FORSYTH HIGH SCHOOL

2020 – 2021

Student Handbook

FORSYTH R-III SCHOOL DISTRICT

Forsyth High School Student Handbook

© Forsyth R-III School District
178 Panther Dr
Forsyth, MO 65653
Phone 417.546.6383 • Fax 417.546.5987
www.forsythpanthers.org

Revised:
June 10, 2020

Contents

FORWARD 8
Welcome 8
School Vision & Mission 8
School Colors 8
School Mascot 9
A+ Program 9
FHS Faculty Members 10
2020 – 2021 School Calendar 11
Telephone Numbers 12
School Hours 12
Dismissal of School 12
Use of Facilities 12
Parent/Guardian Conferences 13
Fees & Charges 13
Visitors 13
Lockers 13
Hall Passes 13
Absentees 14
Withdrawal from School 14
Leaving School Grounds 14
After School Activities 14
Music Programs 14
Principal's Office 15
School Dances 15
Assemblies 15
Telephone Calls 15
Conduct in Halls 15
Care of School Property 16
Vending Machines 16

Food and Soda in the Classroom 16
Lost and Found 16
Daily Announcements 16
Activity Calendar 16
Student Safety 17
Safety Drill Instructions 17
Automobiles 17
Food Services 17
Health Services & Immunization Policy 18
Communicable Disease Policy 18
Health Standards 19
Medication for Students 19
Health Insurance 20
Teaching about Human Sexuality 20
Library 21
Vocational-Technical School 21
Fund Raising 22
Field Trips 22
Student Records 22
Selective Service Registration 22
Non-Discrimination Policy 22
Student ID Cards 23
Suicide Awareness and Prevention 23
GRADUATION REQUIREMENTS & GUIDANCE 24
Graduation Requirements - Diploma 24
Graduation – Advanced Studies Diploma 25
Modified Graduation Policy 25
Part-Time Attendance 26
Weighted Grades – Dual Credit & A. P. Courses 26
Virtual & Online Learning 27
Dual Credit & Online Learning Considerations 27
Valedictorian & Salutatorian 28

Class Rank 28
Grade Classification 28
Academic Honor Club 28
Grade Point Average 29
Report Cards 29
Progress Reports 29
Honor Roll 29
Exams 30
Guidance Services 30
Changing a Class 30
Scholarships and Financial Aid 30
Testing 31
ATTENDANCE POLICY 32
90% Attendance Incentives 33
DISCIPLINE POLICY 34
Discipline Measures 34
Due Process 35
Code of Student Conduct 35
CONSEQUENCES 35
ABUSE OF VEHICLE OR PARKING REGULATIONS 36
ASSAULT 36
ASSAULT OF STAFF 36
BEING IN OTHER BUILDING/PARKING LOT WITHOUT PERMISSION 36
BULLYING/HARASSMENT/HAZING 36
DISRESPECT 36
DISRUPTIVE BEHAVIOR/REFUSAL TO WORK 37
DISRUPTIVE BEHAVIOR AT ACTIVITIES OR ASSEMBLIES 37
DRESS CODE AND APPEARANCE 37
ELECTRONIC DEVICES & MOBILE PHONES 37
FALSE ALARMS 38
FIGHTING 38
FAILURE TO SERVE 38

FAILURE TO REPORT TO OFFICE 38
INAPPROPRIATE ITEMS 38
INAPPROPRIATE LANGUAGE OR CONVERSATION 38
INSUBORDINATION 38
KNIFE 38
PHYSICAL CONTACT OF STAFF MEMBER 38
PUBLIC DISPLAY OF AFFECTION 38
POSSESSION OR USE OF A CONTROLLED SUBSTANCE 39
SALE OR DISTRIBUTION OF A CONTROLLED SUBSTANCE 39
STEALING 39
TOBACCO & E-CIGARETTES 39
TARDIES 39
TECHNOLOGY MISCONDUCT 39
SKIPPING A CLASS 40
TRUANCY 40
WEAPONS AND WEAPONS THREATS 40
UNAUTHORIZED VIDEO/AUDIO RECORDING OF STUDENT OR SCHOOL PERSONEL 40
VANDALISM 40
SITUATIONS NOT IN STUDENT HANDBOOK 40
COMMUNICATION WITH PARENTS/GUARDIANS 40
DETENTION GUIDELINES 41
IN-SCHOOL SUSPENSION GUIDELINES 41
BUS TRANSPORTATION POLICY 42
EXTRA-CURRICULARS, SPORTS, & PHYSICAL EDUCATION 44
Eligibility 45
Good Conduct Rule 46
Sportsmanship 47
Rules of Good Conduct & Sportsmanship 47
Practice and Game Attendance 47
Injuries – Practice/Games 48
Clubs and Organizations 48
Regulations for Clubs and Organizations 48

Drug Testing 49
Physical Education Class 49
FORSYTH R-III SCHOOL DISTRICT TECHNOLOGY ACCEPTABLE USE POLICY 50
Terms of Forsyth R-III School Laptop Use Agreement 50
File Storage & Back-Up 50
Wireless Internet Access 51
Content Filtering 51
Virus Protection 51
Consequences 52
Discipline Procedures for Technology Infractions 52
PUBLIC NOTICES & FORMS 55
Surrogate Parent Program 56
Annual Notification to Parents & Employees – Part I 56
Annual Notification to Parents & Employees – Part II 57
Public Notice of ADA Requirements 57
Forsyth R-III School District Grievance Procedure for Title VI, Title IX, Section 504 58
Section 504 of the Rehabilitation Act, Parent/Student Rights in Identification, Evaluation and Placement 59
Grievance Form: Compliance Violation, Title VI, Title IX, & Section 504 61
Notification of Rights Under the Protection of Pupil Rights Amendment (PPRA) 62
Permission to Publish Pictures, Video & Audio 64

Section 1

FORWARD

The purpose of this handbook is to provide information necessary for effective planning of the educational program of each student who attends Forsyth High School and should be used as a guide by students, parents, teachers and other staff members responsible for such planning.

The policy making body of Forsyth R-III School District is the Board of Education, whose members are selected by the people. Procedures outlined in this handbook are consistent with the policies adopted by the Board of Education. The Superintendent is responsible for carrying out board policies. The Principal is responsible to the Superintendent for proper operation of the school.

This handbook is written with the belief it will help you make Forsyth the best school you could attend. It must be understood that not all rules, regulations and policies necessary to the effective operation of the school can be included in this handbook.

Welcome

The teachers, school personnel and administrators would like to welcome you to Forsyth High School. It is our hope that you will enjoy this school year and will take advantage of the opportunities that exist here. Forsyth High School has a longstanding tradition of producing graduates who are prepared for all walks of life. We hope you will be proud and conscious of this tradition and strive to meet the same expectations and requirements as prior graduates. We have the reputation of being one of the finest schools in the area. You, the student, have the opportunity to attain an excellent high school education. Remember, this education will only be as valuable as the effort you put into it. It is the *student* that is most influential in deterring the kind of year he/she has.

School Vision & Mission

The vision of FHS is to be the pinnacle school in an elite academic district that produces responsible, conscientious citizens that make a positive impact on their families and society.

It is the mission of FHS faculty and staff to equip students for the next stage in life.

School Colors

Royal Blue and White

School Mascot

Panther

A+ Program

This program provides money to students to help pay for post-secondary training at a Vocational/Technical or Community College provided they meet the following criteria:

1. Attend an A+ designated school for 3 years prior to graduation
2. Fill out the FAFSA
3. 95% overall attendance
4. 2.5 cumulative GPA
5. 50 hours unpaid mentoring/tutoring
6. Maintain good citizenship record
7. Be free of any drug, alcohol, or tobacco violations
8. 18 year-old males must be registered for the selective service
9. Score proficient or advanced on a Math EOC, a qualifying score on the Math component of the ACT, or a qualifying score on the COMPASS test.

Contact Dr. Grant Boyer – Forsyth High School A+ Coordinator – for more information.

FHS Faculty Members

TEACHER	CLASS
Tyler Jones	Alternative School
Stephanie Hensley	Art
Aaron Drake	Band, Music Appreciation, Select Choir
Jeff Walls	Business/Computer Science
Tammy Padgett	FACS
Mallory Richardson	Counselor
Jim Voliva	Health/Physical Ed/Activities Director
Julie Guy	Instructional Coach
Paul Voliva	Alt. School/P.E./ISS
Matt Reding	Language Arts
Catherine Harger	Language Arts
Nicholas Penton	Language Arts
Richard Voliva	Language Arts/Curriculum Director
Jim Millsap	Mathematics
Sarah Bradley	Mathematics
Tim Owens	Mathematics
Karen Smith	Media Service/Librarian
Kris Conley	Physical Education/ISS
Eric Rogers	Physical Education/ISS
Byron Richardson	Physical Education
1st Sgt. Marie Voegel	ROTC
1st Sgt. Chris Lozier	ROTC
Andy Tolivar	Science
Brad Ray	Science
Greg Dougherty	Science
Jared Bailey	Social Studies
Hailee Norwine	Social Studies
Collin Lyerla	Social Studies
Joaly Ray	Spanish
Angela Piatt	Special Services
Mark Woody	Special Services
Lisa Ledbetter	Special Services
Patrick Holt	Vocational Agriculture
Clint Gailey	Vocational Agriculture
Chris Padgett	Principal
Phillip Guy	Assistant Principal

2020 – 2021 School Calendar

Aug-20

M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

Sep-20

M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

Oct-20

M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

Nov-20

M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				

Dec-20

M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

Jan-21

M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

Feb-21

M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26

Mar-21

M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

Apr-21

M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

May-21

M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

Jun-21

M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

First Semester		
TBA	New Teacher Orientation	
August 17,18,19,20	Teacher Professional Development Days	
August 20	Open House	
August 25	Classes Begin for Students	
September 14	Teacher Professional Learning Day	
September 28	Teacher Professional Learning Day	
October 23	**End 1st Quarter (36 Days)**	
October 26	Parent Teacher Conferences A.M.	
October 29	Parent Teacher Conferences P.M.	
November 6	Teacher Professional Learning Day	
November 25-27	Thanksgiving Break	
December 22	**End 1st Semester (70 Days)**	
Dec 23-Jan 1	Christmas Break	
Second Semester		
January 4	Teacher Professional Learning Day	
January 5	Classes Resume	
February 8	Teacher Professional Learning Day	
March 12	**End 3rd Quarter (40 Days)**	
March 15-19	Spring Break	
March 22	Teacher Professional Learning Day	
April 2	No School-Good Friday	
April 12	Teacher Professional Learning Day	
May 27	**End 2nd Semester (80 Days)**	
May 28	Teacher Professional Day	
Quarter Dates		**Full Day Schedule**
October 23		8:00 a.m. - 3:25 p.m
December 22		
March 12		150 Student Days
May 27		7.00 Hours
		1,050 Hours
Key		
Teacher Professional Learning Days (No Students)		
School in Session		
Snow Make Up Days (1/11, 1/25, 2/22, 3/1, 3/8, 4/19, 4/26)		

Note: Calendar is subject to revision by action of the Forsyth R-III Board of Education.

Telephone Numbers

High School Office	(417) 546-6383
High School Fax	(417) 546-5987
Superintendent's Office	(417) 546-6384
Middle School Office	(417) 546-6382
Elementary School Office	(417) 546-6381
Nurse's Office	(417) 546-6381
Transportation Dept.	(417) 546-6606

School Hours

High School Building Opens	7:35am
High School Classes Begin	8:05am
High School Dismisses	3:20pm
High School Building is Locked	4:15pm
High School Office is Closed	4:30pm

**Students should not be on campus/dropped off by parents unless under employee supervision outside of posted school hours.*

Dismissal of School

The Superintendent of Schools may dismiss school due to weather, mechanical failure or other emergencies that may arise. Notice to the public will be made over the following radio stations: KRZK, KOMC, KWTO and KTTS *and* the following television stations: KY3, KOLR and KSPR. A School Reach alert may be sent by phone with school information.

Use of Facilities

Prior arrangements should be made with the Athletic Director for any activities which may require the use of the building after school hours. Arrangements should be made at least one week in advance and the sponsor of the organization or activity is to make the request. Groups outside the school wanting to use school facilities must apply through the Superintendent's Office.

