

STARMONT COMMUNITY SCHOOL DISTRICT



STUDENT HANDBOOK 2023-2024

Welcome to Starmont Middle School/High School! We are pleased you are here and want to help you make this a great year! This handbook will help us do just that. It is very important that we all understand the rules and policies Starmont has in place. Please take time to read it and if you have any questions regarding the contents, don't hesitate to ask a staff member. We are looking forward to another great school year, and we hope you are too. Veteran and new staff alike are eager to get started. Have a great year and make the most of this opportunity!

Detach this half sheet and Return to school for 23-24 School Year

Your signature below signifies that you:

- Understand the rules and notifications the Starmont CSD will be guided by
- allow your child to attend any class trips or activities during the school day taken in the Starmont school district.
- understand your child may be captured by videotape when a teacher is recording him/herself for self-improvement, safety, or instructional purposes.

The handbook can be found on the school website. Please direct any questions to the Starmont MS/HS Office.

Student Signature: _____ Date: _____

Parent Signature: _____ (circle: mother, father, other guardian)

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Part 1: District Mission and Overview

Starmont Community School District's Mission Statement

Empowering all students with knowledge, skills, and attitudes necessary for responsible, productive, fulfilling lives.

Starmont Middle School/High School's Mission/Vision Statements

Our purpose is to guarantee a competent graduate who possesses the knowledge, skills, and attitudes necessary to become a responsible, contributing, productive member of society. We will provide the necessary resources; and enthusiastic, dedicated staff; teaching and continually monitoring a challenging vertically and horizontally articulated curriculum; in an environment conducive to learning.

We Believe

- Every individual has dignity and worth.
- Every individual deserves to be treated with respect.
- Every individual is a lifelong learner.

We Envision a School With:

- High expectations
- Academic emphasis
- Frequent monitoring of student progress
- Safe and orderly environment
- Instructional leadership
- Home/school partnership

Starmont students will acquire the knowledge and skills needed to become:

- Responsible, productive citizens
- Effective communicators
- Collaborative workers
- Creative thinkers: Every individual has the right to an environment that promotes learning.
- Every individual needs positive role models; positive attitudes and enthusiasm are contagious.
- A school's success is the responsibility of school staff members, parents, community members, and students.
- Individual success is the result of persistent efforts.
- Group success is based on trust and communication.
- A zest for learning is enhanced by addressing individual needs and interests.
- Critical thinkers
- Healthy people
- Life-long learners

Board Policies and Regulations

Series 100 - School District

Series 200 - Board of Directors

Series 300 - Administration

Series 400 - Personnel

Series 500 - Student Personnel

Series 600 - Educational Program

Series 700 - Non-Instructional Operations

Series 800 - Buildings and Sites

Series 900 - School District - Community Relations

Equity Statement

It is the policy of the Starmont Community School District not to discriminate on the basis of race, color, national origin, sex, disability, religion, creed, age (for employment), marital status (for programs), sexual orientation, gender identity and socioeconomic status (for programs) in its educational programs and its employment practices. There is a grievance procedure for processing complaints of discrimination. If you have questions or a grievance related to this policy please contact: Brandie Erickson, K-12 Counselor, Starmont Community School District, 3202 40th Street, Arlington, Iowa 50606, (563) 933-2218, or TBD

Starmont School Information

Starmont Middle School
3202 40th Street
Arlington, 50606
(563) 933-2218

Starmont High School
3202 40th Street
Arlington, 50606
(563) 933-2218

Starmont Community School District
3202 40th Street
Arlington, Iowa 50606-8199
(563) 933-4598

Staff

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Mrs. Erin Preussner	HS Social Studies	563-933-2218	epreussner@startmon.k12.ia.us

School Fees

The school district charges fees for certain items, such as textbook rental. Students whose families meet the income guidelines for free and reduced-price lunch, the Family Investment Program (FIP), transportation assistance under open enrollment, or students who are in foster care are eligible to have their student fees waived or partially waived. Students whose families are experiencing temporary financial difficulty may be eligible for a temporary waiver of student fees. Parents or students who believe they may qualify for temporary financial hardship school contact the Board Secretary at registration for a waiver form. This waiver does not carry over from year to year and must be completed annually.

Starmont PBIS (Positive Behavioral Interventions and Supports)

PBIS is a proactive approach that **schools** use to improve **school** safety and promote positive behavior. The focus of **PBIS** is prevention, not punishment. At its heart, **PBIS** calls on **schools** to teach students positive behavior strategies, just as they would teach about any other subject—like reading or math.

Starmont Common Area PBIS Expectations **Part 2: Student Attendance**

Starmont Common Area Expectations

	Bathroom	Classroom	Hallway	Bus	Cafeteria
Be Respectful	<ul style="list-style-type: none">-Wait Your Turn-Allow Privacy to Others	<ul style="list-style-type: none">-Be kind-Listen to others	<ul style="list-style-type: none">-Be kind-Use a quiet voice	<ul style="list-style-type: none">-Use classroom voice level at all times	<ul style="list-style-type: none">-Use good manners
Be Responsible	<ul style="list-style-type: none">-Use closest location-Use quickly and quietly-Flush, wash hands, put trash in trash can-Use at appropriate times-Report issues to an adult	<ul style="list-style-type: none">-Care for school and personal property-Follow directions-Be prepared-Set a good example for others-Report issues to an adult	<ul style="list-style-type: none">-Travel quickly-Travel to your destination only-Use hall passes-Report issues to an adult	<ul style="list-style-type: none">-Follow directions-Stay seated-Face forward-Report issues to driver	<ul style="list-style-type: none">-Eat and drink your own food-Stay seated-Report issues to an adult
Be Kind	<ul style="list-style-type: none">-Use facilities correctly (toilet, sink, urinals)-Keep hands, feet, and items	<ul style="list-style-type: none">-Work quietly-Help others-Have a positive	<ul style="list-style-type: none">-Leave no trace-Keep hands, feet, and items to yourself	<ul style="list-style-type: none">-Leave no trace-Keep hands, feet, and items to yourself	<ul style="list-style-type: none">-Leave no trace-Keep hands, feet, and

	to yourself	attitude	-Stay to the right	-Use appropriate language and gestures	items to yourself -Use appropriate language and gestures
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Attendance Records (Code No. 501.8)

As part of the school district's records, the daily attendance of each student is recorded and maintained on file with the permanent records of the board secretary. It is the responsibility of the principals to ensure that such reports are filed with the board secretary, the custodian of school records.

Excused Absences (Code No. 501.09)

Regular attendance by students is essential for students to obtain the maximum opportunities from the education program. Parents and students alike are encouraged to ensure an absence from school is a necessary absence. Students will attend school unless excused by the principal of their attendance center.

Student absences approved by the principal are excused absences. Excused absences will count as days in attendance for purposes of the truancy law. These absences include but are not limited to, illness, family emergencies, recognized religious observances, appointments that cannot be scheduled outside the school day, and school-sponsored or approved activities.

The district believes that traditional, in-person school attendance leads to the greatest learning opportunities for students. However, there may be rare and unusual circumstances created by public emergencies declared by state or local officials that temporarily prevent students from attending traditional, in-person school. In these circumstances, the superintendent will have the discretion to make reasonable accommodations for students, on a case-by-case basis, to attend school through remote learning opportunities within the available resources of the district and as permitted by law. During approved remote learning, attendance will be taken, assessments may be administered, and grades will count towards students' cumulative grade point average as if they were attending in person. The provision of special education and accommodations for students who have individualized education programs (IEPs) or Section 504 plans will be determined by each respective IEP or Section 504 team.

Students whose absences are approved will make up the work missed and receive full credit for the missed school work. It is the responsibility of the student to initiate a procedure with the student's teacher to complete the work missed.

Students who wish to participate in school-sponsored activities must attend school *one-half of* the day of the activity unless permission has been given by the principal for the student to be absent.

It is the responsibility of the parent to notify the student's attendance center as soon as the parent knows the student will not be attending school on that day. The student/parent handbooks may contain specific information about expectations for attendance. The principal may request evidence or written verification of the student's reason for absence.

It is the responsibility of the superintendent, in conjunction with the principal, to develop administrative regulations regarding this policy.

Truancy Unexcused (Code No. 501.10)

Regular attendance by the students at school is essential for students to obtain the maximum opportunities from the education program. Parents and students alike are encouraged to ensure an absence from school is a necessary absence. Students will attend school unless excused by the principal of their attendance center.

Truancy is the failure to attend school for the minimum number of days established in the school calendar by the board. Truancy is the act of being absent without a reasonable excuse. These absences will include, but not be limited to tardiness, shopping, hunting, concerts, preparation or participation in parties and other celebrations, and employment. Truancy will not be tolerated by the board.

Students are subject to disciplinary action for truancy including suspension and expulsion. It is within the discretion of the principal to determine, in light of the circumstances, whether a student may make up work missed because of truancy. Students receiving special education services will not be assigned to supervised study hall, or in-school suspension unless the goals and objectives of the student's Individualized Education Program are capable of being met.

It is the responsibility of the superintendent, in conjunction with the principal, to develop administrative regulations regarding this policy. The administrative regulations will indicate the disciplinary action to be taken for truancy.

Regulation (Code No. 501.10): Student Absences -Excused- General Attendance Regulation

Daily, punctual attendance is an integral part of the learning experience and is required of all students to receive the maximum benefit of the educational program. The habit of good attendance established early is one which helps a person be successful throughout his or her lifetime. More and more, employers, colleges and vocational schools expect good attendance and are checking student attendance records. They are aware that good and prompt attendance indicates dependability in a student.

The education that goes on in the classroom builds from day to day and as a result, absences always cause some disruption in the educational progress of the absent student. Students who are absent may not understand what the teacher is currently presenting, and may also become discouraged with the double burden of keeping current and making up missed work. In order to maintain interest and understanding in the instructional program, students should not expect to be absent any more than is absolutely necessary. Irregular attendance or tardiness by students not only limits their own studies, but also interferes with the progress of those students who are regular and prompt in attendance. Attendance is a shared responsibility that requires cooperation and communication among students, parents and school.

