

AMES  HIGH
LITTLE CYCLONES

2025 - 2026 School Year

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Ames High School

1801 Ridgewood Avenue
Ames, Iowa 50010
Main Office (515) 817-0600
Attendance (515) 817-0601
FAX (515) 817-0628
[Ames CSD Website](#)

SCHOOL HOURS:

Classes: 8:30 am – 3:35 pm

Doors open at 7:50 am

Attendance Line: (515) 817-0601

Ames CSD Mission

The mission of the Ames Community School District, which aspires to be Iowa's premier school district, is to inspire and empower all students and staff to pursue and maximize their personal and educational potential, grounded in strong community and family partnerships and guided by high quality educators who commit to innovative instruction getting every student what they need to be successful.

Ames Community Schools Nondiscrimination Statement

Ames CSD [nondiscrimination policies](#) can be found on the website.

Ames High School Personnel

Administration Team Main Office (515) 817-0600			
Dr. Paul Numedahl Principal Paul.numedahl@ames.k12.ia.us	Nicole Patton, Associate Principal nicole.patton@ames.k12.ia.us	Kenneth Damron, Associate Principal kenneth.damron@ames.k12.ia.us	Anthony Jahr, Associate Principal anthony.jahr@ames.k12.ia.us

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Activities Department Team		
Lyle Fedders, Activities Director lyle.fedders@ames.k12.ia.us	Afton Clemens, Assistant to the Athletic Director afton.clemens@ames.k12.ia.us	Casey Prange Assistant to the Athletic Director casey.prange@ames.k12.ia.us
Athletic Fax: (515) 817-0617		

Anna Metcalf	Nurse	(515) 817-0614	anna.metcalf@ames.k12.ia.us
Gina North	Registrar	(515) 817-0606	gina.north@ames.k12.ia.us
David Schmitz	Food Services Director	(515) 817-0630	david.schmitz@ames.k12.ia.us

AHS Counselors

School counselors provide information about course planning, college planning and financial aid, and a variety of student supports. Each Ames High student is assigned a counselor based on their last name. Please access our [AHS Counselor webpage](#) for additional information regarding the grade/focus area of each school counselor.

AHS Values and Philosophy

Growth

We commit to providing opportunities for **all students** to experience and achieve high degrees of growth throughout their high school experience. Growth is defined as the process of unlocking an individual's highest degree of academic and behavioral development. Growth will be measured through the attainment of academic subject standards and/or the attainment of clearly communicated and assessed learning objectives.

Community of Practice

We believe collaboration not only with each other, but also with students, will maximize our potential. Having students engage in learning decisions not only increases engagement and empowerment, but also recognizes the broad strengths that each possesses. We will be a community of professional learners committed to our own growth and development of our practice. To build a community amongst staff and students, we commit to creating a welcoming environment that builds relationships.

AHS Motto: "Ames Hi Aims High"

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Ames High School Loyalty Fight Song

Students of Ames Senior High Proud of our school are we,
Cheering the orange and the black,
On to the victory Rah! Rah! Rah!
Comrades in work and in play, Loyal and true are we,
Doing the best for our high school Ames High, Aims High.
Ames, Fight, Fight, Fight Ames High Fight, Fight

WELCOME

We believe that within a close-knit community, amazing results can occur. We hope that the students at Ames High School and their teachers and staff experience a collaborative, supportive environment that promotes growth and brings out the best of each person each and every day! We are looking forward to working with you and wish each of you a successful and rewarding year. Ames Hi Aims High is not simply a motto; it is what we are about, it is part of every facet of who we are as a school.

The following information has been compiled as a helpful reference to Ames High School procedures. Additional school and district policies and information can be found on the district and building websites.

CALENDARS AND BELL SCHEDULES

Ames High School operates on a modified block schedule. On Mondays, students attend all eight class periods. For the remainder of the week, the school follows a block schedule: Tuesdays and Thursdays are odd-period days (Periods 1, 3, 5, and 7), while Wednesdays and Fridays are even-period days (Periods 2, 4, 6, and 8). This schedule allows for extended learning time in each class while maintaining a structured routine throughout the week.

Please access the schedules and calendars below for additional information.

[Calendar at a Glance](#)

[Athletics](#)

[AHS Bell Schedules](#)

COURSE ENROLLMENT

Ames High School offers differentiated opportunities at all grade levels. We offer a full range of services for students who require additional assistance meeting essential standards as well as for those who require

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additional challenges and/or who perform above grade-level expectations. Our tiered system of support (MTSS-Multi-Tiered Systems of Support) ensures that student needs are met in both formal and informal processes.

Courses at AHS

Ames High School offers a wide range of courses designed to meet the diverse academic interests and goals of students. From core subjects like English, math, science, and social studies to a variety of electives in world languages, fine arts, business, technology, and career and technical education, students have numerous opportunities to explore their passions and prepare for their future. Advanced coursework, including AP and dual-credit classes, is also available for those seeking college-level challenges. For a full list of courses and detailed information on registration, please refer to the [Ames High School Course Registration Handbook](#).

