OREARVILLE R-IV

Parent & Student Handbook 2024-2025



School Data

Administration: Whitey Thompson

Name: Orearville R-IV School

Address: 32524 East Highway P
Slater, MO 65349

Telephone: (660) 529-2481

Website: orearvilletigers.k12.mo.us

Grade Span: Preschool through 8th grade

School Colors: Black and Gold

Mascot: Tiger

Conference: Mid Missouri Junior High Conference (MMJHC)

Table of Contents

Academic Eligibility
Admissions
After School Activities
Alcohol, Tobacco and Drugs
Athletic Competition
Attendance
Awards
Bomb Threats
Bus Transportation
Cancellation of School
Change of Address/Telephone
Communicable Diseases
Classroom Parties
Communications
Conduct at School Activities
Code of Ethics
Conferences
Discipline
Dress Code
Education Goals
Emergency Drills
Emergency Information
Electronic Devices
Field Trips
Food Service
Grading Scales
Health Screenings
Honor Roll
Illness or Injury
Immunizations and Vaccinations
Insurance
Library
Lost and Found
Lunch Room Rules
Medications
Menus
Outstanding Debts
Parent-Teacher Organizations
Pictures
Policies Governing 8th Grade Activities
Report Cards
Retention Policy
School Supplies
Speech Therapist
Study Skills
Substitute Teachers
Suspensions
Tardiness
Technology Use
Telephone
Testing Schedule
Textbooks
Visitors
Weapons
Wellness

Academic Eligibility for Interscholastic Athletes:

A student who elects to participate in interscholastic athletics must maintain a C- average in all core subject areas (reading, math, language arts, social studies, science, etc.). A student who falls below a C- average or fails to turn in homework and/or class assignments may be determined academically ineligible to participate in interscholastic athletics. When eligibility is in danger, the teacher shall notify the parent(s), student and the coach of the academic condition. If the student fails to make significant improvements in a reasonable amount of time, the student will be declared academically ineligible until they have met the academic standard for participation.

Admissions:

Preschool students must be 4 years old before August 1st of the school year in which they are enrolling. New kindergarten students must be 5 years old before August 1st of the school year in which they are enrolling. New first grade students must be 6 years old before August 1st of the school year in which they are enrolling. Ages must be verified by a birth certificate and immunization records must be complete.

After School Activities:

A variety of after school activities will be provided. Information will be sent home about each activity and students may register for the one(s) of their choice. Permission slips are required for participation. Parents are responsible for student transportation.

Alcohol, Tobacco and Drugs:

Students, staff members and visitors are prohibited from possessing, selling or use of alcohol, tobacco, smoking products (including, but not limited to, e-cigarettes and vaping devices), drugs or any other controlled substance in accordance with the Board policy. This includes, but is not limited to, school building, on or about school grounds, on school buses and at all Orearville School activities. No student may leave the school grounds during the school day to engage in the activities prohibited by this paragraph.

Athletic Competition:

Athletic competition is promoted as a natural extension of the school's physical education program. The intention is to teach and develop physical skills, mental discipline, sportsmanship and the striving spirit necessary for successful living. All students are encouraged to participate regardless of their skill level or experience.

Attendance:

Any student who is absent 17 school days (excused or unexcused) during the school year will lose credit for the work they have done and be retained in their present grade, unless previous arrangements have been made with the principal and classroom teacher.

When a student is absent from school, the parent or legal guardian needs to notify the school; and, if possible, provide approximately how long they will be absent. Arrangements can then be made to get the make-up work done.

A student who is absent 8 consecutive days without giving a legitimate reason will be referred to juvenile authorities.

A student who is absent is expected to turn in their make-up work. The student's grade will be considered incomplete until the work is turned in within a reasonable time worked out with the teacher. Failure to do so will result in the grade being an (F).

Awards:

Students receive special recognition at the school throughout a variety of awards programs. These awards are intended to promote and recognize academic skills, athletic achievement and various aspects of good citizenship. Teachers and parents are expected to promote these awards as an encouragement and incentive towards special effort and achievements by the students. Recognition is given for academics, sports, student council, clubs, attendance and cultural achievements, to name just a few.

Bomb Threats:

A bomb threat is an extremely rare occurrence. Nevertheless, the school is prepared for this type of emergency. The school staff, teachers and administrators are well prepared for a variety of emergency situations, including bomb threats. Parents should feel confident concerning all emergency procedures at the school; and, we welcome inquiries about any aspects of our emergency preparedness.

Bus Transportation:

Most students who reside in the Orearville R-IV School District are eligible to ride the school bus. The school board has the right to establish bus routes that are the safest and most efficient for the school district.

The Orearville R-IV School District will provide transportation for high school students to Slater High School only. Students who choose to attend another high school will have to arrange their own transportation.

