

Perry-Lecompton Middle School

Phone: (785) 597-5159

Web: www.usd343.net

Welcome

Perry-Lecompton Middle School is a special place. Young people enter this building the first time as elementary students and exit four years later as high school students working toward their diploma. It is the fervent hope of all who work here that the experience of each student is academically rewarding and full of enriching experiences.

Mission Statement

The mission of Perry-Lecompton Middle School is to provide a positive and safe 21st century learning environment that empowers student achievement, promotes student responsibility and provides skills necessary to become productive citizens.

Belief Statements

- *We believe all students can achieve success given appropriate instruction, sufficient time, and the student attitude that learning is important.*
- *We believe teachers will be leaders in instructional technology that engages students in active and collaborative real-life learning experiences.*
- *We believe teachers will instruct and evaluate progress using varied techniques and evaluations, which promote active learning (critical thinking and problem solving) to a mastery level.*
- *We believe the ultimate accountability for learning lies with the student; however, the Board of Education, administration, teachers, support staff, parents, and community will cooperate to provide appropriate educational opportunities.*

PLMS Office Expectations & Procedures Building

The office will be open from 7:30 to 4:00 daily. The office phone will be answered during business hours. On Friday the office will close at 3:30.

Students in the Building

Students may not enter the building before 7:45 nor remain in the building after 3:30 except under the direct supervision of a coach, sponsor, teacher, or with a parent or other adult designated by the parent.

Students must make prior arrangements with a teacher to enter the building before 7:45 and should proceed directly to the designated meeting place.

Students who enter the building from 7:45 to 8:00 are to proceed to their respective Commons. Teacher supervisors will be on duty in the commons and available for student questions.

Students shall not remain in the building after 3:30 PM without an adult sponsor or coach.

Dismissal

To safeguard the students, advance notice for a change in the usual dismissal procedure should be made by the parent in writing and sent to the office. If possible, send this request to the office one day in advance. Students will be issued a "permit to leave" thus enabling them to leave class without needing to have their parent come to the office. Students will not be released by a phone call except in special instances.

Visitors at School

All entrances to the school are locked during school hours. All visitors should enter the building through the front (main east) doors, sign-in at the office and obtain a visitors badge. Unauthorized persons in the building will be asked to leave. Students are requested not to bring relatives/friends to school. Parents are always welcome. Due to our time schedule it may be helpful to call for an appointment to speak to a specific staff member. Please note that we believe that parent engagement is a critical factor in student success. USD 343 encourages families to contact the school counselor at any time for information on ways to become involved.

Daily Schedule

Doors open	7:55.	3rd hour	9:55 - 10:42
Breakfast served	7:55 - 8:10.	4th hour	10:45 - 11:32
Locker break/Office Concerns	8:00 - 8:10.	5th hour	11:35 - 12:52 (& lunch 25 min.)
Announcements	8:13 - 8:15	6 th hour	12:55 - 1:42
1st hour	8:13 - 9:02	7th hour	1:45 - 2:30
2nd hour	9:05 - 9:52	8 th hour	2:34 - 3:18

Enrollment Fees Class Supplies

Enrollment fee will be paid at enrollment. Families, who think they qualify for the free textbooks program may pick up a form at the office, complete it and return it to.

Each student should see that all of his or her textbooks are used but not abused and that all textbooks are checked-in at the end of the school term. Students are discouraged from writing, marking, or storing papers and pencils in textbooks and should see that books are not thrown or tossed around or mishandled in other ways. Students who damage or abuse their textbooks may be charged for the cost of repairs, rebinding, or replacement of the book. This includes library books.

In addition, a student needs notebook paper and spiral notebooks, a compass, protractor, ruler with both English and Metric units, graph paper and 3x5" ruled index cards. It is also recommended that each student have a set of colored pencils or markers. These items cannot be purchased from the school. The school will provide each student a homework planner.

Fifth and sixth grade students will be given a supply list at enrollment. This list will also be available on-line on the school's web page.

District and School Newsletters

The district and school newsletters are available online at www.usd343.org. A paper copy will also be mailed if requested. Please call the PLMS office, email mbailey@usd343.org, or send a note to the office with a student to receive a copy.

Bicycles and Mopeds

Bicycles and mopeds should be parked on the concrete pad in the east side of the 5/6 wing doors. A lock to prohibit "borrowing" is recommended.

Reward Trips

The school may schedule a reward trip for students who are in good standing. To be considered a student in good standing, a student cannot have eight discipline points or more. Other criteria may be applied if announced to students at the beginning of each quarter. A staff member will be available to stay with students not eligible for the reward trip. These students will be in a study hall.

Lockers

Each student will be assigned a locker for coats and books. Locks for these lockers are built into the locker doors.

Coats and jackets should be left in student hall lockers. **Note:** All articles the student brings to school including book bags, purses, back packs, items for personal entertainment, etc. must be stored in his/her hall locker during the school day. Hints for good use of lockers include the following:

1. Every student must use the locker assigned.
2. Lockers should be kept clean and neatly arranged at all times.
3. Do not tell anyone the combination to your commons area or gym locker.
4. Keep lockers locked to prevent possible problems with missing items.
5. Do not use tape, glue, adhesive, or stickers in the lockers.
6. Do not "pre-set" your lock. **REMEMBER** - your locker belongs to the school; you are only using it for the school year.

Lost and Found

Each student should assume responsibility of taking care of his/her own possessions. Since each student is provided a locker, there should be a minimum of lost and misplaced articles. There will be a lost and found area located near the office.

Hall Conduct

Always walk, never run, and remember to keep to the right when walking in the halls. To keep traffic moving, never walk with more than two together. Physical contact is unacceptable. Keep hands to yourself.

Gym Traffic

When entering or exiting the gym, please use the doors closest to the middle school hallway. Students are to walk across the west end of the gym to the locker rooms or when returning to class.

Physical Education Class

Anyone who is, for an extended time, unable to participate in PE classes should bring notification from a physician. Temporary exemptions require a note from the parent. In physical education classes, 5th/6th students do not dress out for PE.

Library Expectations

Books must be checked out during school hours only. There is a penalty for having overdue library books. Library privileges will be suspended the day after the book is due. Lost and damaged books must be paid for before library privileges can be reinstated. Books may be checked out for a period of two weeks. Reference books are to be used in the library only.

Telephone Calls

Students will not be excused from classes to take telephone calls or make calls (from the phone in the gym) except in emergencies. Telephone numbers and messages will be taken and delivered to students at the convenience of the office. If a student must use the telephone, he/she must get a pass from the teacher, sponsor, or office first to use the student phone at the office. Students shall follow the same procedure to use a cell phone. Contact with students is to be made through the office.