The Student/Parent Handbooks contain specific information regarding absences, including tardies, and reporting times. Generally, the following applies:

- Students too ill to attend school for less than half a day may not participate, but may attend any District-sponsored activity in the afternoon or evening of the absence. This includes, but is not limited to, concerts/performances and athletic practices/competitions. The principal/designee will have final discretion related to student attendance at and/or participation in such events.
- Health care appointments are to be scheduled outside of the regular school hours whenever possible.
 - Students absent from school for any reason may be required by the school to submit a written explanation or specific reason for their absence, the specific days and times of the absence, verification by the doctor or dentist where appropriate, and a signature of the parent.
- A student may be required to make up the school work missed for any absence.
- Students who miss 3 or more consecutive days for illness will be required to provide a doctor's note for those illnesses or see the school nurse.
- Students who accumulate 5 days of illness in one semester may be required to provide doctor's notes or see the school nurse for any future illnesses.

The following procedures shall be followed for excused and/or unexcused absences unless the threshold for such action was reached in whole or in part because of District-directed absences, as described in Policy 501.09.

After six cumulative absences:

- The principal/designee may notify the parent/guardian of the number of absences the student has accumulated.
- The principal/designee may document that the parent/guardian was notified that the student had six cumulative absences.

After nine cumulative absences:

- At the principal's discretion, a letter will be sent via U.S. mail to the parent/guardian, to notify them of the number of absences the student has accumulated.
- If an attendance letter is sent, the principal/designee will contact the parent/guardian via telephone and/or e-mail using the contact information provided as part of student registration to notify them that letter has been sent regarding their child's absences.
- The principal/designee will document in PowerSchool that the parent/guardian was notified that the student had ten cumulative absences.

After twelve cumulative absences:

- The principal/designee will send a letter via U.S. mail to the student's parent/guardian to notify them of the number of absences the student has accumulated
- The principal/designee will contact the parent/guardian via telephone and/or e-mail using the contact information provided as part of student registration to notify them that a letter has been sent regarding their student's absences and to explain that a meeting to discuss their student's absences may be required. This meeting may include the student, parent, principal, guidance counselor, nurse, and/or truancy officer and may be conducted via phone, phone visit, or school conference.
- The principal/designee will develop an attendance contract including a timeline, expectations, reasons for a truancy court referral, and success indicators.
- The principal/designee will document in PowerSchool that the parent/guardian was notified that the student had twelve cumulative absences and, if relevant, that an attendance mediation was held.

In extreme or unusual circumstances of student absence, principals/designees may choose to adjust the above procedures.

Attendance Guidelines and Outreach

The district is committed to working with families to help reduce obstacles keeping students from regular daily attendance. The district attendance team, the principal, teachers, community and/or county attorney will provide attendance outreach in the following ways.

- Daily calls, emails and texts from school if a student is not present in the classroom and there has been no contact from the student's parent and/or guardian.
- When a student has missed 6 academic school days, regardless of reasoning, an attendance letter will be mailed home.
- When a student has missed 9 academic school days, regardless of reasoning, a second attendance letter will be mailed home.

- When a student has missed 12 academic school days, regardless of reasoning, a third attendance letter will be mailed home. At this time a representative from Starmont's attendance team will reach out to schedule a meeting to discuss attendance occurrences and also brainstorm ways to reduce the number of absences moving forward.
- When a student has missed 15 or more academic school days; the attendance team will review missed days and reasoning. If 15 or more are considered unexcused, the attendance team will make a truancy referral to the appropriate county attorney's office.

At any point, the steps of Attendance Outreach can be accelerated in cases where a student has excessive absences. Documentation may be requested if a student has over 5 days of combined excused and unexcused absences. Discussions may begin with the county attorney if all steps of Attendance Outreach have been attempted and the student continues to accumulate absences.

Excused and Unexcused Absences

The State of Iowa Department of Education Code states that a school district may determine what is coded as an excused or unexcused absence within their district. All absences take students away from classroom learning and school activities, however, we know students get sick, important events happen and unexpected situations arise for all of us. In those instances please keep your student's time away from school to a minimum. Every effort should be exercised on the part of the parent and/or guardian to ensure regular attendance at school. The following absences will be considered excused absences:

- Medical or dental appointments that cannot be scheduled other than during school time and have written verification provided.
- Student illness or injury, reported by the parent, guardian, or medical doctor. Please note that extended illness or frequent illnesses may require written verification from a nurse or physician as requested by the school administrator, their designee, or attendance coordinator.
- The funeral of a relative or close friend.
- Court appearances, when subpoenaed.
- Religious Holidays.
- Participation in school or district-sponsored activities.
- Administrative Office/School Clearance.

Notification of Student Absence

Parents and/or guardians are accountable for their student's attendance and have an obligation to report their student's absences to the office.

*If you do not have access to a telephone or email account, please discuss options for reporting your student's attendance with your school administrator.

Please call attendance prior to 8 am on the day of your student's absence. If you do not contact the office to report your student's absence you may receive a personal call inquiring as to the reason for your student's absence. Multiple day absences due to illness, contagious disease, or hospitalization may be reported with one phone call or email stating the days the student will be absent. For your convenience, you may call or email attendance. You may call or email future absences in advance, so they can be recorded for your convenience. Parents and/or guardians will receive notifications from the office based on the percentage of absences the student has

accumulated at any given time during a school semester or school year. When a student becomes of majority age (18 years or older, married, or with approval of self-guardianship papers) and is not residing with the student's parents or guardian and not under parental insurance or tax credits, the student may provide their own reason for absence without parental verification. The principal should be notified in advance of any such circumstances. Absences not specified in the excused absence guidelines and for which no explanation is provided by a parent and/or guardian will be considered unexcused. Absences not reported within 24 hours of being marked not present in the classroom will also be considered unexcused. Absences outside of our excused and unexcused guidelines may be considered on an individual basis at the discretion of the school administrator or district attendance team once the absence has been explained by the parent and/or guardian.

Tardy or Late Arrival

Middle school hours for grades 6-8 are 8:15 am to 3:30 pm & High school classes are 8:15 am to 3:30 pm. Students arriving after their instructional day begins, need to report to the school office and will be checked in upon their arrival. Their attendance will be recorded per the excused and unexcused guidelines in the district's attendance policy and they will be given a pass to class. As a reminder, students arriving late to school from a medical appointment need to provide written verification from the clinic, dentist, etc. Students who are tardy to class must have a written pass from the school employee responsible for the tardy will be recorded. Three tardies will result in office discipline.

Appointments During the School Day/Picking Up Your Student

Parents and guardians should contact the school directly when their student needs to be picked up unexpectedly for an appointment during the instructional day. Students must be signed out through the office at their prospective school before leaving the building. For early pick-up, written verification may be provided at the time of pick-up or upon arrival the next school day. As stated under medical appointments, if documentation is not provided, the time away from school will be considered unexcused. It will be the student's/parent's/guardian's responsibility to make sure the written verification is turned in to the school office if bringing it in the day following an early pick-up.

Missed School Work

When middle school students return from an excused absence(s), it is the student's responsibility to arrange for make-up work. All missed schoolwork from excused absences must be made up within twice the number of school days missed to the satisfaction of the classroom teacher(s). When students anticipate absences they should make arrangements to the satisfaction of the classroom teacher to complete the work prior to the absence(s).

High school students that are absent with an excused absence will have twice the number of school days missed to complete missing work and shall receive full credit if completed to the satisfaction of the classroom teacher(s). All known absences should be discussed with the classroom teacher prior to the absences. In special circumstances, the school administrator or their designee may extend this time period. When students return to class from an excused absence(s), it is the student's responsibility to arrange for make-up work. When students

anticipate absences, all efforts should be made to complete work in advance of the absences. Homework requests for students missing more than three consecutive days may be made through the guidance counselor's office.

Credit or Grade Reduction

Classroom attendance is an integral component to student success. Absences affect a student's ability to participate in classroom instruction and learning opportunities. This may affect their ability to complete all requirements to pass a course or specific units of a course required for the successful attainment of credit.

Absences Due to Extended Health Issues and Hospitalizations

Parents and/or guardians of students that are absent due to extended health issues and/or hospitalization should contact their school administrator to discuss the best options for making up missed work and determining what support will be best for the student. All efforts should be made to notify the school administrator prior to extended absences.

Tardies

We will work together to make sure students are present and on time to each class of the day. There must also be a strong effort by each person in the school to help students arrive to class on time and be prepared to learn.

Tardy Policy

Infraction	Consequences
1st Tardy	Teacher Warning
2nd Tardy	Teacher Warning
3rd Tardy	30-minute detention to be served on Wednesdays after school.
4th Tardy	Additional detention to be served on Wednesdays after school
5+ Tardy	One hour after school

Part 3: Student Well-Being and Safety

Anti Harassment/Bullying Policy

Harassment and bullying of students and employees are against federal, state, and local policy, and are not tolerated by the board. The board is committed to providing all students with a safe and civil school environment in which all members of the school community are treated with dignity and respect. To that end, the board has in place policies, procedures, and practices that are designed to reduce and eliminate bullying and harassment of students by other students, by

school employees, and by volunteers who have direct contact with students will not be tolerated in the school or school district.

Anti-Bullying/Anti-Harassment (Code No. 502.R2)

(Forms and complete policy can be found on the Starmont Schools Website)

The Starmont Community School District is committed to providing all students with a safe and civil school environment in which all members of the school community are treated with dignity and respect. Bullying and/or harassment of or by students, staff, and volunteers is against federal, state, and local policy and is not tolerated by the board. Bullying and/or harassing behavior can seriously disrupt the ability of school employees to maintain a safe and civil environment, and the ability of students to learn and succeed. Therefore, it is the policy of the state and the school district that school employees, volunteers, and students shall not engage in bullying or harassing behavior in school, on school property, or at any school function or school-sponsored activity.

