the section of this regulation titled, "Conditions of Suspension, Expulsion, and Other Disciplinary Consequences".

As required by law, when the district considers suspending a student for an additional period of time or expelling a student for being on or within 1,000 feet of SSD or partner district property during a suspension, consideration will be given to whether the student poses a threat to the safety of any student or school employee and whether the student's presence is disruptive to the educational process or undermines the effectiveness of the district's disciplinary policy.

First Offense	Verbal warning, detention, 1-180 days out-of-school suspension, or expulsion. Report to law enforcement for trespassing.
Subsequent Offense	1-180 days out-of-school suspension, expulsion. Report to law enforcement for trespassing.

False Alarms (see also Threats or Verbal Assault")

Tampering with emergency equipment, setting off false alarms, making false reports: communicating a threat or false report for the purpose of frightening or disturbing people, disrupting the educational environment, or causing the evacuation or closure of district property.

First Offense	Restitution. Principal/Student conference, detention, in-school suspension, community service, 1-180 days out-of-school suspension expulsion, police notification.
---------------	--

Subsequent Offense	Restitution. Principal/Student conference, community service, detention, in-school suspension, 1-180 days out-of-school suspension, expulsion, police notification.
--------------------	---

Fighting (see also "Assault")

Mutual combat in which both parties have contributed to the conflict either verbally or by physical action.

First Offense	Principal/Student conference, peer mediation, community service, in-school suspension, 1-180 days out of school suspension, police notification.
Subsequent Offense	Principal/Student conference, peer mediation, community service, in-school suspension, 1-180 days out-of-school suspension, expulsion, police notification.

Gambling

Betting on an uncertain outcome, regardless of stakes including, but not limited to, betting on outcomes of activities, assignments, contests, and games.

First Offense	Principal/Student conference, loss of privileges, community service, detention, or in-school suspension.
Subsequent Offense	Principal/Student conference, loss of privileges, community services, detention, in-school suspension, or 1-10 days out-of-school suspension.

Harassment, including Sexual Harassment (see board policy AC)

1. Use of material of a sexual nature or unwelcome verbal, written, or symbolic language based on gender, race, color, religion, sex, sexual orientation, national origin, ancestry, disability, or any other characteristic protected by law. Examples of harassment include, but are not limited to, racial jokes or comments, requests for sexual favors and other unwelcome sexual advances, graffiti, name calling, or threatening, intimidating or hostile acts based on a protected characteristic.

First Offense	Principal/Student conference, community service, detention, peer-mediation, in-school suspension, 1-180 days out-of-school suspension, expulsion, police notification.
Subsequent Offense	Principal/Student conference, community service, detention, in-school suspension, peer-mediation, 1-180 days out-of-school suspension, expulsion, police notification.

2. Unwelcome physical contact of a sexual nature or that is based on gender, race, color, religion, sex, sexual orientation, national origin, ancestry, disability, or any other characteristic protected by law. Examples include, but are not limited to, touching or fondling of the genital areas, breasts or undergarments, regardless of whether the touching occurred through or under clothing; or pushing or fighting based on protected characteristics.

First Offense	In-school suspension, peer-mediation, 1-180 days out-of-school suspension, expulsion, police notification.
---------------	--

Subsequent Offense	Principal/Student conference, community service, detention, in-school suspension, peer-mediation, 1-180 days out-of-school suspension, expulsion, police notification.
--------------------	--

Hazing (see board policy JFCG)

Any activity, on or off of school grounds, that a reasonable person believes would negatively impact the mental or physical health or safety of a student or put the student in a ridiculous, humiliating, stressful, or disconcerting position for the purposes of initiation, affiliation, admission, membership, or maintenance of membership in any group, class, organization, club, or athletic team including, but not limited to district-sponsored activities. Hazing can occur even when all students involved are willing participants.

First Offense	Principal/Student conference, in-school suspension, removal from activity, community service, peer-mediation, 1-180 days out-of-school suspension, expulsion.
Subsequent Offense	Removal from activity, 1-180 days out-of-school suspension, expulsion.

Incendiary Devices or Fireworks

Possessing, displaying, or using matches, lighters, or other devices used to start fires unless required as part of an educational exercise and supervised by district staff, possessing or using fireworks.