Incoming phone messages must be received in the office before 2:30 p.m. Dismissal time is hectic and too uncertain to guarantee delivery to a student which leads to miscommunication, missed rides, as well as parents, teachers or bus drivers who don't know where students are.

Homework and Missing Assignments

Each teacher will establish homework and missing assignment rules and policies at the start of the school year. In all classes, students have a minimum of two school days for each day of excused absence to submit make-up assignments for full credit. In all classes students will be expected to complete and submit all homework regardless of "credit". Teachers will communicate with the office and parents as needed regarding students who habitually fail to complete and submit their homework.

Progress Reports

PLMS utilizes a method of reporting student progress to the parents in addition to grade cards. Each quarter, after four weeks have been completed, a progress report is sent home. These reports are sent home with the students to make the parents aware of the student's progress so steps may be taken to improve the work of the student before the end of the grading period. Note: Teachers may send informational reports home more often.

Parents are also encouraged to check student's grades on-line through PowerSchool. Web sites and passwords are sent to parents at the beginning of the year. Please call the office for more information.

Grading Policies for Middle School

Students will be expected to pass all semester classes. Students scoring 60% or above will be considered passing. If a student does not accomplish this with support during the school year, extra support through retention or summer school could be considered.

Grading Scale

A+ (100% & above)	B (83%-86%)	C- (70%-72%)	F (59% & below)
A (93%-99%)	B- (80%-82%)	D+ (67%-69%)	INC: Student has not completed all the
A- (90%-92%)	C+ (77%-79%)	D (63%-66%)	given requirements at this time.
B+ (87%-89%)	C (73%-76%)	D- (60%-62%)	

Classroom Syllabus

Each 5th/6th grade teacher will also provide a class syllabus containing:

- Outcomes for each content area
- Supply List
- Classroom procedures
- Class Party Information

Homework Scores

Non-assessment grading measures may include quizzes, homework, projects, semester exams, or any other measurement that a teacher deems appropriate.

Perry-Lecompton Middle School Site Council

The Site Council is an appointed group of school personnel, parents, and community members responsible for providing advice and counsel in evaluating state, school district, school site performance goals, and objectives. The council also helps in determining the methods that should be employed at the school site to meet these goals and objectives. The staff at Perry-Lecompton Middle School encourages all interested parents/community members wanting to serve on the Site Council to contact Josh Woodward at (785) 597-5159, or stop by the school office. Each appointed term will be for two years and can be extended to a second term with Council and School Board approval.

Attendance and Activities

For a student to participate in any school activity, he or she must be present at least one-half day of school. Exceptions can only be made by the administration.

Pep Club and Cheerleading

PLMS cheerleading has been suspended. All PLMS students are considered to be members of the school pep club and will sit in the sections designated for the pep club at all games and athletic contests. While attending home games, students are responsible for following behavior expectations stated in the school handbook.

Students may not leave the school building/campus when staying for an event.

Hall Passes

A student must have a hall pass or planner signed by an administrator, teacher, counselor or secretary to be in the corridors during class time. The student's school provided organizer will function as the hall pass.

Posters, Flyers and Invitations

All signs, flyers, or invitations distributed at PLHS or PLMS must be approved at the office and meet the following criteria.

1. It must benefit USD 343 students.
2. Limit of two (one for each Commons).
3. Flyers placed only at the office for students to take.
4. Private commercial promotions, ads, and flyers are prohibited.
5. Private party invitations of any kind are prohibited.

Personal Appearance

Appearance and behavior are related. Proper attire is necessary in creating an environment conducive to learning. Therefore it is important that students' appearance should be neat, clean and in good taste. In addition, students, as representatives of our school, are expected to follow the guidelines for personal appearance at all extra-curricular activities, whether at home or another site.

Bare midriffs, loose fitting tank tops, muscle shirts, fish net shirts, transparent shirts, halter tops, and tops with plunging necklines or spaghetti straps (straps less than 1 inch), and skirts or tops that do not cover undergarments are inappropriate for school attire and are not acceptable. At PLMS, shorts or skirts that do not cover mid thigh are unacceptable.

Any garment which advertises alcoholic beverages or drug-related material, tobacco products, obscene or suggestive slogans, pictures or patches, affiliate colors (gangs), or depicts violence (hate speech), gender or sexual harassing statements, are not permitted to be worn or displayed. Hats, caps, sweatbands, and "do-rags", will not be worn in the building during school hours and should be kept in lockers. To show courtesy to others, hats should be removed during music and theatre performances. Trench coats, dusters, chains, spiked collars, and spiked wrist bands are not to be worn during school hours.

If a student's general appearance does not comply with the guidelines for personal appearance, he or she will be asked to change his/her appearance. Non-compliance may result in disciplinary action.

Book Bags

For safety reasons students may not carry book bags to classes. Any bag that is big enough to carry a book in is a book bag. Students are expected to use their lockers for storage of books and academic materials.

PERRY-LECOMPTON MIDDLE SCHOOL DISCIPLINARY POLICY 13 POINT SYSTEM

Level 1 Referral	Level 2 Referral	Level 3 Referral	Level 4 Referral	Level 5 Referral	Level 6 Referral
<i>1 POINT and Minimum- 30 min. toward detention</i>	<i>2 POINTS and Minimum - 1 hour toward detention</i>	<i>3 POINTS and Minimum - 2 hour detention</i>	<i>5 POINTS and Minimum – ½ day ISS and Wednesday Extended School</i>	<i>8 POINTS and 1-5 Days SUSPENSION - Either ISS or OSS or combination</i>	<i>13 POINTS and LONG TERM SUSPENSION *HEARING REQUIRED</i>
General Rules Violation	Skipping classroom detention	Defacing property of others	Tobacco possession/use	Vandalism- school	Vandalism—severe
Cafeteria violation	Inappropriate drawings or words	Verbal Conflict	Verbal Conflict with staff	Threats to staff	Drugs--possession/ use
1st Dress code violation	Unauthorized call-in/ Forging Notes/Lying	Inappropriate computer/ technology/ equipment use	Cheating/ Plagiarism -- test or homework	Under the influence of drugs	Explosives
1st PDA	Show up for event when ineligible	Assembly conduct violation	Indecent Exposure	Alcohol--possession/ influence	Weapons
Electronic Device violation		Confrontation-pushing-physical	Unexcused absence - full day	Fighting	Physical contact with staff
Profanity/ vulgarity	Unexcused absence for 1 class	Skipping building level det.	False 911 call	Drug Paraphernalia	Violent Threats
Class disturbance		Intimidation, harassment, threats, verbal abuse or Acts intended to demean or ridicule others	Fire alarm pull	Theft	
Not working/Unprepared/ uncooperative		Acts intended to demean or ridicule others		Sexual Conduct	
Bus referral		Physical Intimidation			
5th Tardy					
More than 5 tardy- Minimum- 2 hr.					

