

PETTIS COUNTY R-XII SCHOOL



DRAGONS RISE ABOVE!

2020-2021

August 2020

Greetings from the Pettis Co. R-XII school district, the home of the Dragons. I would like to welcome you and your family to an exciting school year. We are excited to have our Dragons back in school. It may look a little bit different with the safety measures we have put in place. We are working hard to keep all our Dragons, Teachers and Staff as safe as possible during this time.

In the over 20 years I have been in education, I have seen education change many times. What hasn't changed is that kids like to learn when they are active, inspired and challenged. I will continue expecting to see students excited about thinking and realizing the worth of their efforts. This year will offer us many opportunities to learn in different ways. We will work together to be better.

Your Dragon's education is the focus of our staff. If you have any questions about how you can help support your child/children towards our goal of seeing them successful today and prepared for tomorrow, please contact the teacher, counselor or myself. This handbook is provided to each Dragon of the Pettis Co. R-XII school district. Please take the time to look through and discuss it with your child/children. This will help everyone understand the expectations and keep the year focused on learning and being the best Dragon they can be everyday.

I am very excited to be the principal of Pettis County R-XII and will continue to build on the great reputation of our district.

Casey Laws

Principal
Pettis County R-XII



"Empowering students to achieve"

PETTIS COUNTY R-XII SCHOOL
22675 Depot Rd., Sedalia, MO 65301
660-826-5385
Fax: 660-826-5452
pettistr12.k12.mo.us

Superintendent: Travis E. Moore Principal: Casey Laws Counselor: Michelle Sherman
Nurse: Diane Durrill Secretary: Darlene Meyer

Mission Statement

The Pettis County R-XII School District, in partnership with the community, provides the highest quality learning environment to prepare and assist students in becoming responsible, self-motivated, contributing and ethical members of a global society.

Vision

Pettis Co. R-XII will build a community of lifelong learners by instilling critical thinking skills, a global perspective, and a respect for core values of honesty, loyalty, perseverance, and compassion. Students will achieve success today and be prepared for tomorrow.

Pettis County R –XII School General Information

ATTENDANCE POLICY (JED):

All students are expected to attend school on a regular basis, to be on time for the beginning of school, and to develop habits of punctuality, self-discipline, and responsibility. A direct relationship between poor attendance and class failure exists. Students who have good attendance generally achieve higher grades, enjoy school more, and are much more attractive to prospective employers after leaving high school than students who have high absenteeism. By encouraging regular attendance policies, parents will be helping their children enormously.

Students that are ill or exhibiting symptoms of illness should be kept home. Please see the included list of illnesses requiring exclusion from school.

Students in grades 5 and under must be accompanied by a parent or adult to all after school activities other than clubs, homework helpers, and detentions.

Verified: The following are acceptable reasons for an absence or tardy to be classified verified: personal illness, family illness, doctor or dentist appointment, death in family or attendance at a funeral, participation in school sanctioned activity, religious holiday, or circumstances so designated by the administration.

Unverified: Any absence or tardy that does not fall into the other categories. Oversleeping will not be a verified tardy.

Health Room: The Pettis County RXII School does have a school nurse on staff. In case of illness, such as fever, vomiting, diarrhea, or other signs of illness, parents will be contacted to pick up their child.

ATTENDANCE Consequences Grid

Attendance	1st Offense	2nd Offense	3rd Offense	4th Offense	5th Offense	6th Offense
	<p>1-4 Unverified Absences</p> <p>a. If no parent contact, call from the attendance monitor, possible Counselor or Principal</p>	<p>5-6 Unverified Absences</p> <p>A. A committee of school personnel may be formed to look at reasons for the absence</p> <p>B. If no parent contact, call from the Counselor or Principal.</p> <p>C. Registered or regular letter from attendance monitor (per Admin Discretion)</p>	<p>7-9 unverified absences</p> <p>A.Meeting with School Attendance Authorities (Principal and Counselor)</p> <p>B.Student/Parent attendance contract meeting with school officials. If parent is unable to attend, reschedule one time or make home visit, if neither, hotline may be used.</p>	<p>10-13 unverified absences</p> <p>A. Registered letter from School District</p> <p>B. Possible police report filed by Administrator and ask if Pettis County could go check</p>	<p>14 unverified absences</p> <p>A. Possible Hotline to Children’s Division</p> <p>B. Referrals to juvenile and prosecutor accompanied by copies of all attendance attempts, contracts and records of attendance</p>	<p>15 unverified absences or more</p> <p>A. A committee of school personnel may be formed to look at whether or not the child should be promoted or retained the following year.</p>
Tardiness	1st Offense	2nd Offense	3rd Offense	4th Offense		
The act of unexcused lateness to school, class, homeroom or any other part of the student’s schedule.	<p>1st-3rd Tardy</p> <p>A. Parent Contact by attendance monitor</p>	<p>4th-6th Tardy</p> <p>A. Parent Contact</p> <p>B. Possible Action * Detention * Before or After School Detention</p>	<p>7th and 8th Tardy</p> <p>A.Parent Contact</p> <p>B. Possible Action *. Detention * Parent/Student/Administrator and Counselor Meeting to Discuss a Plan</p>	<p>9th tardy and Up</p> <p>A.Parent Contact</p> <p>B. Possible Action *. Detention * Parent/Student/Administrator and Counselor Meeting to Discuss a Plan * ISS * Legal action</p>		

ARRIVAL AND DEPARTURE

Students are allowed in the building at **7:40** a.m. All classes begin at 8:00 and will dismiss at 3:10 p.m. for bus riders and 3:15 for walkers. Pettis County R-XII School will not be responsible for supervising students outside the stated times. Students should not be dropped off or left at school during unsupervised periods.

Arrival/Departure Procedures:

1. The designated area for school bus loading/unloading will be in the east parking lot next to the handicapped parking area.
2. After buses arrive, elementary students will go to the gym and middle school students will go to the commons area.
3. Carpool students need to be picked up and dropped off at the doors on the north side of the building by the kindergarten room for student safety.
4. Students that walk home are to leave the building through the doors on the north side of the building by the kindergarten room. For safety reasons they are to remain on the west side of the street and are not to cross the street until they reach the 4-way stop. Students are to enter the building by the designated entrance once they arrive on school property to be safely supervised.

TO REPORT AN ABSENCE

1. A parent should call the secretary's office, ext. 100, before 10:00 a.m. on the morning of the absence. The school will need to know the name of the child, grade, reason for absence, and the relationship of the caller. The requests for assignment should also be made at this time.
2. If a call cannot be made, then a note, signed and dated by the parent, must be sent with the student the day he/she returns to school. The note should explain the reason for the absence and be signed by a parent/guardian.
3. If there is no contact from home explaining the absence, it will be unverified.
4. Students must be present in school for at least $\frac{1}{2}$ of the day in order to participate in any after school activity.
5. Students who are suspended from school for disciplinary reasons will have that number of days charged against their attendance record as verified absences.
6. Unverified Tardies (per quarter): Tardiness will normally be verified for bad weather, illness, or doctor/dental appointments. Oversleeping will not be a verified tardy. A contact with parents will be held after the third late arrival. Three unverified tardies will result in a detention.

We are required to keep a record of the illnesses students have during the school year and report weekly to the Pettis County Health Center. Therefore, when you report that your child is ill, please include the symptoms such as: fever, rash, sore throat or the name of the specific disease.