Schedule Changes

Students may request changes to their schedules within the **first 6 days of the new semester**. Students should contact their counselor directly to schedule an appointment. Due to class numbers and a variety of other factors, requests to change student schedules will need to follow the guidelines below:

1. Student has been scheduled into a course previously passed
2. Student has been scheduled into a course out of sequence (i.e., Spanish 3 before Spanish 1)
3. Student did not pass a class that was a prerequisite for the course they are currently enrolled
4. Student has an incomplete schedule
5. Senior is missing a requirement for graduation

Below are some examples of situations that will NOT result in a schedule change:

1. A desire for another instructor
2. A desire for a class to be a different/specific period
3. Student is failing a course that was requested and is afraid that it will affect graduation (students are responsible for maintaining passing grades and will not be pulled from a class in lieu of failing)
4. Requested the course but no longer interested in the subject
5. Need to drop or replace a class to improve GPA
6. Student is having conflicts with other students in the class (students need to discuss problems with school counselor for conflict resolution)

Special circumstances may require a schedule change after the beginning of the semester. For those special circumstances, there is a 15-day grace period. During that time changes may be made. Changes will NOT be granted after the 15-day window without requiring the student to withdraw from the course.

Contract Grade with a Pass/Fail Option

1. The decision to take one or more courses for a contract grade with a pass/fail option must be made within a **period of thirty-five (35) school days after the beginning of each new semester**.
2. One class or multiple classes during each semester may be taken for a contract grade with a pass/fail option if the class or classes are in addition to five other full credit courses for a 9th or 10th grade student or

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in addition to four other full credit courses for an 11th or 12th grade student. (University classes earning 3 or more credits count as a full credit course.)

3. Check the registration book or ask your counselor for a list of courses eligible to be taken for a contract grade with a pass/fail option.

Acceleration Process

For information on the [Acceleration Process](#) visit the website.

Withdrawal from a Class

A student may drop a class up until the first grade reporting period (**first 15 days**) of the semester, if they still have enough classes to be a full-time student. If a student drops after the deadline or drops below full-time status, they will receive an “F” for the course. The “F” will appear on the transcript and the student will be ineligible for 30 calendar days for athletic, music, or speech activities during the next semester.

Senior Year Plus and PSEO

Through Senior Year Plus (SYP), Ames High is able to provide a variety of options to enhance students’ high school experience. Enacted by the legislature in 2008, SYP was created to provide increased and equal access to college credit and advanced placement courses. Courses delivered through SYP provide students the opportunity to take a rigorous college curriculum and receive, in many cases, both high school and college credit concurrently.

Students are permitted to enroll through the school district in courses offered through concurrent enrollment and/or the postsecondary enrollment options (PSEO) program full-time. There is no restriction on the number of credits a student may enroll at any one eligible postsecondary institution within an academic year.

Students are required to meet all of the following conditions to be eligible to enroll in any course through a SYP program where postsecondary credit is available to the student including concurrent enrollment, PSEO, and certain career academy courses.

At the school district level, students **must demonstrate proficiency in reading (now English language arts), mathematics, and science to participate in SYP programming.** Eligibility is determined by using performance results on the most recent administration of the Iowa Statewide Assessment of Student Progress (ISASP).

A school district **may not enroll students into a PSEO course when it is possible for such enrollment to be handled through a contracted course offered through the concurrent enrollment program.** If the district has a contractual agreement with an eligible postsecondary institution, enrollments through PSEO are not permissible (281 22.17(3)).

Post Secondary Enrollment Options (PSEO)

The Postsecondary Enrollment Options (PSEO) program allows eligible high school students in Iowa to enroll in college courses while still in high school, earning both high school and college credit simultaneously. The program is designed to provide advanced learning opportunities beyond what is available at the high school level. PSEO

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courses are offered through Iowa’s eligible postsecondary institutions, and tuition, textbooks, and fees are covered by the school district for approved courses.

To participate, students must meet academic eligibility requirements and receive approval from their school counselor or administrator. PSEO courses are typically taken online or on the college campus, and students are responsible for transportation if attending in person. Credits earned may transfer to colleges and universities after high school, but students should verify transferability with prospective institutions. For more details on eligibility, course selection, and deadlines, students should consult their school counselor.

College Credit Courses

- a. The student must obtain prior administrative approval before taking any college credit course.
- b. An Ames High student who fails to obtain prior administrative approval before taking any college credit course may not have that course appear on the Ames High transcript.
- c. Ames High will be in full compliance with the Post-Secondary Enrollment Options Act of the Iowa Department of Education.
- d. A course must carry the equivalent of three (3) semester hours or more of college credit to receive one (1) high school credit.

Enrollment in college-level courses through the Postsecondary Enrollment Options (PSEO) program must not interfere with a student’s coursework at Ames High School. Students enrolled in courses outside of Ames High School are **expected to attend all Ames High School classes on time** and fulfill their academic responsibilities without conflict.

[DMACC Approved Classes](#)

GRADUATION INFORMATION

Only those students who have completed the credits required for graduation can participate in the graduation ceremonies. Special Education students who have completed all the required credits but plan to attend AHS after graduation may participate in the graduation ceremony only once in their high school career.

A minimum of 44 academic credits is required for graduation from Ames High School. A credit is earned by receiving a passing grade for a one-semester course that meets a minimum of five times per week or the equivalent.