* Each point earned will accumulate towards 13; a total of 13 points per semester; a hearing is recommended for long term suspension or expulsion.

* Zero is base of point system, there is no banking of points.

* After any student has accumulated 8 points a conference of administrator, student, and/or parent will be held.

* Students may be given the opportunity to earn back points upon the completion of ISS/suspension after the 8 point conference is held. (Upon students request.)

* Any illegal activities may warrant police involvement.

* The administrator has the authority to set level and consequences for any specific violation.

*Students may request homework assignments during short term suspensions, (less than 10 days). Homework credit will not be given during long term suspensions (more than 10 days).

*Students with 8 or more disciplinary points are considered as students not in good standing.

*Repeated/chronic behaviors will receive escalating consequences

PLMS Policies

Attendance

It is the objective of the Board of Education, administration and faculty of USD 343 to provide each student with a maximum opportunity to receive a superior formal education. While we are aware that all learning is not confined to the classroom, the educational opportunities provided by the tax dollars of our citizens are severely limited for the individual student when that student is absent from the classroom environment. Parents must be aware of student absences and reduce unnecessary loss of class time.

A student is considered absent when he or she is not in regular school classes or involved in a school sponsored activity. It is the parents responsibility to call when their student is absent.

Upon return from an absence, a student is required to obtain an admit slip from the office prior to attending class. An excuse, written or oral, from a parent or guardian must be provided within 24 hours of the absence. Upon receipt of the excuse, a determination will be made as to the excused or unexcused status of the absence. The principal will be the final determiner in all cases concerning absences.

Student Privacy Policy

The superintendent, the board and staff shall protect the right of privacy of students and their families in connection with any surveys or physical examinations conducted, assisted or authorized by the board or administration. The district shall provide parents notice of their rights under the Protection of Pupil Rights Amendment annually, at the beginning of each school year, and at any other time the school district policies in the area are substantially changed.

Excused Absence

An excused absence is an absence by a student with permission from the parent and accepted by the school administrator. Family trips and college visits must be approved by the school prior to the absence to be designated as excused. Medical/dental appointments will be approved by presenting to the office the appointment card or receipt(s) from the doctor's office. Absence due to illness will be approved with a phone call from the guardian or with a written note. Family emergencies will be approved on a case by case basis by administration.

PLHS/PLMS administration will excuse all absences and tardies that are related to being ill, medical appointments, funerals, and pre-approved family trips and pre-approved college visits. Family emergencies will be dealt with on an individual basis. PLHS administration will not excuse absences and tardies that relate to oversleeping, car trouble, waiting for trains, or forgetting homework. Students are allowed four tardies prior to receiving discipline consequences.

Unexcused Absence

An unexcused absence is an absence by a student without parental and school permission. Students with unexcused absences must make-up all missed work and credit will be at the discretion of the teacher. Consequences for unexcused absences are listed on the Discipline point system.

Excessive Absences

In order to ensure good attendance for a positive learning environment, the faculty of Perry-Lecompton Middle and High School has established the following policy:

- 5 Absences – After 5 absences in a class, a letter will be sent home to parents/guardians advising them of the absences and possible consequences for additional absences.
- 8 Absences – After 8 absences in a class, a mandatory meeting will be held with the student, his/her parent or guardian(s), the principal. A plan of action to correct the situation will be developed at this time. The student may be assigned to make up time for the missed class/classes.
- 10 Absences – After 10 absences in a class, the student will no longer be considered a student in good standing for that semester. The student will be on the ineligible list for the remainder of the semester. Also at this time, a PLHS student may be disenrolled from the class, which would result in an "F" for a final grade. A student with 10 or more absences may be required to provide a doctors note for each subsequent absence.
- *Any absence required by a doctor is exempt from this policy. A doctor's note must be specific as to which days the student must be out of school in order to qualify for the exemption.

Perfect Attendance

We have many students with excellent attendance records. Perfect attendance is defined as a student having no absences except for school sponsored activities. No truancies, tardies, suspensions, or failing grades are allowed.

Those students with perfect attendance will be recognized in an assembly at the end of the semester, receive a certificate, and have their names published in the school newsletter.

Tardies

A student is recorded tardy if he or she is not in the classroom ready to begin class from the time the bell rings until 10 minutes have passed. After that time, he or she will be counted absent for the period.

1. All students are expected to arrive to all classes on time.
2. Any student arriving late for class without a pass from a teacher will be sent to the office for a tardy pass.
3. Office staff will determine the excused or unexcused status of each tardy and record such status.
4. Two or more unexcused tardies on any given day may result in skipping directly to the 1-hour after school detention to be administered the following day.
5. Students who fail to serve an assigned 1-hour detention will progress through the established building discipline procedure.

Sign In - Sign Out

When a student arrives late to school, he or she is expected to report to the office and sign the Sign In-Sign Out book. At that time the student should request an admit slip to class. The student is expected to show the admit slip to his or her teacher upon returning to class after an absence.

If a student finds it necessary to leave the building for any reason, he or she is expected to come to the office and request permission to sign out. Before leaving school grounds, students must report to the office, request permission to sign out, and verify parental approval through a note submitted to the office or through a telephone conversation between the parent/guardian and a member of the office staff.

Students who leave school without following proper procedure for checking out will not be excused even if parents call in later. Failure to follow proper procedure will result in the appropriate discipline consequences.

Make-Up Assignments

Students are responsible for work missed when absent and should contact teachers before or after school to discuss make-up assignments. Students will be expected to submit missing work within two school days following each day of absence.

In laboratory classes, special arrangements may need to be made for making up a laboratory activity. Some work cannot be made up because of its nature: guest speaker, demonstrations or performance.

Transportation

Changes to morning route must be made 15 minutes before the designated pickup by calling the bus barn at 597-5303. Changes to evening routes must be made by calling the child's attendance center before 2:30 p.m. Students who ride the bus to and from school or on an activity trip shall make themselves familiar with requirements for safe transportation and shall remember that the school bus operator is in control at all times. Students must obey the bus driver and sponsors promptly. Violation of rules will be reported to the school administration who can deny the privilege of riding the bus.

Assemblies

A variety of assemblies are scheduled at PLMS/PLHS: pep assemblies, award assemblies, educational assemblies and assemblies for entertainment. Students are expected to represent themselves and their school in a respectable manner.

Some assemblies are optional. If a student chooses not to attend an assembly, he or she will report to the announced classroom.

Field Trips

Field trips provide enriching opportunities and extend educational experiences for students while being recreational and enjoyable.