MAKE -UP POLICY FOR ABSENCES

1. **Verified Absences:** Teachers are to make every effort to help the student make up the work missed. Students are required to make up all missing assignments.
 - a. Students are responsible for requesting missing assignments.
 - b. All homework must be completed as designated by policy.
 - c. In cases of extreme absence and or tardiness, the parents will be contacted. After said contact, if the problem persists, the proper authorities will be notified.
 - d. If you know your child will be missing school for consecutive days (family vacation), please contact the teacher to arrange the student work to be completed prior to the absence.

BUS CONDUCT (policy JFCC)

Students who fail to observe district rules or fail to contribute to a safe transportation environment will be subject to disciplinary action including, but not limited to, suspension of the privilege of riding the bus. If it becomes necessary to suspend a student, the minimum suspension will be three days, doubling with each occurrence. Students with disabilities will be disciplined in accordance with their Individualized Education Program (IEP) or applicable law. The bus driver or other authorized personnel shall report all misbehavior or dangerous situations to the principal as soon as possible

HOMEWORK POLICY (NOT DUE TO ABSENTEEISM)

It is the student's responsibility to complete all assignments. If not completed, students may be required to spend any non-academic time completing work.. If the assignment is not completed, students will be graded on their incomplete work.

Students may be held accountable for work assigned during times of school closure if the district has to offer instruction using Distant Learning. School will remain focused on meeting students' needs and adapting to the situation.

Students making up missed assignments due to a verified absence will be allowed the number of days absent to complete missing assignments. In cases of extreme absence due to sickness, the parents will be contacted to create a work completion plan.

VISITORS

According to Board Policy KK of the School Board Manual, parents and patrons of the Pettis County RXII School may visit the school and join the Board in improving the instructional program. However, all visitors during the regular school day must check in at the administrative office prior to proceeding elsewhere in the building. The board and administration will not tolerate any person or persons whose presence disturb classes, school activities, or hinder the instructional process. If such persons will not leave the school premises upon request, the administrator may refer charges to the proper legal authorities.

MEALS

Breakfast is served from 7:40-7:55 a.m. Lunch and breakfast will be free for all students. The **Community Eligibility Provision** (CEP) provides the option to offer free meals to all students in **eligible** high poverty Local Education Agencies (LEA) and schools without collecting household applications.

GRADING SYSTEM

A district wide system has been developed to allow uniform grading systems for students in all classes. Quarterly grades will be based on test scores and daily assignments. Middle School grades will be weighted with test scores counting 50% and daily assignments counting 50% when averaging grades. Grades third through fifth will not be weighted and PreK-Second will use a checklist. The grading system is a measurement of student achievement in each class. Art, Music, P.E., and Technology Classes will be used to determine honor roll. These scores indicate the letter grade for all classes.

A	95.5-100%
A-	89.5-95%
B+	86.5-89%
B	82.5-86%
B-	79.5-82%
C+	76.5-79%
C	72.5-76%
C-	69.5-72%
D+	66.5-69%
D	62.5-66%
D-	59.5-62%
F	59% and below

QUARTERLY AWARDS

After receiving their quarterly grade cards, we will recognize students in grades 1-8 for various awards including but not limited to; "A" & "B" Honor Roll, Citizenship, Reading, Attendance, and Individual Recognition by Teachers.

PROGRESS REPORTS

Mid-term progress reports will be sent home each quarter for all students. Parents should sign these and return to school on the following Monday. In addition to progress reports, students will be assessed throughout the school year to determine if student progress is on grade level.

INTERVENTION STRATEGIES

EARLY DRAGONS/HOMEWORK HELPERS

Early Dragons will be available Monday- Friday. It is available to help students who are struggling with homework, understanding concepts, or have D's or F's during a grading period. This group of teachers will be available beginning at 7:00 am in the morning. Students may get breakfast and take it to the assigned room.

Dragon Focus has been created for the students to use as a skill building time during the school day to obtain help with needed skill development as indicated by assessments.

Homework Helpers is offered Monday- Thursday after school to assist your child in completing their homework assignments. Students, who have earned one or more failing grades in the core subjects, may be recommended to stay for assistance. Students will need to have transportation arrangements in place to attend.

ELIGIBILITY - EXTRA CURRICULAR

Students will have no grade of F and carry at least a C- average in all classes. Grades will be checked every two weeks. Students must attend 80% of practices to be eligible for games. Ineligible athletes/participants will be expected to practice with the team but cannot participate in contests and/or games. They are also not allowed to travel to the event. Extracurricular activities include but are not limited to: co-op sports, school clubs, or any other after school activity. Extra-curricular activities and privileges may be lost for infractions of the student discipline code.

Virtual Education/Instruction

Because virtual instruction can be an effective education option for some students, there may be courses available either through a district-provided virtual option or through the Missouri Course Access Program (MOCAP). More information about virtual courses can be found on our website at [www. http://www.pettisr12.k12.mo.us/](http://www.pettisr12.k12.mo.us/).

BULLYING (Policy JFCF)

In order to promote a safe learning environment for all students, the Pettis County R-XII School District prohibits all forms of bullying. The district also prohibits reprisal or retaliation against any person who reports an act of bullying among or against students.

DRESS CODE (Policy JFCA)

School dress should be comfortable and appropriate for the learning situation, rather than distracting or disruptive to the educational process. **Narrow strap shirts (less than 2" wide), low-cut shirts/blouses, and those that expose the stomach or chest are prohibited.** All skirts, shorts, skorts and dresses shall be of an appropriate length. This length will be to the tip of the middle finger of the student's hand when their arms are hanging at their side in a relaxed state. **This applies to gym clothes as well.** No "sagging" of pants/shorts. Students may not wear caps, do-rags, or sunglasses in the school building without prior permission. Clothing which advertise alcohol, drugs, (products which are illegal for students to purchase), or use obscene language and or are vulgar are prohibited. Pajamas and or lounging pants are not permitted, and all students must wear shoes for safety reasons. Clothing must not have holes that would attract attention, and cause a distraction to the educational process.

Teachers will send those students wearing inappropriate attire to the principal, where they may be instructed to change into school issued clothing for the remainder of the day, and or change into something appropriate if they have that available. All school provided clothing is to be returned the following day. Parent contact will also be made. If a 2nd offense occurs, the student will be considered "insubordinate" and the discipline policy for that shall be followed.

The dress code applies to all students and is expected to be enforced during all school functions.

GUM CHEWING

In order to protect the cleanliness of our facilities and grounds, students are not allowed to chew gum on the premises.

TELEPHONE MESSAGES/CELL PHONES

Students will be allowed to call home for parents to bring items such as clothing, homework, supplies, etc in the office with school personnel permission. In case of illness or injury parents will always be notified immediately by school personnel.. Due to State Liability Guidelines, permission by phone for participation in a school sponsored activity will not be allowed.

Cell phones are not allowed to be used in the school building by students. They are to be turned off and in lockers during the school day. Teachers may give permission to utilize them for learning activities. If cell phones are used at any other time they will be confiscated. Confiscated cell phones will be given to the principal. Parents are responsible to make arrangements for getting their child's cell phone back. Please refer to the Discipline Policy for "Technology Misconduct" for further information.