First Offense	Confiscation. Warning, principal/student conference, detention, in-school suspension, community service, police notification, 1-10 days out-of-school suspension.
Subsequent Offense	Confiscation. Principal/Student conference, community service, police notification, detention, in-school suspension, 1-10 days out-of-school suspension.

Insubordination

Student's willful failure to follow directions of school district personnel, school expectations, and/or classroom or building rules.

First Offense	Principal/Student conference, community service, detention, in-school suspension, 1-10 days out-of-school suspension.
Subsequent Offense	Principal/Student conference, community service, detention, in-school suspension, 1-180 days out-of-school suspension, expulsion.

Leaving Class/Campus Without Permission – Elopement (Out of Assigned Area)

Student's not in assigned area, leaving classroom, or leaving campus without following district or classroom procedures.

First Offense	Principal/Student conference, detention, community service, in-school suspension, 1-10 days out of school suspension.
Subsequent Offense	Principal/Student conference, detention, community service, in-school suspension, 1-10 days out of school suspension.

Nuisance Items

Possession or use of items such as toys, games, and electronic devices that are not authorized for educational purposes.

First Offense	Confiscation. Community service, principal/student conference, detention, in-school suspension.
Subsequent Offense	Confiscation. Community service, principal/student conference, detention, in-school suspension, 1-10 days out-of-school suspension.

Public Display of Affection

Physical contact that is inappropriate for the school setting including, but not limited to, kissing and groping.

First Offense	Principal/Student conference, detention, or in-school suspension.
Subsequent Offense	Principal/Student conference, detention, in-school suspension, 1-10 days out-of-school suspension.

Safety and Security Cameras/Equipment

Students may not tamper with school cameras and/or security equipment during the school day or after school activities.

First Offense	Restitution. Principal/Student conference, detention, community services, in-school suspension, 1-180 days out-of-school suspension, expulsion, police notification.
Subsequent Offense	Restitution. Principal/Student conference, community service, detention, in-school suspension, 1-180 days out-of-school suspension, expulsion, police notification.

Safety Violation

Failure to comply with classroom, shop, lab, or building safety rules. This is inclusive of horseplay (engaging in unauthorized activities, which may cause harm or personal injury to self or others without malicious intent)

First Offense	Principal/Student conference, community service, peer-mediation, detention, in-school suspension, 1-180 days out-of-school suspension.
Subsequent Offense	Principal/Student conference, community service, peer-mediation, detention, in-school suspension, 1-180 days out-of-school suspension.

Sexting and/or Possession of Sexually Explicit, Vulgar, or Violent Material

Students may not possess or display, electronically or otherwise, sexually explicit, vulgar, or violent material including, but not limited to, pornography or depictions of nudity, violence, or explicit death or injury. This prohibition does not apply to curricular material that has been approved by district staff for its educational value. Students will not be disciplined for speech in situations where it is protected by law.

First Offense	Confiscation, loss of electronic privileges, principal/student conference, detention, community service, in-school suspension, 1-180 days out-of-school suspension.
Subsequent Offense	Confiscation, loss of electronic privileges, principal/student conference, community service, detention, in-school suspension, 1-180 days out-of-school suspension, expulsion, police notification.

Sexual Activity

Consensual acts of sex or consensual simulation of sex acts including, but not limited to, intercourse or oral or manual stimulation.

First Offense	Principal/Student conference, detention, in-school suspension, 1-180 days out-of-school suspension, police notification.
Subsequent Offense	Principal/Student conference, detention, in-school suspension, 1-180 days out-of-school suspension, expulsion, police notification.

Technology Misconduct (see board policy EHB and KKB and procedure EHB-R)

1. Attempting, regardless of success, to gain unauthorized access to a technology system or information; using district technology to connect to other systems in evasion of the physical limitations of the remote system; copying of district files without authorization; interfering with the ability of others to utilize district technology; using technology to secure a higher level of privilege without authorization to introduce computer viruses, hacking tools, or other disruptive/destructive programs; or using district technology to evade or disable a filtering/blocking device.

First Offense	Restitution. Principal/Student conference, loss of user privileges, community services, detention, in-school suspension, police notification, 1-180 days out-of-school suspension.
Subsequent Offense	Restitution. Loss of user privileges, community service, 1-180 days out-of-school suspension, police notification, expulsion.