Definitions - For the purposes of this policy, the defined words shall have the following meaning:

- “Electronic” means any communication involving the transmission of information by wire, radio, optic cable, electromagnetic, or other similar means. “Electronic” includes but is not limited to communication via electronic mail, internet-based communications, pager service, cell phones, and electronic text messaging.
- “Harassment” and “bullying” shall mean any electronic, written, verbal, or physical act or conduct toward a student based on the individual’s actual or perceived age, color, creed, national origin, race, religion, marital status, sex, sexual orientation, gender identity, physical attributes, physical or mental ability or disability, ancestry, political party preference, political belief, socioeconomic status, or familial status, and which creates an objectively hostile school environment that meets one or more of the following conditions:
 1. Places the student in reasonable fear of harm to the student’s person or property.
 2. Has a substantially detrimental effect on the student’s physical or mental health.
 3. Has the effect of substantially interfering with a student’s academic performance.
 4. Has the effect of substantially interfering with the student’s ability to participate in or benefit from the services, activities, or privileges provided by a school.
- “Trait or characteristic of the student” includes but is not limited to age, color, creed, national origin, race, religion, marital status, sex, sexual orientation, gender identity, physical attributes, physical or mental ability or disability, ancestry, political party preference, political belief, socioeconomic status, or familial status.
- “Volunteer” means an individual who has regular, significant contact with students.

Filing a Complaint

A Complainant who wishes to avail himself/herself of this procedure may do so by filing a complaint with the superintendent or superintendent’s designee. An alternate will be designated in the event it is claimed that the superintendent or superintendent’s designee committed the alleged discrimination or some other conflict of interest exists. Complaints shall be filed within 30 days of the event giving rise to the complaint or from the date the Complainant could

reasonably become aware of such occurrence. The Complainant will state the nature of the complaint and the remedy requested. The Complainant shall receive assistance as needed. School employees, volunteers, and students shall not engage in reprisal, retaliation, or false accusation against a victim, witness, or an individual who has reliable information about an act of bullying or harassment.

Investigation

The school district will promptly and reasonably investigate allegations of bullying or harassment. The building principal (hereinafter “Investigator”) will be responsible for handling all complaints alleging bullying or harassment. The Investigator shall consider the totality of circumstances presented in determining whether conduct objectively constitutes bullying or harassment. The superintendent or the superintendent’s designee shall also be responsible for developing procedures regarding this policy.

Decision

If, after an investigation, a student is found to be in violation of this policy, the student shall be disciplined by appropriate measures, which may include suspension and expulsion. If after an investigation a school employee is found to be in violation of this policy, the employee shall be disciplined by appropriate measures, which may include termination. If after an investigation a school volunteer is found to be in violation of this policy, the volunteer shall be subject to appropriate measures, which may include exclusion from school grounds. A school employee, volunteer, or student, or a student’s parent or guardian who promptly, reasonably, and in good faith reports an incident of bullying or harassment, in compliance with the procedures in the policy adopted pursuant to this section, to the appropriate school official designated by the school district, shall be immune from civil or criminal liability relating to such report and to participation in any administrative or judicial proceeding resulting from or relating to the report. Individuals who knowingly file false bullying or harassment complaints and any person who gives false statements in an investigation may be subject to discipline by appropriate measures, as shall any person who is found to have retaliated against another in violation of this policy. Any student found to have retaliated in violation of this policy shall be subject to measures up to, and including, suspension and expulsion. Any school employee found to have retaliated in violation of this policy shall be subject to measures up to, and including, termination of employment. Any school volunteer found to have retaliated in violation of this policy shall be subject to measures up to, and including, exclusion from school grounds.

School Day

Students may be present on school grounds before 8:00 AM or after 4:00 PM only when they are under the supervision of an employee or an extracurricular activity sponsor. If school is dismissed early, students are expected to leave the school grounds within 15 minutes of dismissal.

Hawk-I Insurance for Children

Parents can apply for low- or no-cost health insurance for their children through the state’s Healthy and Well Kids in Iowa (HAWK-I) program. Children, birth to 19, who meet certain criteria, are eligible. The coverage includes doctor’s visits, hearing services, dental care, prescription, immunizations, physical therapy, vision care, speech therapy, and hospital services to name a few. Parents are urged to call 1-800-257-8563 (toll-free) or go to the website at

<http://www.hawk-i.org/> for more information or contact Rachael Hach for assistance-
rhach@starmont.k12.ia.us, 563-933-2218.

Immunizations

Prior to starting school or when transferring into the school district, students must present an approved Iowa Department of Public Health immunization certificate signed by a health care provider stating that the student has received the immunizations required by law. Students without the proper certificate are not allowed to attend school until they receive the immunizations or the student makes arrangements with the principal. Only for specific medical or religious purposes are students exempted from the immunization requirements. Parents who have questions should contact the office. Secondary school requirement: Before entering 7th grade, all 7th graders will be required to show a certificate of Meningococcal vaccine after age 10. All 12th graders must also show a certificate of immunization showing 2 doses of the Meningococcal vaccine (or one dose if received after age 16).

Physical Examinations

Parents are encouraged to have their children receive periodic physical examinations. Students participating in athletics are required to provide a school district physical examination form signed by the student's doctor stating the student is physically fit to perform in athletics prior to the start of the sport. Failure to provide proof of a physical examination makes the student ineligible. Students who cannot afford the cost of the physical examination should contact the coach of their sport.

School Dental Screenings

All children newly enrolling in an Iowa elementary or high school (kindergarten and 9th grade) students only are required to have a dental screening. This requirement was passed by the 2007 legislature and became effective July 1, 2008. The purpose of the dental screening requirement is to improve the oral health of Iowa's children. Dental screenings help with early detection and treatment of dental disease; reduce the incidence, impact, and cost of dental disease.

School Nurse

Starmont has a school nurse, Jonna Keppler with an office next to the elementary office. She assists with health protection and promotion for staff and students. Students must have a staff person confirm her availability before receiving a pass to her office.

Administration of Medication

It is the policy of this district that if medications are to be administered at school, the following will be in place:

- All medications, prescription or over the counter, must be in the original container, labeled with the name of the medication, and dosage instruction clearly stated on the container or package. Written instructions and consent from the parent/guardian must accompany the medication. Medications must be within the expiration date.
- Prescription medications that are to be given to students during school hours are to be brought to the school by the parent. Students are not to have medication (prescription or non-prescription) in their backpacks or locker. This is for their safety and the safety of

others. If your child needs to carry an inhaler and/or EpiPen, please make sure you contact the school nurse.

- Prescription medications require a doctor's order (the current prescription container is acceptable). If the dosage changes, please have the doctor fax (563-933-2134) to the school and have the label changed to reflect the change in medication, dose or frequency as soon as possible.
- Medications will be given by the school nurse or other staff members trained in the administration of medication. Medications are stored in a safe, locked area. Refrigeration is available.

Allegations of Abuse of Students by School Employees (Board Policy 402.3)

Physical or sexual abuse of students, including inappropriate and intentional sexual behavior, by employees, will not be tolerated. The definition of employees for the purpose of this policy includes not only those who work for pay but also those who are volunteers of the school district under the direction and control of the school district. Employees found in violation of this policy will be subject to disciplinary action up to and including discharge.

The school district will respond promptly to allegations of abuse of students by school district employees by investigating or arranging for the investigation of an allegation. The processing of a complaint or allegation will be handled confidentially to the maximum extent possible. Employees are required to assist in the investigation when requested to provide information and to maintain the confidentiality of the reporting and investigation process.

The school district has appointed a Level I investigator and alternate Level I investigator. The school district has also arranged for a trained, experienced professional to serve as the Level II investigator. The Level I investigator and alternate will be provided training in the conducting of an investigation at the expense of the school district. The names of the investigators are listed in the student handbook published annually in the local newspaper and posted in all school facilities.

The superintendent is responsible for drafting administrative regulations to implement this policy.

Video Surveillance/Camera Policy

The Starmont Community School District Board of Directors has authorized the use of video cameras on school district premises and school district transportation. The video cameras will be used to monitor and record student behavior to maintain a safe environment. Students and parents are hereby notified that the content of the video recordings may be used in a student disciplinary investigation and/or proceeding. The content of the video recordings may be confidential student records and may be retained with other school records. Video recordings may be retained if necessary by the administration. Parents may request to view video recordings of their child if the video recordings are used in a disciplinary proceeding involving their child.

Physical Restraint at School

State law forbids school employees from using corporal punishment against any student. Certain actions by school employees are not considered corporal punishment. Additionally, school employees

may use “reasonable and necessary force, not designed or intended to cause pain” to do certain things, such as prevent harm to persons or property.

State law also places limits on school employees’ abilities to restrain or confine and detain any student. The law limits why, how, where, and for how long a school employee may restrain or confine and detain a child. If a child is restrained or confined and detained, the school must maintain documentation and must provide certain types of notice to the child’s parent.

If you have any questions about this state law, please contact the Starmont Superintendent at (563) 933.4598. The complete text of the law and additional information are available on the Iowa Department of Education’s website; www.iowa.gov/educate and search for Timeout, Seclusion, and Restraint.

Emergency Drills

Periodically the school holds emergency fire, tornado, crisis, and evacuation drills. Teachers notify students of the procedures to follow in the event of a drill. Procedures and proper exit areas are posted in all rooms. Students are expected to remain quiet and orderly during a drill or an emergency. Students who pull the fire alarm or call in false alarms, in addition to being disciplined under the school district’s policies, rules and regulations, may be reported to law enforcement officials.