There will be no Sunday use of school facilities for practices unless prior approval is granted by the administration. All practices will be over and the buildings empty no later than 6:30 on Wednesdays. Any activity on Wednesday evening must receive approval from school officials. Facilities may be used by the general public as outlined by school board policy.

Parent/Guardian Conferences

Each teacher has a planning period. Parents/guardians may call the high school office to request a time for a return phone call or conference with a teacher. We would encourage parents/guardians to do so anytime there is a concern.

Fees & Charges

1. Students desiring to construct special projects in courses such as art, home economics, or shop, shall pay for needed materials as they are utilized. All required items constructed by the student in such courses may be purchased from the school for the cost of the materials used.
2. Clubs and organizations not required for academic credit may charge membership dues.
3. Where the student causes the willful or negligent destruction of property, the school district may assess charges to cover the cost of repair or replacement of property.
4. Fines may be imposed in classes, such as art or shop, if items loaned are not returned promptly so other students may use them.
5. The school district may withhold a student's participation in dances, extra-curricular activities, and the graduation ceremony for failure to pay charges assessed by the school.

Visitors

All visitors to the school must report to the high school office upon entering the building or school grounds. Visits for non-school business are not allowed. Parents and Guardians may eat lunch with their student with pre-approval from the high school office.

Lockers

ALL STUDENTS WILL BE PROVIDED WITH A LOCK AT THE BEGINNING OF SCHOOL. Locker assignments are made by the administration. Students are not allowed to trade lockers or locks. **Failure to return your assigned lock at the end of the year will result in a $4.00 replacement fee.**
Lockers will work properly if treated properly. Problems with lockers should be reported as soon as discovered. Students who misuse lockers may lose the privilege of having a locker to use.
Students are encouraged to keep lockers neat in appearance and to keep the doors closed when not in use. Lockers are the property of the school and are subject to inspection and search by school administration without notice.

Hall Passes

No student may leave a classroom unless excused by the teacher. Any student not in class must have a pass. It should not be necessary for a teacher to give students passes to go to their lockers or to the restroom on a frequent basis. Parking lot and Middle School passes can only be obtained from the high school office. ***Students are not to go to the other buildings or the parking lot without a pass issued from the office, except to attend an assigned class.***

Absentees

When a student returns to school following an absence, the student is required to bring a note or have a phone call from a parent/guardian explaining the reason for the absence. If the note is received prior to the absence, a second note is not necessary upon return to school. The student absence will be verified in the computer and marked with a V. The student will be allowed to make up work missed during the absence. Students will have one day to make up work for each day they were absent. This does not affect the due date of previously assigned work or tests.
Students who fail to present a written excuse from a parent/guardian may not be granted credit for make-up work.

Withdrawal from School

Students withdrawing from school must obtain a withdrawal form from the high school office. All school property will be returned to the appropriate school authorities and all outstanding fees or bills will be paid. Parents are expected to accompany the student to school at the time of withdrawal.

Leaving School Grounds

Once a student arrives on school grounds they are considered at school. A student must never leave school before the regular dismissal time without permission from the administration. When a student needs to leave school early, they must present a parental permission note before their first class so the note can be verified if necessary. Students may also have a parent/guardian call the school to leave school early. The parent/guardian will be asked a security question prior to the release of the student. Students must sign out in the office prior to leaving. Students may not return to school that day unless a parent/guardian accompanies the student to the office to sign the student back into school. **Students leaving without permission will be considered truant and will be disciplined according to policy.**

After School Activities

Students attending ball games or other activities are expected to support their peers in the activity in a display of good sportsmanship. Students who cannot behave appropriately at after school activities will not be allowed to attend further activities. Students must attend four (4) full class periods the day of the activity in order to attend or participate unless prior permission has been granted by administration. Students who cannot behave appropriately at after school activities or owe fines/fees to the school may not be permitted to attend after school activities, including Homecoming and Prom.

Music Programs

The music department prepares for and presents several programs throughout the year. These are held at night and are open to the public. In addition, the band and Select Choir perform at various functions and in parades in Forsyth and nearby communities.

Principal's Office

A student should never ask to go to the office during class unless ill or called for by the office personnel. In addition, a student should not come to the office between hours unless an urgent matter arises. Students are expected to maintain an attitude of business and quiet whenever they are in the office.

School Dances

All school dances must be approved in advance and placed on the school calendar. They shall be supervised by at least 3 staff members. Most dances are open to Forsyth High School students only. Guests may attend some dances when invited by a FHS student and upon approval by the school. **Elementary and Middle Schools students are not allowed at FHS dances.** Homecoming and Courtwarming King and Queen are not eligible to become Prom King and Queen Candidates during the same school year.

Assemblies

Assemblies are an important part of our school program. The faculty, administration and student organizations will schedule a variety of programs. An attempt will be made to make the programs both enjoyable and educational. Admission may be charged for some assemblies and students will be notified in advance when this is to be the case. One of the educational values of assemblies is training in good audience behavior. It is each student's responsibility to be respectful, courteous and attentive at all times.

Telephone Calls

THE PHONES IN THE OFFICE ARE FOR SCHOOL PERSONNEL USE ONLY. Unless it is an emergency, students will not be called out of class to answer the phone. However, messages will be taken and relayed to the student toward the end of the school day. Students who need to contact parents during the school day may do so in the office on their personal cell phones upon administration approval.

Conduct in Halls

The halls are very crowded between classes as well as before and after school. Therefore, it is necessary to observe certain rules so disruptions, confusion or other problems are kept to a minimum. Students are to be courteous to others in the hall. Students are to avoid running, shouting, whistling, slamming lockers and other forms of unnecessary loudness at all times. Do not loiter at lockers or stand in groups blocking the hallways. Please make an effort to keep the halls clean by placing waste paper and other refuse in trash cans.

Care of School Property

It is the responsibility of each student to see that school property is kept in good condition. Vandalism of any sort will not be tolerated. Students will be held responsible for the proper care of all laptops, books, supplies, apparatus and furniture provided by the Board of Education. Pupils who deface or mar school property will be required to pay all damages and will be subject to disciplinary action. Please also refer to the Parent/Student Laptop Handbook for specific guidelines regarding the use of school issued laptops.

Vending Machines

Pop or juices may only be purchased before school, at lunch and after school. The machines will be turned off during the day. Open cans of pop, juice, and milk are not to be kept in lockers. Students are not allowed to purchase items from the teachers' lounge vending machines.

Food and Soda in the Classroom

With the exception of special occasions (class celebrations or other non-instructional events), no food or drink will be permitted in the classroom. **Bottled water will be permitted**, but should not be left open and kept away from laptops.

Lost and Found

A Lost & Found is maintained through the principal's office. Students who either lose or find items should report this to the office. Loss of property may be minimized by locking items in lockers, placing the owner's name on every article, and by not leaving personal items unattended.

Daily Announcements

A daily bulletin with items of student and teacher interest will be sent to students and staff members via email each afternoon.

Activity Calendar

An official school calendar is kept in the principal's office. To eliminate conflicts and confusion, teachers, sponsors and students are to schedule events with the office as early as possible. All dates and activities must be coordinated with the Activities Director and approved by the principal before they will be entered on the calendar.

Student Safety

On rare occasions students are needlessly hurt during the school year. In most instances, injury could be avoided if students would be more cautious and simply think before acting. To minimize the possibility of injury, students are expected to obey the following rules:

1. Report accidents promptly and accurately to the principal.
2. Inform someone in authority of unsafe practices in the building, school grounds and/or streets.
3. Help keep the school building clean and hazard free.
4. Remain calm and follow the directions of the principal and school personnel during safety drills and other emergencies.
5. Students participating in agriculture and lab classes are required to wear safety glasses or goggles and must follow the safety rules set for each class.

Safety Drill Instructions

A CRISIS RESPONSE GUIDE is posted in every classroom. Teachers and students will respond appropriately to the situations described in the guide through a series of safety drills conducted during the school year. Students are to follow the instructions of school personnel during all crisis responses. Crisis response includes evacuation, severe weather, and lockdown.

Automobiles

Students driving to school must park on school grounds. Permits are required for designated areas. Upon entering school grounds, students are to park their vehicle in the designated area until school is out. No student will be allowed to enter or move a vehicle during the school day unless granted permission by a high school administrator.

Students are expected to operate their vehicles in a safe manner at all times while on school property. Any infraction of the rules related to operating a motor vehicle on school grounds will result in temporary or permanent loss of driving privileges on school property.

If there is sufficient reason to believe a vehicle contains drugs, alcoholic beverages or other items which may be disruptive to the educational process or destructive to the school facility, the driver shall be asked to open the car and show school authorities that none are in the vehicle. Vehicles should not be left unattended overnight in the parking lot. The school is in no way responsible for vandalism of student vehicles.

Food Services

The cafeteria is maintained for the convenience of the students of FHS. A nutritious breakfast and lunch is available daily. Additional milks and second lunches are available for purchase by all students.

STUDENTS ARE NOT ALLOWED TO LEAVE THE SCHOOL GROUNDS DURING LUNCH.

Students are expected to maintain proper conduct in the cafeteria. Running, pushing, crowding will not be allowed. Noise should be kept to a minimum so as not to disturb classes that are in session. Students who pay **full price or reduced price for their lunch** should maintain a positive balance in their lunch account. Students who exceed a **$5 deficit in their lunch account** will not be allowed

to purchase a regular lunch. Students on the **free lunch program** will receive a regular lunch at no cost. However, free lunch students may not purchase ala carte items or another lunch without money in their account.

1. Each student will be issued an ID card and number. The ID number is to be used by one student only. **Students must present their ID card/number when purchasing their meal. Students who persist in going through the lunch line without knowing their number will be denied service and/or disciplined.**
2. If a student has a deficit in their lunch account they should make a deposit into their account immediately. Deposits must be at least $5. There will be a 24 hour processing period for funds deposited into your account. A **courtesy meal** will be served to any student who exceeds the $5.00 lunch deficit.
3. Any student who exceeds a $5.00 account deficit will not be allowed to purchase a regular meal or ala carte item. These items will be taken away until the student deposits money in their account. **It is the student's responsibility to keep track of their lunch account balance.**
4. A student may not purchase a lunch for another student.
5. Students are not allowed to eat in the elementary cafeteria.
6. Unless meals are provided at no charge, the district expects students to pay for meals prior to or at the time of receipt. The ability to charge is a privilege, not a right, and is subject to the limitations established in Policy EF-AP1. Please refer to the district's website and School Board Policy EF-AP1 on charging meals.
7. The Board recognizes the relationship between student well-being and student achievement as well as the importance of a comprehensive district wellness program. The district will provide developmentally appropriate and sequential nutrition and physical education as well as opportunities for physical activity. For more information on the district's nutrition standards see School Board Policy EF-AP1.

Health Services & Immunization Policy

If a student becomes ill during the school day or requires first aid, the student is to be sent to the office. *UNDER NO CIRCUMSTANCE SHOULD A STUDENT GO DIRECTLY FROM CLASS TO THE NURSE.* Aspirin, Tylenol, etc., is **NOT** available either in the office or from the nurse. Should a student become seriously ill and need to be sent home or to a hospital, parents will be notified. Each student must have an emergency telephone number on file with the nurse. All students must have permission from the office **BEFORE** going home for illness.

If the school district provides information on immunizations, infectious diseases, medications, or other school health issues the information will be identical to that produced by the Centers for Disease Control and Prevention. This includes information about influenza and influenza vaccinations.

The school nurse is responsible for maintenance of health records, including immunizations for each student.

Student immunizations must be up to date and current or they will NOT be allowed to attend school.

Communicable Disease Policy

A student shall not be permitted to attend classes or other school sponsored activities if the student is known to be afflicted with, or liable to transmit, any contagious or infectious disease unless the Board of Education, or its designee, has determined based on medical evidence that:

1. Student is no longer infected or liable to transmit the disease, or
2. The student is afflicted with a chronic infections disease which poses little risk of transmission in the school environment with reasonable precautions.

Any student permitted to attend school with a chronic infectious disease must do so under specified conditions. Failure to adhere to the conditions will result in the student being excluded from school. Any student determined to have a chronic infectious disease and who is not permitted to attend school will be provided instruction in an alternative educational setting in accordance with district policy.

Students with a contagious or infectious disease, and their families, have a right to privacy and a need for confidentiality. Only staff members, who have a medical reason to know the identity and condition of such students, will be informed. Willful or negligent disclosure of confidential information about a student's medical condition by staff members will be the cause for disciplinary action.