2. Using or displaying an electronic personal communications device from the beginning of the school day until the end of the school day, including, but not limited to, instructional time, meal times, breaks, time between classes, and during study halls and field trips; unless the use is required and approved by a district employee for instructional purposes, authorized by the Individuals with Disabilities Act (IDEA), Americans with Disabilities Act (ADA), or The Rehabilitation Act of 1973, or is needed in an emergency situation in which there is a serious, unexpected, and dangerous situation that requires immediate action. (see Academic Dishonesty)

First Offense	Confiscation, principal/student conference, community service, loss of privileges, detention, or in-school suspension.
Subsequent Offense	Confiscation, principal/student conference, community service, loss of privileges, detention, in-school suspension, 1-180 days out-of-school suspension, expulsion.

3. Violations, other than those listed in "1" or "2" above, of board policy EHB, regulation

EHB-R, or any policy or procedure, regulating student use of personal electronic devices.

First Offense	Restitution. Principal/Student conference, detention, in-school suspension.
Subsequent Offense	Restitution. Loss of user privileges, 1-180 days out-of-school suspension, expulsion

4. Use of audio or visual recording equipment in violation of board policy KKB.

First Offense	Confiscation. Principal/Student conference, detention, in-school suspension, 1-10 days out-of-school suspension.
Subsequent Offense	Confiscation, principal/student conference, detention, in-school suspension, 1-10 days out-of-school suspension.

Theft

Attempted theft or knowing possession of stolen property.

First Offense	Return or of restitution for property, community service, principal/student conference, detention, in-school suspension, 1-180 days out-of-school suspension, police notification.
Subsequent Offense	Return or restitution for property, community service, principal/student conference, detention, in-school suspension, 1-180 days out-of-school suspension, police notification.

Threats or Verbal Assault

Verbal, written, pictorial, or symbolic language or gestures that create a reasonable fear of physical injury or property damage. (see Cyberbullying)

First Offense	Principal/Student conference, peer-mediation, community service, detention, in-school suspension, 1-180 days out-of-school suspension, expulsion, police notification.
Subsequent Offense	Principal/Student conference, peer-mediation, community service, in-school suspension, 1-180 days out-of-school suspension, expulsion, police notification.

Tobacco Possession or Use

1. Possession of any tobacco products, electronic cigarettes, other nicotine delivery products, or lighters on district property, district transportation, or at any district activity. Nicotine patches or other medications used in a tobacco cessation program may only be possessed in accordance with district policy JHCD.

First Offense	Confiscation of prohibited product or item, principal/student conference, community service, detention, in-school suspension.
Subsequent Offense	Confiscation of prohibited product or item, detention, in-school suspension, community service, 1-10 days out-of-school suspension.

2. Use of any tobacco products, electronic cigarettes, or other nicotine-delivery products or

lighters on district property, district transportation, or at any district activity. Nicotine patches or other medications used in the tobacco cessation program may only be used in accordance with district policy JHCD.

First Offense	Confiscation of prohibited product or item. Principal/Student conference, community service, detention, in-school suspension, 1-3 days out-of-school suspension.
Subsequent Offense	Confiscation or prohibited product or item, in-school suspension, community service, 1-10 days out-of-school suspension.

Truancy or Tardiness (see board policy JED and procedure JED-R)

Absence from school without the knowledge and consent of parents/guardians and/or the school administration; excessive non-justifiable absences, even with the consent of parents/guardians; arriving after the expected time class or school begins, as determined by the district.

First Offense	Principal/Student conference, detention, community service, 1-3 days in-school suspension, police notification.
Subsequent Offense	Principal/Student conference, community service, detention, 3-10 days in-school suspension, and removed from extracurricular activities. Police notification or referral to Children's Division and/or Family Court.

Unauthorized Entry

Unauthorized entering or assisting any other person to enter a district facility, office, locker, or other area that is locked or not open to the general public; entering or assisting any other person to enter a district facility through an unauthorized entrance; assisting unauthorized persons to enter a district facility through any entrance.

First Offense	Principal/Student conference, community service, detention, in-school suspension, 1-180 days out-of-school suspension, police notification.
Subsequent Offense	1-180 days out-of-school suspension, expulsion, police notification.

Unauthorized Groups/Gangs

Gathering related to unauthorized clubs, groups, and/or activities. (see board policy IGDA)

First Offense	Principal/Student conference, community service, detention, in-school suspension, 1-180 days out-of-school suspension, police notification.
Subsequent Offense	1-180 days out-of-school suspension, expulsion, police notification.