- School Bus Regulations:
    1. The bus driver is in charge of the pupils and the bus. Any student that does not obey the driver promptly and in an orderly manner will be reported to the building principal with a signed statement and the parents will be notified of the misconduct. Pupils who continue to break the rules of proper bus conduct will lose that privilege of riding the bus.
    2. The bus driver has the right to assign pupils to a particular seat and enforce proper conduct.
    3. Pupils must be on time. The bus cannot wait beyond its regular schedule for those who are tardy.
    4. Pupils should never stand in the roadway while waiting for the bus.

5. Pupils who must cross the road to board or leave the bus must do so only by the signal from the driver and then cross in front of the bus.
6. Pupils must take their places upon entering the bus and under no circumstances shall they move about the bus while it is in motion.
7. Outside of ordinary conversation, courteous conduct is to be observed.
8. No “horseplay” is permitted.
9. Pupils must not at any time extend arms or head out of the bus.
10. The eating of food and drinking beverages is not permitted on the buses.
11. No animals or insects are permitted on the bus.
12. The use of tobacco, in any form, is prohibited.
13. Any damages to a bus by a student must be paid for by the student responsible for the damages.
14. The driver will not discharge riders at places other than the regular bus stop near the home, or at school, unless by proper authorization from the director of transportation or the principal of the school.
15. Students are to ride only the bus to which they are assigned. Permission to ride a different bus will be permitted, but only in case of emergency; and then only after written permission is given from the building principal after receiving a note or phone call from parents or legal guardians.
16. Organized groups (4H, Church, etc.) will not be allowed to use school bus transportation unless approved by the Orearville R-IV School Board.
17. Transportation vehicles are considered to be an extension of the classroom. Classroom conduct is expected on school vehicles. School discipline policies appropriate to the classroom may be applied to transportation vehicles.

STUDENTS FAILING TO FOLLOW THESE TRANSPORTATION REGULATIONS MAY LOSE THE PRIVILEGE OF RIDING THE BUS.

In order to control discipline problems that may arise on the buses, the following procedures will be followed when disciplinary action is taken.

- First Offense: The student will be brought to the principal, where an attempt will be made to correct the discipline problem. The student will be warned that if the discipline problem is not corrected further disciplinary action will be taken. Parents are notified
- Second Offense: The student will be suspended from riding the bus for 3 days.
- Third Offense: The student will be suspended from riding the bus for 5 days.
- Fourth Offense: The student will be suspended indefinitely or until parents can meet with the school board.

- Removal from the bus can occur at any time, depending upon the severity of the incident.
- The above rules apply to extra-curricular trips as well.
- The Orearville School will provide transportation to extra-curricular activities where necessary, if bussing transportation is available. When these activities occur at night, or day, students who are in grades preschool through fourth grade are not permitted to ride the bus unless accompanied by an adult.

Cancellation of School:

Cancellation of school takes place only during extraordinary circumstances such as extreme weather, equipment failure or public crisis. The school board and administrators are aware of the hardship which can be caused by an abrupt cancellation. Therefore, school will not be canceled unless a significant safety risk has been created by unusual circumstances. Should school be unable to open or be dismissed early due to inclement weather, please listen to radio station KMMO for announcements and/or watch for TIGER ALERT. If school is dismissed early during the day without prior announcement, preschool, kindergarten, first and second grade students who do not have an older sibling in school, their parents will be notified by the school to insure the fact their child will be home early and that someone will be watching for them. Please be sure that all students, preschool through eighth grade, know what to do in the event school is dismissed early and no one is at home who can be reached by the school.

Change of Address/Telephone:

It is **very important,** for emergency and administrative reasons, that every student maintain an up-to-date address record at the school office. **Notify the school immediately** if you have a change of address or telephone number during the school year.

Classroom Parties:

The four major classroom parties will be held to celebrate Halloween, Christmas, Valentine's Day and Easter. Students are welcome to celebrate their birthday. All birthday parties will be held after conversation and arrangements are made with the classroom teacher. Students are to inform their teacher at least one day in advance. You will also be able to choose a day to eat with your student during their birthday month and students with summer birthdays will be able to celebrate their half birthday if they wish.

Communications:

Weekly school tiger announcements will usually be sent out on Tuesdays. If activities are scheduled during the day on Monday, notes will be sent out on the preceding Friday. If you have an announcement you would like to make, they may be put on the weekly notice by writing or calling the school on the preceding Friday or before noon on Tuesday. News and other announcements will be published in the Slater Main Street News, on the web page and on Facebook.

TIGER ALERTS: Parents are encouraged to sign-up for tiger alerts to receive immediate announcements and reminders.

Conduct at School Activities:

The school administration is responsible for the conduct of our students and fans at all school activities home or away. The Orearville School appreciates all its fans and student participation in all its activities. We remind all students and fans they not only represent the Orearville School at school activities, but themselves as well; therefore, good conduct and sportsmanship should be shown at all times.