Asbestos Notification

Asbestos is a naturally occurring mineral that, due to its excellent heat resistive, friction resistive, and acoustical properties, has been used extensively as a building material in countless commercial, industrial and educational buildings. Asbestos was used primarily as a boiler and pipe insulating material; however, because it is such a versatile mineral, it can also be found in acoustical and flame retardant wall and ceiling finishes, in vinyl asbestos floor tile, ceiling tile, and sheet goods used both on the interiors and exteriors of buildings. Asbestos has over 2000 different uses. However, studies have shown asbestos may cause debilitating and fatal diseases.

Because of this fact, the federal government has enacted laws regarding the use and care of asbestos products. On October 22, 1986, President Reagan signed into law the Asbestos Hazard Emergency Response Act or AHERA. AHERA requires school districts to inspect and identify the forms and locations of asbestos-containing building materials in all of their school buildings.

Upon completion of the inspection, an asbestos management plan must have been developed and sent to the Governor of the State of Iowa by October 12, 1988. Implementation of the management plan must have begun no later than July 9, 1989. The Starmont Community School District has taken a very firm stand to protect the health of all faculty, staff, students and visitors who use our buildings, and to protect the environment. The initial inspection process and the process for the development of the management plan are complete. The implementation of the management plan has already begun. Copies of the management plan for each individual school are available for review. The ongoing evaluation of the condition of in-building asbestos has been performed by having bi-annual periodic surveillance conducted by an inspector. Samples are taken in our continuing efforts to identify asbestos-containing materials. “Response Actions” (projects for the care, maintenance, or removal of asbestos-containing building materials) are performed as dictated by the Asbestos Management Plan. The Starmont Community School District is intent on meeting the requirements set forth by AHERA regulations. All questions

concerning asbestos in schools should be forwarded to Superintendent, 3202 40th Street Arlington, Iowa 50606, or by phone at (563) 933-2218.

Part 4: Student's Rights and Responsibilities

Care of School Property

Students are expected to take care of school property including desks, chairs, books, lockers and school equipment. Vandalism is not tolerated. Students found to have destroyed or otherwise harmed school property may be required to reimburse the school district. In certain circumstances, students may be reported to law enforcement.

Use of District Technology and Personal Electronic Devices

Technology integrated into effective instructional practices will support students and staff to grow as creators, contributors, and empowered, connected learners so that each person is prepared to achieve a lifetime of personal success. The PBIS expectations of respect, trustworthiness, appropriate actions, and responsibility apply to all students when using technology. Staff may establish additional expectations for the use of technology depending on their instructional objectives, and students are required to follow terms and protocols outlined by the teacher. Technology should never be used in a manner that disrupts the educational environment and it is strictly forbidden in restrooms and locker room areas.

Devices will be provided to students for the educational program requiring the use of technology. Students who choose to bring a personal electronic device (cell phone, iPod, e-readers, etc) to school do so at their own risk. Starmont Community School is not responsible for lost, damaged, or stolen items. The use of any electronic device by students is also subject to Board Policy #405.4, 405.4R2, 405.5

Technology Fines

As with any district property issued to students, Iowa statute allows the district to obtain reimbursement from, or on behalf of, students for any damage to, loss of, or failure to return school property. Reimbursement may not exceed the actual cost to repair or replace the device. Parents have the option to purchase insurance on school-issued devices. If parents do not purchase the insurance they are liable for 100% of the repair or replacement of the device.

Use of Network

Students will be able to access the internet at school. Individual student accounts will be issued to students. It is the student's responsibility to protect their account information. Our intent is to protect the rights of the students and parents who choose not to risk exposure to questionable material.

Restricted Materials

Students should not intentionally access or download any text file or picture, or engage in any communication that includes material that is obscene, libelous, indecent, vulgar, profane, or lewd. They should also refrain from actions that cause a material and substantial disruption to the learning environment.

Posting of Information

Students who wish to post or distribute information must receive permission from the principal at least three days before posting or distribution. This applies whether the information deals with school-sponsored or non-school-sponsored activities. The principal can explain or answer questions regarding the school's rules on posting and distributing materials.

Cell Phones

Any use of a cell phone, computer, or technology device that violates a state or federal law will automatically be referred to the proper authorities/Police.

- **Middle School:** Students may bring cell phones to school and store them in their lockers. Students should not be using cell phones in the classroom unless given permission by the classroom teacher. If students are using cell phones in the class (without permission) they will be first warned to put it away. The second time the teacher may take it for the remainder of the class. If the student continues to use their cell phone in class the phone will be given to the teacher who will give it to the office to pick up at the end of the day. Additional consequences will be considered for students who have been given multiple opportunities and continue to use their phone in the classroom. A telephone for student usage is located in the main office. Students may use the school office phone for emergency calls after first obtaining permission from school personnel. Phone use is to be kept to a minimum. Telephones in classrooms are not for student use. Student mobile device use must follow district policies. Abuse of these devices will result in them being taken and returned to the parent/guardian at the end of the day.
- **High School:** It is important for students to understand their responsibility in the use of cell phones. School Officials will continue to monitor the abuse of cell phones as it relates to cyber-bullying, harassment issues by students, academic cheating, and inappropriate use of picture cell phones in violation of students' right to privacy. Cell phones may be used during the school day only at lunch and passing time. Cell phones will not be permitted during academic class time (including study hall and assessments). Cell phones with cameras and other portable Handheld Technology Devices capable of storing and/or transmitting and or receiving images are banned from use for any purpose in locker rooms and restrooms at ALL times. Students may be disciplined for any use of Handheld Technology Devices in school locker rooms or restrooms. At no time are students or visitors authorized to capture, photograph, or audio record others in the building, on school property, (including school vehicles), or at school activities (unless recording a public performance, such as a game, honor assembly, concert, contest, etc.) without the consent of a teacher, coach or school administrator. Violation of the cell phone/pager rule will result in the following:

1st Violation	Teacher Removes gives back at the end of class
2nd Violation	Phone is brought to the office and returned at the end of the day

3rd Violation	Phone is brought to the office and conference with Principal
4th + Violation	Parent contacted to pick up phone with possible consequences of phone being turned in every day at the office

Starmont High School Graduation Requirements

ENGLISH

4.0 Credits as follows:

1.0 Credit English 9
1.0 Credit English 10
1.0 Credit English 11
1.0 Credit English 12 or a combination of two semesters (1.0 Credit) of College Prep, Comp I, Comp II, or Public Speaking

SOC. STUDIES

3.0 Credits as follows:

1.0 Credit American History
1.0 Credit World History
.50 Credit Government
.50 Credit Psychology

SCIENCE

3.0 Credits

1.0 Credit Physical Science
1.0 Credit Biology
1.0 Credit Chemistry (Required)
1.0 Credit Physics

MATH

3.0 Credits

1.0 Credit PreAlgebra
1.0 Credit Algebra I
1.0 Credit Geometry
1.0 Credit Alg II
1.0 Credit Pre-Calculus

PHYS ED

2.0 Credits

.5 Credit PE 9
.5 Credit PE 10
.5 Credit PE 11
.5 Credit PE 12

HEALTH

.5 Credits

Financial Literacy .5 Credits
ELECTIVES 11 Credits

9th Grade = 27 Credits
10th Grade = 27 Credits
11th Grade = 27 Credits
12th Grade= 26 Credits

Grading Scale

The standard letter grading system is used throughout the school. In order to give a closer evaluation of students, plus and minus signs are also used with the letter grade whenever necessary. Cumulative G.P.A. will be kept with a 4-point system.

A.....Excellent	A+ = 4.00	A = 4.00	A- = 3.67
B.....Good	B+ = 3.33	B = 3.00	B- = 2.67
C.....Average	C+ = 2.33	C = 2.00	C- = 1.67
D.....Passing (Below Average)	D+ = 1.33	D = 1.00	D- = 0.67
F..... Failing	F = 0.00		
I.....Temporary Incomplete			

100 = A+	99-93 = A	92-90 =A-	89-87 = B+	86-83 = B	82-80 = B-	79 -77 =C+
76-73 = C	72-70 = C-	69-67 =D+	66-63 = D	62-60 = D-	59-00 = F	

Commencement

Participation in commencement will not be allowed for any senior who is not fully eligible for a signed diploma. Students who are not in “good standing” may be withheld from commencement participation. All fees and fines will need to be paid prior to the commencement ceremony.

Academic Honor Roll

Honor Roll is computed and published at the end of each quarter/semester. All grades are to be used when computing grade points. Students must be enrolled in the minimum number of classes during a grading quarter/semester to be considered for Honor Roll. Honor Roll will be published two weeks after a grading semester. Students with incomplete grades, after the two-week period, will not be included in the Honor Roll. **Principal Honor Roll** is any student earning a 3.0- 0 3.33 G.P.A. **Star Honor Roll** is any student earning 3.34 - 3.66, **Scholar Honor Roll** is any student earning 3.67-4.0 G.P.A.

Early Graduation

Students who meet the graduation requirements set by the board prior to the end of their senior year may apply to the high school principal for early graduation. Students must apply at least one semester prior to the completion of the graduation requirements. In order to graduate early,

students must have the approval of the principal, and superintendent and secure the approval of the school board through a letter of request.

Students who graduate early become alumni of the school district and are not permitted to participate in school activities, with exception of the graduation ceremonies.

Grade Reports

Students receive progress reports in the form of report cards at the end of each grading period (quarter in grades 6-8 and semester grades 9-12). Students who have concerns about their grades should talk to their teachers to determine how they can improve their performance.

Students who receive an incomplete in class must complete the class within ten days after the start of the next semester. Extensions may be granted by the teacher with the permission of the principal. Failure to finish and incomplete may result in a failing grade and loss of credit.