DETENTIONS

Detentions may be assigned by any teacher for any infraction of the school discipline code in order to establish a safe and efficient learning environment for our students.. Upon assigning a detention for a student, the teacher will contact the parents by phone for notification. On receiving the third detention for that particular class, the student may be referred to the principal. Possible actions include parent meeting with principal and counselor, ISS and/or possible referral to the CARE team.

Detention Slips should be signed by parents or guardians and returned the next school day. If not returned, signed, then parental contact by phone will be attempted to schedule the detention date/time. If after scheduling detention with a parent/guardian, and the student fails to stay for detention, they may be assigned to ISS.

ISS

Homework will be turned in at the end of the day students serve ISS. Failure to complete all assignments during ISS may result in another day of ISS. Any student receiving an ISS will not be allowed to participate in field trips or extra-curricular activities until the day after serving the ISS.

OSS

A student may temporarily be suspended from school for major disciplinary problems as determined by the principal. Students suspended out-of-school are not to be on district property or to attend school functions. The principal will work with students and parents regarding suspension. Students suspended from school are expected to keep up with class work and will be given credit for work completed while suspended from school.

STAFF/STUDENT RELATIONSHIPS (Policy GBH)

Staff members are expected to maintain courteous and professional relationships with students. All staff members have a responsibility to provide an atmosphere conducive to learning through consistently and fairly applied discipline and the maintenance of physical and emotional boundaries with students. These boundaries must be maintained regardless of the student's age, the location of the activity, whether the student allegedly consents to the relationship or whether the staff member directly supervises the student. Maintaining these boundaries is an essential requirement for employment in the district.

SUICIDE AWARENESS AND PREVENTION (Policy JHDF)

Suicide is a leading cause of death among youths in Missouri and is a public health concern impacting all Missouri citizens. The Pettis County R-XII School District is committed to maintaining a safe environment to protect the health, safety, and welfare of students.

The goal of the district is to help students who may be at risk of suicide without stigmatizing or excluding students from school. No student will be excluded from school based solely on the district's belief that the student is at risk of suicide.

WELLNESS GUIDELINES (Policy ADF)

Students have the opportunity to bring their lunches from home. The lunches **will not contain soda or energy drinks**. The food that is brought is for that student and **will not be shared with other students**.

Parents and teachers will limit the amount of carbonated beverages, sweet drinks, candy and other foods with minimal nutritional value to **no more than 20% of the foods/drinks offered at school parties**. Consumption of whole grains, fresh fruits, vegetables and dairy foods are encouraged. A letter will be sent home with students, prior to each celebration listing healthy snack options that parents can sign up to bring or send with their child.

Teachers will limit the use of foods with minimal nutritional value as a reward. Non-food rewards will also be encouraged.

Students may bring a treat on his/her birthday to be shared with classmates. A parent/guardian will need to make arrangements with the child's teacher in advance.

STUDENT USE OF TECHNOLOGY RESOURCES (Policy KKB)

Students will have access to web-based tools, digital resources, and applications that support curricular objectives, and these online services may collect, use and disclose personal information (such as student names and email addresses), but only for the use and benefit of the school for the purpose of student learning. In accordance with Board policies and regulations, students will be strongly discouraged from providing any other personal information. Parents/guardians should contact their child's teacher if additional information is needed about websites and online services being used for learning in their child's classes. FILE: EHB-AF2

Pettis County R -XII School District Parent Permission Letter

Internet Permission Form Pettis County R -XII School provides access to the Internet via the District's Network. To gain access to the Internet, all students under the age of 18 must obtain parental permission and must sign and return this form to the office.

Access to the Internet will provide students access to various resources which can be utilized for classroom instruction. Families should be warned that some material accessible via the Internet may contain items that are illegal, defamatory, inaccurate or potentially offensive to some people. It is our intent to make Internet access available to further educational goals and objectives. The District provides Screen Door as a filtering program in an effort to block sites that have been classified as inappropriate for children. Even with safeguards in place, they are not inclusive and students may find ways to access other materials as well. We believe that the benefits students receive from utilizing the Internet exceed any disadvantage. But ultimately, parents and guardians of minors are responsible for setting standards for their children to follow when using Internet resources. The Pettis County R -XII School District supports and respects each family's right to decide whether or not to apply for access.

District Internet Rules:

- The network is provided for students to conduct research and to obtain academic knowledge. Access to network services is given to students who choose to act in a responsible manner. Parent permission is required. Access is a privilege, not a right. Access entails responsibility.
- Individual users of the district network are responsible for their behavior and communications over those networks. It is presumed that users will comply with district rules and will honor the agreement they have signed. Beyond the clarification of such standards, the district is not responsible for restricting, monitoring or controlling the communication of individuals utilizing the network.
- Network data storage may be treated like school lockers. School administrators may review files to insure all students are using the network responsibly.
- Within reason, freedom of speech and access to information will be honored. During school, teachers will guide students toward appropriate materials. Outside of school, families bear the same responsibility for such guidance as they exercise with information sources.

As outlined in Board policy on student rights and responsibilities, the following are not permitted.

1. Sharing confidential information about others.
2. Send or display offensive messages or pictures.
3. Use obscene language, harass, insult or attack others.
4. Engage in practices that threaten the network
5. Violate copyright laws.
6. Use other student's passwords.
7. Trespass in other students or teacher's folders, documents, or files.
8. Intentionally waste limited resources.
9. Employ the network for commercial purposes.
10. Promote, support or celebrate religion or religious institutions.
11. Use the network resources to play internet games or other non-educational entertainment.
12. Damage computers or computer networks
13. Use chat rooms
14. Use email for other than educational purposes.

Violations may result in a loss of access as well as other disciplinary or legal action.

ILLNESSES REQUIRING EXCLUSION FROM SCHOOL

The Pettis County R-XII School recognizes its responsibility to protect the health of students and employees from the risks posed by infectious diseases. The district also has the responsibility to uphold the rights of affected individuals to privacy and confidentiality to attend school and to be treated in a nondiscriminatory manner.

Missouri Law requires that children with contagious diseases be excluded from school until medical clearance is received. If you suspect or know that your child has a contagious disease, please notify the school health office. Be sure to inform them about the type of symptoms or illness your child is experiencing. A student should not be in attendance and will be sent home for any of the following:

1. **Chicken Pox** – students may return no less than five days after appearance of skin eruptions or longer. All lesions must be dry scabbed.
2. **Impetigo** – until all lesions are healed or on antibiotic treatment at least 24 hours. Lesions on exposed skin should be covered.
3. **Head lice** – If the school nurse or teacher discovers head lice or nits on a student, the parent/guardian of that student will be notified, and other students who reside with the student will also be checked. If the student has live head lice, the student should not return to school for 24 hours after the discovery of the head lice to allow for treatment. When a student who had a live head lice infestation returns to school the student will be examined by the school nurse. If live head lice are found at that time, the student will be excluded from school for another 24 hours to allow for additional treatment. This process will continue until the student is free of head lice. A student who was identified as having nits but not a live head lice infestation will be re-examined within five (5) calendar days of the initial identification. This process will repeat until the student is free of nits.
4. **Scabies** – the student will be excluded until after treatment has been completed and will be allowed to return with a doctor's note stating that the student is under treatment.
5. **Red or Inflamed Eyes** – doctor's note stating diagnosis and medication has been given for 24 hours, or until the eye(s) is/are clear.
6. **All rashes must be excluded** – It is not within the scope of nursing for nurses to “diagnose” any disease or disorder. Therefore, if the school nurse identifies any type of rash on a student, the student must be excluded and considered communicable until the student brings a note from a physician stating the diagnosis of the rash and attesting that the rash is not contagious to others.
7. **Fifth's Disease** – exclusion is not required if other rash causing illnesses are ruled out by the healthcare provider. The rash often appears lacy and may disappear and reappear over a period of weeks. The student has already been communicable by the time the rash appears.
8. **“Strep” Throat** – on antibiotic treatment at least 24 hours before returning to school.
9. **Fever** – Any illness where body temperature is elevated to 100 degrees or above. The child may return to school when their temperature has been below 100 degrees for 24 hours, without medication to reduce fever. This is to protect your child from further illness and also to protect the children with whom he/she comes in contact.
10. **Vomiting or Diarrhea** – Any student who has vomited or is complaining of diarrhea will be considered communicable and will be excluded. Any student that has vomited or had diarrhea at home, should be kept home.

Description of Pettis County R-XII School Health Program

Children must be healthy and function in a healthy environment for learning to occur. The School Health Program strengthens and facilitates the educational process by identifying and modifying health-related barriers to learning for individual students and by promoting an optimal level of wellness for all students and staff. This program will not replace the care your child gets from your regular doctor or clinic, but will provide the following services:

- ❖ Administration of laws that protect the health of children attending public school in Missouri, including:
 - Ensuring compliance with immunization requirements
 - Excluding students who have contagious diseases from attendance when authorized by law
 - Monitor communicable diseases and report weekly to the Pettis County Health Center
- ❖ Basic emergency and first aid treatment for injury or illness occurring during the school day
- ❖ The administration of medication
- ❖ Screening programs for vision, hearing, height/weight, dental health and head lice
- ❖ Fluoride dental varnish treatment for students in Pre-K-5th grade (two times per school year)
- ❖ Dental sealant application for 3rd grade students in cooperation with State Fair Community College Dental Hygiene Program and the Pettis County Health Center
- ❖ Develop and implement health care plans for students with special health care needs.
- ❖ Maintenance of student health records
- ❖ Provide in-service education for school personnel on CPR, infection control and allergy prevention and response
- ❖ Offer Influenza vaccination to students

Screening Programs

“Screening” is the use of a procedure to examine a large population to determine the presence of a health condition or risk factor in order to identify those who need further evaluation. Students may be excused from any screening upon receipt of a written request from the student’s parent/guardian. The district’s screening plan is:

*Vision, Hearing, Height/Weight, BMI (Body Mass Index) – Students in grades Pre-K, K, 1, 2, 3, 5, and 7 will participate in this screening the fall of each school year. Kindergarten students will be screened during kindergarten enrollment. All new students and any student referred by a parent/guardian or teacher will also be screened. Any student who has difficulty with the initial screening will be re-screened within two weeks. If the student has difficulty with the re-screen, the parent/guardian will be notified and encouraged to take their child to a doctor for further evaluation.

*Head Lice Screening - Students in grades Pre-K, K, 1, 2, 3, 4, and 5 will have their heads checked for head lice at the beginning of the school year. All students may be screened at other times during the year depending on their exposure to a lice infestation. New students will also be screened. If head lice or nits are discovered, a parent/guardian will be notified.

*Dental Screening - Students in grades Pre-K, K, 1, 2, 3, 4, and 5 will have a dental screening in the fall of the school year. A parental permission slip will be sent home prior to this screening. Positive and negative results of the screening will be sent home in a note with the student. Students with positive results will be encouraged to see a dentist for further evaluation.

DISPENSING MEDICATION AT SCHOOL (Policy JHCD)

The administration of medication, including over-the-counter medication, is a nursing activity which must be performed by a registered nurse or a licensed practical nurse. The Pettis County R-XII School nurse will supervise administration of all medication given daily. In the absence of the nurse, trained staff will administer the medication.

The Pettis County R-XII School District recognizes that some students may require medication to enable them to remain in school and participate in the district's educational services. Medications will only be administered at school when it is not possible or effective for the student to receive the medication at home. Parents/Guardians are encouraged to arrange to administer medications themselves when possible.

Basic Medication Protocols

1. All medications must be delivered to the school nurse or designee by the parent/guardian. Parents/Guardians may retrieve their student's medication from the school at any time during school hours. All medication not retrieved by the parent/guardian will be destroyed or properly disposed of at the end of the school year.
2. The parent/guardian must provide the district with written permission to administer the medication before the district will administer prescription medication or over-the-counter medication to the student. This permission must be renewed at least annually.
3. **Prescription medication** must be in a properly labeled container from the pharmacy. The prescription label will be considered the equivalent of a prescriber's written directions if it includes:
 - *Student's name
 - *Current date
 - *Name of medication
 - *The time to give the medication
 - *The exact dose of the medication to give

Over-the-counter medication must be in the manufacturer's original packaging and will only be administered in accordance with the manufacturer's label. Tylenol can be administered with parental permission. This is included on the medication/first aid supplies form and will be effective for the school year.

4. Except for the emergency use of prefilled epinephrine auto syringe or asthma-related rescue medication, the district will not administer the first dose of any medication.
5. The district does not permit the possession or administration of marijuana or marijuana-infused products (CBD) for medicinal purposes on district property or at district events since these products are prohibited under federal law.

Emergency Medications

The Pettis County R-XII School District maintains prefilled epinephrine auto syringes and asthma-related rescue medications. The school nurse or another employee trained and supervised by the school nurse may administer these medications when they believe, based on training, that a student is having a life threatening anaphylactic reaction or life threatening asthma episode.

Possession and Self-Administration of Medications

Students may possess and self-administer medications for the treatment of asthma, anaphylaxis and other chronic health conditions if all the following conditions are met:

1. The medication was prescribed or ordered by the student's physician.
2. The physician has provided a written treatment plan for the condition for which the medication was prescribed or authorized that includes a certification that the student is capable of and has been instructed in the correct and responsible use of the medication and has demonstrated to the physician or the physician's designee the skill level necessary to use the medication.
3. The student has demonstrated proper self-administration technique to the school nurse.
4. The student's parent/guardian has signed a statement authorizing self-administration and acknowledging that the district and its employees or agents will incur no liability as a result of any injury arising from the self-administration of such medications unless such injury is a result of negligence on the part of the district or its employees or agents.

Permission to possess and self-administer medications may be revisited if there is evidence that the student is not handling or administering the medication appropriately.

TEACHING ABOUT HUMAN SEXUALITY (Policy IGAEB)

The Pettis County R-XII School recognizes that parents/guardians are the primary source of sexuality education for their children. The Board also recognizes that effective sexuality education, taught in concert with parents/guardians, helps students avoid risks to their health and academic success and prepares them to make informed decisions as adults.

The district is required to notify the parent/guardian of each student enrolled in the district of the basic content of the district's human sexuality instruction to be provided to the student and of the parent's/guardian's right to remove the student from any part of the district's human sexuality instruction. The district is required to make all curriculum materials used in the district's human sexuality instruction available for public inspection as a public record prior to the use of such materials in actual instruction.