General Rules at Basketball Games:

1. All students, players and fans should remain in the gym while games are being played. Players will be allowed in their dressing rooms upon instructions from their coaches.
2. Absolutely no one is allowed in the visiting team's dressing rooms.

3. Any student found in unauthorized areas during school activities is subject to disciplinary actions.
4. Use good sportsmanship at all times.
5. Administrators on duty will be in charge of making sure all Orearville athletes, families and community members are acting in an appropriate manner and representing Orearville in a positive manner.
6. Coaches will have the right to make specific team rules.

Conferences:

Two Parent-Teacher Conferences will be scheduled during the school year. One will be scheduled after the first quarter and one after the third quarter. If these times are inconvenient for the parent(s), **they must call the school and arrange a time suitable for them and the teacher**. Grade cards will not be issued to the students until a conference can be arranged with the parents.

Some parents are hesitant about participating in conferences, but our teachers can do a much better job with students if they can share their understanding of the student directly with the parent. It is not necessary to wait for the regular conference time if the parent has a special concern. Parent conferences are encouraged and can be arranged at any time during the school year. The school recognizes the importance of communication between home and school and will try to have frequent communication with families to support their students while at school.

Discipline:

In order for a school system to run orderly and efficiently, a discipline policy must be developed and enforced. Students who attend Orearville School should be able to do so without worry of their health and safety. Any student who interferes with the learning process, good order and/or discipline of the school, health and safety of the students or impairs the morale of students or teachers will be subject to disciplinary actions. Disciplinary actions may include expulsion, out-of-school suspension, in-school suspension,isolation and/or loss of recess time, lunch detentions

Disciplinary Actions Definitions:

- In-school suspension: the student is allowed to come to school but will not be allowed to participate in any recess time or extra-curricular activity that happens to be scheduled for that day.
- Out-of-school suspension: the student is not allowed to come to school or participate in any extra-curricular activity scheduled for that day or night until the suspension is lifted. Parents will be given an explanation of the circumstances and any other disciplinary action that could follow.
- Illegal Drugs: Possession of non-prescription drugs and/or illegal drugs on school property or at school activities will result in a ten-day suspension from school. Selling or transferring any drugs at school, on school property, or at school activities will result in a suspension from school and possible expulsion by the school board.
- Intoxicating liquor: Being in possession of, using, or being under the influence of alcoholic beverages at school or at a school activity will result in a suspension of ten days. Distribution

of alcoholic beverages will result in a suspension and possible expulsion from school by the school board.

- Tobacco and Tobacco Products: Use of tobacco and having possession of tobacco, vapes or tobacco materials such as Skoal or snuff on school property or having it at school activities is prohibited.
    - First Offense – Tobacco materials will be confiscated and students will be suspended for 3 days.
    - Second Offense – Tobacco materials will be confiscated and students will be suspended for 5 days.
    - Third Offense – Tobacco will be confiscated and students will be suspended indefinitely. Parents will be required to meet with the school board to discuss further disciplinary action.
- Fighting and Scuffing:
    - First Offense – Students who fight or scuffle will be suspended for three days.
    - Second Offense – Students who fight or scuffle will be suspended for five days.
    - Third Offense – Students will be suspended indefinitely and parents will be required to meet with the school board to discuss further disciplinary action.
- Name Calling: Name calling is a common cause for fights. Students who hear name calling should not try to retaliate; but, rather, report the student to a teacher and/or administrator immediately so that disciplinary action can be enforced. If name calling continues, a parent-teacher conference will be required.
- Profane Language: Profanity will not be tolerated and is a suspend-able offense.
- Fireworks: The possession or use of fireworks on school property is prohibited. Fireworks will be confiscated and may lead to a suspension.
- Respect for Authority: Part of growing up and becoming a responsible person is learning to respect authority. Any student who talks back, deliberately argues, mocks or shows disrespect to any teacher, coach, staff member or guests of the school will be disciplined.
    - First Offense – Three days of in school suspension.
    - Second Offense – will be principal, teacher, student and parent conference with five days of in-school suspension.
    - Third Offense – Three days out-of-school suspension.
    - Fourth Offense – Five days out-of-school suspension.
    - Fifth Offense – The student will be referred to the school board for further disciplinary action.
- Other General Rules to be followed in the School, Gym, and Playground
    1. No shouting, running, pushing or shoving in the building.
    2. Visit other rooms only when the teacher is present in the room.
    3. No balls will be thrown, kicked or hit in the school building.
    4. No one is allowed to cross the highway without permission.
    5. Students are not allowed in the driveway during recess.
    6. Do not distract classes when at recess.
    7. No tackle football.
    8. All activity should stop immediately when the bell rings or whistle blows.
    9. No one is allowed to leave the playground without permission.
    10. No one is to leave the gym without permission, with the exception of becoming ill.
    11. No running or jumping on or under the bleachers.
    12. Shoes that make black marks on floors are prohibited.
    13. No kickball or soccer in the gym during recess.