Homework

Teachers assign homework, extra class activities, or assignments as necessary. Homework is an opportunity for students to practice skills and activities, share and discuss ideas, review materials, become acquainted with resources, organize thoughts, prepare for classroom activities, or make up for incomplete class work. The purpose of homework serves as a meaningful practice to ensure success on assessments. Students are expected to complete homework on time. If a student is absent, he/she will arrange with the teacher(s) the amount of time needed to turn in his/her assignments. The amount of time is outlined in the attendance policy. However, individual situations will be taken into account and the student, the parent, the teacher, and the principal may make special considerations. Students present when an assignment is given or a test date is assigned, then absent the day the assignment is due or test is given, will usually be expected to hand in the assignment or take the test on the day they return. Special consideration may be given in individual situations.

Assessments

All students will be given the opportunity to retake any assessment, excluding the semester assessment. Retake requirements will be specified by teachers in their course syllabus. Homework must be completed before you are able to retake an assessment. Extra credit that enhances student learning may be given. This is up to the individual teacher.

Plagiarism

Using all or part of someone else's written or spoken words or ideas (passing the work off as your own) without giving credit to the author and/or without indicating which words or ideas are not yours is plagiarism.

Plagiarism Examples:

1. Copying all or part (even a sentence) of a written source and using it in your own piece of writing without quoting directly and giving credit to the source.
2. Using someone else's ideas by slightly changing the wording and passing them off as your own ideas. (Even if you do not use the ideas word-for-word, you must give credit to the source.)

3. Taking all or part of an article from the Internet, a magazine, a book, or other source and turning it in as your own work.
4. Taking a quotation that someone else said and using it as your own or using it without giving credit to the speaker.

Student's Responsibility

1. Ask questions and seek help from the teacher.
2. Submit only his/her own work
3. Follow the research format, MLA or AP for source citation.
4. Use Works Cited and Reference pages accurately and appropriately.
5. Use in-text documentation accurately and appropriately.

Consequences for Plagiarism: Students caught plagiarizing, in any format or assignment, will receive zero credit for that assignment and may receive an "F" for that class. Parents will be notified. 1st - Offense will result in zero for that assignment and a discussion on what happens if there is a second offense. 2nd - Offense will result in a zero for that assignment and scholarship eligibility will be suspended.

Cheating: Academic dishonesty is the use of cheating by using others' work and claiming it as your own. This is considered a severe violation of academic integrity and applies to all phases of the learning process (homework, assignments, projects, and assessments). If a teacher, college, or administrator concludes that a student has cheated, the consequences will consist of the student taking a "zero" on the assignment or assessment in which the student violated academic integrity, and parents will be contacted. Cheating can be any activity where a student unfairly gains an advantage in their work by using another student's information and work as their own.

Dropping and Adding Classes

Students should carefully consider all options before deciding to drop or add a class. Numerous schedule changes after registration is complete cause problems with class lists and materials needed for individual classes. **Dropping and adding classes must be completed within the first 5 days of the semester.** Schedule changes must be discussed with the counselor before receiving and filling out a schedule change form. These forms are available in the counselor's office and must be filled out completely, signed by a parent or guardian and the principal, and returned to the counselor. **All students must fill nine periods of their day with classes.** If a teacher or parent feels that dropping or adding a class is necessary after the semester has begun, they may contact the counselor to discuss the possibilities. A final decision will be made in the best interest of the student. As a result of the above decision, a student will receive an F on their report card and transcript for any course that is dropped after 5 class meetings. If a student drops a high school class or a NICC course before 5 meetings have occurred, the class will not appear on the student's grade card or transcript. Please refer to NICC drop procedure for the policy on college grades.

Each spring Starmont High School works to create a schedule of classes for the following academic year that best meets the needs of our students, while still staying within the parameters of staffing requirements (i.e. number of teachers, class size, teaching schedules, state and federal

mandates). We work very hard to accommodate student requests; however, due to the complexity of the scheduling process, sometimes student schedules may need to be adjusted.

Please keep in mind that changes in course requests or class assignments will not be accepted for any of the following reasons:

- To accommodate a job schedule
- To change teachers
- To change classes to be with friends
- To have first or last period free

To accommodate a change of mind Acceptable reasons for schedule changes may include:

- Computer input error
- Scheduling conflicts
- Failure or near failure in a second semester or year course
- Failure to meet a prerequisite for a course
- Teacher and administrative recommendation
- Successful completion of a summer school class

Physical Education

All Starmont High School students are required to take P.E. every other day all year each year of high school. There are only two instances when P.E. may be waived for one semester per year.

Forms are found in the counselor's office.

1. If a student desires to take a full schedule of classes important to their post-high school education, or a required class that does not allow P.E. to fit into his/her schedule during a given year. The student must participate in a sport the semester they wish to waive P.E.
2. If a student has an injury or medical condition that prevents them from participating in P.E.

Placement for College Classes/Post Secondary Enrollment

Starmont has entered into an agreement with NICC to continue to offer students a variety of college credit classes. This expanded contract programming is Placement in College Credit (PICC). Registration requirements for PICC courses are as follows:

Starmont cares about student success and in order to ensure student success, the following guidelines are required:

- Students must complete at least 15 Starmont High School credits and have a GPA of 3.0 or higher.
- Students must demonstrate proficiency in Reading, Math, and Science.
- Students cannot be considered chronic attenders from the previous year. Chronic attendance is considered missing more than 10% of the school year.
- Students must meet with the school counselor the semester prior to the start of a new semester to register for PICC NICC college classes.
- Only courses offered during the school day and Starmont's academic school year will be available to students.
- Students who fail or drop a course after the first 5 days of the semester will not be allowed to take a college course in the following semester.
- The parent or legal guardian of an eligible student is responsible for transportation.

- Students are responsible for the ordering/payment of all needed textbooks & supplies.

Freshmen and sophomore Extended Learning Program (ELP) students are eligible to register for PICC classes given they have met testing and registration guidelines and plan to take an eligible course. Only NICC courses that are not offered by Starmont through high school courses or concurrent enrollment courses are eligible to be taken via PICC. The school district shall determine the number of high school credits that shall be granted to an eligible student who successfully completes a course. The high school credits granted to an eligible student shall count toward the graduation requirements. Students must have flexibility within their schedule for a college credit course. Only courses offered during the school day and while Starmont is in session will be available to students. **The parent or legal guardian of an eligible student is responsible for transportation to and from the postsecondary institution for the student. Students are responsible for the ordering and payment of all needed textbooks and supplies.**

Concurrent Enrollment

A concurrent enrollment program is established to promote rigorous academic or career and technical pursuits and to provide a wider variety of options to high school students to enroll part-time in eligible nonsectarian courses at or through community colleges. This program shall be made available to all resident students in grades nine through twelve who meet Iowa Assessment score requirements or school district equivalents. Students will be made aware of what courses will be offered, and if successfully completed, will generate college credit under the concurrent enrollment program. A comparable course must not be offered by the school district that the student attends. The school district will grant high school credit to a student enrolled in a course if the student successfully completes the course. The school district will determine the number of high school credits that will be granted to a student who successfully completes the course. Only courses offered during the school day and Starmont's academic school year will be available to students. **The parent or legal guardian of an eligible student is responsible for transportation.** Students are responsible for the ordering and payment of all needed textbooks and supplies.

Open Enrollment

Iowa's open enrollment law allows students residing in one school district to request transfer to another school district upon the parents' request. The open enrollment law allows parents/guardians to apply for open enrollment at any time without the need for good cause. The receiving district may deny an open enrollment request if one of the following applies:

- The application violates the district's insufficient classroom space policy,
- The district does not have the appropriate special education program,
- The application would adversely affect the district's implementation of a court-ordered desegregation plan, or
- The student has been expelled or suspended.

If a parent/guardian moves and wishes for their student to continue at the original resident district under open enrollment (often known as the "continuation rule"), requests cannot be denied due to insufficient classroom space policies.

Open enrolled students from low-income families may qualify for transportation assistance. Open enrollment may result in loss of athletic eligibility for students open enrolling. Students interested in open enrolling out of the school district must contact the Superintendent's office for information and forms.

Student Records

The Board recognizes the importance of maintaining student records and preserving their confidentiality. For purposes of this policy and other policies relating to student records, a student is defined as an enrolled individual in a pre-kindergarten through twelfth grade, including children in school district-sponsored child care programs.

Student records containing personally identifiable information are kept confidential at the collection, storage, disclosure, and destruction stages. The Board secretary is the custodian of student records. Student records may be maintained in the central administration office or administrative office of the student's attendance center.

Student records may be disclosed in limited circumstances without parental or eligible students' written permission. When a disclosure is made without parental or eligible student's written permission, it is disclosed on the condition that the student record will not be disclosed to a third party without the written permission of the parents or the eligible student. This disclosure may be made to the following individuals or under the following circumstances:

1. to school officials within the District and AEA personnel whom the superintendent has determined to have a legitimate educational interest, including, but not limited to, Board members, employees, school attorney, auditor, health professionals, and individuals serving official school committees;
2. to officials of another school District in which the student wishes to enroll, provided the other school District notifies the parents the student records are being sent and the parents have an opportunity to receive a copy of the records and challenge the contents of the records unless the annual notification includes a provision that records will automatically be transferred to new school Districts;
3. to authorized representatives of the U.S. Comptroller General, the U.S. Attorney General for law enforcement purposes, the U.S. Secretary of Education or state and local educational authorities;
4. in connection with financial aid for which the student has applied or which the student has received;
5. to organizations and/or their authorized representatives studies for, or on behalf of, educational agencies or institutions for the purpose of developing, validating, or administering predictive tests, administering student aid programs, and improving instruction, if such studies are conducted in such a manner as will not permit the personal identification of students and their parents by persons other than representatives of such organizations and such information will be destroyed when no longer needed for the purpose for which it is conducted;
6. to accrediting organizations in order to carry out their accrediting functions;
7. to parents of a dependent student as defined in the Internal Revenue Code;
8. to comply with a court order or judicially issued subpoena consistent with an interagency agreement between the District and juvenile justice agencies;

9. in connection with a health or safety emergency;
10. to authorized representatives of the Secretary of Agriculture or authorized representative from the Food and Nutrition Service for the purposes of conducting program monitoring, evaluations, and performance measurements of state and local educational and other agencies and institutions receiving funding for or providing a school lunch program for which the results will be reported in an aggregate form that does not identify any individual, provided that the data collected shall be protected in a manner that will not permit the personal identification of students and their parents to anyone other than those authorized under this paragraph and any personally identifiable data shall be destroyed when the data are no longer needed for program monitoring, evaluations, and performance measurements;
11. to an agency caseworker or other representative of a state or local child welfare agency or tribal organization authorized to access a student's case plan when such agency or organization is legally responsible for the care and protection of the student, provided that the education records or the personally identifiable information contained in such records of the student will not be disclosed by such agency or organization, except to an individual or entity engaged in addressing the student's education needs and authorized by such agency or organization to receive such disclosure and such disclosure is consistent with the state or tribal laws applicable to protecting the confidentiality of a student's education records; or as directory information.