Vandalism (see board policy ECA)

Willful damage or an attempt to cause damage to real or personal property belonging to the district, staff or students.

First Offense	Restitution. Principal/Student conference, community service, detention, in-school suspension, 1-180 days out-of-school suspension, expulsion, police
---------------	---

	notification.
Subsequent Offense	Restitution. Principal/Student conference, community service, detention, in-school suspension, 1-180 days out-of-school suspension, expulsion. Police notification.

Weapons (see board policy JFCJ)

1. Possession or use of any weapon as defined in board policy, other than those defined in 18 U.S.C. § 921, 18 U.S.C. § 930(g) (2) or § 571.010, RSMo.

First Offense	One calendar year suspension or expulsion, unless modified by the board upon recommendation by the superintendent, police notification.
Subsequent Offense	One calendar year suspension or expulsion, unless modified by the Board upon recommendation by the superintendent, police notification.

2. Possession or use of a firearm as defined in 18 U.S.C. § 921 or any instrument or device defined in § 571.010, RSMo., or any instrument or device defined as a dangerous weapon in 18 U.S.C. § 930(g)(2).

First Offense	One calendar year suspension or expulsion, unless modified by the board upon recommendation by the superintendent. Police notification.
Subsequent Offense	Expulsion, unless modified by the board upon recommendation by the superintendent. Police notification.

3. Possession or use of ammunition or a component of a weapon.

First Offense	In-school suspension, detention, community service, 1-180 days out-of-school suspension, or expulsion, police notification.
Subsequent Offense	In-school suspension, detention, community service 1-180 days out-of-school suspension, expulsion, police notification.

MSIP Refs.: 6.6

Date Issued by the Superintendent: June 24, 2008

Date Revised: September 14, 2010
September 10, 2013
October 13, 2015
July 18, 2017
March 12, 2024
April 22, 2025
July 22, 2025

Special School District of St. Louis County

Superintendent of Schools

Special School District of St. Louis County

Dear Parent or Guardian,

Our district is required to inform you of information that you, according to the Every Student Succeeds Act of 2015 (Public Law 114-95), have the right to know.

Upon your request, our district is required to provide to you in a timely manner, the following information:

- Whether your student's teacher has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction.
- Whether your student's teacher is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived.
- Whether your student's teacher is teaching in the field of discipline of the certification of the teacher.
- Whether your child is provided services by paraprofessionals and, if so, their qualifications.

In addition to the information that parents may request, a building receiving Title I.A funds must provide to each individual parent:

- Information on the level of achievement and academic growth of your student, if applicable and available, on each of the State academic assessments required under Title I.A.
- Timely notice that your student has been assigned, or has been taught for 4 or more consecutive weeks by, a teacher who has not met applicable State certification or licensure requirements at the grade level and subject area in which the teacher has been assigned.

If you have any questions, you may call Esthere Scott, Federal Programs Coordinator, at 314-989-8542.

Sincerely,
Kelly Grigsby, Ph.D.
Deputy Superintendent

July 7th, 2026

Dear Parents, Students and Staff at Neuwoehner:

In 1986, the federal government enacted the Asbestos Hazard Emergency Response Act (referred to as to AHERA), to determine the extent of and to develop solutions for any concerns schools may have related to asbestos.

To give you some background, asbestos has been used as a building material for many years. Asbestos' properties made it an ideal building material for insulating, sound absorption, decorative plasters, fireproofing, and a variety of miscellaneous materials. The EPA began action to limit the use of asbestos products in 1973 and most use of asbestos products as building materials were banned in 1987.

All Special School District buildings have been and continue to be inspected by a certified asbestos inspector, as required by AHERA. The result of these building inspections are management plans for our facilities, which includes: this notification letter, education and training for employees, plans and procedures designed to minimize the disturbance of asbestos containing materials, plans for regular surveillance/maintenance of the asbestos containing materials and abatement when necessary.

A copy of the asbestos management plan is available for your inspection in the principal's office during office hours. Wellington Environmental services the District's Asbestos abatement needs.

The District is intent on complying with federal, state and local regulations in this area and will continue to take whatever steps are necessary to insure that your children and our employees have a healthy, safe environment in which to learn and work.

Sincerely,



Jeffrey Sherrill
Director of Facilities