Teachers will submit a list of students scheduled to attend the field trip to the office and staff. Students ineligible or not in good standing may not be permitted to attend the field trip.

An emergency procedure form must be on file in the high school office for any student to participate in off-campus trips.

Attendance at Extra-Curricular Activities

Students are encouraged to attend extra-curricular activities. Respect to the participant is important and the “one time in, one time out” policy will be followed. Extenuating circumstances to this policy must be cleared with an administrator before leaving the building or grounds. Middle School students must remain on campus when attending all middle school extra-curricular activities. Exception: Events that begin at 6:00pm or later, such as music concerts or 8th grade graduation.

Student Activity Passes

PLMS students are all also issued an activity pass. This pass is good for all PLMS athletic events.

Students are expected to stand for the national anthem, school song, and time-out cheers. In addition, students are expected to give their schoolmates the respect they deserve for participating and representing our school by applauding and providing positive encouragement at appropriate times. Students are expected to follow all Kaw Valley League and KSHSAA (Rule 52) sportsmanship guidelines.

Student Conduct

Students are under the authority of any teacher, counselor, administrator, security officer, custodian, bus driver or secretary at PLMS or PLHS any time they are on the school grounds or at any school function or field trip regardless of the location. Students are expected to give respectful attention to the requests and directives of all staff members, not just the instructors they know.

Unacceptable Behavior

Acts of behavior that interfere with the maintenance of a good learning environment or jeopardize the welfare of others are not acceptable. If necessary, law enforcement personnel will be contacted. Some specific acts of behavior that could lead to disciplinary action can be found outlined on the PLMS or PLHS Discipline Point system grid. The list of actions on the point system grid is not inclusive. The administration reserves the right to determine what behavior is unacceptable to guarantee a safe school and insure a positive learning environment for all. Any misconduct on the part of a student may result in suspension or expulsion.

A student who has detention time to make up, is assigned in or out-of-school suspension, is not in good standing and is thereby prohibited from attending or participating in any extracurricular activity during the period of suspension. A student who is out-of-school-suspended is not eligible to practice, attend, or participate.

Food and Drink

Food and drink are to be consumed only in the commons area. The hallways and theatre are not considered the commons. Students need to refrain from taking food or drink to these areas. Students may place lunches in their lockers for noon lunch or field trips, but these should be consumed in the appropriate places and removed at the end of the school day. Bottled water is allowed in the hallways and in the classrooms at teacher discretion. **Students are not allowed to bring any open beverage container into the school building at any time. Additionally, outside food and drink are not allowed at extra curricular activities such as football and basketball games.**

Storm Warnings

Should it become necessary to close school due to inclement weather, road conditions, or other emergency situations, Perry USD #343 will notify parents with the School Reach system. Additionally USD #343 will post school closing information on the district web site, www.usd343.org and make immediate contact with the following broadcast stations:

- **WDAF TV – Kansas City, TV Channel 4**
- **WIBW – Topeka, TV Channel 13, 580 AM and 94.5 FM**
- Other media that will be notified as time permits would be **KSNT TV – Channel 27, KTKA TV – Channel 49, KTPK Radio – FM 106.9, KLWN Radio – Channel 1320, KANU Radio – Channel 91.5 and Sunflower Cable in Lawrence – Channel 6.**

We recommend staying tuned to one of the stations listed above in order to receive this information in a timely manner.

Broadcasts will begin at 6:00 a.m. for all stations and will be reported approximately every 15 minutes until 9:00 a.m. School closings announced the preceding day would be broadcast on the 10:00 p.m. newscast. WDAF Fox, TV Channel 4 has a broadcast at 9:00 p.m. and again at 10:00 p.m. and runs school closings in alphabetical order at the bottom of the screen during the newscast. In all cases, the final decision regarding school attendance during inclement weather rests with the parents.

Lunch Program

PLMS and PLHS have a closed lunch hour. This means that students are not allowed to leave school grounds during their lunch hour. Students will remain in the commons area during their lunch period and will not return to their classrooms or lockers until the designated time.

Each student at PLMS/PLHS may open a personal food account for food service purchases. Initial deposits to activate the account may be made at enrollment or any school day before 8:10 a.m. with the food service secretary. Each time a student purchases a meal or Ala carte items, the cost of the food will be deducted from the student's personal food account. Additional deposits by students should be made in the morning before school in the kitchen or through the online Easy Pay system to keep the account current.

When students forget their meal money, they may charge meals, but a \$5.00 charge limit will be enforced. Upon reaching the \$5.00 charge limit, the student's lunch privilege will be revoked until payment is received on the account. If students have a negative balance in their accounts, they will not be able to purchase Ala carte items.

Textbooks

Each student should see that all of his or her textbooks are used but not abused and that all textbooks are checked-in at the end of the school term. Students are discouraged from writing, marking, or storing papers and pencils in textbooks and should see that books are not thrown or tossed around or mishandled in other ways. Students who damage or abuse their textbooks may be charged for the cost of repairs or replacement of the book. This includes library books.

Lockers

Lockers should be neat and locked at all times. Students are advised not to keep valuables or money in lockers. All objects put on lockers must be attached with magnets. No tape is allowed.

Care of School Property

This is your school! Students should respect the facilities that tax payers have provided and exercise care of the property. Students who willfully deface or destroy school property will pay the cost of replacement and all necessary repairs. All such incidents will be reviewed for disciplinary action or prosecution when appropriate.

PLMS: Guidelines for Participation/Attendance of Extracurricular Activities

Eligibility Policy

To be eligible for participation/attendance of extra-curricular activities at PLMS, 5th/6th students must meet all requirements to be in "good standing" with the school. Students must meet the following criteria for both academics and citizenship to be in "good standing" at Perry-Lecompton Middle School. Fifth and sixth grade students are not eligible to participate in middle school extracurricular activities in any capacity.

Academic Criteria

Beginning on the second Monday each semester, a "student eligibility list" will be established weekly. For each failing grade a student will be listed on "Warning" in that class for the next week. During their warning week the student has the opportunity to raise their grade to passing. If the student does not raise the grade to a passing level by the following week, the student is ineligible to participate in any extra-curricular activities. Eligibility may be reestablished by posting a passing grade on the next regularly scheduled eligibility check. If a student is failing, ineligible in any class, then he/she will not participate-in or attend any game or other competition until the next eligibility check and eligibility is reestablished. A student is guaranteed the opportunity to raise his/her grade to passing between eligibility checks.

Citizenship

Students who are not in good-standing may not attend extra-curricular activities. If a suspension (ISS or OSS) is the imposed consequence, the student will be ineligible to attend events for the duration of the suspension.