The district will implement the "Reporting Disease Outbreak Control Measures" in accordance with 19 CSR 20-20.010 through 20-20.060 and 20-28.010.

Health Standards

The school nurse, with the consent of the principal, may require a pupil suspected of having a disease or of being able to transmit a disease to be excluded from school according to school policy for prevention and control of communicable diseases. These students may also be required to be examined by a physician and to provide a written statement of health before returning to school. Any pupil not complying may be excluded from school. Children who become ill at school should be taken to the health office and a decision will be made there as to calling a parent, doctor, etc.

Medication for Students

The diagnosis and treatment of an illness and the prescribing of medication are never the responsibility of a school, and should not be practiced by school personnel. It is the expectation of the district that all prescribed medications are administered by the student's parent at home. The district acknowledges, however, that some students may require prescribed medication during the school day. In these cases, medications will be administered according to the law and school administrative procedures which are listed below.

1. Medications must be prescribed by a person licensed by a state regulatory board or otherwise to prescribe medications by state law.
2. The prescription must be in the original container with the directions for administration at school on the container. The district will not administer the first dose of any medication. Medication authorization forms must be completed and signed by the parent. This form must be renewed if there is a change to medication type, dosage, or frequency and at the beginning of each school year.

3. The school nurse (or any other staff member) may not be verbally directed by a parent to administer medication to a student. This includes over-the-counter medications such as Tylenol or Ibuprofen.
4. Over-the-counter medications can be administered at the school if there is written permission from the parent or guardian. This form is available in the nurse's office. Parents must supply medication and bring it to school on the original packaging.
5. **Medications (over-the-counter or prescription) cannot be transported on the bus.**
6. **Students are not allowed to dispense any medication (prescription or over-the-counter) to his/her self or to others at any time.** Please note that insulin dependent diabetics may self-administer with the nurse's supervision.
7. The school nurse may offer the following remedies to your child: peppermint candy (soft, quick dissolve used for younger children), Chloraseptic throat spray, menthol cough drops, triple antibiotic ointment, saline eye wash, Calamine lotion, Aloe Vera lotion, bandage adhesives, hydrogen peroxide, topical lidocaine burn gel, muscle rub, TUMS antacid chewables, Orajel/Anbesol (benzocaine) and Carmex/Blistex lip ointment. If your child is allergic to any of these products or if you would like a specific product to be withheld from your child, please submit a letter addressed to the school nurse listing the remedies listed in #7 to be withheld from your student.
8. The district does not permit the possession or administration of marijuana or marijuana-infused products, including CBD oil, for medicinal purposes on district property or at district events since these products are prohibited under federal law. Additional information about this policy can be found here

Health Insurance

Supplemental insurance is available on a voluntary basis for each student in school. This insurance provides for coverage of injury while at school-sponsored events. Students are not covered under the insurance if they drive or ride with someone to and from school. They must be on the school bus to be covered. All students participating in athletics must be covered by insurance. If a student does not purchase school insurance, a statement from a parent or guardian will be needed to show proof of insurance. In addition, it is STRONGLY recommended that students enrolled in the following classes be covered by some type of insurance:

1. Vo-Tech
2. Agriculture
3. JROTC
4. Physical Ed.

Teaching about Human Sexuality

The Board of Education recognizes that parents/guardians are the primary source of sexuality education for their children. The Board also recognizes that effective sexuality education, taught in

concert with parents/guardians, helps students avoid risks to their health and academic success and prepares them to make informed decisions as adults. Therefore, in accordance with law, the district will notify the parents/guardians of each student enrolled in the district of the basic content of the district's human sexuality instruction that will be provided to their student. The district will also notify parents/guardians of their right to remove their student from any part of the district's human sexuality instruction. The district will make all curriculum materials used in the district's human sexuality instruction available for public inspection as a public record prior to the use of such materials in actual instruction.
Instruction in human sexuality must be appropriate to the age of the students receiving such instruction. Students may be separated by gender for human sexuality instruction.
As required by state law, any course materials and instruction relating to human sexuality and sexually transmitted diseases shall be medically and factually accurate. (FORSYTH R-III Board Policy Manual, File: IGAEB)

Library

The FHS library exists to provide students and faculty with access to information from a variety of sources and to encourage personal development through reading. A wide variety of print, electronic media, and equipment is available for student and faculty use. A library supervisor is available to help students with the collection, organization, and presentation of information through audio, video, and printed formats.

The library adheres to guidelines established by the American Library Association and the Missouri Department of Secondary Education with regard to recommended policies and procedures. Specific information about hours of operation, borrowing policies, how to check due dates, fines, and request materials online is available through the high school library webpages.

The library is open from 7:35 a.m. to 3:35 p.m. every day during the normal school year. Students are welcome to use the library after hours by appointment.

Vocational-Technical School

Juniors and seniors in high school wishing to attend Gibson Vo-Tech in Reeds Spring may do so if they meet the qualifications established by both Forsyth and Vo-Tech Administrative personnel. Application should be made with the High School Counselor so as to allow the Counselor to submit a student count and class choices to the Vo-Tech School.
The following classes are available:

Auto Collision Technology	Welding Technology
Automotive Technology I, II	Printing & Graphic Design
Emergency Medical Technician	Computer Technology I & II
Industrial Maintenance	Culinary Arts
Construction Technology	Health Technology
Marine Technology	

Forsyth School will provide transportation to and from Vo-Tech; the bus leaves at 7:55 a.m. and returns approximately 12:00 p.m.

Students attending Vo-Tech are being offered some very special opportunities. In order to take advantage of these opportunities, students are required to: be in REGULAR ATTENDANCE, adhere to all school rules and regulations while at Vo-Tech as well as at FHS, and maintain a passing grade in all classes taken.

Fund Raising

Any fund raising promotions by classes, organizations or individuals must have prior approval from the administration.

Field Trips

Educationally related field trips will be permitted when approved in advance by school administration. Students will observe all school policies when on field trips of any kind. Students who have at least one "F" in another course will not be permitted to attend the field trip. Competitions and performances are not considered field trips.

Student Records

Parents and students who are 18 or older shall have access to their student educational records. Student information termed "directory information" may be released unless the school is directed by the parents/guardian not to release such information. This information will include: Name, address, telephone number, date and place of birth, attendance, and grade level.

Selective Service Registration

Federal Law requires all males to register with the Selective Service when they reach the age of 18 years. This is required for students to be eligible for federal student loans, job training benefits and federal employment. The Forsyth School District is required to provide military recruiters and institutions of higher education the names, addresses and telephone numbers of students unless the parents/guardians or 18 year-old student submits a written request not to release the information without prior written consent.

Non-Discrimination Policy

The Forsyth Board of Education has adopted the following policy regarding nondiscrimination:

Forsyth R-III School District does not discriminate on the basis of race, color, national origin, gender, age or disability. This policy pertains to admission/access to, or treatment/employment in its programs and activities. This notice is made to: Applicants for Admission and Employment, Students, Parents, Elementary and Secondary Students, employees, Sources of Referral of Applicants for Admission and Employment and Union or Professional Organizations holding collective bargaining or professional agreements.

Any person having inquiries concerning compliance with the regulations implementing Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, and Section 504 of the Rehabilitation Act of 1973, is directed to contact: Superintendent of Schools, P.O. Box 187, Forsyth, MO 65653. Interested persons may also contact the Assistant Secretary for Civil Rights, U.S. Dept. of Education: 330 "C" St., Washington DC 20202-1242.

Student ID Cards

All students will be issued a student ID card from Lifetouch after school pictures have been taken. These cards can be used for free admission to home athletic events (when possible) as well as student lunch cards. Lost cards can be replaced by the office for a $3 fee.

Suicide Awareness and Prevention

Suicide is a leading cause of death among youths in Missouri and is a public health concern impacting all Missouri citizens. The Forsyth R-III School District is committed to maintaining a safe environment to protect the health, safety and welfare of students. The district has established a Crisis Response Team (CRT) that will be responsible for the implementation of the district's response plan. If a student is having a suicide crisis, immediately report the situation to the school counselor and/or administration. National Suicide Prevention Lifeline (800-273-8255).

Section 2

GRADUATION REQUIREMENTS & GUIDANCE

Forsyth R-III School will offer two diplomas to graduating seniors. The DIPLOMA will require students to accumulate 25 units of credit. The requirements for the DIPLOMA are listed in this section.

FHS offers an ADVANCED STUDIES DIPLOMA to those students completing the prescribed course of study. It is highly recommended that students desiring to attend a four-year college leading to a Bachelor's Degree complete the requirements leading to the ADVANCED STUDIES DIPLOMA. The course of study for the ADVANCED STUDIES DIPLOMA is also given in this section.

IN ORDER FOR STUDENTS TO PARTICIPATE IN THE GRADUATION CEREMONY, ALL REQUIREMENTS MUST BE MET *PRIOR TO THE CEREMONY.*

Graduation Requirements - Diploma

Credits possible in 4 years: 28 Credits to Graduate: 25

1. Seven (7) credits would be possible each year. Twenty-eight (28) in four years.
2. All students shall successfully complete:
    a. 4 credits of English, including English I & II
    b. 3 credits of Social Studies, including 1 credit of American History, 1 credit of Government, and .5 credit of World History or Geography
    c. 3 credits of Science
    d. 3 credits of Mathematics
    e. 1 credit of a Fine Art
    f. 1 credit of a Practical Art
    g. 1 credit of Physical Education
    h. .5 credit of Health
    i. .5 credit of Personal Finance
    j. Remaining credits will be electives
3. All students must pass examinations on the Constitution of the United States and Missouri.
4. All students must pass an exam or exams on the principles of American civics.
5. Students will have one elective credit waived for each year of attendance at Vo-Tech.

Graduation – Advanced Studies Diploma

Credits possible in 4 years: 28 Credits to Graduate: 28

1. Seven (7) credits would be possible each year. Twenty-eight (28) in four years (7.5 units for some students).
2. All students shall successfully complete:
    a. 4 credits of English, including English I & II.
    b. 3 credits of Mathematics, Algebra and beyond (4 units are strongly recommended).
    c. 3 credits of Science, including Physical Science and Biology I, 1 unit of Biology II, Chemistry I, or Physics.
    d. 3 credits of Social Studies, including 1 credit of American History, 1 credit of Government, and .5 credit of World History.
    e. 2 credits of Foreign Language (same language).
    f. 1 credit of a Fine Art.
    g. 1 credit of a Practical Art.
    h. 1 credit of Physical Education.
    i. .5 credit of Health.
    j. .5 credit of Personal Finance.
    k. Remaining credit will be electives
    l. 2 credit of advanced electives from English, Math, Science, Social Studies or Foreign Language.
3. Maintain a 3.0 or higher GPA in Math, Science, Social Studies and English.
4. It is strongly recommended that candidates for the Advanced Studies Diploma take the ACT at least twice prior to graduating.
5. Pass examinations on the Constitution of the United States and Missouri.
6. All students must pass an exam or exams on the principles of American civics.
7. Students will have one elective credit waived for each year of attendance at Vo-Tech.

Modified Graduation Policy

Eight full-day semesters of attendance are required by the Forsyth R-III School District for graduation. However, this requirement may be reduced to seven semesters with approval of the R-III Board of Education. The Modified Graduation Policy requires students to have seven successful semesters of attendance, and meet all other graduation requirements. In addition, the student must have an appropriately planned educational experience with one of the following:

a. A college or university.
b. A vocational-technical school.
c. Employment offering vocational, on-the-job training.

Students applying for modified graduation must meet the following guidelines:

1. Students must file an application with the principal, which shall include the following items:
    a. A statement of intent signed by student and parent/guardian.
    b. A statement indicating the student will meet all graduation requirements by the end of the seventh semester.
    c. Verification of enrollment in a college, university, junior college or trade school, or
    d. Verification from employer offering vocational training.
    e. A request for Board of Education approval of the application.

2. The student is responsible for supplying all appropriate information in the letter of application.
3. **The student and parents understand that modified graduation waives inclusion in class rank and class honors.**

The Board of Education will make the final decision on all applications for Modified Graduation and reserves the right to review cases in which extreme hardship or unusual circumstances exist.