8 English Credits	1 Practical Arts Credit From Career & Technology Education
6 Mathematics Credits	1 Fine Arts Credit From Visual Arts or Music

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Including Algebra 2, Adv. Algebra 2 or Financial Algebra	
6 Science Credits	4 PE Credits* (Starts with the class of 2025)
6 Social Studies Credits Including World Studies, US History Sociology or AP Psychology, US Government	1 Personal Finance Credit Taken Junior or Senior year
1 Health Credit Taken Sophomore Year	CPR required for graduation (Opportunities will be provided prior to graduation)

*In accordance with the Iowa Department of Education Guidance on Physical Education and High School programs, Ames High School has revamped our Physical Education requirements and credit process. State law requires students to take physical education every year. Allowable exemptions include:

- Medical Exemption
- Conflict with Religious Belief
- Discretionary Excusal for 12th Grade Students, which includes: approved off-campus educational programming; academic course, not otherwise available.
- The Iowa Department of Education does permit a limited degree of discretionary excusals for students in grades 9 - 11 specifically for academic courses, not otherwise available. **Students may not be exempt from physical education for an entire year of school.**

Semester Coursework

All junior and senior students are required to take a full schedule of at **least 5 classes per semester**.

All freshmen and sophomores are required to enroll in a full schedule of at **least six classes per semester**. This requirement helps ensure that students stay on track for on-time graduation while building a strong academic foundation for future educational and career opportunities.

- To enroll in DMACC or ISU courses, students must have a minimum of four available class periods in their schedule to accommodate these off-campus courses.
- Ames High School also provides various opportunities for students to participate in work-based learning experiences while still in high school. Some of these programs are time-intensive and require prerequisite knowledge and skills. As a result, juniors and seniors may need additional periods in their schedules to fully engage in these career-focused programs.
- Ames High School's tiers of support and Professional Learning Communities (PLCs) offer timely, targeted interventions to assist students experiencing academic difficulties. However, despite these supports, some students may still fail courses. To maximize opportunities for credit recovery, students are

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encouraged to take as many foundational courses as possible during their early high school years. This approach provides greater flexibility for retaking failed courses if necessary.

Early Graduation

Students wanting to complete graduation requirements early (at the end of their junior year or the end of the first semester of their senior year) must work with their counselor. Seniors who complete graduation requirements at mid-year are encouraged to participate in the regular spring graduation ceremony. **Only those students who have completed the credits required for graduation can participate in the ceremony.**

ATTENDANCE

Ames High School Faculty and Administration believe, and research supports, that in order to deliver the quality education expected by the community, students must attend class on a regular basis. Frequent absences lead to disinterest, lack of effort, and many times, failure. Whenever a student misses a class, he/she also misses the opportunity to learn. Students and parents have a responsibility to see that school attendance is regular and punctual.

Administration/Faculty Responsibility

It is the responsibility of the administration and faculty to keep and maintain accurate attendance records on a daily basis, notify parents when a problem exists, and enforce the attendance policy.

Student Responsibility

Attendance is crucial so students can be successful. Students are responsible for being in school on a daily basis. It is mandatory that when a student leaves for a legitimate appointment or comes to school late, he/she must follow the check-out and check-in procedures. Parents must notify the appropriate attendance secretary as soon as possible for an early release. The student is responsible for make-up work for excused absences.

Parents are notified of their student's absence through the automated caller (information must be accurate/updated in IC), by email, and through IC by turning on the notifications tab. Automated calls are made each day when a student is marked absent. Letters may be sent home when students accumulate 4, 6 or 8 absences.

Parental Responsibility

It is the parents' responsibility to have their students attend school regularly, follow proper procedures for student check-out, and communicate with the school when their students must be absent due to legitimate illness or appointments. Parents are expected to support the school policy on attendance by calling in only legitimate excuses.

Teachers will take attendance for each class period. Students who are marked unexcused will be reported to the attendance office and an automated call to the home phone call number will be made from the Infinite Campus system. Students who have eight or more unexcused absences per semester and are failing the class may be dropped from that class by an administrator after remediation attempts have been exhausted.

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Students are also encouraged to be on time for class. Students who arrive after the start of class take away valuable classroom time from staff, other students, and themselves. While there is an understanding that late arrival may happen, it is the continual tardiness that creates the most difficulty. Teachers will allow the first three tardies of the semester and provide a warning to the student. **Students are considered tardy if they are not in their assigned classroom when class starts.** After arriving at school underclassmen must not leave the building or grounds without permission.

Attendance Check-In Procedures

Students returning to the building or arriving during the school day are required to check-in at the front office and get a pass before proceeding to class.

Attendance Check-Out Procedures

When students need to check out during the school day including lunch, parents/guardians should call the school office at (515) **817-0601** or report this in advance through the [Infinite Campus Parent Portal](#). The student is responsible for picking the pass up from the attendance secretary before the dismissal time. Students then show the pass to the teacher for dismissal and give it to the front office when exiting the building.