MO HEALTHNET KIDS PROGRAM

The Department of Social Services provides many services for Missouri children through the MO HealthNet for Kids (MHK) Program, the state's healthcare program for children. Two divisions within the department, the **Family Support Division** and the **MO HealthNet Division** coordinate to provide these services.

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. Whether your child is currently enrolled in MO HealthNet for Kids or you're interested in learning more about the program, this portal page has been created to help you find information from all three divisions including how to apply, who is eligible, what benefits are offered and how to find a doctor in your area.

ASSESSMENTS (Policy IL)

The district will use high-quality academic assessments as one indication of the success and quality of the district's education program. Further, the Board recognizes its obligation to provide for and administer assessments as required by law. The Board directs the superintendent or designee to create procedures governing assessments consistent with law and Board policy. In cooperation with the administrative and instructional staff, the Board will regularly review student performance data and use this information to evaluate the effectiveness of the district's instructional programs, making adjustments as necessary. The district will comply with all assessment requirements for students with disabilities mandated by federal and state law, including the Individuals with Disabilities Education Act (IDEA).

RIGHT TO KNOW (Policy KLA)

At the beginning of each school year, a participating school district must notify the parents/guardians of each student attending a building that receives Title I funds that the parents/guardians may request, and the district will provide in a timely manner, information regarding the professional qualifications of their child's classroom teachers.

TITLE ONE GRIEVANCE PROCESS (Policy GBL)

Any parent, other individual, or organization alleging a violation of state or federal laws, rules or regulations or an approved application by the School District in the administration of Title I shall file with the Superintendent of School a written complaint containing the specific nature of the alleged violation, the time and place of the violation, and related details of the alleged violation. The Superintendent of School shall cause a review of the written complaint to be conducted and a written response mailed to the complainant within ten (10) working days after receipt of the written complaint. A copy of the written complaint and the superintendent's response shall be provided each member of submit a written appeal to the Board of Education indicating with particularity the nature of disagreement with the response and his/her reasons underlying such disagreement.

The Board of Education shall consider the appeal at its regularly scheduled board meeting following receipt of the response. The Board of Education shall permit the complainant to address the Board in public or closed session, as appropriate and lawful, concerning his/her complaint and shall provide the complainant with its written decision in the

matter as expeditiously as possible following completion of the hearing.

If the complainant is dissatisfied with the action taken by the Board of Education, a written notice stating the reasons for dissatisfaction shall be filed within fifteen (15) working days following resolution of the complaint by the Board of Education with the state director of Title I. The state director of Title I will initiate an investigation and determine the facts relating to the complaint and issue notice of his findings to the Board of Education and the complainant. If the findings support the allegations of the complainant, the Board of Education will be requested to take corrective action. If the findings support actions taken by the Board of Education, The Board's action will stand.

PUBLIC NOTICE (Policy IGBCA)

All responsible public agencies are required to locate, evaluate, and identify children with disabilities who are under the jurisdiction of the agency, regardless of the severity of the disability, including children attending private schools, children who live outside the district but are attending a private school within the district, highly mobile children, such as migrant and homeless children, children who are wards of the state, and children who are suspected of having a disability and in need of special education even though they are advancing from grade to grade. The Pettis County R-XII School District assures that it will provide a free, appropriate public education (FAPE) to all eligible children with disabilities between the ages of 3 and 21 under its jurisdiction. Disabilities include autism, deaf/blindness, emotional disorders, hearing impairment and deafness, mental retardation/intellectual disability, multiple disabilities, orthopedic impairment, other health impairments, specific learning disabilities, speech or language impairment, traumatic brain injury, visual impairment/blindness and young child with a developmental delay.

The Pettis County R-XII School District assures that it will provide information and referral services necessary to assist the State in the implementation of early intervention services for infants and toddlers eligible for the Missouri First Steps program.

The Pettis County R-XII School District assures that personally identifiable information collected, used, or maintained by the agency for the purposes of identification, evaluation, placement or provision of FAPE of children with disabilities may be inspected and/or reviewed by their parents/guardians. Parents/guardians may request amendment to the educational record if the parent/guardian believes the record is inaccurate, misleading, or violates the privacy or other rights of their child. Parents have the right to file complaints with the U.S. Department of Education or the Missouri Department of Elementary and Secondary Education concerning alleged failures by the district to meet the requirements of the Family Educational Rights and Privacy Act (FERPA).

The Pettis County R-XII School District has developed a Local Compliance Plan for the implementation of State Regulations for the Individuals with Disabilities Education Act (IDEA). This plan contains the agency's policies and procedures regarding storage, disclosure to third parties, retention and destruction of personally identifiable information and the agency's assurances that services are provided in compliance with the General Education Provision Act (GEPA). This plan may be reviewed at the Pettis County R-XII School District Superintendent's Office at 22675 Depot Rd, Sedalia, MO 65301 between the hours of 8:00 and 4:00 p.m. Monday through Friday.

This notice will be provided in native languages as appropriate.

TRAUMA INFORMED SCHOOLS INITIATIVE

Pursuant to Missouri Senate Bill 638, Section 161.1050, the Missouri Department of Elementary and Secondary Education (DESE) has established the "Trauma-Informed Schools Initiative." More information can be found at: <https://dese.mo.gov/traumainformed>

For the purposes of this initiative, the following terms are defined as follows:

1. "Trauma-informed approach" - an approach that involves understanding and responding to the symptoms of chronic interpersonal trauma and traumatic stress across the lifespan
2. "Trauma-informed school" - a school that:
3. a. realizes the widespread impact of trauma and understands potential paths for recovery
4. b. recognizes the signs and symptoms of trauma in students, teachers and staff
5. c. responds by fully integrating knowledge about trauma into its policies, procedures and practices; and

6. d. seeks to actively resist re-traumatization

Pettis County R-XII

Section 504 Procedures (Policy IGBA)

Identification, Evaluation, and Placement of Students Suspected of Having Disabilities under Section 504

These procedures are pursuant to Board Policy # IGBA-AP3 adopted 8/15/07.

School districts have child find responsibilities under Section 504 of the Rehabilitation Act of 1973, as well as the Individuals with Disabilities Education Act (IDEA). The following procedures apply to the identification, evaluation, and placement of students suspected of having disabilities under Section 504:

1. Parent or staff requests for consideration for evaluation of a student under Section 504 will be directed to the building-level Section 504 designee. The parent will be notified if the request is from a district employee.
2. A copy of the Section 504 Procedural Safeguards will be provided to the parent.
3. The building-level designee will gather preliminary information about the child's functioning as it may relate to the alleged area(s) of disability.
4. The building-level Section 504 designee will notify the District 504 coordinator (or his/her designee) of the referral. The District's 504 Coordinator will confer with the district's Special Services Director, (or his/her designee), and any other relevant district employees, to review the referral information, gather any other pertinent information necessary, and to determine if a disability under IDEA is suspected.
5. If it is determined that the student is suspected of having a disability under IDEA, the Special Services Director or designee will follow IDEA policies and procedures for determining if the child is a child with a disability under IDEA.
6. If it is determined that there is no basis for suspecting a disability under IDEA, the District Section 504 Coordinator and any other relevant staff members will determine if there is reason to suspect that the child has a disability under Section 504. If no disability is suspected, the parent will be provided written notice of this decision and a copy of the Section 504 Procedural Safeguards will be provided with the notice.
7. If it is determined that there is sufficient basis for suspecting a disability under Section 504, the Section 504 coordinator or designee will organize a 504 team, and the student's parent will be invited to be a member of the team.
8. The team will meet or confer to review existing information relevant to the suspected area(s) of disability and the impact of any disability (ies) upon one or more of the student's major life activity (ies). The team will determine if additional assessments or information is needed before making an eligibility determination.
9. If it is determined that sufficient information is available, an eligibility determination can be made at the review of existing information meeting referenced in #7.
10. If deemed necessary for an eligibility determination to be made, individualized assessments will be conducted and/or information will be gathered as determined in the review of existing information meeting. Prior written notice will be provided to the parent if individualized assessments are to be conducted and parental consent will be obtained before the administration of the assessments.
11. When information referenced in #9 has been gathered, a Section 504 Student Eligibility Meeting will be scheduled by the District Section 504 coordinator or designee and the parent will be invited to participate.