Part-Time Attendance

The ultimate goal of any high school student should be the attainment of a diploma. FHS is organized to provide all high school students a full four year program with many and varied opportunities to meet the needs of each student. Occasionally, circumstances dictate the need for part-time enrollment. Students wishing to attend part-time should take care to plan an individual program that will lead to the completion of courses required to earn a diploma. Requests for part-time attendance will be considered for the following reasons:

1. Students needing to work due to family finances.
2. Students wanting to attend a nearby college/university.
3. Students working for an employer or vocational training as part of a planned educational experience.

All requests for part-time attendance must meet the following guidelines:

1. Requests are to be made prior to the start of the semester in which the part-time attendance will occur.
2. A letter of application must be filed with the principal, including a statement of intent signed by the student and parent/guardian.
3. An application filed with the appropriate educational institution, or a statement from the business or employer providing the on-the-job training.
4. Student must have reached the junior status. Part-time status will not be granted to any junior or senior not on schedule to graduate at the end of their senior year. Students must maintain passing grades in all classes in which enrolled.
5. Students who attend part-time and attend less than 6 credit classes <u>will not</u> be eligible for MSHSAA sanctioned activities.
6. Schedules will not be broken up. For example, students may not attend first period, leave for the next period and return for the following period, etc.
7. Students attending less than full time will not be included in class rank, honor roll and Academic Honor Club.

Weighted Grades – Dual Credit & A. P. Courses

Honor points are awarded based on semester grades at the end of 1st and 2nd semesters. Grade point averages are based on a four-point scale. One honor point for each class will be added to the total grade point for a student who earns a C or better in a weighted course. Dual credit and advanced placement courses will be eligible to be weighted provided the course is deemed sufficiently rigorous and with administrative approval. Dual credit and advanced placement credits transferred from other high schools will be evaluated on a case-by-case basis.

Virtual & Online Learning

The district offers additional courses through district-sponsored virtual course providers. Students may apply to enroll in a virtual course at the school district's expense (FHS does not pay for dual credit courses) provided the following conditions are met:

- The student must have been enrolled in FHS the prior semester.
- The virtual course meets FHS's graduation requirements.
- The virtual course is not identical to a course currently offered at Forsyth High School.
- The virtual course does not cause the student to exceed the 7 course/day limit.

If the aforementioned conditions are met the student may apply for a virtual course. A committee will meet to decide if the course is considered to be in the best educational interest of that student.

Additional Virtual Course Considerations.

- All virtual students must remain on campus for all of their virtual classes unless leaving campus can be shown is in the "best educational interest of the student".
- Virtual dual credit and advanced placement classes will be considered for weighted grades.
- At the conclusion of each semester, the Principal and virtual course enrollment committee will review the success of each virtual student for future admittance into the virtual learning program.

Dual Credit & Online Learning Considerations

Today's technology has afforded our children more educational opportunities than any generation prior. Our students are able to earn several college credit-hours, or enroll in additional online course offerings. These classes are taught online with limited assistance and minor oversight from FHS staff or faculty. Students and their parents/guardians should be aware that when a student chooses to enroll in an online course provided by a third party college, university, or virtual educational provider FHS faculty and staff are not always aware of the student's grade or progress while taking these courses. As a result, there is considerably more responsibility placed on the student and their parents/guardians to ensure the student is adequately prepared for the rigor and pace of the course. Parents/guardians and their child should also be aware that colleges/universities and virtual education providers often have different drop dates and academic penalties than Forsyth High School. For example, when a student enrolls in a dual credit course they are dually enrolled to earn both high school and college credit. A student may be able to drop an online course late in the semester with no academic penalty from the virtual learning provider; however, the student will earn an "F" on their transcript if the course is dropped after Forsyth's drop date. FHS policy allows students 3 days from the beginning of the semester to change classes without an academic penalty. For this reason, students should not take enrollment in these courses lightly. Any student considering an online or dual credit course needs to ensure they are adequately prepared for the rigor and pacing of the online course they are considering before enrolling. See Changing a Class for additional details.

Valedictorian & Salutatorian

The valedictorian and salutatorian of a graduating class must have completed at least two of the four years at Forsyth High School. To be eligible for the valedictorian or salutatorian at Forsyth High School a student must meet the requirements for the Advanced Studies Diploma.

Class Rank

The class rank of Forsyth High School graduates is determined on the basis of average grade point in all courses taken for credit during grades 9 through 12. Grade point will be figured on a four point system.
Students entering from another public accredited school must attend Forsyth two full semesters in order to be ranked in the class. Students entering Forsyth from other than a public accredited school must attend four full semesters to be ranked in the class. **Students attending part-time or graduating at seventh semester will not be included in the class rank.**

Grade Classification

Student grade level is determined by the number of years completed at the high school level beginning with grade nine.

Academic Honor Club

This award is designed to reward those students who have excelled in the academic area. In order to receive an Academic Honor, the following requirements must be met:

1. Students must be in attendance full-time.
2. Students must earn a 3.0 or higher grade point average the first semester and 3.0 GPA at progress report 6 of the second semester.
3. Any student who transfers to Forsyth must attend our school a full year to be eligible for a certificate. In addition, they must have earned a minimum grade point average of 3.0 at their previous school and maintain at least a 3.0 grade point average the first semester at FHS.
4. Academic Honor Club Members will be recognized each spring at an awards ceremony. Each student will be presented with an Academic Honor Club Certificate and the honor noted on their Official Transcript.

Grade Point Average

Grade point average (GPA) is an accumulative numerical average of all semester grades earned during high school. The point values are assigned as follows:

	Non-Weighted	Weighted	
A	**4.0**	**5.0**	**A**
B	**3.0**	**4.0**	**B**
C	**2.0**	**3.0**	**C**
D	**1.0**	**1.0**	**D**
F	**0**	**0**	**F**

Report Cards

Report cards showing student grades are issued at the end of each semester with one card being issued for all subjects. Progress reports will be sent periodically throughout the semester and neither needs to be returned to the school. The grading system is based on the following percentage scale:

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

Incomplete grades may be given. All course work is to be completed by the deadline set by the instructor.

Progress Reports

Parents may view the progress of their student on the SIS system by signing up in the office with an email address. Progress reports will be sent home about every three weeks during the semester. Parents are encouraged to communicate with the educational staff.

Honor Roll

A Principal's Honor Roll of all students earning a straight 4.0 GPA or better will be published at the conclusion of each semester.
In addition, at the conclusion of each semester, an Honor Roll of students earning a 3.01-3.99 will be published.
Weighted courses will factor into Honor Rolls.

Exams

Final exams will be given at the end of each semester in every class. Final exams in college prep classes will be comprehensive. Mid-term exams will be given at the discretion of each teacher.

Guidance Services

The Forsyth R-III School District offers guidance services with the hope we may provide each student with individual guidance and counseling.
All students will have the opportunity to meet with the counselor and discuss future educational and occupational plans. We urge you to take advantage of this opportunity.

Changing a Class

All students are to be enrolled in 7 classes for credit. Students wishing to change a class are to do so during the first 3 school days of the semester. A student must fill out a Class Change Request Form including their parents and teacher's signatures before the counselor will consider the request. If a student chooses to drop a class after the announced deadline the student will receive an "F" for that class. The student may then be admitted to another class if available, but will be responsible for making up all work since the beginning of the grading period. A dropped class will result in an "F" grade and become part of their official records. The dropped grade will also be used to calculate G.P.A. and class rank.
If the instructor, administration, counselor, student and parents reach a consensus that it is in the student's best educational interest to change classes, he/she may do so without being penalized if another class may be scheduled.

Scholarships and Financial Aid

Many scholarships are available each year to graduating seniors. These vary in monetary amounts, qualifications and application deadlines. ***COMPLETION OF THE APPLICATION PROCESS IS THE RESPONSIBILITY OF THE STUDENT.***

Information about scholarships or other financial aid is available in the Counselor's office and is included in the daily announcements. Students interested in obtaining financial aid should plan their high school course program to make them competitive. Students must assume the responsibility for being aware of the information available. The Counselor is here to assist the parents and students and they should take advantage of that help.

Testing

The ACT, SAT, PSAT, PLAN and ASVAB will be given on the dates listed below and are voluntary:
NOTE: THE OCTOBER ANDAPRIL **ACT** WILL BE ADMINISTERED AT FHS.

The ACT registration and test dates are as follows:

REGISTRATION DEADLINE	TEST DATE
August 14, 2020	September 12, 2020
September 18, 2020	October 24, 2020
November 6, 2020	December 12, 2020
January 8, 2021	February 6, 2021
March 12, 2021	April 17, 2021
May 7, 2021	June 12, 2021
June 18, 2021	July 17, 2021

The SAT registration and test dates are as follows:

REGISTRATION DEADLINE	TEST DATE
July 31, 2020	August 29, 2020
August 26, 2020	September 26, 2020
September 4, 2020	October 3, 2020
October 7, 2020	November 7, 2020
November 5, 2020	December 5, 2020
February 12, 2021	March 13, 2021
April 8, 2021	May 8, 2021
May 6, 2021	June 5, 2021

The **PSAT, PLAN, and ASVAB** will be administered during October or November.

End-of-course (EOC) assessments will be administered in accordance with law and the rules of the Department of Elementary and Secondary Education (DESE). In courses where EOC assessments are given, the superintendent will determine what percent of the course grade will be decided by performance on EOC assessments.
If a student is taking a course that requires an EOC assessment and is failing the course or for some other reason may be required to retake the course, the district may choose to delay administration of the EOC assessment until the student has completed the course the second time. A team consisting of the course instructor, the principal and a counselor will determine when delayed administration of an EOC assessment is appropriate. In the case of a student with an Individualized Education Program (IEP), the IEP team will make the determination.

Section 3

ATTENDANCE POLICY

Missouri Law requires every parent or guardian, having control or custody of a child between the ages of 7 and 17, to cause said Forsyth R-III School child to attend a school not less than the entire school term of the school which the child attends. Any parent or guardian who violates the provisions of Sections 167.031 to 167.051 RSMO is guilty of a misdemeanor. Parents who do not abide by the compulsory attendance law will be referred to local authorities.

There is a direct correlation between regular attendance and academic achievement. It is expected that each student will attend classes every day. Only through regular class attendance and a commitment to personal and educational growth can students achieve optimum benefits.
This attendance policy is not intended to penalize students who have an occasional illness or who miss infrequently for approved reasons. It does, however, emphasize that students are responsible for their attendance. Because a parent excuses an absence, does *not* mean the school will excuse it. Any student who ***misses more than 5 periods of class per semester will be in jeopardy of losing credit*** in that class. In the high school, a student with excessive absences (more than five) would miss almost 300 minutes of instruction. That amount of missed instruction is substantial and would significantly compromise a student's comprehension of the subject matter. The office must be notified by parental note or telephone call when a student is absent or they can be considered truant or "skipping school".

Exceptions to Five (5) Day Limit

The following absences may be subtracted from the 5-day limit.

1. Written verification (must include date of visit and signature) by physician or dentist that the student was under their care and excused from school.
2. A family emergency such as a death or an immediate family member was hospitalized. No more than 1 day will be allowed without administrative approval.
3. Required attendance at a legal proceeding, written verification (this must include date of proceeding and signature) from a judge or court officer will meet exemption.

Attendance Recovery School

Attendance Recovery School is from 8:00 a.m. to 12 noon on scheduled Saturdays. If credit is lost, the student will be required to attend Attendance Recovery School, tutoring (before or after school by appointment), or Summer School. One (1) hour of Attendance Recovery School, approved before or after school tutoring, or Summer School session is required for each class hour lost. A

student who loses credit due to attendance will receive an "I" for incomplete on the report card. The "I" will remain until the seat time has been recovered.
Students missing 6 consecutive days without contact with the school will be dropped for non-attendance. Furthermore, a student dropped for non-attendance will not be allowed to re-enroll until the start of the next semester. Students must enroll in the first 6 days of the semester unless they are a transfer from another school. Transfer-in students must enroll within 6 days of leaving their previous school.

90% Attendance Incentives

Attending extra-curricular activities is a privilege not a right. With this in mind, Forsyth High School has developed an attendance incentive program for Prom, Homecoming, and Court Warming. In order for a student to attend each event, they must maintain a minimum 90% attendance for the defined attendance segment prior to each event.
Each incentive including its corresponding attendance segment will be clearly defined and communicated to students and parents.