A student who becomes ill during the school day must see the nurse for assessment. Unless the nurse recommends that the student go home, the absence will be considered unexcused. **Students must not call or text parents without staff permission. If a student is ill, the nurse will contact the parent/guardian.**

Makeup work for Absence

It is a student's responsibility to arrange to complete make-up work. **Schoolwork missed because of absence, must be made up within two times the number of days absent, not to exceed six weekdays.** The classroom teachers may allow additional make-up time at their discretion. Students are encouraged to talk to their teachers when they know they are going to be absent, or immediately upon their return from an absence.

If a student is absent for 10 consecutive school days or is considered chronically absent, access to digital classrooms and materials may be suspended until the student returns to school in-person.

Makeup work for Suspension

It is a student's responsibility to maintain their current work when suspended. Schoolwork missed because of suspension must be made up and turned in upon the student's return. The classroom teachers may allow additional make-up time at their discretion.

School Sponsored Activities

Students who miss class because of participation in school field trips, musical performances, student conferences, or athletic competitions will not be considered absent. Instructors will be provided with a list for students participating in such activities. Whenever possible, tests and assignments should be completed before the school sponsored activity unless other arrangements have been made with the teacher.

Chronic Absenteeism and Truancy

The District believes that traditional, in-person school attendance leads to the greatest learning opportunities for students. Students who are present in school and engaged active learners take greater ownership over their

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educational outcomes. For this reason, it is the priority of the District to foster regular student attendance throughout the school year and reduce barriers to regular attendance for students in the District. Scope of Policy Iowa law identifies required attendance percentages for students and school district response to absenteeism. Chronic absenteeism/absences means any absence from school for more than ten percent of the days in a term. This is a trimester for elementary students or in a semester for secondary students. Read the full [policy on Chronic Absenteeism and Truancy](#) (Policy 501.9) on our website.

Excused Absences

Illness of Students: Students who are absent due to an illness/medical reason will be marked as "excused" only if a parent or guardian notifies the front office attendance secretary. This notification must include a note from a medical professional. Parents/guardians have **48 hours (two days)** after the absence to provide this notification. If no contact is made within this timeframe, the absence may be recorded as unexcused.

A student with excessive absences in one or more classes may be required by an administrator to provide formal documentation to excuse any further absences. Acceptable documentation may include, but is not limited to, a physician's note, court appearance documents, or other official verification.

The following will be considered excused absences:

1. Illness or Injury: A student who is temporarily ill or injured, or whose absence is prearranged and approved by the school administrator for serious circumstances that cannot be addressed outside of school hours. Medical documentation may be required.
2. Extended Health-Related Absence: A student who is absent for an extended period due to health-related reasons. Medical documentation may be required.
3. School-Sponsored Activities: A student who is attending a school-sponsored event or an educational activity with prior administrative approval.
4. Religious Observance: A student who is absent to participate in a religious observance.
5. Court-Ordered Activities: A student who is absent due to participation in court-ordered activities
6. Disciplinary Action: A student who is absent as a result of suspension or expulsion.

As applicable, the district may require suitable proof regarding the above exceptions, including written statements from medical sources.

Please know per Senate File 2435: Chronic Absenteeism, family trips or vacations are considered an unexcused absences and are not exempt from the school's chronic absenteeism policy.

Excessive Absences and Truancy

The school is responsible for holding parents/guardians and students accountable for school attendance. **Truancy and excessive absences as well as unexcused/excessive tardiness are problematic to a student's academic success.** Parents will receive a letter expressing concern if absenteeism becomes excessive, as per

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Board policy. Please see [Policy 501.3](#) for additional information.

Eight or more unexcused absences each semester per class will be considered excessive and may warrant school consequences such as loss of privileges to parties or extracurricular events, restricted lunch, or detention.

An excessive number of unexcused absences from school or an assigned area or class(es) may be considered as a truancy. Once considered truant, the student may be dropped from courses in which they are truant with the county attorney notified. Parents/guardians and the student need to attend mediation meetings as a result of the truancy. Legal action through the county attorney may also occur. administrative discretion will be used in all cases.

Get [more information about Attendance, Absenteeism, and Truancy](#) on our website.

Tardiness

Per school board policy, students are expected to be in class on time. Tardiness is recorded by teachers. Chronic tardiness may result in consequences assigned by teachers, grade level teams, and administration. A student is considered tardy if they are not in the room when the bell rings. After 15 minutes, a student tardy will convert to an unexcused absence. Interactions with the student should always let the student know that they matter, and are valued, and that you believe in their ability to succeed. Tardies are considered by each class period.

- Tardies 1-3: Let the student communicate their challenge, provide your concerns for their tardiness, and collectively work towards a resolution
- Tardies 4-5: **Parent notification is required:** Teachers will schedule a 15 minute detention time that is established cooperatively between the classroom teacher and student but no later than 48 hours after the student has been notified of the infraction. The time with the teacher will double if the student fails to attend the required detention time.
- Tardy 6: **Parent notification is required by the teacher.** The Infraction is referred to the attendance administrator for disciplinary action.
- Tardies 8+ Parent notification - Meeting with school administration, parents, and counselors.
- The classroom teacher is responsible for logging classroom tardy incidents, classroom detention assignments, and failure to attend classroom detention into Infinite Campus.

Attendance and extracurricular activities

In order to participate in extracurricular activities, a student must be in attendance half of the school day's periods (excluding lunch) prior to the activity. Any absence on the day of activity must be excused for the student to participate in extracurricular activities that day.