14. The teacher in charge will have the right to make specific rules while he/she is in charge of recess duty.
15. Use caution and good judgment in all activities.

Students who disobey any of the above rules will be subject to appropriate disciplinary actions.

Dress Code:

Clothing apparel or personal appearance which disrupts the classroom and/or interferes with the intended function of the school will not be considered as acceptable school dress code. No hats are permitted during the school day or inside the school building unless otherwise discussed. There will be occasional dress up days where hats are permitted and those days will be given to all students and families.

Education Goals:

The basic goal of our school is to provide a quality education to each and every student. This means developing the academic and social skills of each student to the highest possible degree. The specific goals of the school are established and guided by the democratically elected officials of our state and local community. These goals are intended to reflect the needs and desires of all citizens. Every member of the community is encouraged to take part in the governmental processes which determine our educational goals.

Electronic Devices:

The possession of laser pointers and other unsafe electronic items are prohibited in the school building. All other electronic devices, such as, but not limited to, cell phones, tablets, e-readers, headphones and iPods/MP3 players are prohibited unless permission is given by a teacher. The school district will not be responsible for lost, stolen or damaged items. Cell phone use is not permitted during school hours. Staff members will take away cell phones if they are seen or heard. The phone will then be turned into the Principal.

1st offense - Phone sent to office. Warning (tracked in form). Student may pick up after school.
2nd offense - Conference with Principal and parent will have to pick up the cell phone. (tracked in form)
3rd offense - Lunch Detention- parent will have to pick up the cell phone.
4th offense - 1 Day of ISS and parent will have to pick up cell phone.

Due to the many capabilities of cell phones (recordings, vidoes, pictures), there may be more severe disciplinary action taken depending on the incident. It is in the students best interest to leave them at home and/or turned off for the duration of the school day and put away.

Emergency Drills:

- Two fire drills will be conducted during the school year, one in the fall and one in the spring. Each classroom has a diagram of the extraction route to take during the fire drills.

- One tornado drill will be conducted in the spring in cooperation with the annual statewide tornado drill. The drill will take place on the date of the statewide drill. Each classroom has a designated area of shelter to take in the school during the tornado drill.
- One earthquake drill will be held in the fall. Each classroom has instructions to follow during this drill.
- Two bus evacuation drills are conducted, one in the fall and one in the spring.
- One intruder drill will be conducted throughout the course of the year.

Every student and staff member must recognize the safety factor and seriousness of these drills. Failure to properly act at the proper moment could mean the difference between life and death of you or a classmate. Cooperation and mature action is needed at all times. Students who do not act appropriately will have disciplinary consequences.

Emergency Information:

In case of emergency each student is required to have on file at the school office the following information:

1. Parent(s) or Guardian(s) name(s).
2. Complete and up-to-date address.
3. Phone number and parent(s) work phone numbers.
4. Emergency phone number of friend or relative.
5. Physician's name and phone number.
6. Medical alert information.

Parents will have the opportunity to sign an emergency medical release to allow the school to call Emergency Medical Technicians and/or the ambulance in case a medical emergency would arise involving their child. This slip will be kept on file and remain in effect unless the parent(s) notify the school to withdraw it or they leave the district.

Field Trips:

Field trips within our county and to nearby points of interest are scheduled by various classroom teachers throughout the school year. These trips are designed to supplement different aspects of the classroom curriculum and to introduce students to the resources of the community. Parents will receive notices of field trips well in advance of the scheduled trip date and will usually be asked to sign field trip permission forms. Sometimes a small amount of money may be requested from each student to help defray transportation or facility use costs.

Food Services:

The Orearville School will serve nutritious meals every day, including breakfast and lunch. Billing for the meals will be monthly and on a post-service basis. Each family has the right to apply for free or

reduced meals. Applications will be sent out the first week of school or when a student enrolls. If hardships arise during the school year, applications can still be filed. If arrangements for payment need to be made, contact the principal. Failure to pay the bill within a reasonable time may result in the discontinuing of lunch room services for the student.

Grading Scale:
Preschool thru second grade students will be graded on a standard based system. More information will come from your teacher.

Grading Scale:

100 – 94 = A
93 – 90 = A-
89 – 87 = B+
86 – 84 = B
83 – 80 = B-
79 – 77 = C+
76 – 74 = C
73 – 70 = C-
69 – 67 = D+
66 – 64 = D
63 – 60 = D-
59 – 0 = F

Definition of Grading System:

A = Doing very well
B = Above average success
C = Average success
D = Below average success
F = Failing
U = Unfinished

Health Screening:

Orearville School will offer screenings in vision, hearing, dental and head lice. These screenings will be conducted by the School Nurse and/or Student Health Aide. These screenings are free and will be announced beforehand. All students will be expected to participate unless parents notify the school.