- **This policy exists separately from the academic attendance policy previously stated.**
- **Any student with incomplete grades as a result of an attendance deficiency from prior semesters will not be allowed to attend a school dance until those hours are made up.**

Section 4

DISCIPLINE POLICY

One of the most important lessons education should teach is discipline. While it does not appear on the schedule as a typical subject, it underlies the entire educational process and structure. Discipline is an attribute that develops self-control, character, organization and orderliness. It is the key to proper conduct and relationships, not only with you, but with others.

The responsibility of proper conduct lies with each individual student, not the teacher, principal or parents. Individual decisions are made, and if wrong, responsibility for that action must be accepted. It is hoped this policy will serve as a guide for those who are unsure of proper behavior and will be an aid to improvement of the overall school climate.

Discipline Measures

1. **DETENTION:** Detention may be served from 7:15 a.m. to 8:00 a.m. or at 3:30 p.m. to 4:15 p.m. The exact date and time will be assigned at the discretion of the administration. The student will follow all detention guidelines as approved by the District. Changes in assigned detentions can be made only by the parent/guardian with a note or telephone call prior to the scheduled detention.

2. **IN-SCHOOL SUSPENSION (ISS):** The student is under the supervision of a teacher the entire day and isolated from the normal school routine. Work completed while in ISS may be made up for credit. Inappropriate behavior while in ISS may result in out-of-school suspension. The suspension will end at midnight of the last day assigned.

3. **OUT-OF-SCHOOL SUSPENSION (OSS):** The student is to remain out-of-school and not within 1000 feet of campus day and night while suspended unless given permission from the H.S. Office. Student may not attend any school activities, home or away, or any practices, while suspended. Student will be permitted to complete work during the suspension, either electronically or in hard copy form. Assignment due dates are the same for OSS students. The student is responsible for obtaining and completing all classroom assignments and tests. Assignments turned in on time will count for full credit. The suspension will end at midnight of the last day assigned. OSS days will count only when school is in session. **Time served in OSS is NOT an exception to the Five Day Attendance Limit.**

The use of the aforementioned disciplinary measures does not preclude normal classroom management procedures. The following policy is a guide to be used for consistency and fair treatment of all students. Situations that disrupt the educational process, involve the safety of self or others, or are extremely severe in nature, may warrant increased disciplinary measures at the discretion of the administration.

Penalties are meant to be progressive in severity and eventually result in long-term suspension or expulsion from school if the behavior is repeated. Violations by the same student, in different discipline situations, may be dealt with in a progressively severe manner. In instances where the Missouri Safe Schools Law applies, the authorities will be summoned. School discipline handed out will be separate from that of the authorities.

Due Process

Students have the right of due process concerning disciplinary actions:

a. Given oral or written notice of the charges against them.
b. Given the opportunity to present their version of the incident.
c. Given oral or written explanation of the proposed disciplinary action(s).
d. The opportunity to appeal.

Code of Student Conduct

The consequences for any of the following categories are listed below and referred to as Step 1, Step 2, etc.

CONSEQUENCES

STEP 0: Warning
STEP 1: 1 Detention (After School or Morning Detention)
STEP 2: 1 Day of In-School Suspension (ISS)
STEP 3: 3 Days ISS
STEP 4: 5 Days ISS
STEP 5: 10 Days ISS
STEP 6: 5 Days OSS
STEP 7: 10 Days OSS
STEP 8: Recommendation to the Superintendent of Schools for up to 180 days of OSS or to the Board of Education for expulsion.

ABUSE OF VEHICLE OR PARKING REGULATIONS

Students driving to school must park on school property in designated areas. Parking on paved lot by permit only. Excessive speed, squealing of tires, pulling through spots, or backing into spaces is unacceptable. Also, vehicles may be towed at owner's expense at the discretion of the administration. **Note: Vehicles parked on school property may be searched when deemed necessary by school officials.** BEGIN @ STEP 0-1.

ASSAULT

An unprovoked attempt to cause physical injury to another - BEGIN @ STEP 7.

ASSAULT OF STAFF

An attempt to cause physical injury to a staff member - BEGIN @ Step 8.

BEING IN OTHER BUILDING/PARKING LOT WITHOUT PERMISSION

Must have written permission from high school office to be in the elementary, middle school building, or parking lot - BEGIN @ STEP 3.

BULLYING/HARASSMENT/HAZING

Bullying is defined as repetitive, aggressive behavior with an obvious imbalance of power between the bully and the victim. **Intimidation or harassment** causes a reasonable student to fear for his or her physical safety or property***;*** substantially interferes with the educational performance, opportunities, or benefits of any student without exception; or substantially disrupts the orderly operation of the school. Bullying may consist of**,** but is not limited to**,** physical actions, including gestures, or oral, cyberbullying, electronic, or written communication, and any threat of retaliation for reporting of such acts. This includes any form of sexual harassment, words and/or actions directed toward another student or staff member which are meant to be demeaning and/or threatening. Bullying by students is prohibited on school property, at any school function, or on a school bus. **Cyberbullying** as defined in this subsection through the transmission of a communication including, but not limited to, a message, text, sound, or image by means of an electronic device including, but not limited to, a telephone, wireless telephone, or other wireless communication device, computer, or pager.

Hazing is defined as any activity, on or off school grounds, that would negatively impact the mental or physical health or safety of a student or put the student in a ridiculous, humiliating, stressful or disconcerting position for the purposes of initiation, affiliation, admission, membership or maintenance of membership in any group, class, organization, club or athletic team including, but not limited to, a grade level, student organization or school-sponsored activity. -BEGIN @ STEP 4.

DESE has provided a website on the Trauma-Informed Schools Initiative to parents/guardians: https://dese.mo.gov/traumainformed.

DISRESPECT

Begin @ STEP 3-6.

DISRUPTIVE BEHAVIOR/REFUSAL TO WORK

ISS is for that class period only. 6th offense is permanent removal from that class.

DISRUPTIVE BEHAVIOR AT ACTIVITIES OR ASSEMBLIES

Also requires removal from activities for 1 to 36 weeks. May be carried over to the next year - BEGIN @ STEP 2.

DRESS CODE AND APPEARANCE

Students violating the guidelines for proper dress and appearance could be sent home and not be admitted to school until they are in compliance with this policy. Failure to comply with dress code - Begin STEP 0-1 (not to exceed STEP 4).

A. Students shall not wear clothing that is in any way suggestive of support of, or membership in, a gang. The exhibition of gang symbols in or on lockers or classroom materials; the flashing of gang signs or the wearing of gang colors will not be tolerated.
B. Dress and appearance shall not, in any way, cause a distraction, interfere with the educational process, or be suggestive or indecent.
C. Dress and appearance shall be in keeping with what is generally accepted by the community as being in good taste.
D. Dress and appearance shall not in any manner present a potential health or safety hazard.
E. Sagging will not be allowed.
F. Footwear and undergarments are to be worn at all times.
G. Shirts/blouses must have sleeves and the shirt/blouse must meet the top of the jeans, pants, or skirt when the student is standing.
    a. Sleeved shirts with an opening over the shoulder must have a minimum 3-inch shoulder strap.
H. Shorts may be worn any time provided they are in good taste.
I. Face painting, writing or drawing on the skin, or costumes will not be allowed at school.
J. Chains, bandanas, gloves, sunglasses, or headwear are not to be worn in the building. (Exceptions may be made for school-sponsored special activities such as school spirit week).
K. Any article that advertises or promotes the use of drugs, alcohol, tobacco, or is sexually suggestive, shall not be allowed in school.
L. Teachers or classes in which specific dress is necessary or required to ensure student safety may require student to dress accordingly.
M. Pillows and blankets are not allowed to be carried around the halls or used in the classrooms.

ELECTRONIC DEVICES & MOBILE PHONES

The use of personal electronic devices, including mobile phones, smartwatches, MPS players, etc. in the classroom is prohibited. Personal electronic devices are permitted before school, during the student's assigned lunch, and after school. <u>During all other times these devices must be turned off and stored securely out of sight</u>. Upon violation of this rule, the student will be sent to the office to turn in the device. The school will not be responsible for stolen, lost, or damaged devices. A parent/guardian will have to pick up the device from the office beginning with the 2nd offense - BEGIN @ STEP 1.

FALSE ALARMS

A felony - BEGIN @ STEP 7-8.

FIGHTING

Both parties contributing either verbally or by physical action - Begin @ STEP 2-4.

FAILURE TO SERVE

Failure to serve an assigned detention - STEP 2.

FAILURE TO REPORT TO OFFICE

Failure or refusal to report directly to the office at the request of a staff member - Begin @ STEP 3.

INAPPROPRIATE ITEMS

Many items such as lighters, markers, laser pointers, squirt guns, some magazines, etc., are inappropriate items for school. If any of these items are brought to school by accident, it should be turned into the office as soon as possible; the item(s) will be returned with no action taken. If not turned into the office, it will be confiscated and necessary action will be taken against the student - BEGIN @ STEP 0-1.

INAPPROPRIATE LANGUAGE OR CONVERSATION

BEGIN @ STEP 0-1.

INSUBORDINATION

Defiance of orders. Refusal to obey classroom, school, or district policies.
BEGIN @ STEP 3.

KNIFE

A pocket knife with no blade over 4 inches is not considered a weapon unless it is used in a threatening manner; however, it is an inappropriate object and will be confiscated and returned to the parent upon request - BEGIN @STEP 2. If a student has a knife out displaying it to others - BEGIN @ STEP 3.

PHYSICAL CONTACT OF STAFF MEMBER

Inappropriate and threatening - BEGIN @ STEP 7.

PUBLIC DISPLAY OF AFFECTION

Students should refrain from anything other than holding hands - BEGIN @ STEP 0-1.

POSSESSION OR USE OF A CONTROLLED SUBSTANCE

Including drugs, look-a-like drugs, drug paraphernalia, legal and/or prescription medication, and alcohol within 2000 feet of school property, on school busses, or school activities at home or away. This includes being under the influence. First time offenders submitting to a drug and alcohol evaluation (evaluator to be chosen by the school at the student's expense) may have their suspension reduced - BEGIN @ STEP 7.

SALE OR DISTRIBUTION OF A CONTROLLED SUBSTANCE

Including drugs, look-a-like drugs, drug paraphernalia, legal and/or prescription medication, and alcohol within 2000 feet of the school property, on school busses, or school activities at home or away - BEGIN @ STEP 8.

STEALING

Stealing of another person's property. Requires restitution - BEGIN @ STEP 4.

TOBACCO & E-CIGARETTES

The possession or use of any tobacco product, e-cigarette, or imitation tobacco or cigarette product within one (1) square block of school property by a student is prohibited. This includes all school activities at home or away as well as district transportation - BEGIN @ STEP 3.

TARDIES

Calculated per semester per class. The first tardy is a verbal warning by teacher; second and subsequent tardies are office referrals – BEGIN @ STEP 0 (Not to exceed STEP 1).

TECHNOLOGY MISCONDUCT

Attempting, regardless of success, to gain unauthorized access to a technology system or information; use district technology to connect to other systems in evasion of the physical limitations of the remote system; copy district files without authorization; interfere with the ability of others to utilize district technology; secure a higher level of privilege without authorization; introduce computer viruses, hacking tools, or other disruptive/destructive programs onto or using district technology; or evade or disable a filtering/blocking device; or sending out mass e-mails/spamming – BEGIN @ Step 0-7. Additional consequences may include the loss of privileges, including access to a laptop and/or the district network.
Attempting to install a virtual private network (VPN) or bypass the school content filter will BEGIN @ Step 4.

SKIPPING A CLASS

Missing a scheduled class without prior approval of the teacher - BEGIN @ STEP 2.

TRUANCY

Absence from school without expressed parental consent or knowledge before the absence occurs, including leaving school without permission of school authorities - BEGIN @ STEP 3.

WEAPONS AND WEAPONS THREATS

The term "weapon" shall include, but not be limited to: A firearm, a knife with a blade 4 inches or longer, or any object used in a threatening manner, this includes threatening to bring a weapon to school - BEGIN @ STEP 8.

UNAUTHORIZED VIDEO/AUDIO RECORDING OF STUDENT OR SCHOOL PERSONEL

The practice of photographing, video, or audio recording another student or staff member without their permission will not be tolerated. Any unauthorized use of pictures, audio, or video may be subject to disciplinary action. This includes incidents that occur on-campus, school transportation, and during school activities. BEGIN @ STEP 0-7.