ILLNESS

If a student becomes ill at school, an attempt will be made to contact the parents. If parents cannot be contacted the person designated as your emergency contact on the enrollment form will be notified.

Accidents and Insurance

At the start of school, there will be a low cost accident insurance policy available. These forms are available at the office.

Students participating in athletics or cheerleading are covered by the Kansas State High School Activities Association Insurance.

First Aid and Medication

The PLMS/PLHS staff cannot offer more than basic first aid to any student. Our school encourages the home to dispense medication whenever it is at all possible.

Diagnosis or treatments of injuries or medical conditions are within the responsibilities of the school.

Guidelines for Dispensing

USD #343 will assist in dispensing medication to a student if necessary during the school day. Before ANY medication will be dispensed to a student, the following procedures must be followed:

The medication must be sent to school in the original dispensary container or the original pharmacy container on which the child's name, dosage, and type of medication are clearly noted.

The School cannot give the 1st dosage of any medication to a student.

The school must have on file a written document from the physician and the parent/guardian giving school personnel permission to dispense prescription medication, stating reason for giving medication and noting the period of time over which medication should be dispensed to the student.

The school must have on file a written document from the parent/guardian giving school personnel permission to dispense non-prescription medication, stating reason for giving medication and noting the period of time over which the medication should be dispensed to the student.

A copy of the medication form was distributed at enrollment and a copy can be found in this handbook. More forms are available in the school office. We understand that this policy can require extra work on the part of the parent. However, a change in state law requires we follow it. It is designed to safeguard children.

EXCLUSION FROM SCHOOL

1. The following conditions require medical attention before returning to school: If a child develops any of these during the day, parents will be called immediately to pick up the child. Please be sure that we have an accurate daytime number on file.

Chicken Pox - Child should be excluded from school for 6 days after the onset of the first crop of vesicles (blisters). It is highly recommended that all blisters be scabbed before your child returns to school.

Pink Eye - Cases should be excluded from school until the discharge from the infected eye ceases.

Strep Throat - Children with strep throat should be excluded from school until they have been on medication for 24 hours and are fever free.

Impetigo - Children with impetigo should be excluded from school until receiving medical treatment.

Scabies - Children who are infested should be excluded from school until treatment with an appropriate antiparasitic drug has begun.

Ringworm - Infected children may return to school if receiving treatment.

2. When a child acts as though his/her head itches, he or she will be referred to the office to be checked for lice. If lice or nits are found, all members of the household will be checked. The following policy applies whenever lice or nits are found.

3. Head Lice - Students will be checked for lice when they present symptoms such as excessive scratching or complaints. Once the presence of head lice is verified, the parent will be notified so that treatment may begin as soon as the child reaches home.

INOCULATIONS

All students enrolling in school shall provide proof of immunization of certain diseases or furnish documents to satisfy statutory requirements. Students who are not immunized may be excluded from school during an outbreak.

Safety Drills

Drills are conducted as prescribed by regulations of the State of Kansas and the local school board. Procedures have been developed to ensure the safety of all students.

Teachers will discuss the following Emergency Procedures with their classes.

1. When the alarm sounds or an announcement is made, stop all activity and wait quietly where you are until your teacher gives directions.
2. Leave all books and belongings.
3. If directed to do so, leave the room in a quiet and orderly fashion in line.
4. The last person should close the door when exiting the classroom.
5. Proceed in line to the designated area without talking. Your teacher will tell your class where to wait.
6. Remain in the evacuation areas until the signal is given for the return to the classroom.
7. Return to the classroom without a lot of noise.
8. If you are out of the classroom, walk at once to the nearest class in proceeding to the evacuation area.

Technology and Acceptable Use Policy

USD#343 Perry Public Schools provides technology resources to its students and staff for educational and administrative purposes. The goal in providing these resources is to promote educational excellence in the Perry School system and among its students. *The use of these technology resources is a privilege, not a right.*

With access to computers and people all over the world comes the potential availability of material that may not be considered to be of educational value in the context of the school setting. Perry USD #343 firmly believes that the value of information, interaction and research capabilities available outweighs the possibility that users may obtain material that is not consistent with the educational goals of the district. The district will make every effort to assist students in using the technology in a responsible, ethical and polite manner.

District Rights: USD#343 reserves the right to monitor all activity on the district network system, review any material on user-accounts, including e-mail accounts and any material stored on the network, deem what is appropriate use of the network system and make a determination on whether specific uses of the network are consistent with the acceptable use policy.

District Responsibilities: The district will attempt to provide a safe, secure and reliable system. It will not be held responsible for information that may be lost, damaged or unavailable due to technical or other difficulties. The district will also not be held responsible for any costs incurred by students. The district will cooperate fully with any investigation concerning or relating to any USD#343 activities.

Disciplinary Action: These acceptable use procedures apply to all district students. Any disciplinary action for users shall be consistent with district standard policies.

Acceptable Use: The purpose of computer and Internet access is to provide research and education through technology. Persons using the school's technology are expected to use the system and equipment following district guidelines set forth here. All users must comply with the Acceptable Use Policy.

Unacceptable Use: USD#343 reserves the right to deny computer and Internet access to any student or staff who violate the district Acceptable Use Policy. Unacceptable activities include, but are not limited to:

1. Students will not violate any copyrights, license agreements or other contracts.
2. Students will not interfere or disrupt network performance by harassment of another user; sending unwanted e-mail, chain letters or "broadcasting" messages; uploading or installing viruses or worms; invading the privacy of or modifying or destroying another user's files; vandalism of district hardware and software.
3. Students will not use the network to access inappropriate materials such as obscenity, pornography, threatening or violent materials, or material that is racially offensive and/or abusive.
4. Students will not use any school technology for commercial activities, product advertisement or political lobbying.
5. Students will not share passwords with other students.

Nondiscrimination

The district shall maintain a learning environment free from discrimination, insult, intimidation, or harassment due to race, color, religion, sex, age, national origin, or disability.

Any incident of discrimination in any form shall promptly be reported to a teacher, the principal or other appropriate school official for investigation and corrective action by the compliance officer.

Any student who engages in discrimination, insult, intimidation, or harassment will be reprimanded and counseled by an administrator as to school policy and the law regarding harassment. The student will sign a statement acknowledging that he/she met with the administrator and the policy was explained. Any student who engages in further discriminatory behavior may be disciplined in a matter deemed appropriate by the administration which could include suspension or expulsion from school.

Gun-Free Schools Policy

A student will not knowingly possess, handle or transmit any object that can reasonably be considered a weapon on the school grounds or off the school grounds at a school activity, function or event.

This policy shall include any weapon, any item being used as a weapon or destructive device, or any facsimile of a weapon.