Honor Roll:

In order for students to qualify for the A honor roll they must have an A or A- for solid academic classes. The students must also achieve a B- or above on non-academic classes.

In order for students to qualify for the B honor roll they must have a B- or above for a solid academic class. The students must also achieve a C- or above grade on non-academic classes.

Illness and Injury:

In case of illness or injury a child will be cared for temporarily by a member of the school staff. School personnel will render first aid treatment only. If emergency medical treatment is necessary, the parents will be contacted. If parents are not available, the child will be taken to the emergency room at the hospital. Remember, an emergency telephone number where parents can be reached and the name and telephone number of the student's family doctor must be on file at the school.

A health room is provided for students who become ill. The medicine cabinet will contain first aid materials that will handle minor medical problems. Students are not permitted in the medicine cabinet.

Immunizations and Vaccinations:

State Law requires that every child who is admitted to public school must have evidence of a successful vaccination for diphtheria, tetanus, whooping cough and polio. Also required is a rubella vaccination, MMR and tuberculin skin test.

Library:

Students must observe the same rules as in the classroom when working in the library. Each elementary classroom will have two periods each week to visit the library. Students may visit the library at designated times throughout the week. Further library information may be obtained by contacting the librarian.

Lost and Found:

Students who find lost articles are asked to turn them into their teachers or principal where they may be claimed. Clothing items that have been turned in and not claimed by the end of the school year will be donated to charity. It will help if the student initials are written on the tags in pants, shirts, jackets and/or coats.

Lunchroom Rules:

1. All rules set by the lunchroom supervisor will be obeyed.
2. Students should make an effort to eat all the food on their tray.
3. Students must eat all the food on their tray before they can go back for seconds.
4. All students will be served before anyone goes back for seconds.
5. Students should practice good manners at all times.
6. Teachers have the right to make specific lunch time rules.
7. Use of the microwave is done only under authorization by lunchroom personnel.

Medications:

All prescription drugs brought to school will be the responsibility of the Nurse or Student Health Aide. Students should give medicine to the Nurse or Student Health Aide for safekeeping and know when and how to take the medicine. Parents will sign a consent form so that medicine can be properly monitored and administered.

Menus:

The daily menu for our school breakfast and lunch is determined by our cooks. The menu is sent home monthly.

Outstanding Debts:

During the school year students may accumulate debts owed to the school such as lunch money, tuition, lost or damaged books, student activities, library fines, etc. We encourage parents to keep these accounts current. If a debt has not been paid by the end of each quarter of the school year, the school reserves the right to hold a student's grade card until all debts are made current. The school will work with families that need extra time to pay their debts but communication is imperative with administration.

Parent-Teacher Organization (PTO):

Orearville school has an active Parent-Teacher Organization. All parents and teachers are urged to join. The PTO meets monthly and holds at least one fundraising event each year. Funds are to purchase equipment, materials and supplies for the teachers and students. As well, PTO sponsors various activities and provides a concession stand at sporting events.

Pictures:

Individual student pictures will be taken sometime during the fall. The pictures will be available for purchase. Sports pictures will also be available for purchase during Basketball Season.

Policies Governing 8th Grade Activities:

The Board of Education designated the 8th grade teacher as the 8th grade advisor. The 8th grade advisor will approve and oversee all activities that pertain solely to the 8th grade class. These activities include, but not limited to, the 8th grade trip and graduation.

8th Grade Trip:

- All plans and decisions concerning the 8th grade trip will be during a class meeting with the advisor and/or a faculty sponsor present.
- An administrator or faculty member, chosen by the class, must accompany the class on the trip and serve as the faculty sponsor.
- All fundraising for the trip must be approved and coordinated by the 8th grade advisor.
- All funds raised for the trip must be turned into the 8th grade advisor and deposited in the 8th grade account.
- The class must verify to the administration that funds are sufficient to finance the trip for all class members equally and their sponsor.
- Spouses of the sponsor may attend at their own expense.
- An itinerary must be developed by the faculty sponsor and be presented to the administration for approval.
- Students may be required to show parental consent, proof of insurance and picture ID.
- Final approval for the trip must be received from the Orearville R-IV School Board.
- NO out of state activities or trips will be considered.
- Special circumstances will be considered by the school board.

8th Grade Graduation

- All plans and decisions concerning the 8th grade graduation will be made during a class meeting with a majority of class members and the advisor present.
- A budget for the graduation will be developed and managed by the 8th grade advisor and presented to the class.
- The 8th grade advisor will coordinate the decorating activities and develop a graduation program.
- If conflicts arise, the administration will make the final decision.