Study Hall Rules and Expectations

Junior and Senior students with a study hall during the school day have the opportunity to be exempt out of study hall if they are currently holding a 2.5 GPA or better. The student must be in good standing, be on track to graduate, have good attendance and have parental and administrative approval. This exemption allows students to arrive 2nd period with the 1st-hour exemption or leave campus after the 8th period with the 9th-period exemption. These are only exemptions where students can arrive late and leave early. All exemptions must be submitted to the principal's office for final approval. If a student fails to meet the above-mentioned criteria, the exemption can be taken away.

Study Hall Expectations

- Quietly enter the study hall and be seated in your seat. Bring ALL study materials to the study hall. Students should not go to their lockers during study hall unless it is an occasional emergency granted by the study hall supervisor.
- After attendance is taken, students will be allowed to sign out, following these guidelines:
 - Any student leaving the study hall will need a pass and will sign out with the study hall teacher. Please use both first and last names and make them readable.
 - If you want to see a teacher, have a signed pass from that teacher BEFORE study hall begins. Those students with pre-signed passes will be given permission to sign out first.
 - Students needing to sign out for any other reason will come up for a pass and sign out.

- If a student does not have any material that day to work on they should plan on reading a free reading book.
- QUIET study time continues until the end of the period.
- Students may work together ONLY after receiving permission from the study hall supervisor. If you are to work with another student for the class, bring a pass signed by the classroom teacher giving permission to do so.
- Show respect to all people and property.
- You may not bring food or drink to the study hall.
- Remember that study halls are for your benefit.

Dress Code

The following guidelines and regulations for student appearance and dress are designed to assist school personnel in maintaining a productive, conducive, non-distracting, and safe learning environment. Students with a first violation of the following regulations will be asked to change clothing or will be given something else to wear for the day and parents will be notified. If they do not comply, they will be sent home and parents will be notified. A second violation will result in suspension time and a required parent/student/principal conference before the student is allowed to return to school.

The following guidelines are in effect during:

- Regular school hours
- School related activities in which the student is representing Starmont High School.

The following items of clothing will not be allowed during the aforementioned times.

- Items that display or advertise alcohol, tobacco, or drug products and/or paraphernalia.
- Items that contain wording, phrasing, or pictures displaying obscenity, profanity, vulgarity, racial or sexual remarks, making reference to prohibited conduct, or similar displays.
- Items that contain rivets, cleats, chains, or any other hard sharp objects that could be dangerous to students or staff or to school property.
- Items that expose the bare stomach, the back below the shoulders, or midriff areas, during natural walking and sitting posture should not be worn.
- Sling shirts, spaghetti strap shirts, halter tops, or dresses and tube tops will not be worn unless covered by another shirt that is buttoned or zipped for the entire day.
- Items that expose cleavage will not be worn.
- Hip Hugger pants shall not expose skin below the hip bone.
- Items that are torn, so as to expose bare skin or underclothing will not be worn.
- Headwear, including hats, visors, hoods, caps, bandanas, etc. are not to be worn in school during the regular school day. They are to be removed when entering the school and left in the student's locker. "Wearing blankets" will not be allowed.
- Shoes must be worn on school grounds and on school buses or in school vehicles at all times.

Tobacco and Drugs

The Code of Iowa (279.9) provides that the use, possession, or sale of tobacco, and the use, possession, or sale of alcoholic liquor or beer or any controlled substance or look-alike drugs, or

weapons by any student is prohibited. The Board of Education may suspend or expel any student for any violation of such a rule. This includes attendance at any school-related function at Starmont High School or any other school site, as well as the regular school day. Disciplines for offenses under this section are normally handled with suspension or a tobacco citation.

School Visitor Policy

If a student wishes to bring a personal guest, he/she must complete a visitor's form and have it approved by the principal at least three days prior to the day of the visit. Any visitor to school for which prior approval has not been given will be asked to leave immediately. Visitors to the school grounds must check-in at the office.

Bus Discipline Procedure

Students utilizing school transportation shall conduct themselves in an orderly manner fitting to their age level and maturity with mutual respect and consideration for the rights of the bus driver and the passengers. Students who fail to behave in an orderly manner will be subject to disciplinary measures. The school vehicle driver shall have the authority to maintain order in the school vehicle. It shall be the responsibility of the driver to report misconduct to the building administrator. Surveillance cameras to monitor student behavior may be used on a random basis, or at the request of the school administration or a bus driver if student behavior problems have been observed or reported. If further assistance is needed, please call our Director of Transportation, (563-933-4372). The building principal may be contacted if concerns continue at (563-933-2218). Once an infraction occurs, the following bus discipline procedure shall be used to maintain an orderly atmosphere in the school vehicle:

In the event, a student's conduct is inappropriate while being transported to and from school, the following actions could result:

- Step 1) A student/driver conference will be held centering on the student's behavior, the rule that was violated, and the expectations for the future. The parents of the student will be contacted by the driver. A written report will be filed with the building principal of the student and a copy forwarded to the parents along with a copy of the bus policy.
- Step 2) A student/driver/principal conference will be held concerning the incident. A written report will be filled out by the driver and principal. The building principal will contact the parents of the student and an accompanying letter will be sent to the parents along with a copy of the bus policy. The student will be suspended from bus privileges for one to five days.
- Step 3) A student/driver/principal conference will be held concerning the incident. A written report will be filled out by the driver and principal. The building principal will contact the parents of the student and an accompanying letter will be sent to the parents along with a copy of the bus policy. The student will be suspended from bus privileges for five to ten days. A parents/student/driver/principal conference will be held prior to the return of the student to bus privileges.
- Step 4) A student/driver/principal conference will be held concerning the incident. A written report will be filled out by the driver and principal. The building principal will contact the parents of the student and an accompanying letter will be sent to the parents. At this time the bus policy and the due process hearing procedure will be presented to the

parent/guardian. The student will be suspended from bus privileges pending the result of a hearing by the Starmont Board of Education.

In the event a special education student's conduct is inappropriate while being transported to and from school, the following actions could result:

- Step 1) A student/driver conference will be held centering around the student's behavior, the rule that was violated, and the expectations for the future. The parents of the student will be contacted by the driver. A written report will be filed with the building principal of the student and a copy forwarded to the parents along with a copy of the bus policy.
- Steps 2, 3, & 4) A student/driver/principal conference will be held concerning the incident. In addition, the student's IEP Team will meet to determine appropriate educational options and transportation for the student. A written report will be filled out by the driver and principal. The building principal will contact the parents of the student and an accompanying letter will be sent to the parents along with a copy of the bus policy.

Those student riders whose privileges have already been suspended by the board during one academic year could start on step 2 or 3 of this procedure next academic year. If the offense jeopardizes the safety of other students and the bus driver, action may be processed in step 3.

On bus trips longer than one hour, students will be given the opportunity for breaks as needed.

Driving to School

In order to maximize student and vehicle safety, and to prevent complaints concerning student driving in the parking lot, several regulations need to be observed. Parking lot privileges will be removed if students are found to have violated any of the regulations below, as reported by school staff, students, and/or patrons.

1. All students are to park in the large parking lot on the west end of the building. Students will not park or enter the parking lot on the east side of the building during school hours. If you are transporting elementary or middle school students, they are to come into the building with you from the west parking lot.
2. Leave your vehicle immediately upon arriving and enter the building. Parking lot areas are not to have students in them unless they have permission from the office to be in the parking lot.
3. All vehicles are to follow the flow of traffic. Do not drive against the directional arrows.
4. When leaving the student parking, students should leave immediately and not drive around the lot.
5. Students are not to be in the parking lot during the school day without special permission from the High School Office.
6. Parking in the fire lane at the southwest end of the building is prohibited.
7. Students are to never drive around the north side of the building. The only entrance and exit is by the driveway that leads to Highway 3.
8. Parking in the handicapped designated area will be reported to the Fayette County Sheriff.

9. Maintain a slow and safe speed at all times while entering and leaving the parking lot, in the driveway, and in the parking lot itself.
10. If you have an accident in the parking lot, turn off your vehicle, leave it where it is, and report it to someone in the school building.
11. Do not peel out, burn rubber, or drive recklessly.
12. Do not ride in the back of a truck or on the outside of a vehicle.

Violations of the above policy will result in immediate consequences. Violations carry over for the entire four years that a student is in high school. Major violations will result in:

- 1st Offense: Loss of parking lot privileges for 20 school days.
2nd Offense: Loss of parking lot privileges for 60 school days.
3rd Offense: Loss of parking lot privileges for 1 calendar year.

Student Searches

In order to protect the health and safety of students, employees, and visitors to the school district and for the protection of the school district facilities, students and their belongings and school owned lockers and desks may be searched or inspected. A search of a student will be justified when there are reasonable grounds for the suspicion that the search will turn up evidence that the student has violated or is violating the law or school district policy, rules, or regulations affecting school order.

Reasonable suspicion may be formed by considering factors such as the following:

- eyewitness observations by employees;
- information received from reliable sources;
- suspicious behavior by the student; or,
- the student's past history and school record although this factor alone is not sufficient to provide the basis for reasonable suspicion.