Possession of a firearm shall result in expulsion from school for a period of one year (186 days), except that the superintendent may recommend that this expulsion requirement be modified on a case-by-case basis under the provisions of the JDC policy (probation).

As used in this policy, the term "firearm" means any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of any explosive, the frame or receiver of any such weapon, or any firearm muffler or silencer; or any destructive device.

As used in this policy, the term "destructive device" means any explosive, incendiary or poison gas, bomb, grenade, rocket having a propellant charge of more than four ounces, missile having an explosive or incendiary charge of more than one-quarter ounce, mine, or other device similar to any of these devices.

Weapons and Destructive Devices

A student shall not knowingly possess, handle or transmit any object that can reasonably be considered a weapon at school, on school property or at a school-sponsored event. This shall include any weapon, any item used as a weapon or destructive device, or any facsimile of a weapon.

As used in this policy, the term "weapon" and/or destructive device shall include, but shall not be limited to:

- Any item being used as a weapon or destructive device;
- Any facsimile of a weapon
- Any weapon which will or is designed to or may readily be converted to expel a projectile by the action of an explosive;
- The frame or receiver of any weapon described in the preceding example;
- Any firearm muffler or firearm silencer;
- Any explosive, incendiary or poison gas, bomb, grenade, rocket having a propellant charge of more than four ounces, missile having an explosive or incendiary charge of more than 1/4 ounce, mine or similar device;
- Any weapon which will, or which may be readily converted to, expel a projectile by the action of an explosive or other propellant, and which has any barrel with a bore of more than 1/2 inch in diameter; any combination of parts either designed or intended for use in converting any device into a destructive device described in the two immediately preceding examples, and from which a destructive device may be readily assembled;
- Any bludgeon, sand club, metal knuckles or throwing star;
- Any knife, commonly referred to as a switchblade, which has a blade that opens automatically by hand pressure applied to a button, spring or other device in the handle of the knife, or any knife having a blade that opens or falls or is ejected into position by the force of gravity or by an outward, downward or centrifugal thrust or movement.
- Any electronic device designed to discharge immobilizing levels of electricity, commonly known as a stun gun.
- A knife of any shape or size is not permitted at school or on school property.

Penalties for Possession

Possession of a firearm or other weapon shall result in expulsion from school for a period of one calendar year, except the superintendent may recommend this expulsion requirement be modified on a case-by-case basis. Possession of a facsimile of a weapon may result in suspension or expulsion. Expulsion hearings for possession of a weapon shall be conducted by the superintendent or the superintendent's designee.

Students violating this policy shall be reported as having a felony or misdemeanor and also referred to the appropriate law enforcement agency(ies) and if a juvenile to SRS or the Commissioner of Juvenile Justice.

Drug-Free School Policy

If PLMS/PLHS is to be a safe and pleasant place to get an education, it must be a drug-free environment. It is the policy of U.S.D. #343 for the administration to make necessary searches of lockers and/or student property if there is reasonable suspicion that matter prohibited by law or school regulations exists. In addition, the administration may authorize law enforcement officers or licensed private agencies to use trained dogs on school premises to identify student property which may contain illegal or illicit materials and to determine whether materials are present which may threaten the general health, welfare, and safety of students and/or district employees.

Maintaining drug free schools is important in establishing an appropriate learning environment for the district's students. The unlawful possession, use, sale or distribution of illicit drugs and alcohol by students on school premises or as a part of any school activity is prohibited. This policy is required by the 1989 amendments to the Drug Free Schools and Communities Act, P.L. 102-226, 103 St. 1928

As a condition of continued enrollment in the district, students shall abide by the terms of this policy.

Students shall not unlawfully manufacture, distribute, dispense, possess or use illicit drugs, controlled substances or alcoholic beverages, or any mind altering substances on school district property, or at any school activity. Any student violating the terms of this policy will be reported to the appropriate law enforcement officials, and will be subject to the consequences list on the PLMS/PLHS Discipline Point System.

Students who are suspended or expelled under the terms of this policy will be afforded the due process rights contained in board policies and Kansas statutes, K.S.A. 72-8901, ct seq. Nothing in this policy is intended to diminish the ability of the district to take other disciplinary action against the student in accordance with other policies governing student discipline. Drug and alcohol counseling and rehabilitation programs are available for district students. If a student agrees to enter and complete a drug education or rehabilitation program, the cost of such program will be borne by the student and his or her parents.

A list of available programs along with names and addresses of contact persons for the programs is on file with the board clerk. Parents or students should contact the directors of the programs to determine the cost and length of the program.

A copy of this policy will be provided to all students, and the parents of all students. Parents of all students will be notified that compliance with this policy is mandatory.

Alcohol, Tobacco, or Drugs

There is no place for alcohol, tobacco, herbal chew or other drugs (or drug-like) in any form at PLMS/PLHS. Students shouldn't use or possess these items on school property or within school jurisdiction. Any violation of a controlled substance will be reported to the appropriate law enforcement agency.

Providence Working Canines

USD #343 has contracted with a company that provides detection canines (drug dogs) to perform random sweeps of the building, parking lots, and grounds for the purpose of providing a safe and secure environment for learning. If suspicion results from a search, the student's locker and vehicle may be searched by administration.

Release of Student Information

Both the NO CHILD LEFT BEHIND ACT (NCLB) and the NATIONAL DEFENSE AUTHORIZATION ACT require all school districts that receive federal monies to give military recruiters the same access to secondary school students as they provide to colleges, universities and prospective employers. Upon request, the name, address, and telephone number of each secondary school student will be released unless the student or the student's parent has advised the District that this information is not to be disclosed without written consent. If a parent does not want the District to disclose any directory information, without the parent's prior written consent, the parent must notify the District, in writing, on or before September 15.

Harassment

Sexual Harassment

The board of education is committed to providing a positive and productive learning and working environment, free from discrimination on the basis of sex, including sexual harassment. Sexual harassment shall not be tolerated in the school district. Sexual harassment of employees or students of the district by board members, administrators, certificated and support personnel, students, vendors, and any others having business or other contact with the school district is strictly prohibited.

Sexual harassment is unlawful discrimination on the basis of sex under Title IX of the Education Amendments of 1972, Title VII of the Civil Rights Act of 1964, and the Kansas Acts Against Discrimination. All forms of sexual harassment are prohibited at school, on school property, and at all school-sponsored activities, programs or events. Sexual harassment against individuals associated with the school is prohibited, whether or not the harassment occurs on school grounds.

It shall be a violation of this policy for any student, employee or third party (visitor, vendor, etc.) to sexually harass any student, employee, or other individual associated with the school. It shall further be a violation for any employee to discourage a student from filing a complaint, or to fail to investigate or refer for investigation, any complaint lodged under the provisions of this policy.