VANDALISM

Purposeful damage to school, staff or student property. Requires restitution - BEGIN @ STEP 5. Accidental damage to property requires restitution.

SITUATIONS NOT IN STUDENT HANDBOOK

Situations that might arise that are not addressed in this handbook will be handled at the discretion of the administration.

COMMUNICATION WITH PARENTS/GUARDIANS

Communication with parents or guardians is a vital aspect of any discipline policy. Any major disciplinary action documented by teachers or administration will involve contact with the home either by disciplinary report, letter, telephone or conference with parent or guardian.

DETENTION GUIDELINES

Detention will be used as a form of discipline for violation of school policy. The following will serve as a guide for students and detention supervisors:

1. Detention will be held for 45 minutes before or after school. Days and times may be assigned by the administration.
2. Transportation home at the end of detention is the responsibility of the student.
3. Students must work on school assignments or reading materials accessible from the school library.
4. All homework, books and reading materials must be brought with the student when entering detention. Students will not be allowed to go to the library or locker after entering detention.
5. No talking allowed.
6. No visitors allowed.
7. Students are not allowed to take or make telephone calls.
8. No radios, food or drink will be allowed in detention.
9. Students will remain in assigned seat and get up only with permission of the supervisor.
10. Any student found writing on the desks will be assigned further discipline.
11. Student must serve detention on the date assigned. Requests for change must be made by the parent or guardian prior to the date assigned.
12. Student's failure to abide by these guidelines, or the instructions of the supervisor's, may result in the student being removed from detention and additional discipline measures taken.

IN-SCHOOL SUSPENSION GUIDELINES

1. The ISS Teacher will give an assignment on the day of the ISS.
2. Students are to have all materials necessary to complete all assignments when reporting to ISS.
3. There is to be no talking at any time unless a student raises their hand to ask a question about an assignment.
4. Sleeping or putting head down on the desk is not allowed. All four legs of the chair must remain on the floor.
5. Students are allowed one restroom break in the morning, one after lunch, and one in the afternoon. Restroom breaks will be taken when all other students are in class.
6. It is the responsibility of the student to see that all work completed is turned into the teacher. Some assignments or tests may be collected by the supervisor and turned into the teacher immediately.
7. Students are not allowed to eat candy, chew gum, drink soda, etc., while in ISS.
8. If a student is removed from ISS they will be placed into out-of-school suspension (OSS) for up to 2 days. Upon return from OSS, the student must complete the remainder of their ISS.

Section 5

BUS TRANSPORTATION POLICY

The school buses are owned and operated by the school district and are under the jurisdiction of the Board of Education. The school administration has the authority to make necessary rules and regulations concerning the use of school buses. Student appreciation for this service can be shown by good conduct on the bus, following the directives of the driver, and also by considerate treatment of the bus equipment.

In order to insure the safest possible environment for ALL students on the bus, the following discipline policy is in effect for ALL students that CHOOSE to ride:

1. Obey the directives of the bus driver.
2. Be courteous: no pushing, shoving, swearing, fighting etc.
3. No illegal substances: tobacco, drugs, alcohol, weapons etc.
4. Do not eat or drink on the bus.
5. Do not damage bus or equipment.
6. Do not litter: includes inside and outside the bus.
7. Stay seated correctly and talk to your neighbors without screaming or shouting.
8. No pets, balloons, flowers etc. Busses are for transporting students and their school supplies.
9. Personal electronic devices may be used on the bus as long as they are not disruptive to the driver or surrounding students.
10. School issued laptops must stay in their protective sleeve and in the student's backpack.

Minor [level 1] violations:

1. First offense: Driver/Student Conference.
2. Second offense: Contact with the parent made by driver.
3. Third offense: Office referral resulting in warning or 1 day bus removal.
4. Fourth offense: Office referral resulting in 1 or 2 day bus removal.
5. Fifth offense: 3 day bus removal for each subsequent discipline notice.

More severe violations which create unsafe conditions on the bus, will be considered Level Two, and will result in more severe consequences. Please keep in mind that we are trying to maintain a safe environment for ALL on the bus. Some examples of a level two violation:

- Disrespect/defiance towards the bus driver
- Insubordination causing an unsafe bus climate
- Vandalism
- Verbal or physical abuse

- Sexual harassment
- Use or possession of illegal substance
- Disrespect/Defiance towards the bus driver.

Major [level 2] violations:

1. First offense: 3 day bus removal and parental conference with school administration.
2. Second offense: 10 day bus removal and parental conference with school administration.
3. Third offense: 30 day bus removal and parental conference with school administration.
4. Fourth offense: 90 day bus removal and parental conference with school administration.

The transportation department wants you to know that we are doing all we can to make sure your child has a safe and enjoyable trip, whether it be to and from school or an activity. With your help we can achieve these goals. The transportation department phone number is **546-6606** if you have any questions or comments.

The bus driver/administration reserves the right to assign seats to students while on the bus.

The administration reserves the right to use regular school discipline in addition to or in place of bus discipline. Anything not in the transportation policy will be dealt with on a case-by-case basis.

Section 6

EXTRA-CURRICULARS, SPORTS, & PHYSICAL EDUCATION

Fun, fellowship and respect for an opponent are only a few of the advantages extra-curricular activities and athletic competition furnishes for those who participate. These activities, aside from the regular classroom, are a very important part of any school's curriculum. The values that can be learned from participation, above and beyond the normal school day, can be invaluable.

The activity program should stand for good sportsmanship. It must be understood that participation in any activity at FHS is a privilege, not a right. The privilege to participate can be lost for rules violations and/or failure to meet eligibility guidelines.

The student and the school are judged by the participant's character and conduct at all times. The students are representatives of their school and community both at home and on the road. Students serve as a model to many people and their attitude has an important impact upon others.

Any student whose habit and conduct, in or outside the school, during the school term or in the summer, are not consistent with the ideals, principles and the standards of the Forsyth Schools shall be declared ineligible.

Student/athletes should be aware their academic work comes first and that academic standards will be adhered to throughout the year.

Good sportsmanship should be practiced at all times by all participants. It should be remembered that the actions of an individual athlete may affect many people and constant attention to this fact is a principle on which this handbook is based.

Students wishing to participate in FHS sanctioned competition must meet the following eligibility standards set forth by Forsyth R-III School District:

1. Must be a creditable citizen.
2. Must have passed 6 classes the previous semester and must be currently enrolled in at least 6 classes.
3. Must be in attendance for four (4) full periods of the school day to participate in any game or practice (exceptions to this rule may be granted by administration).
4. Students serving "out-of-school" suspension will NOT be eligible to attend any school activity the day and night of the suspension.
5. Students will follow district guidelines regarding riding "school provided transportation" to and from activities.
6. Regular attendance for classes, practices, games, team or activity meetings.
7. Students must meet the coach or sponsor's standard of conduct and performance.
8. Students participating in athletics, cheerleading or dance squad must have a current/approved physical on file in the school nurses office ***prior*** to any practices or contests.
9. Cheerleaders have other expectations and guidelines that pertain to them to which they must abide.

FAILURE TO ABIDE BY ANY OF THE ABOVE ELIGIBILITY STANDARDS MAY RESULT IN IMMEDIATE INELIGIBILITY TO PARTICIPATE IN ALL FORSYTH HIGH SCHOOL ACTIVITIES.

Eligibility

Students wishing to participate in Forsyth School and MSHSAA sanctioned activities must meet the eligibility standards set forth by the Forsyth School and the Missouri High School Activities Association.

1. CITIZENSHIP: Student/athletes must be a creditable school citizen. Creditable school citizens are those students whose conduct, both in and out of school, will not reflect discredit upon themselves or their school.
2. ACADEMICS (Grades 9 –12):
    a. Must be currently enrolled in and passing courses that offer a minimum of 3.0 units of credit (6 courses).
    b. Must have earned at least 3.0 units of credit the preceding semester of attendance.
    c. Must be making satisfactory progress toward graduation.
3. BUS CONDUCT/RULES: All rules pertaining to behavior on buses as outlined in the student handbook shall also pertain to activity trips.

Students representing Forsyth School must ride school provided transportation to and from the game or meet. Students may be released to their parents for the ride home provided the parents personally make the request to the coach, and sign a permission/release sheet or provide the coach/sponsor with a signed note. Students will be released to parents only unless prior arrangements have been made with the administration.

Good Conduct Rule

Any student who is observed by a staff member or a law enforcement officer, either on or off school grounds or at a school activity, or admits to, or at a judicial or administrative proceeding is found by substantial evidence to have any of the following below. This rule is cumulative through the student's High School career.

1. Possessed alcoholic beverages with knowledge, intent and control thereof;
2. Consumed alcoholic beverages;
3. Possessed a controlled substance(s) and/or drug paraphernalia as defined by law, without a prescription, and with knowledge, intent and control thereof;
4. Used or offered for sale any controlled substance as defined by law;
5. Committed theft, vandalism, or other serious offenses, including those, which would violate the Missouri code of law, as to make the student unworthy to represent the ideals and standards of this school.
6. These consequences are in addition to and separate from discipline administered elsewhere in this handbook.
    a. Due process will be afforded students for violations of the Good Conduct Rule.
    b. A student who has been found to have violated the Good Conduct Rule will be disciplined as follows.

1. FIRST OFFENSE: The student in violation will be suspended from all activities for a period of 4 games.
    a. If in the off-season, the suspension shall begin the first day the activity is scheduled to begin.
    b. Scrimmages, practices and team meetings are not included in the suspension.
    c. The length of the suspension may be adjusted by the administration if the student agrees to an assessment, at the student's expense, by an approved agency, or <u>voluntarily</u> reports the violation of the Good Conduct Rule.
2. SECOND OFFENSE: Student in violation will be suspended from all activities for a period of 8 games while school is in session.
    a. The suspension may carry over from one year to the next.
    b. The student must complete the entire season in order for the suspension to count.
3. THIRD OFFENSE: The student in violation will be permanently suspended from all activities.

The effects of the use of all tobacco products creates a long term danger to the user and should be dealt with differently than alcohol, controlled substances or serious violations of the law. Since the immediate danger of tobacco products is less, the discipline for the use should not be as harsh. This policy includes the use of an e-cigarette.

1. FIRST OFFENSE: Suspension from all activities for a period of 1 game.
    a. Scrimmages, practices, and team meetings are not included in the suspension.
2. SECOND OFFENSE: Suspension from all activities for a period of 4 games.
    a. Scrimmages, practices, and team meetings are not included in the suspension.
3. THIRD OFFENSE: Suspension from all activities for a period of 8 games and consecutive offense thereafter will be 8 games.
    a. Scrimmages, practices, and team meetings are not included in the suspension.

Sportsmanship

Forsyth School is committed to the belief that participation in athletics both as players, spectators and coaches, supplements and enriches the students' educational experiences. Such participation, however, is a privilege that carries with it responsibilities to the team, the school, the community and the student himself. Whether participating as a player or a spectator, athletics should contribute to the student's knowledge, skills, appreciation of fair play and ideals of sportsmanship, thereby making each a better person and citizen. When and where athletics fail to provide these desirable values, they cease to serve their true purpose.

THE FIRST RULE OF SPORTSMANSHIP IS COURTESY TO EVERYONE AROUND YOU - YOUR CLASSMATES, VISITORS, PLAYERS, COACHES AND OFFICIALS.

Rules of Good Conduct & Sportsmanship

1. No objects of any kind should be thrown onto the court or field. Besides the possibility of inflicting an injury, this shows lack of respect for your school and opponents.
2. No vulgar language or suggestive gestures will be allowed.
3. Booing officials and opposing team members is prohibited. A mature person accepts the game officials' decisions and respects guests (sometimes you are the guest).
4. All yelling, screaming, cheering should be **FOR** your own team and **NOT AGAINST** the opposing team - appreciate a good play, no matter who makes it.
5. Quiet during free throws should be observed for both teams. Any comments, such as "air ball", "rebound", or counting dribbles are in poor taste.
6. MSHSAA rules prohibit the use of signs or posters by spectators.
7. Only authorized school personnel should be on the floor at any time. No one should block the view of other spectators.
8. Stay in seated area during the game. Go to the lobby, restroom or get refreshments only at half time or between games.
9. Unsportsmanlike conduct on the part of others SHOULD NOT be an example for us. We should set the example of good sportsmanship always.
10. Once a student leaves the building, he/she will not be allowed to re-enter without paying admission.
11. Students not following rules at activities will be required to leave and may lose privilege to attend future events.