If a student has an unexcused absence (this includes skipping class) on the day of the extracurricular event (e.g.; football game) the student may not be allowed to attend the event as a spectator.

DISCIPLINE AND BEHAVIOR

Appropriate student conduct is a must for a successful student experience at Ames High School. While we understand that students may have violations of the student conduct policy, it is also understood that as a school we may remediate those instances with consequences that are intended to change behavior and to teach

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appropriate behaviors to be successful at AHS and in society. When this happens, teachers, counselors and principals will try to help students learn from their mistakes and teach student accountability while maintaining respect for them. Treating people and their property with the same courtesy and respect, as the student would want to be treated, is an excellent rule to live by each day. Students should do their part to meet these expectations each day.

Administration/Faculty Responsibility

Teachers and staff have a responsibility to guide young people in their patterns of behavior. To this end, it is their responsibility to model and teach appropriate behavior for students and hold all students accountable for unacceptable behavior. The administration and faculty will intervene when school policies are not followed. Administration and faculty will always address behavior as a means of teaching students' appropriate behavior. Administrators and faculty will seek a positive partnership with parents/ guardians in helping address and correct unacceptable behavior.

Parent/Guardian Responsibility

Parents are responsible for helping their student(s) to make good decisions regarding behavior. It is expected that parents understand the principle that a safe learning environment must be maintained for all students. Parents/guardians, administrators and faculty will seek a positive partnership in helping address and correct unacceptable student behaviors.

Student Responsibility

Students are responsible for learning and to positively contribute to the school culture with appropriate behavior and accepting the consequences of their actions when they choose to violate school policies and expectations. Students are expected to conduct themselves with integrity and to be sensitive to the needs of others.

Students, parents/guardians, administrators, and faculty will seek a positive partnership in helping address and correct unacceptable student behaviors.

AHS Student Code of Conduct

In accordance with applicable law and Board policy concerning student suspensions, expulsions, and other disciplinary interventions, the principal or designee may suspend or recommend expulsion of a student who engages in one or more of the following activities while in school buildings, on district property, when being transported in vehicles dispatched by the district or one of its schools, during a school-sponsored or district-sponsored activity or event, and off district property when the conduct has a nexus to school or any district curricular or non-curricular event:

1. Causing or attempting to cause damage to district property or stealing or attempting to steal district property.
2. Causing or attempting to cause damage to private property or stealing or attempting to steal private property.
3. Willful destruction or defacing of district property.
4. Commission of any act which if committed by an adult would be robbery or assault as defined by state law. This includes physical fighting and physical aggression toward another student or staff.*
5. Committing extortion, coercion or blackmail, i.e., obtaining money or other objects of value from an unwilling person or forcing an individual to act through the use of force or threat of force.

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6. Engaging in verbal abuse, i.e., name calling, ethnic or racial slurs, either orally or in writing or derogatory statements addressed publicly to an individual or a group that precipitate disruption of the district or school program or incite violence.
7. Engaging in “hazing” activities, i.e., forcing prolonged physical activity, forcing excessive consumption of any substance, forcing prolonged deprivation of sleep, food, or drink, or any other behavior which recklessly endangers the health or safety of an individual for purposes of initiation into any student group.
8. Violation of the Board’s policy on bullying prevention and education.
9. Violation of criminal law which has an effect on the district or on the general safety or welfare of students or staff.
10. Violation of any Board policy or regulations, or established school rules.
11. Violation of the Board’s policy on weapons in the schools. Expulsion shall be mandatory for bringing or possessing a firearm, in accordance with federal law.
12. Violation of the Board’s policy on student conduct involving drugs and alcohol.
13. Violation of the Board’s tobacco-free schools policy.
14. Violation of the Board’s policies prohibiting sexual or other harassment.
15. Violation of the Board’s policy on nondiscrimination.
16. Throwing objects, unless part of a supervised school activity, that can or do cause bodily injury or damage to property.
17. Directing profanity, vulgar language or obscene gestures toward other students, school personnel or others.
18. Lying or giving false information, either verbally or in writing, to a district employee.
19. Engaging in scholastic dishonesty, which includes but is not limited to cheating on a test, plagiarism or unauthorized collaboration with another person in preparing written work.
20. Making a false accusation of criminal activity against a district employee to law enforcement or to the district.
21. Behavior on or off school property that is detrimental to the welfare or safety of other students or school personnel, including behavior that creates a threat of physical harm to the student exhibiting the behavior or to one or more other students.
22. Repeated interference with the district’s ability to provide educational opportunities to other students.
23. Continued willful disobedience or open and persistent defiance of proper authority including deliberate refusal to obey a member of the district staff.

*Acts of physical assault (fighting) and physical aggression compromise the safety and overall culture of Ames High School. Such behavior will result in disciplinary consequences, which may include suspension or expulsion. A student who commits two acts of physical assault during a school year will be subject to an automatic change in educational placement, requiring attendance in an alternative setting rather than in-person instruction at Ames High School.

The full policy, [Policy 503.1 - Student Conduct Code](#), is available on the District website. The school administration will address all rules and procedures not specifically covered in this handbook, on a case-by-case basis.