12. Participants in the Student Eligibility Meeting will review the results of the evaluation and make a determination of the student's eligibility under Section 504.
13. The student's parents will be notified of the eligibility determination and the basis for that determination.
14. If the student is determined eligible under Section 504, a Section 504 Individualized Accommodation Plan will be developed for the student by the 504 team. The parent will be invited to participate in developing the 504 plan and will be provided a copy of the completed plan.
15. The completed Section 504 Individualized Accommodation Plan and any other information or instructions necessary to implement the Accommodation Plan will be disseminated by the building-level 504 designee to all those responsible for implementing the plan. The building 504-designee will document the dissemination of the plan.
16. Those staff members responsible for implementing the Section 504 Individualized Student Accommodation Plan will be advised to consult the building-level 504 designee with questions about implementation of the student's Accommodation Plan.
17. The student's Section 504 Individualized Accommodation Plan will be implemented as written. Any changes to the plan must be made by the 504 team.
18. Parents of students being served under a 504 Individualized Accommodation Plan will be advised that they may contact the building-level 504 designee with questions about the student's 504 Accommodation plan; however, parents are also encouraged to maintain communication with the student's teachers as appropriate.
19. The Section 504 Individualized Accommodation Plan will be reviewed annually at a meeting of the student's 504 team. The parent will be invited to participate in this meeting and will be provided a copy of the Accommodation Plan.
20. After the initial determination of eligibility, the student will be reevaluated to determine continued eligibility under Section 504 at least every three years. Re-evaluation will include a review of existing information by the student's 504 team. The team will determine if further information or additional assessments are needed to make a determination of continued eligibility or to determine present levels of performance and the needs of the student. Conducting reevaluations within the designated timeline is the responsibility of the District Section 504 Coordinator or his/her designee.
21. If it is suspected that a student is no longer eligible under Section 504, the student will be reevaluated in accordance with board policy and these procedures. An eligibility determination will be made by the student's 504 team.
22. If it is determined that the student no longer qualifies under Section 504, the parent will be provided notice and a copy of the Section 504 Procedural Safeguards.

If the student is determined ineligible under IDEA, the Special Services Director or designee will consult with the District 504 Coordinator or designee to determine if a disability under Section 504 is suspected. If so, the identification process will resume with step 6, above.

If a student is no longer eligible for IDEA services and is suspected of having a disability under Section 504, the process begins at Step 6, above.

Note: For timelines not specified in board policy, IDEA timelines will be used for guidance in the identification, evaluation, and placement of students under Section 504.

* * * * *

Pupil Personal Information (Policy JHC)

The Pettis County R-XII School system operates under the procedure of not making student information available unless permission is granted by parents, or as is provided in Section 438 of the Family Educational Rights and Privacy Act of 1974, as amended by S.J. Resolution 40; 20 U.S. Code 1232g. There is certain directory type information, however, that the district may provide the general public. This information includes: student's names; parent's name; address; telephone number; age; grade level; participation in officially recognized activities and sports including audiovisual or photographic records; weight and height of members of athletic teams; dates of attendance; degrees, honors and awards received; most recent previous school attended; and photographs including photographs of regular school activities that do not disclose specific academic information about the child and/or would not be considered harmful or an invasion of privacy. In the event that any parents do not wish directory information released for currently enrolled students of the Pettis County R-XII School, they should provide notice in writing to the principal of their child's school by September 9, 2011.

Standard Complaint Resolutions Procedure (Policy KLA)

This complaint resolution procedure applies to all programs administered by the Missouri Department of Elementary and Secondary Education under the No Child Left Behind Act (NCLB).

A complaint is a formal allegation that a specific federal or state law or regulation has been violated, misapplied, or misinterpreted by school district personnel or by Department of Education personnel.

Any parent or guardian, surrogate parent, teacher, administrator school board member, or other person directly involved with an activity, program, or project operated under the general supervision of the Department may file a complaint. Such a complaint must be in writing and signed; it will provide specific details of the situation and indicate the law or regulation that is allegedly being violated, misapplied, or misinterpreted.

The written, signed complaint must be filed and the resolution pursued in accordance with local district policy: JFH Student Complaints and Grievances. If the issue cannot be resolved at the local level, the complainant may file a complaint with the Missouri Department of Education. If there is no evidence that the parties have attempted in good faith to resolve the complaint at the local level, the Department may require the parties to do so and may provide technical assistance to facilitate such resolution.

Any persons directly affected by the actions of the Department may file a similarly written complaint if they believe state or federal laws or regulations have been violated, misapplied, or misinterpreted by the Department itself.

Anyone wanting more information about this procedure or how complaints are resolved may contact your local district or Department personnel.

Policy	Summary
JFG	The district will periodically search lockers and other school property.
EHB-AP KKB	Use of electronic communication devices and audio and visual recording equipment
EHB EHB-AP	No expectation of privacy in the use of district computers or other technology.
EHB-AP1	The presence of asbestos and any inspections, re-inspections, surveillance, and response or post response actions taken
IGAEB	Notice to parents of their right to inspect materials used in sexuality instruction
IGBCA	Notice of the district's obligation to provide education to children who are homeless
JFCJ ECA	Policy regarding possession of weapons by students and others
AC AC-AP	Notice that the district does not discriminate on the basis of race, religion, national origin, sex or disability; the procedures for reporting allegations of discrimination or harassment including the definitions of harassment and discrimination and the contact information for the compliance coordinator
GBL	<p>Notice that parents can request information on the professional qualifications for their child's teacher and if the child is receiving services from a paraprofessional, the paraprofessional's qualifications as well.</p> <p><i>For information pertaining to Board Policies, please, contact Diane Durrill.</i></p>

Family Educational Rights and Privacy Act (FERPA) (Policy JO)

Each year the Pettis County R-XII School District is required to give notice of the various rights accorded to parents or students pursuant to the Family Educational Rights and Privacy Act (FERPA). Parents and students have a right to be notified and informed in Accordance with FERPA; you are notified of the following:

RIGHT TO INSPECT: You have the right to review and inspect substantially all of your or your child's education records maintained by or at this institution.

RIGHT TO PREVENT DISCLOSURES: You have the right to prevent disclosure of educational records to third parties with certain limited exceptions. It is the intent of this institution to limit the disclosure of information contained in your education records to those instances when prior written consent has been given to the disclosure, as an item of directory information of which you have not refused to permit disclosure, or under the provisions of FERPA which allow disclosure without prior written consent.