Practice and Game Attendance

The policy will be established by each activity and it will be the coach's discretion as to how practice and game attendance is handled.

Injuries – Practice/Games

All injuries should be of great concern to the coach and should be documented and reported to the office. If necessary, and in the judgment of the coach, the parents and/or medical emergency personnel should be called. Student/athletes under the care of a physician must have release from that physician before being allowed to resume practice.

Clubs and Organizations

The following clubs and organizations are available to students at Forsyth High School:

ACADEMIC TEAM
ARCHERY TEAM
ART CLUB
BASS FISHING
FUTURE BUSINESS LEADERS OF AMERICA (FBLA)
FUTURE FARMERS OF AMERICA (FFA)
FAMILY, COMMUNITY, AND CAREER LEADERS OF AMERICA (FCCLA)
MATH TEAM
NATIONAL HONOR SOCIETY
OUTDOOR CLUB
PEP CLUB
ROTC
SPANISH CLUB
STUDENT COUNCIL (STUCO)
THESPIAN

The following athletic activities are available:

FALL SPORTS:	*Cheerleading, Cross Country, Girls' Tennis, Volleyball, Football*
WINTER SPORTS:	*Boys' Basketball, Girls' Basketball, Cheerleading*
SPRING SPORTS:	*Baseball, Softball, Golf, Boys' Tennis*

A student may participate in only one sport per sports season as listed above.

Regulations for Clubs and Organizations

1. Class and club meetings will be scheduled with the administration and held during Panther Time (2:48 pm - 3:20 pm).
2. Every club and organization is to file a list of officers and members with the principal by the end of the first month of school.
3. No club or organization shall hold a meeting without the presence of the sponsor and the approval of the principal.

4. No student shall be the president of more than one club or organization. Officers elected shall be members in good standing of that class or organization.
5. No club or organization may use the building at night without the prior permission from the principal.
6. Requests for school transportation should be made to the principal at least two weeks in advance of the scheduled event.
7. Students riding the bus to events away from FHS must return on the bus. However, in some cases, students may be permitted to ride home with parents if prior arrangements have been made with the coach/sponsor.

Drug Testing

All students who wish to be involved in co-curricular and extra-curricular activities are required to be a part of the Drug Testing Program. In addition, any student who is suspected to be under the influence of drugs may be tested at the school district's discretion.

Physical Education Class

- Students enrolled in physical education class are required to provide their own athletic clothing. The clothing shall be of the type which is necessary for safety, health or protection of people or property. Soft-soled shoes, white socks and white tee shirt or blouse are acceptable. Jeans and cut-off jeans are not considered acceptable.
- Students are expected to dress out and participate in P.E. every day. Any student who does not dress out for a 4th time during the semester will be sent to ISS for the class period and for every subsequent No Dress. If a student should receive a 7th No Dresses during a semester he or she will fail the class and spend the remainder of the year in ISS.
- Students are encouraged to put locks on their lockers, which may be obtained from the coaches. There will be a $4.00 charge to the student if the lock is not turned into the coach at the end of the course. FHS is not responsible for lost or stolen items in the locker room. - ***IT IS STRONGLY RECOMMENDED STUDENTS PUT A LOCK ON THEIR LOCKER.***
- A student who has an illness or disability which necessitates a limited physical education program, or one who should be excused entirely from physical education, must have on file with the principal, a doctor's statement to that effect. The statement should include the following information:
    1. The student's name.
    2. A statement of the problem.
    3. The dates during which the student will be unable to participate.
    4. The signature of the attending physician.

Section 7

FORSYTH R-III SCHOOL DISTRICT TECHNOLOGY ACCEPTABLE USE POLICY

Terms of Forsyth R-III School Laptop Use Agreement

By using or taking possession of a laptop owned by Forsyth R-III School, a user and their parents/guardians are agreeing to comply with these Terms of Laptop Use Agreement, *Forsyth R-III School District Technology Usage Policy EHB & EHB-AP, and the expectations detailed in the Student/Parent Laptop Handbook.

File Storage & Back-Up

- Content saved on the device's desktop or C:drive is not stored on a network and, therefore, is lost if a device requires repair or maintenance and cannot be recovered.
- Flash drives, SD Cards, etc. formatted as storage devices can be used on Forsyth R-III School laptops.
- Anytime a device requires repair or maintenance, all data and documents stored locally on the device will be lost.

Wireless Internet Access

- All Forsyth R-III School usage expectations and policies pertain to use on public Wi-Fi networks just as they do when at school.
- Forsyth R-III School laptops can connect to any standard Wi-Fi network or secured Wi-Fi network for which the user has the appropriate network key or pass code to connect.
- Many public destinations now offer free public Wi-Fi to its patrons that can provide your Forsyth R-III School laptop Internet access away from school.
- Forsyth R-III School laptops cannot be used with Wi-Fi networks that require installation of networking software, reconfiguration of security settings, manipulation of firewall settings, use of network connection wizards, or manually assigning an IP address.

Content Filtering

- Forsyth R-III School employs a 3rd party filtering application on all district computers that is updated regularly. These updates are pushed to student devices each time they are logged on to the district's network.
- The content filter, as configured by the district and as it operates on the device in possession of a student who is using the device in compliance with the Student/Parent Laptop Handbook and the district's Technology Usage Policy EHB & EHB-AP will restrict inadvertent access to unapproved content online and deter attempts to deliberately access unapproved content online. This does not absolve the user from attempting to access unauthorized or inappropriate sites on the Internet.
- Because of the nature of the Internet, no content filter is capable of preventing all access to all online content that is not school-related. Although the content filter will provide a degree of protection to the user and the device, the user assumes responsibility for not accessing content that is not school-related, whether blocked by the filter at that particular time or not.
- Attempts to disable, reconfigure, or circumvent the content filter is a violation of the aforementioned usage policies and can result in administrative referral for disciplinary consequences or restrictions of a student's technology use privileges.
- Any access of online content not school-related.
- Any access of unapproved content online, whether through a district-owned device, personal cell phone, or any other personal electronic device, while at school is a violation of usage policy and prohibited.

Virus Protection

- Forsyth R-III School employs a 3rd party virus protection application on all district computers that is updated regularly. These updates are pushed to student devices each time they are logged on to the district's network.
- The virus protection, as configured by the district and as it operates on the device in possession of a student using the device in compliance with the Student/Parent Laptop

Handbook, and the district's Technology Usage Policy EHB & EHB-AP will restrict inadvertent download of unapproved materials and deter attempts to deliberately download unapproved materials. This does not absolve the user from attempting to download unauthorized materials that can compromise a device or the network.

- Attempts to disable, reconfigure, or circumvent the virus protection is a violation of the aforementioned usage policies and can result in administrative referral for disciplinary consequences or restrictions of a student's technology use privileges.
- Any download of unauthorized content, whether on a district device or on any personal media storage device (flash drive, SD card, CD, memory card, etc.) that connects to a school device is a violation of usage policy.

Consequences

All discipline violations pertaining to Internet, laptop, or network use will be addressed and fall under the Code of Student Conduct. Furthermore, additional restrictions may be imposed, including (but not limited to):

- Restriction of network access.
- Suspension of take-home privileges.
- Suspension of laptop privileges.

In the event of a suspension of laptop privileges, desktop computers and other resources will be made available to the student for the duration of the suspension.

The technology coordinator, in conjunction with the appropriate building administrator, will make all decisions regarding whether a user has violated this policy and may deny, revoke, or suspend access at any time.

Discipline Procedures for Technology Infractions

This is a **companion document** for the Forsyth High School Code of Student Conduct. Refer to the Board Policy and the Code of Student Conduct for additional information.

Technology offenses will be handled as set forth below.

Class I – Minor Offenses

a) Unauthorized or inappropriate written/oral communication, use of E-mail, websites, apps, games, messaging services, chat rooms, or other non-school related activity.
School personnel may authorize educational use of the above applications during school hours or otherwise when school is not in session.

b) Use of non-directed profane, inflammatory, or abusive language.

c) Downloading, loading, storing, creating, unauthorized files, images, video, music, apps, data, or programs that do not result in damages to person or property.

d) Unauthorized transmission of personal information over the internet.
e) Activity that may be disruptive to the school environment
f) Turning off Wi-Fi radio without permission

Consequences

- Begin at Step 0-3.

Class II – Intermediate Offenses

a) Negligent care of or vandalism such as malicious attempt to harm or destroy any FHS device resulting in damage less than $200.
b) Changing software/hardware configurations.
c) Downloading, loading, storing, or creating unauthorized files, images, video, music, apps, data, programs, or viruses resulting in damages to any FHS device.
d) Taking pictures, audio, and/or video without subject's or school's permission.
e) Use of unauthorized anonymous and/or false communications such as, but not limited to Google Chat, MSN Messenger, Yahoo Messenger, Facebook, Instagram, and Skype.
f) Unauthorized change of program settings or any behavior or activity that damages or disrupts network performance on school devices.
g) Sending, transmitting, accessing, uploading, downloading, or distributing inappropriate, obscene, offensive, profane, threatening, harassing, pornographic, or sexually explicit materials intended to harm or demean staff or students.
h) Deletion, examination, copying, or modifying of files/data/device settings belonging to other users including staff, students, and district to include sharing, using, or modifying usernames and/or passwords.
i) By-passing the FHS Web filter through a Web Proxy.
j) Cheating
k) Subsequent offenses that may be disruptive to the school environment.
l) Action violating existing board policy

Consequences

- Begin at Step 2-6

Class III – Major Offenses

a) Any activity that voids the device, service agreement, software license or warranty such as, but not limited to jailbreaking or rooting (process of hacking a device to bypass digital rights management software).
b) Unauthorized entry to program files/hacking.
c) Harassment or Bullying
d) Vandalism such as any malicious attempt to harm or destroy a FHS owned device resulting in damages in excess of $200.
e) Sending, transmitting, accessing, uploading, downloading, distributing, or publishing obscene, offensive, profane, threatening, harassing, pornographic, or sexually explicit materials that result in personal injury to staff or students.

f) Use of school/district's Internet or email accounts for financial gain or personal gain, or any illegal activity.
g) Offenses on multiple occasions that may be disruptive to the school environment.
h) Any use that violates local, state and/or federal laws or regulations

Consequences

- Begin at Step 4-7.

Section 8

PUBLIC NOTICES & FORMS

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

The public school district assures that it will provide information and referral services necessary to assist the State in the implementation of early intervention services for infants and toddlers eligible for the Missouri First Steps program.

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

The public school district has developed a Local Compliance Plan for the implementation of State Regulations for the Individuals with Disabilities Education Act (IDEA). This plan contains the agency's policies and procedures regarding storage, disclosure to third parties, retention and destruction of personally identifiable information and the agency's assurances that services are provided in compliance with the General Education Provision Act (GEPA). This plan may be reviewed during regular school hours (8a.m. – 4p.m.) on days school is in session, in the office of the Superintendent of Schools.

This notice will be provided in native languages as appropriate.

Surrogate Parent Program

Pursuant to the requirements of state law, the State Board of Education is required to appoint a surrogate parent at such time as it becomes evident that a child with a disability does not have a parent or a person acting as a parent to participate in matters dealing with the provision of special education. For purposes of surrogate parent appointment, "parent" is defined as a biological parent, a guardian, or a person acting as a parent of a child including, but not limited to, a grandparent, a step parent, or a foster parent with whom the child lives. The term does not include the State if the child is a ward of the State. The term does not include a person whose parental rights have been terminated.
The local school district is given the responsibility to determine when a child with a disability who requires special education and who resides in the district is without a parent. The district must notify the Missouri Department of Elementary and Secondary Education of the need to appoint a surrogate parent. Training for persons serving as surrogate parents will be provided by the Missouri Department of Elementary and Secondary Education and the District.

If you are interested in volunteering to serve as a surrogate parent more information can be obtained from the district's Director of Special Services at 417-546-6384.