Report Cards:

Report cards are issued following the completion of each nine week grading period. Progress reports will be sent out between quarter report cards. Please carefully review your child's progress and contact the school if you have questions regarding grades. Parents are asked to follow a chain of command when questioning their students' grades. Parents must contact their child's teacher first to go over any questions they might have regarding their students' grades. If the parent and teacher cannot come to an agreement then administration will coordinate a meeting to mediate between staff and parents.

Parent/Teacher Conferences are scheduled following the completion of the first and third nine week grading periods (Usually October and March). The parent's attendance at conferences is very important. A parent may request a conference with their child's teacher at any time during the school year if a conference is desired. Likewise, a teacher may sometimes find it necessary to request a special conference with a parent. Please make every effort to meet with the teacher if you receive such a request.

Retention Policy:

It is the policy of the Orearville School District for teachers to do everything possible to see that a student meets the requirements set forth by the State Department of Education and the Orearville School District so that they may be promoted to their next grade level. We encourage full cooperation between home and school in order for the child to gain the most from their learning experiences. The Parent/Teacher Conferences set up in this policy are one way to establish a cooperative home-school relationship that could prevent a student from being retained.

I. Causes for Retention:
    a. Receives three (3) F's for the year in the academic subjects: English, Reading, Spelling, Math, Science, and Social Studies constitutes failure in that subject. Two such subjects constitute retention.
    b. Has received predominantly D's or a combination of D's and F's.
    c. May for any reason seem too immature to perform at the next grade level.

II. Procedures to be followed if promotion is in danger:
    a. At the end of the 2nd quarter, promotion in danger will be indicated on the grade card and a request for a parent-teacher conference.
    b. At mid-term of the 3rd quarter a warning letter will be sent to the parents if no improvement has been made.
    c. At the end of 3rd quarter, the teacher will update the parents on the situation of the child and discuss steps to take to remedy the situation.
    d. During the 5th week of the 4th quarter the principal and teacher will determine the status of the student and a final decision will be made.
    e. During the 6th week of the 4th quarter the principal and/or teacher will inform the parents of the decision to retain.

III. Appeal Procedure:
    a. While the student and parents shall be involved in the steps to prevent retention, the decision to retain will be made jointly by teachers and principal. Responsibility for the decision to retain shall be assumed by the principal and the Board of Education to whom an appeal can be made.

IV. Special Education:
    a. Students who are receiving special services will be evaluated individually.

School Supplies:

Each teacher will furnish his/her students with an exact list of supplies needed. These supplies are modestly priced and easy to obtain. A basic list contains the following items: Pencils, ruled paper, crayons, scissors, glue and glue sticks.

Speech Therapist:

A speech therapist visits the school two and/or three days per week. Students who are referred by their teachers can work with the therapist on a regular basis. If any parent feels their child may need help in the area of speech development they should contact their child's teacher to see about obtaining an evaluation form from the speech therapist.

Study Skills:

A parent can help their child be aware of skills and techniques which can make learning easier and more enjoyable. The following are student guidelines for achieving good study habits:

1. Come to class prepared with pencil, paper, and other necessary materials.
2. Be an active participant in class. Listen well and take part in class.
3. Ask questions to clarify problems.
4. Plan your day and schedule time for homework.
5. Use what is learned and apply it to new situations.
6. Strive to do the very best work possible. Just "getting by" is not a worthwhile goal.

Substitute Teachers:

Every student will periodically be taught by a substitute teacher. The common reason for using substitute teachers occurs when the regular teacher is ill; however, substitutes are also used when regular teachers are on leave for personal business, professional training and/or family emergencies. Students are expected to be extra courteous to substitute teachers. Any misconduct in the classroom will be dealt with immediately.

Our school uses only highly skilled professionals as substitute teachers. Parents need not be concerned about the presence of a substitute in their child's class.

Tardiness:

Students are expected to be in their classroom and ready to begin work when class starts. Failure to do so can result in being counted tardy.

Students who are late getting to school should have an explanation or a note explaining why they were late. Students who are late due to bus trouble, bad weather or road conditions, will not be counted tardy.

Technology:

The Orearville R-IV School District's technology exists for the purpose of enhancing the educational opportunities and achievement of district students. Research shows that students who have access to technology improve achievement. In addition, technology assists with the professional enrichment of the staff and increases engagement of students' families and other patrons of the district, all of which positively impact student achievement. The district will periodically conduct a technology census to ensure that instructional resources and equipment that support and extend the curriculum are readily available to teachers and students.

The purpose of this policy is to facilitate access to district technology and to create a safe environment in which to use that technology. Because technology changes rapidly and employees and students need immediate guidance, the superintendent or designee is directed to create procedures to implement this policy and to regularly review those procedures to ensure they are current.