RIGHT TO REQUEST AMENDMENT: You have the right to seek to have corrected any parts of an education record which you believe to be inaccurate, misleading or otherwise in violation of your rights. **This right includes the right to a hearing to present evidence that the record should be changed if this institution decides not to alter the education records according to your request.**

RIGHT TO COMPLAIN TO FERPA OFFICE: You have the right to file a complaint with the Family Policy Compliance Office, U.S. Department of Education, Washington, D.C., 20202-4605, concerning the Pettis County R-XII School District in compliance with FERPA.

Once a student's record has been copied to the receiving high school, the record is considered a "non-record" and the student record will be maintained until the student has graduated high school or reached the age of 21.

DIRECTORY INFORMATION

The Pettis County R-XII School District has designated certain information contained in the education records of its students as directory information for purposes of the Family Educational Rights and Privacy Act (FERPA).

The following information regarding students is considered directory information:

1. Name
2. Address
3. Telephone Number
4. Date and Place of Birth
5. Participation in officially recognized activities and sports
6. Dates of Attendance
7. Most recent previous school attended by the student
8. Photograph

Directory information may be disclosed by the Pettis County R-XII School District for any purposes in its discretion without the consent of a parent of a student or an eligible student. Parents of students and eligible students have the right, however, to refuse to permit the designation of any or all of the above information as directory information. In that case, this information will not be disclosed except with the consent of a parent or student or as otherwise allowed by law.

Any parent or student refusing to have any or all of the designated directory information disclosed must file a

written notification to this effect with the principal of the school which the student attends.

In the event of notification of refusal is not filed, the Pettis County R-XII School District assumes that neither a parent of a student or an eligible student objects to the release of the directory information designated.

Protection of Pupil Rights Amendment (PPRA)

Inspection

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

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

Consent Required

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

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

Notice and Opportunity to Opt Out

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

1. Any other protected information survey, as defined above, regardless of the funding source.
2. Any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent and not necessary to protect the immediate health and safety of a student, or any physical exam or screening permitted or required under state law, except for hearing, vision or scoliosis screenings.

3. Activities involving the collection, disclosure or use of personal information obtained from students for marketing, selling or otherwise distributing information to others.

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

Notification of Policy and Privacy

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

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

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

Procedures Regarding Prevention and Crisis Intervention/ Physical Restraint for Safety Promotion

The intent of these procedures is to ensure that student participation in school is free from unreasonable and unnecessary physical restraint and that such an intervention is used only in emergency situations after other less intrusive alternatives have failed or been deemed inappropriate. These procedures reflect a policy prohibiting corporal punishment. They promote the use of positive, preventive behavioral supports that significantly limit the need for physical intervention, restrict the use of physical force, and ensure that physical restraint is administered in the least intrusive manner possible. These procedures delineate appropriate practice in those instances where physical restraint is absolutely necessary to protect a student or students, staff and/or other school members from imminent, serious physical harm.

The Pettis County R-XII School District has established the procedures described in this document for the purposes of:

- a) Promoting student safety and preventing student violence, self-injurious behavior and suicide, including de-escalation of potentially dangerous behavior that may occur with an individual student or among groups of students
- b) Establishing effective crisis intervention practices and, when necessary to ensure safety, appropriate physical intervention procedures
- c) Keeping all school members informed regarding these procedures as well as preventive interventions, de-escalation, types of restraints and related safety considerations, administering physical restraint in accordance with behavioral intervention plans and/or known medical or psychological limitations
- d) Identifying staff who are authorized to serve as a school-wide resource to assist other staff in proper administration of these practices, and provide these staff with advanced training beyond the basic information provided to all staff
- e) Reporting crisis intervention/physical restraint incidents to parents, the Pettis County R-XII administration, and the Missouri Department of Education

**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 programs¹ 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 Table of Contents	
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
² In compliance with ESSA Title VIII-Part C, Sec. 8304(a)(3)(C)

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 a 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.

Earthquake Safety at School

Unlike hurricanes and some other natural hazards, earthquakes strike suddenly and without warning. Nevertheless, if your local schools are in a region at risk for earthquakes, there are things that you can do to reduce the chances that those who attend or work in the schools will be injured, that school property will be damaged, or that school functioning will be unduly disrupted by an earthquake. These activities all fall under the concept of *preparedness*, because to be effective, they must be done *before* earthquakes occur.

Preparing for earthquakes involves (1) learning what should be done before, during, and after earthquakes; and (2) doing or preparing to do those things now, before the next quake. School preparedness requires the participation of administrators, teachers, students, and parents, as well as those who design, build, regulate, and maintain school buildings.

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, 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 school property, including playgrounds, parking lots and school transportation, or at a school activity, whether on or off school property. The district may also discipline students for off-campus conduct that negatively impacts the educational environment, to the extent allowed by law.

Reporting to Law Enforcement

It is the policy of the Pettis County R-XII School District to report all crimes occurring on school grounds to law enforcement, including, but not limited to, the crimes the district is required to report in accordance with law. A list of crimes the district is required to report is included in policy JGF.

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

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

Documentation in Student's Discipline Record

The principal, designee or other administrators or school staff will maintain all discipline records as deemed necessary for the orderly operation of the schools 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-sponsored activity, 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 district property as a disciplinary consequence even if a student is not suspended or expelled from school. Likewise, a student may become ineligible for or be required to forfeit any honors and awards as a disciplinary consequence.

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 or 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.
4. 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, he or she 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.

Prohibited Conduct

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

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; and other misconduct related to academics.

First Offense:	No credit for the work, grade reduction, or replacement assignment.
Subsequent Offense:	No credit for the work, grade reduction, 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:	Detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion. Restitution if appropriate.
Subsequent Offense:	1-180 days out-of-school suspension or expulsion. Restitution if appropriate.

Assault

1. Using physical force, such as 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, detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.
Subsequent Offense:	In-school suspension, 1-180 days out-of-school suspension, or expulsion.

2. 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:	10-180 days out-of-school suspension or expulsion.
Subsequent Offense:	Expulsion.

Automobile/Vehicle Misuse: Discourteous or unsafe driving on or around school 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 school property.

First Offense:	Suspension or revocation of parking privileges, detention, in-school suspension, or 1-10 days out-of-school suspension.
Subsequent Offense:	Revocation of parking privileges, detention, in-school suspension, or 1-180 days out-of-school suspension.

Bullying and Cyberbullying (see Board policy JFCF): Intimidation, unwanted aggressive behavior, or harassment that is repetitive or is substantially likely to be repeated and causes a reasonable student to fear for his or her physical safety or property; that substantially interferes with the educational performance, opportunities or benefits of any student without exception; or that substantially disrupts the orderly operation of the school. Bullying includes, but is not limited to: physical actions, including violence, gestures, theft or property damage; oral, written or electronic communication, including name-calling, put-downs, extortioner threats; or threats of reprisal or retaliation of reporting such acts. Cyberbullying is a form of bullying committed by 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.

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

Bus or Transportation Misconduct (see Board policy JFCC): Any offense committed by a student on transportation provided by or through the district shall be punished 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, detention, in-school suspension, or 1-10 days out-of-school suspension.
Subsequent Offense:	Nullification of forged document. Detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.