Examples of behavior violations:

Controlled Substances such as drugs, alcohol, tobacco, vape juice, etc.

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If a student possesses, sells, delivers, consumes and/or is under the influence of alcohol/controlled substance or possesses drug paraphernalia, the parents/guardians will be contacted. Consequences will be in accordance with District disciplinary policies and procedures and may include, but are not limited to, suspension from school, police citations, suspension from extracurricular activities and/or a referral for substance use assessment.

Student Searches & Sobriety

If a student refuses to consent to a search of their person or property, or if they refuse to consent to a sobriety test for controlled substances, consequences will be administered as if a violation of board policy had occurred.

Insubordination

Insubordination is a refusal to follow directions from, or to verbally abuse, a person in authority. In situations involving conflict or disagreement, students are expected to comply with the directions of faculty or staff. If students feel they have been treated unfairly, they may discuss the situation with an administrator. **In all cases, students are expected to conduct themselves in a courteous and respectful manner.** Insubordination will result in disciplinary action, which may include suspension.

Belief Statement

The District is committed to providing a safe and civil school environment in which all persons in the school community are treated with dignity and respect. To that end, the District has in place policies, procedures, and practices that are designed to address, reduce, or eliminate incidents of bullying and harassment.

Bullying/harassment of any person will not be tolerated in the District. Anti-Bullying/Harassment: [Board Policy 104](#)

Definition of Bullying/Harassment

The Board prohibits bullying, harassment, hazing, or any other victimization, of any person based on any of the following actual or perceived traits or characteristics, including, but not limited to age, color, creed, national origin, race, religion, marital status, sex, sexual orientation, gender identity, physical attributes, physical or mental ability or disability, ancestry, political party preference, political belief, socioeconomic status, or familial status. [Traits or characteristics as defined in Iowa Code 280.28(2)(c).]

Bullying/Harassment means any electronic, written, verbal, or physical act or conduct toward any person which is based on any actual or perceived trait or characteristic of the student or adult and which creates an objectively hostile school environment that meets one or more of the following conditions:

- places any person in reasonable fear of harm to his/her person or property;
- has a substantially detrimental effect on any person's physical or mental health;
- has the effect of substantially interfering with any person's academic or professional performance; or
- has the effect of substantially interfering with any person's ability to participate in or benefit from the services, activities, or privileges provided by a school.

Examples of bullying and/or harassment may include sexual and discriminatory harassment, as well as, but not limited to, any actions that have the purpose or effect of causing injury, fear, or suffering to the victim such as:

- verbal, nonverbal, physical or written bullying, harassment, hazing, or other victimization; repeated remarks of a demeaning nature;

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- implied or explicit threats concerning one's grades, achievements, property, etc.;
- demeaning jokes, stories, or activities directed at the student or adult;
- unreasonable interference with any person's performance or creation of an intimidating, offensive, or hostile learning or working environment.

Enforcement of Policy

The civility of a school environment is the responsibility of employees, students and parent(s)/guardian(s). Any employee who witnesses bullying or harassment must take appropriate action, which includes positive efforts to correct the concern and to assist the bullied person. Incidents of bullying or harassment would first be dealt with at the classroom level and then at the building level, if not resolved. Parent(s)/Guardian(s) will be notified by the teacher or principal of the incident and action pertaining to their own child. A formal complaint procedure exists for unresolved or continuing bullying or harassment issues.

Where Policy Applies

This policy is in effect while any person is on any property within the jurisdiction of the Board, including all District facilities, District premises, on transportation provided by the District, while being transported under the supervision of District personnel, and non- school property if the person is at any school-sponsored or school-approved activity or function.

This policy shall also apply to all persons on any District premises including, but not limited to spectators, visitors, vendors, volunteers, and contractors.

Complaint Procedure

Any person who believes they have suffered harassment or bullying shall report such incidents to building administration, guidance counselor, or teacher verbally or in writing. Teachers who witness, suspect, or have been made aware of incidents of harassment or bullying shall immediately report such matters to a guidance counselor and/or building administration.

Any person who believes that he/she has been bullied or harassed without the issue being resolved informally shall be asked to complete the district [Discrimination/Bullying/Harassment](#) complaint form, including any evidence to support the bullying/harassment claim, and file it with the principal or supervisor, who shall serve as the primary compliance officer and investigator of complaints. The Superintendent shall serve as the alternate investigator.

The principal or department director has the authority to initiate a bullying/harassment investigation in the absence of a written complaint.

It shall be the responsibility of the investigator to submit a final written report of such investigations to the Superintendent who may initiate further investigation, if deemed necessary including final action, as deemed appropriate.

Conflicts

If the primary investigator is the alleged harasser, or the person alleged to be bullying, or a witness to the incident, the Superintendent shall appoint an alternate investigator who may serve as the initial contact for reporting bullying/harassment complaints.

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If the Superintendent is the alleged bully/harasser, an alternate investigator shall be appointed and shall report his/her findings to the Board.