Definitions

For the purposes of this policy and related procedures and forms, the following terms are defined:

Technology Resources – Technologies, devices and services used to access, process, store or communicate information. This definition includes, but is not limited to: computers; modems; printers; scanners; fax machines and transmissions; telephonic equipment; mobile phones; audio-visual equipment; Internet; electronic mail (e-mail); electronic communications devices and services, including wireless access; multi-media resources; hardware; and software. Technology resources may include technologies, devices and services provided to the district by a third party.

User – Any person who is permitted by the district to utilize any portion of the district's technology resources including, but not limited to, students, employees, School Board members and agents of the school district.

User Identification (ID) – Any identifier that would allow a user access to the district's technology resources or to any program including, but not limited to, e-mail and Internet access.

Password – A unique word, phrase or combination of alphabetic, numeric and non-alphanumeric characters used to authenticate a user ID as belonging to a user.

Authorized Users

The district's technology resources may be used by authorized students, employees, School Board members and other persons approved by the superintendent or designee, such as consultants, legal counsel and independent contractors. All users must agree to follow the district's policies and procedures and sign or electronically consent to the district's User Agreement prior to accessing or using district technology resources, unless excused by the superintendent or designee.

Use of the district's technology resources is a privilege, not a right. No potential user will be given an ID, password or other access to district technology if he or she is considered a security risk by the superintendent or designee.

User Privacy

A user does not have a legal expectation of privacy in the user's electronic communications or other activities involving the district's technology resources including, but not limited to, voice mail, telecommunications, e-mail and access to the Internet or network drives. By using the district's network and technology resources, all users are consenting to having their electronic communications and all

other use monitored by the district. A user ID with e-mail access will only be provided to authorized users on condition that the user consents to interception of or access to all communications accessed, sent, received or stored using district technology.

Electronic communications, downloaded material and all data stored on the district's technology resources, including files deleted from a user's account, may be intercepted, accessed, monitored or searched by district administrators or their designees at any time in the regular course of business. Such access may include, but is not limited to, verifying that users are complying with district policies and rules and investigating potential misconduct. Any such search, access or interception shall comply with all applicable laws. Users are required to return district technology resources to the district upon demand including, but not limited to, mobile phones, laptops and tablets.

Technology Administration

The Board directs the superintendent or designee to assign trained personnel to maintain the district's technology in a manner that will protect the district from liability and will protect confidential student and employee information retained on or accessible through district technology resources.

Administrators of district technology resources may suspend access to and/or availability of the district's technology resources to diagnose and investigate network problems or potential violations of the law or district policies and procedures. All district technology resources are considered district property. The district may remove, change or exchange hardware or other technology between buildings, classrooms or users at any time without prior notice. Authorized district personnel may install or remove programs or information, install equipment, upgrade any system or enter any system at any time.

Content Filtering and Monitoring

The district will monitor the online activities of minors and operate a technology protection measure ("content filter") on the network and all district technology with Internet access, as required by law. In accordance with law, the content filter will be used to protect against access to visual depictions that are obscene or harmful to minors or are child pornography. Content filters are not foolproof, and the district cannot guarantee that users will never be able to access offensive materials using district equipment. Evading or disabling, or attempting to evade or disable, a content filter installed by the district is prohibited.

The superintendent, designee or the district's technology administrator may fully or partially disable the district's content filter to enable access for an adult for bona fide research or other lawful purposes. In making decisions to fully or partially disable the district's content filter, the administrator shall consider whether the use will serve a legitimate educational purpose or otherwise benefit the district.

The superintendent or designee will create a procedure that allows students, employees or other users to request that the district review or adjust the content filter to allow access to a website or specific content.

Online Safety, Security and Confidentiality

In addition to the use of a content filter, the district will take measures to prevent minors from using district technology to access inappropriate matter or materials harmful to minors on the Internet. Such measures shall include, but are not limited to, supervising and monitoring student technology use, careful planning when using technology in the curriculum, and instruction on appropriate materials. The superintendent, designee and/or the district's technology administrator will develop procedures to provide users guidance on which materials and uses are inappropriate, including network etiquette guidelines.

All minor students will be instructed on safety and security issues, including instruction on the dangers of sharing personal information about themselves or others when using e-mail, social media, chat rooms or other forms of direct electronic communication. Instruction will also address cyberbullying awareness and response and appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms.

This instruction will occur in the district's computer courses, courses in which students are introduced to the computer and the Internet, or courses that use the Internet in instruction. Students are required to follow all district rules when using district technology resources and are prohibited from sharing personal information online unless authorized by the district.

All district employees must abide by state and federal law and Board policies and procedures when using district technology resources to communicate information about personally identifiable students to prevent unlawful disclosure of student information or records.