A search will be permissible in its scope or intrusiveness when the measures adopted are reasonably related to the objectives of the search. Reasonableness of scope or intrusiveness may be determined based on factors such as the following:

- the age of the student;
- the sex of the student;
- the nature of the infraction; and,
- the emergency requiring the search without delay.

A student's body and/or personal effects (e.g., purse, backpack, etc.) may be searched when a school official has reasonable suspicion to believe the student is in possession of illegal or contraband items or has violated school district policies, rules, regulations, or the law affecting school order.

Personally intrusive searches will require more compelling circumstances to be considered reasonable. If a pat-down search or a search of a student's garments (such as jackets, socks, pockets, etc.) is conducted, it will be conducted in private by a school official of the same sex as the student and with another adult witness of the same sex present, when feasible. A more

intrusive search, short of a strip search, of the student's body, handbags, book bags, etc., is permissible in emergency situations when the health and safety of students, employees, or visitors are threatened. Such a search may only be conducted in private by a school official of the same sex as the student, with an adult of the same sex present unless the health or safety of students will be endangered by the delay which may be caused by following these procedures. Students are permitted to park on school premises as a matter of privilege, not of right. The school retains authority to conduct routine patrols of the student parking lots. The interior of a student's automobile on the school premises may be searched if the school official has reasonable and articulable suspicion to believe that illegal, unauthorized or contraband items are contained inside.

Student Lockers and Desk

Student lockers and desks are the property of the school district. Students shall use the lockers and desks assigned to them for storing their school materials and personal items necessary for attendance at school. It is the responsibility of each student to keep the student's assigned locker and desk clean and undamaged. The expenses to repair the damage done to a student's locker and desk are charged to the student.

Although school lockers, desks, and other spaces are temporarily assigned to individual students, they remain the property of the school district at all times. The school district has a reasonable and valid interest in ensuring the lockers, desks, and other spaces are properly maintained. For this reason, lockers, desks, and other spaces are subject to unannounced inspections and students have no legitimate expectations of privacy in the locker, desk, or other space. Periodic inspections of all or a random selection of lockers, desks, or other space may be conducted by school officials in the presence of the student or another individual. Any contraband discovered during such searches shall be confiscated by school officials and may be turned over to law enforcement officials.

The contents of a student's locker, desk, or other space (coat, backpack, purse, etc.) may be searched when a school official has a reasonable and articulable suspicion that the contents contain illegal or contraband items or evidence of a violation of law or school policy or rule. Such searches should be conducted in the presence of another adult witness when feasible.

Weapons Statement

The Board of Education believes weapons and other dangerous objects in school district facilities cause material and substantial disruption to the school environment or present a threat to the health and safety of students, employees, and visitors on the school premises or property within the jurisdiction of the school district.

School district facilities are not an appropriate place for weapons or dangerous objects. Weapons and other dangerous objects shall be taken from students and others who bring them onto the school district property or onto property within the jurisdiction of the school district or from students who are within the control of the school district.

According to school district policy 502.8, parents of students found to be in possession of a weapon or dangerous objects on school property shall be notified of the incident. Confiscation

of weapons or dangerous objects shall be reported to the law enforcement officials, and the student will be subject to disciplinary action including suspension and/or expulsion, according to School District Policy 502.8.

Threats of Violence

All threats of violence, whether oral, written, or symbolic, against students, employees, visitors, or school facilities are prohibited. All such threats will be promptly investigated. Law enforcement may be contacted. Threats issued and delivered away from school or school activities may be grounds for disciplinary action if the threat impacts the orderly and efficient operation of the school.

Students engaging in threatening behavior will face disciplinary consequences up to and including expulsion.

The following factors will be considered in determining the extent to which a student will be disciplined for threatening or terroristic behavior; the background of the student, including any history of violence or prior threatening behavior; the student's access to weapons of any kind; the circumstances surrounding the threat; the age of the student; the mental and emotional maturity of the student; cooperation of the student and his or her parent(s) or guardian(s) in the investigation; the existence of the student's juvenile or criminal history; the degree of legitimate alarm or concern in the school community created by the threat; and any other relevant information from any credible source.

Academic Eligibility/Good Conduct Policy

The Board of Directors of the Starmont Community School District offers a variety of voluntary activities designed to enhance the classroom education of its students. Students who participate in extracurricular activities serve as ambassadors of the school (district) throughout the calendar year, whether away from or at school. Students who wish to exercise the privilege of participating in extracurricular activities must conduct themselves in accordance with board policy and must refrain from activities that are illegal, immoral, unhealthy, or highly inappropriate. Participation in these activities is a privilege, conditioned upon meeting the eligibility criteria established by the board, administration, and individual activity coaches and sponsors. The activities director shall keep records of violations of the Good Conduct Policy.

The Good Conduct Policy shall include but not be limited to the following student activities: Athletics, instrumental, and vocal music performances, drama productions, speech contests, FFA, FBLA/DECA, National Honor Society, all co-curricular and service clubs, all honorary and elected offices (e.g., Homecoming King/Queen/court, class officer, student government officer or representative), state performances and contests for cheerleading and dance team, or any other activity where the student represents the school (district) outside the classroom. Please note that individual activities have specific guidelines in place highlighting eligibility criteria.

Academic Eligibility

To be eligible for an activity or school-sponsored event, students participating must

- be enrolled or dual-enrolled in school;

- have earned passing grades in all classes;
- for students in athletics, music, or speech activities, be under 20 years of age;
- for students in athletics, music, or speech activities, be enrolled in high school for eight terms/semesters or less;
- for students in athletics, have not been a member of a college squad nor trained with a college squad, nor participated in a college contest nor engaged in that sport professionally;
- have met all transfer requirements, if the student is a transfer student, or be eligible under state law and regulations if the student is an open enrollment student.

7-12 Grade Students – Athletic, Extracurricular Participation, and school-sponsored events:

- Students must be enrolled in at least 5 classes.
- A student's eligibility to participate in any 7th - 12th grade extra-curricular or co-curricular activities at Starmont will be determined after three weeks of each grading period and then on a weekly basis through the end of the grading period. Participation in these activities is considered a privilege and students must maintain reasonable academic standing in order to participate. In addition, at the end of each semester, a determination will be made based on semester grades. Students failing a course each week after the third week are ineligible for one calendar week. High School students failing a course at the end of the semester are ineligible for 30 calendar days, while Junior High students will be ineligible for two weeks. On Mondays, teachers will submit grades to the office prior to 8:00 a.m. Students with any failing grades (F) will not be eligible to participate in extra- or co-curricular activities for a week, from noon on Tuesday to noon on the following Tuesday. If school is not held on Monday, the above will apply on the first day of school of the week. Due to particular circumstances, it may be the case that a student with a failing grade may be removed from the ineligibility list by the administration due to circumstances beyond the student's control. Those circumstances may include work not yet completed due to extended illness or other unforeseen circumstances or clerical errors on behalf of the teacher.
- Students with individual education plans (IEPs) shall not be denied eligibility on the basis of scholarship within the IEP goal area if the student is making adequate progress toward the goals and objectives in the student's IEP, as determined by the special education teacher and principal.
- If a student transfers to Starmont and is considered to be ineligible for any reason at the school from which they are transferring, they will also be considered to be ineligible for a likely period of time as per the eligibility policies established by the Starmont Community School District.
- If students have not met the above criteria, they will be allowed to continue practicing but will be ineligible to participate in any contest, game, or performance for (30) thirty consecutive calendar days in the extracurricular activity. If games have not begun in the activity in which the ineligibility will apply, then the (30) thirty-day period of ineligibility will begin on that day when the applicable athletic association or union authorizes for that activity to begin playing games. After the (30) thirty-day period, eligibility will be reinstated and the student will be allowed to participate fully in the activity.

Good Conduct Rules

To retain eligibility for participation in Starmont Middle School/High School extracurricular activities, students must conduct themselves as good citizens both in and out of school at all times. Students who represent the school in an activity are expected to serve as good role models to other students and to the members of the community.

For the purposes of this policy, a student is considered a high school student on the first day of summer vacation following the completion of his/her eighth grade academic year.

Any student who, after being confronted with the allegation, the basis of the allegation, and given the opportunity to tell the student's side is found to have violated the school's Good Conduct Policy will be deemed ineligible for a period of time, as described below. A student may lose eligibility under the Good Conduct Policy for any of the following behaviors:

- possession, use, or purchase of tobacco and nicotine products; including, but not limited to cigarettes, nicotine chew, snus, dissolvables, electronic cigarettes, vaping, and any electronic devices that can be used to deliver nicotine to the person inhaling from the device, and any other look-alike products in which the original would include tobacco, and/or nicotine and/or other nicotine products, regardless of the student's age;
- possession, use, or purchase of alcoholic beverages, including beer and wine ("use" includes having the odor of alcohol on one's breath);
- being in a car or in attendance at a function or party where drugs are being used illegally or where alcohol is being consumed illegally by minors and not making a legitimate attempt to leave; this is known as "mere presence." If a student is in a situation where drugs are being consumed, illegally by minors, the student's options are:
 - Leave immediately. An intention to leave or serve as a designated driver will not be considered a defense to a "mere presence" violation.
 - Apply to reverse peer pressure to convince the persons responsible for bringing the contraband substances to leave the party and take the drugs/alcohol with them.
 - Contact a parent or responsible adult and have them come and get you as soon as possible.
- possession, use, or purchase of illegal drugs, controlled substances, imitation controlled substances or drug paraphernalia or the unauthorized possession, use, or purchase of otherwise lawful drugs;
- engaging in any activity that would be grounds for arrest or citation in the criminal or juvenile court system, excluding minor traffic offenses, regardless of whether the student was cited, arrested, convicted, or adjudicated for the act(s);
- In the event that a student makes a statement or statements that he/she is aware are false, when questioned about a violation, the penalty will automatically increase to the next succeeding level.
- Assault or physical abuse of any person.
- Hazing, harassment, or verbal abuse of any person.