Disrespectful or Disruptive Conduct or Speech (see Board policy AC if illegal harassment or discrimination is involved): Verbal, written, pictorial or symbolic language 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, detention, in-school suspension, or 1-10 days out-of-school suspension.
Subsequent Offense:	Detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.

Drugs/Alcohol (see Board policies JFCH and JHCD)

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

First Offense:	In-school suspension or 1-180 days out-of-school suspension.
Subsequent Offense:	1-180 days out-of-school suspension or expulsion.

2. Possession of or attendance while under the influence of or soon after consuming any unauthorized prescription drug, alcohol, narcotic substance, unauthorized inhalants, counterfeit drugs, imitation controlled substances or drug-related paraphernalia, including controlled substances and illegal drugs defined as substances identified under schedules I, II, III, IV or V in section 202(c) of the Controlled Substances Act.

First Offense:	In-school suspension or 1-180 days out-of-school suspension.
Subsequent Offense:	1-180 days out-of-school suspension or expulsion.

3. Sale, purchase or distribution of any prescription drug, alcohol, narcotic substance, unauthorized inhalants, counterfeit drugs, imitation controlled substances or drug-related paraphernalia, including controlled substances and illegal drugs defined as substances identified under schedules I, II, III, IV or V in section 202(c) of the Controlled Substances Act.

First Offense:	1-180 days out-of-school suspension or expulsion.
Subsequent Offense:	1-180 days out-of-school suspension or expulsion.

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

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

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 district property during a suspension, consideration shall be given to whether the student poses a threat to the safety of any child or school employee and whether the student's presence is disruptive to the educational process or undermines the effectiveness of the school's discipline policy.

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

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, 1-180 days out-of-school suspension, or expulsion.
Subsequent Offense:	Restitution. In-school suspension, 1-180 days out-of-school suspension, or expulsion.

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, detention, in-school suspension, or 1-180 days out-of-school suspension.
Subsequent Offense:	In-school suspension, 1-180 days out-of-school suspension, or expulsion.

Gambling: Betting on an uncertain outcome, regardless of stakes; engaging in any game of chance or activity in which something of real or symbolic value may be won or lost. Gambling includes, but is not limited to, betting on outcomes of activities, assignments, contests and games.

First Offense:	Principal/Student conference, loss of privileges, detention, or in-school suspension.
Subsequent Offense:	Principal/Student conference, loss of privileges, 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, national origin, ancestry, disability or any other characteristic protected by law. Examples of illegal 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, detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.
Subsequent Offense:	In-school suspension, 1-180 days out-of-school suspension, or expulsion.

2. Unwelcome physical contact of a sexual nature or that is based on gender, race, color, religion, sex, 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, 1-180 days out-of-school suspension, or expulsion.
Subsequent Offense:	1-180 days out-of-school suspension or expulsion.

Hazing (see Board policy JFCF): Any activity 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, a grade level, student organization or school-sponsored activity. Hazing may occur even when all students involved are willing participants.

First Offense:	In-school suspension or 1-180 days out-of-school suspension.
Subsequent Offense:	1-180 days out-of-school suspension or 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, or in-school suspension.
Subsequent Offense:	Confiscation. Principal/Student conference, detention, in-school suspension, or 1-10 days out-of-school suspension.

Nuisance Items: Possession or use of toys, games, MP3 players and other electronic devices (other than mobile phones) that are not authorized for educational purposes.

First Offense:	Confiscation, Warning, Principal/Student conference, detention, in-school suspension, or 1-10 days out-of-school suspension.
Subsequent Offense:	Confiscation, Detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.

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, in-school suspension, or 1-180 days out-of-school suspension.
Subsequent Offense:	Detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.

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. Principal/Student conference, detention, or in-school suspension.
Subsequent Offense:	Confiscation. Detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.

Sexual Activity: Acts of sex or simulated acts of sex including, but not limited to, intercourse or oral or manual stimulation.

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

Technology Misconduct (see Board policies EHB and KKB and procedure EHB-AP)

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

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

2. Using, displaying or turning on pagers, phones, personal digital assistants, personal laptops or any other electronic communication devices during the regular school day, including instructional class time, or class change time, unless the use is part of the instructional program required by a district-sponsored class or activity, or otherwise permitted by the building principal..

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

3. Violation other than those listed in (1), (2) or of Board policy EHB and procedure EHB-AP1 or any other policy or procedure regulating student use of personal electronic devices.

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

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

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

Theft: Theft, attempted theft or knowing possession of stolen property.

First Offense:	Return of or restitution for property. Principal/Student conference, detention, in-school suspension, or 1-180 days out-of-school suspension.
Subsequent Offense:	Return of or restitution for property. 1-180 days out-of-school suspension or expulsion.

Threats or Verbal Assault: Verbal, written, pictorial or symbolic language or gestures that create a reasonable fear of physical injury or property damage.

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

Tobacco

1. Possession of any tobacco products, electronic cigarettes or other nicotine-delivery products 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 to district policy JHCD.

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

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

First Offense:	Confiscation of tobacco product. Principal/Student conference, detention, in-school suspension, or 1-3 days out-of-school suspension.
Subsequent Offense:	Confiscation of tobacco product. In-school suspension or 1-10 days out-of-school suspension.

Truancy or Tardiness (see Board policy JED and procedures JED-AP1 and JED-AP2): Absence from school without the knowledge and consent of parents/guardians and 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, or 1-3 days in-school suspension.
Subsequent Offense:	Detention or 3-10 days in-school suspension, or removal from extracurricular activities.

Unauthorized Entry: 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, detention, in-school suspension, or 1-180 days out-of-school suspension.
Subsequent Offense:	1-180 days out-of-school suspension or expulsion.

Vandalism (see Board policy ECA): Willful damage or the attempt to cause damage to real or personal property belonging to the school, staff or students.

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

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:	In-school suspension, 1-180 days out-of-school suspension, or expulsion.
Subsequent Offense:	1-180 days out-of-school suspension or expulsion.

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 (1) calendar year suspension or expulsion, unless modified by the Board upon recommendation by the superintendent.
Subsequent Offense:	Expulsion.

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

First Offense:	Buddy Room/Safe Room, Principal/Parent/Student Conference, In-school suspension, 1-180 days out-of-school suspension, or expulsion.
Subsequent Offense:	1-180 days out-of-school suspension or expulsion

* * * * *

Note: The reader is encouraged to check the index located at the beginning of this section for other pertinent policies and to review administrative procedures and/or forms for related information.

TECHNOLOGY USAGE

I have read the Pettis County R-XII School District Technology Usage policy and procedure and agree to abide by their provisions. I understand that violation of these provisions may result in disciplinary action taken against me including, but not limited to, suspension or revocation of my access to district technology and suspension or expulsion from school.

I understand that my use of the district's technology resources is not private and that the school district may monitor my electronic communications and all other use of district technology resources. I consent to district interception of or access to all of my electronic communications using district technology resources as well as downloaded material and all data I store on the district's technology resources, including deleted files, pursuant to state and federal law, even if the district's technology resources are accessed remotely. I understand that this form will be effective for the duration of my attendance in the district unless revoked or changed by the district or me.

Signature of Student

Date

Name of School: Pettis County R-XII School

Implemented: 9-12-01

Revised: 2-13-08

Pettis County R-XII School District, Sedalia, Missouri