All users are prohibited from using district technology to gain unauthorized access to a technology system or information; 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 technology; secure a higher level of privilege without authorization; introduce computer viruses, hacking tools, or other disruptive/destructive programs onto district technology; or evade or disable a content filter.

Closed Forum

The district's technology resources are not a public forum for expression of any kind and are to be considered a closed forum to the extent allowed by law. The district's web page will provide information about the school district, but will not be used as an open forum.

All expressive activities involving district technology resources that students, parents/guardians and members of the public might reasonably perceive to bear the imprimatur of the district and that are designed to impart particular knowledge or skills to student participants and audiences are considered curricular publications. All curricular publications are subject to reasonable prior restraint, editing and deletion on behalf of the school district for legitimate pedagogical reasons. All other expressive activities

involving the district's technology are subject to reasonable prior restraint and subject matter restrictions as allowed by law and Board policies.

Inventory and Disposal

The district will regularly inventory all district technology resources in accordance with the district's policies on inventory management. Technology resources that are no longer needed will be disposed of in accordance with law and district policies and procedures related to disposal of surplus property.

Violations of Technology Usage Policies and Procedures

Use of technology resources in a disruptive, inappropriate or illegal manner impairs the district's mission, squanders resources and shall not be tolerated. Therefore, a consistently high level of personal responsibility is expected of all users granted access to the district's technology resources. Any violation of district policies or procedures regarding technology usage may result in temporary, long-term or permanent suspension of user privileges. User privileges may be suspended pending investigation into the use of the district's technology resources.

Employees may be disciplined or terminated, and students suspended or expelled, for violating the district's technology policies and procedures. Any attempted violation of the district's technology policies or procedures, regardless of the success or failure of the attempt, may result in the same discipline or suspension of privileges as that of an actual violation. The district will cooperate with law enforcement in investigating any unlawful use of the district's technology resources.

Damages

All damages incurred by the district due to a user's intentional or negligent misuse of the district's technology resources, including loss of property and staff time, will be charged to the user. District administrators have the authority to sign any criminal complaint regarding damage to district technology.

No Warranty/No Endorsement

The district makes no warranties of any kind, whether expressed or implied, for the services, products or access it provides. The district's technology resources are available on an "as is, as available" basis.

The district is not responsible for loss of data, delays, nondeliveries, misdeliveries or service interruptions. The district does not endorse the content nor guarantee the accuracy or quality of information obtained using the district's technology resources.

Telephone:

A telephone will be provided for students to use when necessary. Students should ask to use the phone only when absolutely necessary. Students must obtain permission from the principal, secretary or

teacher to use the phone. Students who are involved in after-school activities are encouraged to make necessary arrangements in advance.

Testing Schedule:

Orearville School will follow the Statewide Testing Program Standards for Public School Districts in Missouri.Orearville will also use i-Ready as our District Wide assessment. All Missouri Schools are required to choose a district wide assessment and all Missouri schools must also choose a DESE approved reading assessment for all students from Kindergarten - Third Grade. The approved DESE assessment chosen by administration will be i-Ready.

- Minimum Testing Program to be followed:
  - Pre-Kindergarten – prior to enrolling in Kindergarten – ASQ
  - Kindergarten through 8th Grade – iReady
  - 3rd Grade through 8th Grade – MAP testing during the test window in the Spring

Textbooks:

Textbooks are used on a year to year basis. Textbooks and workbooks will be issued to students in their classrooms. These books will be the responsibility of the student. Teachers will examine the textbooks at the end of the school year to determine if the books have been misused, defaced or damaged in any way. If such damage is found, the student must make restitution for the book. The school reserves the right to hold the students' grade card until such restitution is made.

Visitors:

Parents are welcome to visit their child's classroom at Orearville School. We ask that parents make their arrangements at least two days in advance with your child's teacher. We ask that students refrain from bringing a friend from outside the district or any pre-school brother/sister to their classroom. If an emergency should arise at home, special permission for these visitors can be made by the principal. All other types of visitors should report to the school office upon entering the building.

Weapons in School:

In accordance with federal and state law, any student who brings or possesses a firearm as defined in 18U.S.C.921 or a device as defined in 577-010. RSMo, on school property or at any school activity will be suspended from school for at least one (1) calendar year or expelled and will be referred to the appropriate legal authorities. The suspension or expulsion may be modified on a case-by-case basis upon recommendation by the administration to the Board of Education. Students who arise or possess other weapons defined in this policy will be subject to suspension and/or expulsion from school and may be referred to the appropriate authorities.

Wellness Policy:

The Orearville Board recognizes the relationship between student well-being and student achievement as well as the importance of a comprehensive district wellness program. Therefore, the district will provide developmentally appropriate and sequential nutrition and physical education as well as opportunities for physical activity. The wellness program will be implemented in a multidisciplinary fashion and will be evidence based.