- Damage, destroy, vandalize, or steal school property and/or personal property of others.

Any student behavior which violates both the Student Code of Conduct and this Good Conduct Policy will incur penalties under both policies.

Determination of a Violation

When it comes to the attention of school officials that a student is suspected of violating the Starmont Good Conduct Policy or the rules of a specific extracurricular activity, the principal will determine whether the student has committed a violation. A student(s) will be found in violation if their infraction was witnessed by a law enforcement officer or a Starmont School employee, if the student confesses to the infraction to school officials, if the student's parent(s) admits their child's involvement in a violation, or if the school receives notification from the County Attorney's Office.

Prior to making a final determination that there has been a violation, the Principal shall: notify the student, orally or in writing, of the allegations against the student and the basis of the allegations and give the student an opportunity to respond to the allegations.

The Starmont Community School District may determine that there has been a violation of its Good Conduct Policy whether or not criminal charges have been filed, whether a student's trial is pending, or whether or not the student is found guilty by a court of law as long as there is reasonable evidence to support the finding of a Good Conduct Policy violation,

A violation will be found if it is determined that it is more likely than not that the student violated the Good Conduct Policy, during the school year or summer. Once the determination is made that a student has violated the Starmont Good Conduct Policy, the Principal shall make a determination of the appropriate penalty. The student and his/her parent(s) shall be informed in writing of this decision (the nature of the violation and the determination of the penalty) by mailing the same to the student's residence (or other address if the parents have a different address on file for mailing purposes with the school) within three days of the determination. In addition, the parent(s) will be notified orally, if possible.

Consequences for Violations

Consequences for violation of this policy will be enforced over a student's middle school career and over his/her senior high school career. Violations will not carry over from the student's middle school years to his/her senior high years.

If a student is found to be in violation of the Good Conduct Policy, the student is subject to the following consequences:

Honesty Clause

If a student comes forward to a head coach, middle/high school principal, activities director, or activity sponsor to admit (self-report) a violation of the Starmont Good Conduct Policy within twenty-four (24) hours after it occurs and provides complete and accurate facts about his/her involvement, the student's consequence may be reduced by one game/event. This may be used only on the First Offense.

First Offense

- a. The student will be ineligible for 25% of an athletic season or an appropriate portion of a co-curricular season specified in the contract developed for each co-curricular activity. AND
- b. The student will be required to serve (5) five hours of community service. The community service must be approved by the administration and completed before reinstatement of eligibility. Community service must be done outside of the school. Court-ordered community service does not count toward this requirement. AND
- c. The student will be required to write a reflective letter explaining the violation and the steps that will be taken to prevent a future violation. This reflective letter must be at least 250 words. This reflective letter must also be completed before reinstatement of eligibility. This reflective letter must be presented to and approved by the middle/high school principal and/or activities director. AND
- d. If the student has served this violation and remains violation-free for 1 year (365 days) their next offense will be treated as a First Offense.

Second Offense

- a. The student will be ineligible for 50% of an athletic season or an appropriate portion of a co-curricular season specified in the contract developed for each co-curricular activity. AND
- b. The student will be required to serve (10) ten hours of community service. The community service must be approved by the administration and completed before reinstatement of eligibility. Community service must be done outside of the school. Court-ordered community service does not count toward this requirement. AND
- c. The student will be required to write a reflective letter explaining the violation and the steps that will be taken to prevent a future violation. This reflective letter must be at least 250 words. This reflective letter must also be completed before reinstatement of eligibility. This reflective letter must be presented to and approved by the middle/high school principal and/or activities director. AND
- d. Counseling options may be discussed at the student's expense. AND
- e. If the student has served this violation and remains violation-free for 1 year (365 days) their next offense will be treated as a First Offense.

Third or More Offense

- a. The student will be ineligible for 1 year (365 days) or an appropriate portion of a co-curricular season specified in the contract developed for each extracurricular activity. AND
- b. The student will be required to serve (20) twenty hours of community service. The community service must be approved by the administration and completed before reinstatement of eligibility. Community service must be done outside of the school. Court-ordered community service does not count toward this requirement. AND
- c. The student will be required to write a reflective letter explaining the violation and the steps that will be taken to prevent a future violation. This reflective letter must be at least 250 words. This reflective letter must also be completed before reinstatement of eligibility. This reflective letter must be presented to and approved by the middle/high school principal and/or activities director. AND

- d. Counseling options may be discussed at the student's expense. AND
- e. If the student has served this violation and remains violation-free for 1 year (365 days) their next offense will be treated as a First Offense.

If violations occur in the middle of an activity, the loss of eligibility will carry over to the next activity, until the suspension is completed.

- The student who is serving a period of ineligibility will be ineligible for all extra-curricular activities that fall under the good conduct policy during the period of ineligibility.
- The period of ineligibility begins immediately upon a finding of a violation if the student is currently engaged in an activity. If the student is not currently participating in an activity, the penalty will carry over to the next activity in which the student is a bona fide participant. Likewise, if the penalty has not been satisfied during the student's current activity, the remainder of the penalty will carry over to the next activity in which the student chooses to participate.
- However, if the period of time between a violation and an activity is twelve calendar months or more, the student shall not serve an ineligibility period for the violation.
- An ineligible student shall attend all practices or rehearsals but may not "suit up" nor perform/participate. If a student drops out of activity prior to completion of the period of ineligibility, the student will not receive credit for the period of ineligibility served and the full period of ineligibility for the student's violation will begin when the student participates in another activity. For a student to receive credit for service for a period of ineligibility, a student must complete the entirety of the activity season.
- An exception to the previous two points occurs during the third violation. During a twelve-month period of ineligibility, an ineligible student shall not be allowed to attend practices. However, they must begin team practice at the beginning of the sports season in which their eligibility is reinstated to be eligible for that season.
- Students found in violation may not join an activity that has already begun in order to receive credit for service of a period of ineligibility.

Violation During Ineligibility

If a student is ineligible at the time of a violation of the Good Conduct Policy, the consequence for the subsequent offense will begin at the completion of the student's completion of the consequences related to the prior offense.

Bona fide participation

Students must be bona fide participants, meaning they must have participated in the activity prior to their middle school or high school careers or they are current participants in the activity to serve the consequences. This is to prevent students from joining an extra-curricular activity just to serve their consequences.

Multiple participation

Students in violation are ineligible for all of the activities in which they presently participate.

Transfer Students

If a student transfers in from another school and the student had not yet completed a period of ineligibility for a violation of a Good Conduct Policy in the previous school, the student shall be ineligible until the period of ineligibility is completed.

Academic Consequences

Any student behavior which violates both the Student Code of Conduct and this Good Conduct Policy will incur penalties under both sets of rules and regulations.

Suspensions

If a student has earned an In-School Suspension (ISS) or Out of School Suspension (OSS), they are ineligible to participate in practices and/or compete in activities for the entire length of the suspension. The principal or the principal's designee will notify the coach.

Letters and Awards

Students who are ineligible at the conclusion of an activity shall not receive a letter or award for that activity. Any good conduct violations during the school year disqualify a student from being eligible for Athlete of the Year awards, Bernie Saggau, Army, Marine, and other similar awards.

Appeals

When a student's behavior results in a first violation of the Good Conduct Policy, the decision of the Principal will be final and no further appeal will be allowed. When a student's behavior results in a second violation of the Good Conduct Policy, the decision of the Principal may be appealed to the Superintendent. The appeal to the Superintendent shall be in writing and delivered to the Superintendent or the Superintendent's Secretary within three (3) school days of receipt of the Principal's decision. The appeal to the Superintendent shall specify the reasons for the appeal and all supporting information and facts. The Superintendent shall review the results of the investigation conducted by the Principal and the student's objection within five (5) school days of receipt of the written request for appeal. The Superintendent shall provide a written decision to the Principal, the student, and/or the student's parents within five (5) school days of considering the appeal. The Superintendent's decision will be final and no further appeal will be allowed.

When the student's behavior results in a third or subsequent violation of the Good Conduct Policy, the decision of the Superintendent may be appealed to the Board. Such appeal shall be filed within five (5) school days after the receipt of the Superintendent's decision. A hearing on the student's appeal shall be held as soon as reasonably practicable before the Board. The decision of the Board shall be final.

During the appeal process, the student shall remain ineligible pending a decision on the student's appeal.

If the school board reverses the decision of the administration, the student shall be immediately eligible and shall have any record of the ineligibility period and a violation will be deleted from the student's record.

Academic Eligibility/Good Conduct Policy/Insurance Waiver Form needs to be on file in the office before any student/athlete will be allowed to participate.

Freedom of Expression

Under the U.S. Constitution, all individuals have the right to freedom of expression. Since, however, student expressions made on school premises or as a part of a school-sponsored activity may be attributed to the school, such expressions must be appropriate to the activity. Students will be allowed freedom of expression of their own viewpoints and opinions as long as the expression shall not, in the judgment of the administration, encourage the breaking of laws, cause defamation of persons, or contain obscenity or indecency.

Publications

Students shall be free to express themselves in school-sponsored publications except for the following restrictions:

1. Students shall not publish or distribute materials that are obscene, libelous, or slanderous.
2. Students shall not publish or distribute materials that encourage students to commit unlawful acts, violate lawful school regulations, and/or disrupt the orderly operation of the school.

Title IX

It is the policy of the Starmont Community Schools district not to discriminate on the basis of race or sex in its educational programs, activities, or employment policies as required by Title VI of the 1964 Civil Rights Act and Title IX of the 1972 Education Amendments. It is also the policy of this district that the curriculum content, instructional materials, and school activities are sponsored to reflect the cultural and racial diversity present in the United States and the variety of careers, roles, and lifestyles open to women and as well as men in our society.