Sexual harassment is unwelcome sexual advances, requests for sexual favors and other inappropriate oral, written or physical conduct of a sexual nature when made by a member of the school staff to a student or when made by any student to another student when: (1) submission to such conduct is made, explicitly or implicitly, a term or condition of the individual's education; (2) submission to or rejection of such conduct by an individual is used as the basis for academic decisions affecting that individual; or (3) such conduct has the purpose or effect of interfering with an individual's academic or professional performance or creating an intimidating, hostile or offensive academic environment.

Sexual harassment may result from verbal or physical conduct or written or graphic material. Sexual harassment may include, but is not limited to: verbal harassment or abuse; pressure for sexual activity; repeated remarks to a person, with sexual or demeaning implication; unwelcome touching; or suggesting or demanding sexual involvement accompanied by implied or explicit threats concerning a student's grades, participation in extra-curricular activities, etc.

The district encourages all victims of sexual harassment and persons with knowledge of such harassment to report the harassment immediately. The district will promptly investigate all complaints of sexual harassment and take prompt corrective action to end the harassment.

Any student who believes that he or she has been subjected to sexual harassment should discuss the alleged harassment with the building principal, another administrator, the guidance counselor, or another certified staff member. Any school employee who receives a complaint of sexual harassment from a student shall inform the student of the employee's obligation to report the complaint and any proposed resolution of the complaint to the building principal. If the building principal is the alleged harasser, the complaint shall be reported to the district compliance coordinator. The building principal or district compliance coordinator shall discuss the complaint with the student to determine if it can be resolved. If the matter is not resolved to the satisfaction of the student in this meeting, the student may initiate a formal complaint under the district's discrimination complaint procedure. (See KN)

Complaints received will be investigated to determine whether, under the totality of the circumstances, the alleged behavior constitutes sexual harassment under the definition outlined above. Unacceptable student conduct may or may not constitute sexual harassment, depending on the nature of the conduct and its severity, pervasiveness and persistence. Behaviors which are unacceptable but do not constitute harassment may provide grounds for discipline under the code of student conduct.

An employee who witnesses an act of sexual harassment shall report the incident to the building principal. Employees who fail to report complaints or incidents of sexual harassment to appropriate school officials may face disciplinary action. School administrators who fail to investigate and take appropriate corrective action in response to complaints of sexual harassment may also face disciplinary action.

When a complaint contains evidence of criminal activity or child abuse, the building coordinator or district coordinator shall report such conduct to the appropriate law enforcement or SRS authorities. (See GAAD)

To the extent possible, confidentiality will be maintained throughout the investigation of a complaint. The desire for confidentiality must be balanced with the district's obligation to conduct a thorough investigation, to take appropriate corrective action or to provide due process to the accused.

Racial Harassment: Students

The board of education is committed to providing a positive and productive learning and working environment, free from discrimination, including harassment, on the basis of race, color or national origin. Discrimination or harassment on the basis of race, color or national origin ("racial harassment") shall not be tolerated in the school district. Racial harassment of employees or students of the district by board members, administrators, certificated and support personnel, student, vendors, and any others having business or other contact with the school district is strictly prohibited.

Racial harassment is unlawful discrimination on the basis of race, color or national origin under Titles VI and VII of the Civil Rights Act of 1964, and the Kansas Acts Against Discrimination. All forms of racial harassment are prohibited at school, on school property, and at all school-sponsored activities, programs or events. Racial harassment against individuals associated with the school is prohibited, whether or not the harassment occurs on school grounds.

It shall be a violation of this policy for any student, employee or third party (visitor, vendor, etc.) to racially harass any student, employee or other individual associated with the school. It shall further be a violation for any employee to discourage a student from filing a complaint, or to fail to investigate or refer for investigation, any complaint lodged under the provisions of this policy.

Racial Harassment is racially motivated conduct which:

1. Affords a student different treatment, solely on the basis of race, color or national origin, in a manner which interferes with or limits the ability of the student to participate in or benefit from the services, activities or programs of the school;
2. Is sufficiently severe, pervasive or persistent so as to have the purpose or effect of creating a hostile academic environment; or
3. Is sufficiently severe, pervasive or persistent so as to have the purpose or effect of interfering with a student's academic performance or ability to participate in or benefit from the services, activities or programs of the school.

Racial harassment may result from verbal or physical conduct or written graphic material.

The district encourages all victims of racial harassment and persons with knowledge of such harassment to report the harassment immediately. The district will promptly investigate all complaints of racial harassment and take prompt corrective action to end the harassment.

Any student, who believes he or she has been subject to racial harassment or has witnessed an act of alleged racial harassment, should discuss the alleged harassment with the building principal, another administrator, the guidance counselor, or another certified staff member. Any school employee who receives a complaint of racial harassment from a student shall inform the student of the employee's obligation to report the complaint and any proposed resolution of the complaint to the building principal. If the building principal is the alleged harasser, the complaint shall be reported to the district compliance coordinator. The building principal shall discuss the complaint with the student to determine if it can be resolved. If the matter is not resolved to the satisfaction of the student in this meeting, the student may initiate a formal complaint under the district's discrimination complaint procedure.

Computer Usage

Use of District Computers/Privacy Rights

Computer systems are for educational and professional use only. All information created by staff shall be considered district property and shall be subject to unannounced monitoring by district administrators. The district retains the right to discipline any student, up to and including expulsion and any employee, up to and including termination, for violations of this policy.

Copyright

Software acquired by staff using either district or personal funds, and installed on district computers, must comply with copyright laws. Proof of purchase (copy or original) must be filed in the district office.

Installation

No software, including freeware or shareware, may be installed on any district computer until cleared by the network administrator. The administrator will verify the compatibility of the software with existing software and hardware, and

prescribe installation and de-installation procedures. Freeware and shareware may be downloaded only onto workstation floppy disks, not hard drives. Program files must have the Superintendent's approval to be installed on any district server or computer. Students shall not install software on district computers or computer systems.

Hardware

Staff shall not install unapproved hardware on district computers, or make changes to software settings that support district hardware.

Audits

The administration may conduct periodic audits of software installed on district equipment to verify legitimate use.

Privacy Rights

Employees and/or students shall have no expectation of privacy when using district e-mail or other official communication systems. Any e-mail or computer application or information in district computers or computer systems is subject to monitoring by the administration.

Ownership of Employee Computer Materials

Computer materials or devices created as part of any assigned district responsibility or classroom activity undertaken on school time shall be the property of the board.