Investigation Procedure

Steps to follow if students are harassed:

1. Tell the harasser to stop (If they don't proceed to step 2)
2. Go to a school authority (ie. teacher, counselor or administrator). Teachers, counselors, or administrators will guide the victim in deciding the next step. Some steps likely would include:
 - Request the [Student Conflict](#) form from a counselor or administrator.
 - Keep a record of what happened, including when, where, who, what was said, how the person responded. Include eye witnesses on the documented record.

Consequences may include restriction, loss of privilege and/or parent meeting with school administrators. Appropriate actions may include mediation or filing a [Discrimination/Bullying/Harassment](#) complaint form. The complaint may be shared with the school resource officer, which may result in harassment charges. Any student who files a false claim will also be disciplined.

The investigator shall begin the investigation within a reasonable time upon receipt of the complaint. The investigator shall interview the complainant and the alleged bully/harasser. The alleged bully/harasser may file a written statement refuting or explaining the behavior outlined in the complaint. The investigator may also interview witnesses as deemed appropriate. Information received during the investigation shall be kept confidential to the extent possible and practicable.

Written Report of Findings

The final written report may include a recommendation for discipline using due process and progressive discipline based on the determination of the investigator. By Iowa law, disciplinary action must be kept confidential at all levels including the complainant as well as the Board who serve as the panel for final appeals, if necessary. In cases where a complaint of student bullying/harassment has been filed, the parent(s)/guardian(s) of all students involved will be notified of the resolution of the complaint as it pertains to their student.

Complaints reported to the compliance officers/investigators shall be handled in a timely manner. Information regarding an investigation of alleged bullying/harassment shall be confidential to the extent possible and practical, and those persons involved in the investigation should respect this confidentiality.

Resolution of the Complaint

Following the investigator's report, the Superintendent may investigate further, if deemed necessary, and make a determination of the appropriate next step which may include discipline up to and including discharge for employees, and up to and including expulsion for students. The Superintendent shall file a written report closing the case. The complainant, the alleged bully/harasser, and the investigator shall receive notice that the case has been investigated fully and has been resolved. Final resolutions may be appealed to the Board.

A written record of all instances of bullying/harassing conduct by employees will be made by the investigator and kept in the Personnel Office.

Liability and Retaliation

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Any person who promptly, reasonably, and in good faith reports an incident of bullying/harassment under this policy to a school official, shall be immune from civil or criminal liability relating to such report and to the person's participation in any administrative, judicial, or other proceeding relating to the report.

Retaliation is prohibited against any person who has filed a bullying/harassment complaint, or assisted or participated in a bullying/harassment investigation or proceeding, or opposed language or conduct that violates this policy. Individuals who knowingly file false bullying/harassment complaints, any person who gives false statements in an investigation, or any person who is found to have retaliated against another in violation of this policy shall be subject to appropriate action.

Behavior which will be considered retaliation includes, but is not limited to:

- open hostility or expressions of hate,
- excluding a person from the group,
- monitoring or watching an employee's job performance beyond customary supervisory diligence, and
- assigning employees to do demeaning work which they are not normally assigned to do.

False Claims

Any employee or student who files a false or bad faith bullying/harassment claim shall be disciplined. A bad faith claim is one that has no purpose other than to bully, harass or cause another person pain.

Title IX

Title IX of the Education Amendments of 1972 (Title IX) prohibits discrimination based on sex in education programs and activities in federally funded schools at all levels. If any part of a school district or college receives any Federal funds for any purpose, all of the operations of the district or college are covered by Title IX.

Title IX protects students, employees, applicants for admission and employment, and other persons from all forms of sex discrimination, including discrimination based on gender identity or failure to conform to stereotypical notions of masculinity or femininity. All students (as well as other persons) at recipient institutions are protected by Title IX--regardless of their sex, sexual orientation, gender identity, part- or full-time status, disability, race, or national origin--in all aspects of a recipient's educational programs and activities. [Board Policy 106](#) provides specifics regarding the Ames CSD policies regarding discrimination and harassment.

Search and Seizure ([School Board policy 502.8](#))

A "search" is an examination of an area in which an individual has a reasonable expectation of privacy. Such areas include, but are not limited to, a student's body, vehicle, individual clothing, purses, book bags, or other containers used for holding or carrying personal belongings. A search will be based upon reasonable suspicion that the area to be examined will reveal evidence of a violation of a school rule or the law. If a search is necessary, two school officials shall conduct it. The school officials shall not conduct a strip search or body cavity search of a student. Drug sniffing animals will not be used to search a student's body.

1. Reasonable Suspicion

Searches must be based on reasonable suspicion that the search will produce evidence that the student violated or is violating school rules or the law and must be reasonable in scope. An administrator and/or designee who has reason to believe that a student is in possession of items evidencing a violation of school rules or the law, or the student's vehicle contains items evidencing a violation of school rules or the law, may

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conduct a search. When possible, searches shall be conducted in the presence of the student, and in all cases, the student will be informed of the search in a timely manner. The following shall be taken into account in determining the reasonableness of the search:

- a. The prevalence and seriousness of the problem within the school in which the search is conducted.
- b. The urgency requiring the conduct of the search without delay.
- c. The probative value and reliability of the information used as a justification for the search.
- d. Prior experience with the student who is being searched or who's protected student area or vehicle is being searched.
- e. The age and sex of the student who is being searched.
- f. The nature and seriousness of the suspected violation.
- g. The objectives of the search.
- h. Any other factors deemed relevant in a particular case.