August 2005

Annual Notification to Parents & Employees – Part I

Dear Parents and Employees;

Asbestos is an issue we have been dealing with for many years. The Asbestos Hazard Emergency Response Act of 1986 (Referred to as AHERA) was enacted by Congress in 1987. AHERA was enacted to determine the extent of and develop solutions for any problems schools may have with asbestos.

To give you some background, asbestos has been used as a building material for many years. It is a naturally occurring mineral that is mined primarily in Canada, South Africa, and the USSR. Asbestos properties made it an ideal building material for insulating, sound absorption, decorative plasters, fireproofing, and a variety of miscellaneous uses. There have been over 3,000 different products made using asbestos materials. EPA began action to limit uses of asbestos products in 1973 and most uses of asbestos products as building materials were banned in 1978.

We continuously have our facility inspected by our LEA Rep., as required by AHERA. Soon our facilities will be re-inspected by a qualified asbestos Inspector/Management Planner as required by AHERA every three years. The inspectors inspect all areas that were classified or assumed to be asbestos. The inspections to this date revealed no changes and that all areas were in good condition.

A copy of the asbestos management plan is available for your inspection in our administrative offices during regular office hours. Our Asbestos Program Manager will answer all inquiries regarding the plan.

We will continue to implement the asbestos management plan. We are intent on not only complying with, but exceeding federal, state and local regulations in this area. We plan on taking whatever steps are necessary to insure your children and our employees have a healthy, safe environment in which to learn and work.

Annual Notification to Parents & Employees – Part II

Dear Parent or Guardian:

Our district is required to inform you of certain information that you, according to The No Child Left Behind Act of 2001 (Public Law 107-110), have the right to know.

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

- Whether the teacher has met state qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction.
- Whether the teacher is teaching under emergency or other provisional status through which state qualification or licensing criteria have been waived.
- Whether your child is provided services by paraprofessionals and, if so, their qualifications.
- What baccalaureate degree major the teacher has and any other graduate certification or degree held by the teacher, and the field of discipline of the certification.

In addition to the information that parents may request, districts must provide to each individual parent –

- Information on the achievement level of the parent's child in each of the state academic assessments as required under this part; and
- Timely notice that the parent's child has been assigned, or has been taught for four or more consecutive weeks by, a teacher who is not highly qualified.

Public Notice of ADA Requirements

The Forsyth R-III School District does not discriminate on the basis of disability in admission to, access to, or operation of its programs, services or activities. The Forsyth School District does not discriminate on the basis of disability in its hiring or employment practices.

This notice is provided as required by Title II of the Americans with Disabilities Act of 1990.

Questions, concerns, complaints, or requests for additional information regarding the ADA may be forwarded to the Forsyth School District's designated ADA Compliance Coordinator:

Dr. Jeff Mingus, Superintendent
Forsyth R-III School District
P.O. Box 187
Forsyth, Missouri 65653
Phone: (417) 546-6384
Days/Hours Available:
Monday through Friday 8:00 a.m. to 4:30 p.m.

Individuals who need auxiliary aids for effective communication in programs and services of the Forsyth R-III School District are invited to make their needs and preferences known to the ADA Compliance Coordinator.

This notice is available in large print, on audio tape and in Braille, from the ADA Compliance Coordinator.

Forsyth R-III School District Grievance Procedure for Title VI, Title IX, Section 504

Students, parents of students or employees have the right to file a formal complaint alleging noncompliance with regulations outlined in Title VI of the 1964 Civil Rights Act, Title IX of the Education Amendments of 1972, and Section 504 of the Rehabilitation Act of 1973.

Level One – Principal or Immediate Supervisor (Informal and Optional – may be bypassed by the grievant) – Employees with a grievance of nondiscrimination on the basis of sex, race, national origin or disability may first discuss it with their principal or immediate supervisor, with the objective of resolving the matter informally. A student or parent with a complaint of discrimination on the basis of sex, race, national origin or disability may discuss it with the teacher, counselor or building administrator involved.

Level Two – Title IX and Section 504 Coordinator(s) – If the grievance is not resolved at level one and the grievant wishes to pursue the grievance, they may formalize it by filing a written complaint on a Compliance Violation Form, which may be obtained from the Title IX and Section 504 Coordinator. The complaint shall state the nature of the grievance and the remedy requested. The filing of the formal, written complaint at level two must be within fifteen (15) working days from the date of the event giving rise to the grievance or from the date of grievant could reasonably become aware of such occurrence. The grievant may request that a meeting concerning the complaint be held with the Title IX and Section 504 Coordinator who shall investigate the complaint and attempt to solve it. A written report from the Compliance Office regarding action taken will be sent within fifteen (15) working days after receipt of the complaint.

Level Three – Superintendent – If the complaint is not resolved at level two, the grievant may proceed to level three by presenting a written appeal to the Superintendent within ten (10) working days after the grievant receives the report from the Title IX and Section 504 Coordinator. The grievant may request a meeting with the Superintendent or his/her designee. The Superintendent or his/her designee has the option of meeting with the grievant to discuss the appeal. A decision will be

rendered by the Superintendent or his/her designee within ten (10) working days after receiving the written appeal.

Level Four – Board of Education – If the complaint is not resolved at level three, the grievant may proceed to level four by presenting a written appeal to the President of the Board of Education within ten (10) working days after the grievant receives the report from the Superintendent. The grievant may request a meeting with the grievant to discuss the appeal. A decision will be rendered by the Board of Education at their next regularly scheduled meeting. The grievant will be notified in writing of their decision within (10) working days after the Board of Education action.

This procedure in no way denies the right of the grievant to file formal complaints with the Missouri Civil Rights Commission, the Office for Civil Rights, or other agencies available for mediation or rectification of rights grievances, or to seek private counsel for complaints alleging discrimination.

Title VI, Title IX , Section 504 Coordinator
Dr. Jeff Mingus
P.O. Box 187
Forsyth, MO 65653
Phone: (417) 546-6384

The Forsyth R-III School District does not discriminate on the basis of sex in admission to or employment in its education programs or activities. Inquiries to recipients concerning the application of Title IX and its implementing regulations may be referred to the Title IX coordinator or OCR.

Section 504 of the Rehabilitation Act, Parent/Student Rights in Identification, Evaluation and Placement

Please keep this explanation for future reference (Section 504 of the Rehabilitation Act of 1973). The following is a description of the rights granted by federal law to students with disabilities. The intent of the law is to keep you fully informed concerning decisions about your child and to inform you of your rights if you disagree with any of these decisions.
You have the right to:

1. Have your child take part in, and receive benefits from public education programs without discrimination because of his/her disability;
2. Have the school district advise you of your rights under federal law;
3. Receive notice with respect to identification, evaluation, or placement of your child;
4. Have your child receive a free appropriate public education. This includes the right to be educated with non-disabled students to the maximum extent appropriate. It also includes the right to have the school district make reasonable accommodations to allow your child an equal opportunity to participate in school and school-related activities.
5. Have your child educated in facilities and receive services comparable to those provided non-disabled students;

6. Have your child receive special education and related services if he/she is found to be eligible under the Individuals with Disabilities Education Act (PL94-142) IDEA or Section 504 of the Rehabilitation Act;
7. Have evaluations, educational, and placement decisions made based upon a variety of information sources, and by persons who know the student, the evaluation data, and placement options;
8. Have transportation provided to and from an alternative placement setting at no greater cost to you than would be incurred if the student were placed in a program operated by the district;
9. Have your child be given an equal opportunity to participate in non-academic and extracurricular activities offered by the district;
10. Examine all relevant records relating to decisions regarding your child's identification, evaluation, educational program, and placement;
11. Obtain copies of educational records at a reasonable cost unless the fee would effectively deny you access to the records;
12. A response from the school district to reasonable requests for explanations and interpretations of your child's records;
13. Request amendment of your child's educational records if there is reasonable cause to believe that they are inaccurate, misleading or otherwise in violation of the privacy rights of your child. If the school district refuses this request for amendment, it shall notify you within a reasonable time, and advise you of the right to a hearing;
14. Request an impartial due process hearing related to decisions or actions regarding your child's identification, evaluation, educational program or placement. You and the student may take part in the hearing and have an attorney present for you;
15. Ask for payment of reasonable attorney fees if you are successful on your claim; and,
16. File a local grievance.

* (Section 504 of the Rehabilitation Act statute and regulations: 29 U.S.C. 706(7), Section 794; 34 C.F.R. Part 104, the Individuals with Disabilities Education Act statute and regulations: 20 U.S.C. Section 1232g; 34 C.F.R Part 99)

The person in this district who is responsible for assuring that the district complies with Section 504 is Dr. Jeff Mingus, telephone number: (417) 546-6384.

Grievance Form: Compliance Violation, Title VI, Title IX, & Section 504

I, _____, am filing this grievance because:

_____
_____
_____
_____
_____
_____
_____
_____
_____
_____
_____
_____

(Attach additional sheets if necessary).

Describe incident or occurrence as accurately as possible:

_____
_____
_____
_____
_____
_____
_____

(Attach additional sheets if necessary).

What remedy are you requesting?

_____
_____
_____
_____
_____
_____

_____	_____	_____
Grievant's Signature	Principal's Signature	Date of Filing

Notification of Rights Under the Protection of Pupil Rights Amendment (PPRA)

PPRA affords parents certain rights regarding our conduct of surveys, collection and use of information for marketing purposes, and certain physical exams. These include the right to:

Consent before students are required to submit to a survey that concerns one or more of the following protected areas ("protected information survey") if the survey is funded in whole or in part by a program of the U.S. Department of Education (ED)-

1. Political affiliations or beliefs of the student or student's parent;
2. Mental or psychological problems of the student or student's family;
3. Sex behavior or attitudes;
4. Illegal, anti-social, self-incriminating, or demeaning behavior;
5. Critical appraisals of others with whom respondents have close family relationships;
6. Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
7. Religious practices, affiliations, or beliefs of the student or parents; or
8. Income, other than as required by law to determine program eligibility.

Receive notice and an opportunity to opt a student out of -

1. Any other protected information survey, regardless of funding;
2. Any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student, except for hearing, vision, or scoliosis screenings, or any physical exam or screening permitted or required under State law; and
3. Activities involving collection, disclosure, or use of personal information obtained from students for marketing or to sell or otherwise distribute the information to others.

Inspect, upon request and before administration or use -

1. Protected information surveys of students;
2. Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; and
3. Instructional material used as part of the educational curriculum.

These rights transfer to from the parents to a student who is 18 years old or an emancipated minor under State law.

Forsyth School District has developed and adopted policies, in consultation with parents, regarding these rights, as well as arrangements to protect student privacy in the administration of protected information surveys and the collection, disclosure, or use of personal information for marketing, sales, or other distribution purposes. Forsyth School District will directly notify parents of these policies at least annually at the start of each school year and after any substantive changes. Forsyth School District will also directly notify, such as through U.S. Mail or email, parents of students who

are scheduled to participate in the specific activities or surveys noted below and will provide an opportunity for the parent to opt his or her child out of participation of the specific activity or survey. Forsyth School District will make this notification to parents at the beginning of the school year if the District has identified the specific or approximate dates of the activities or surveys at that time. For surveys and activities scheduled after the school year starts, parents will be provided reasonable notification of the planned activities and surveys listed below and be provided an opportunity to opt their child out of such activities and surveys. Parents will also be provided an opportunity to review any pertinent surveys. Following is a list of the specific activities and surveys covered under this requirement:

- Collection, disclosure, or use of personal information for marketing, sales or other distribution.
- Administration of any protected information survey not funded in whole or in part by ED.
- Any non-emergency, invasive physical examination or screening as described above.

Parents who believe their rights have been violated may file a complaint with:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, S.W.
Washington, D.C. 20202-5901

Permission to Publish Pictures, Video & Audio

Dear Parents/Guardians,

We request your permission to use your child's pictures for hallway displays, school projects, web page updates, newspaper articles, etc. In order to recognize student's work and efforts through photographs it is necessary for the school to obtain your permission.

This document states your consent for the use of these items. If you agree you **do not** need to respond.

I authorize Forsyth School to publish photographs, video, or audio of my child for educational purposes only. The permission extends for the remainder of the 17-18 school year.

If you choose **not** to grant permission, please sign and return the bottom portion of this form.

Sincerely,

Forsyth School Administration

I, _____ **do not** authorize Forsyth School to publish photographs,

video, or audio of my child _____for educational purposes. This

request for privacy extends for the remainder of the 17-18 school year.

_____ _____