Students shall have no expectation of privacy when using district e-mail or computer systems. E-mail messages shall be used only for approved educational purposes. Students must use appropriate language in all messages. Students are expected to use the system following guidelines approved by teachers or the administration.

Any e-mail or computer application or information in district computers or computer systems is subject to monitoring by the staff and/or administration. The school retains the right to duplicate any information created by students in a computer system or on any individual computer. Students who violate these rules or any other classroom rules relating to computer use are subject to disciplinary action up to and including suspension from school.

District or School Web Sites

The board may establish a district web site and may allow creation of web sites for individual schools. A district web site shall be under the control of the superintendent and school web sites shall be supervised by the building principal.

Web Site Rules

Detailed rules relating to web sites are found in appropriate handbooks or in documents approved by the board and filed with the clerk and/or principals. School rules shall include the following areas:

- data privacy and FERPA regulations;
- copyright rules, relating to access and use of materials and the property rights of the district, students or employees who create material; board and administration shall determine web site content and monitor use by employees and students.

District and school web sites are maintained to support the public relations and educational programs of the district and/or the schools. Web sites may be modified or terminated at any time by board action.

General Information

The following statements are to be included in all appropriate district handbooks:

Student Privacy Rights

Identifiable student images shall not be posted on district or school websites without prior written permission from the student and, if under 18, the student's parent or guardian. The mailing address, telephone number or other personally identifiable information about any student shall not be posted on district or school web sites. All applicable requirements of the Family Educational Rights and Privacy Act (FERPA) shall be followed.

Copyrighted Material Posted On Websites

Any original materials created by students are owned by those students. Original materials will not be posted on district or school web sites without prior written permission of the student who created the work. The building principal shall be in charge of monitoring permission to post copyrighted materials.

Software Copyright

Software acquired by staff using district or school web sites, and installed on district computers, must comply with copyright laws. Proof of purchase (copy or original) must be filed in the district office.

Downloading Copyrighted Materials

Students and staff shall not download copyrighted materials without prior, written permission being obtained from the author or creator of the material in question. See ECH for "fair use exceptions" which may allow for limited use of copyrighted materials.

HAZING/HARRASMENT/INTIMIDATION/ BULLYING/MENANCING

The board is committed to providing a positive and productive learning and working environment. Hazing, harassment, intimidation, menacing or bullying by students, staff or third parties is strictly prohibited and shall not be tolerated in the district.

Students whose behavior is found to be in violation of this policy will be subject to discipline, up to and including expulsion. Third parties whose behavior is found to be in violation of this policy shall be subject to appropriate sanctions as determined and imposed by the superintendent or board.

Individuals may also be referred to law enforcement officials.

Bullying Behavior Chart

Physical Bullying Harm to someone's body or property		Emotional Bullying Harm to someone's self-esteem or feeling or safety		Social Bullying Harm to someone's group acceptance	
Verbal	Nonverbal	Verbal	Nonverbal	Verbal	Nonverbal
LEVEL ONE					
<ul style="list-style-type: none"> • Expressing physical superiority • Blaming the victim for the starting the conflict. 	<ul style="list-style-type: none"> • Making threatening gestures • Defacing property • Pushing/ Shoving • Taking small items from others 	<ul style="list-style-type: none"> • Insulting remarks • Calling names • Teasing about possessions, clothes, physical appearance 	<ul style="list-style-type: none"> • Giving dirty looks • Holding nose or other insulting gestures 	<ul style="list-style-type: none"> • Gossiping • Starting or spreading rumors • Teasing publicly about clothes, looks, relationships with boys/girls, etc. 	<ul style="list-style-type: none"> • Ignoring someone and excluding them from a group
LEVEL TWO (some of these behaviors are against the law)					
<ul style="list-style-type: none"> • Threatening physical harm 	<ul style="list-style-type: none"> • Damaging property • Stealing • Starting Fights • Scratching or biting • Pushing, tripping or causing a fall • Assaulting 	<ul style="list-style-type: none"> • Insulting family • Harassing with phone calls • Insulting your size, intelligence, athletic ability, race, color, religion, ethnicity, gender, disability, or sexual orientation 	<ul style="list-style-type: none"> • Defacing school work or other personal property, such as clothing, locker, or books • Saying someone is related to a person considered an enemy of this country 	<ul style="list-style-type: none"> • Ostracizing using notes, instant messaging, e-mail, etc. • Posting slander in public places (such as writing derogatory comments about someone in the school bathroom) 	<ul style="list-style-type: none"> • Playing mean tricks to embarrass someone
LEVEL THREE (Most of these behaviors are against the law)					
<ul style="list-style-type: none"> • Making repeated and/or graphic threats (harassing) • Practicing extortion (such as taking lunch money. • Threatening to keep someone silent: "If you tell it will be a lot worse 	<ul style="list-style-type: none"> • Destroying property • Setting fires • Physical cruelty • Repeatedly acting in a violent, threatening manner • Assaulting with a weapon 	<ul style="list-style-type: none"> • Harassing you because of bias against your race, color, religion, ethnicity, gender, disability, or sexual orientation 	<ul style="list-style-type: none"> • Destroying personal property, such as clothing, books, jewelry • Writing graffiti with bias against your race, color, religion, ethnicity, gender, disability, or sexual orientation 	<ul style="list-style-type: none"> • Enforcing total group exclusion against someone by threatening others if they don't comply 	<ul style="list-style-type: none"> • Arranging public humiliation

5/6 Staff Listing

Office Staff		
Josh Woodward	Principal	jwoodward@usd343.org
Mike Copple	Asst. Principal	mcopple@usd343.org
Beth Hupe	Guidance Counselor	bhupe@usd343.org
Marla Bailey	Administrative Assistant	mbailey@usd343.org
Cindy Langton	Administrative Assistant	clangton@usd343.org

Teaching Staff		
Kitt Carroll	5 th Teacher	kcarroll@usd343.org
Mary Levi-Mehl	5 th Teacher	mlevi@usd343.org
Pat Zimmerman	5 th Teacher	pzimmerman@usd343.org
Debra Case	6 th Teacher	dcase@usd343.org
Amy Weatherford	6 th Teacher	aweatherford@usd343.org
Janet Williams	6 th Teacher	jwilliams@usd343.org
Amy Conklin	School Psychologist	aconklin@usd343.org
Andrea Dennehy	Librarian/Media Specialist	adennehy@usd343.org
Deb Gallagher	Resource Room	dgallagher@usd343.org
Pat Hupfauf	Physical Education	phupfauf@usd343.org
Mike Maloun	Band	mmaloun@usd343.org
Sue Nanninga	Resource Room	snanninga@usd343.org
Alayna Powell	Chorus	apowell@usd343.org
Brandi Turner	Technology Facilitator	btturner@usd343.org