2. Personal Searches

- a. It is recognized that illegal, unauthorized or contraband material generally causes a material and substantial disruption to the school environment, or presents a threat to the health and safety of students, employees, or others on the school premises, or at school sponsored functions.
- b. Items of contraband may include, but are not limited to, non-prescription drugs or controlled substances, including but not limited to marijuana, cocaine, amphetamines, barbiturates, counterfeit (look alike) substances; apparatus used for the administration of controlled substances; alcoholic beverages; tobacco; weapons; explosives; poisons; other dangerous items; or stolen property.
- c. School authorities, without a search warrant, may search a student or protected student area on school premises or at school-sponsored functions, and may search personal items within lockers, desks, computers, or work areas whenever an authorized school official has reasonable suspicion to believe that the search will produce evidence of the student's violation of school rules or the law and the search is reasonable in scope. School authorities may seize any illegal, unauthorized or contraband materials discovered in the search. With the approval of the Superintendent, canine trained in the detection of contraband may be used unannounced to search all areas of school property including the parking area. Measures will be taken to be certain the dog is kept away from students.

Emergency Searches

Administrator approval is required for all searches except in the case of emergency, in which case it is recommended that such searches be conducted in the presence of another certified school employee. Subsequent to the search, the administrator involved shall document in writing the reasons for believing contraband or other illegal or unauthorized items, or items evidencing the student's violation of school rules or the law, to be present. This procedure is to be carried out regardless of whether such contraband or other item is actually found. If contraband or other illegal or unauthorized items are found, appropriate disciplinary action shall be taken. Items which may be illegal to possess will immediately be turned over to the proper authorities.

3. Vehicle Searches

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Students and others are permitted to park on school premises as a matter of privilege, not a right. The school retains the authority to conduct routine patrols of school parking lots. The interiors of vehicles on school property may be searched whenever a school official has reasonable suspicion to believe that the search will produce evidence of the student's violation of school rules or the law and the search is reasonable in scope. Searches will be conducted in the presence of the student, when possible, and may occur without notice and without a search warrant but in all cases the student shall be informed of the search in a timely manner.

Weapons on School Property

The possession of weapons on school premises and at school-related activities is a serious violation of the discipline policies of the Ames Community School District. A weapon is defined as any object, including explosive devices, which could be used with the intent to harm, or any object that appears as if it could be harmful. Any student found to be in possession or purporting to be in possession of a weapon, displaying a weapon, or utilizing a weapon in a threatening manner, including the infliction of harm or injury to another person, shall be subject to suspension, expulsion, and referral to law enforcement. Each case will be handled individually considering the evidence and circumstances.

Fighting

Students should seek adult intervention from a counselor, teacher or other person in authority **before** conflict escalates to the point of a fight. Fighting in school or on school grounds, on school transportation or at a school sponsored event will result in disciplinary action for both parties that may result in loss of privileges, suspension and/or referral to local police.

Vandalism

Students found to be responsible for damaging school property will be charged for the cost to repair or correct the damage, following an investigation by school officials in which the student is provided due process.

Offensive Language

Language used in classrooms, hallways, and school activities must be appropriate. Students should not use language that is vulgar or offensive to others. This is important to the orderly and efficient operation of the school. Students have the right to attend school and school activities without being subjected to words that are vulgar or show disrespect for race, color, religion, creed, disability, gender, sexual orientation, or ethnicity. Targeted, abusive use of such language can result in disciplinary action, which may include in- or out-of-school suspension.

Public Displays of Affection

It is a violation of conduct for students to demonstrate overt displays of affection **on school grounds** or at **school activities**. This includes kissing or other inappropriate physical contact. Consequences include, but are not limited to, meeting with parents and out-of-school suspension.

Academic Dishonesty

Academic dishonesty refers to committing or contributing to dishonest acts by those engaged in teaching, learning, research, and related academic activities and it applies not just to students, but to everyone in the academic environment. Academic dishonesty can take many forms, which can be broadly classified as follows:

1. Cheating

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2. Plagiarism
3. Fabrication or falsification
4. Sabotage

Cheating

Cheating involves unauthorized use of information, materials, devices, sources or practices in completing academic activities. For example, copying during an exam that should be completed individually is an unauthorized practice, and, therefore, is considered cheating. A student who allows another student to copy from his or her work is considered to be facilitating or contributing to cheating.

Plagiarism

Plagiarism is a type of cheating in which someone adopts another person's ideas, words, design, art, music, etc., as his or her own without acknowledging the source, or, when necessary, obtaining permission from the author. For example, copying and pasting material from a web site into your own document without proper citation is considered plagiarism.

The term "plagiarism" includes but is not limited to the use, by paraphrase or direct quotation, of the published or unpublished work of another person without full and clear acknowledgment. Plagiarism also includes the unacknowledged use of materials prepared by another person or agency engaged in the selling of term papers or other academic materials.

Fabrication or falsification

Fabrication or falsification involves the unauthorized creation or alteration of information in an academic document or activity. For example, artificially creating data when it should be collected from an actual experiment or making up a source of information that does not exist is considered fabrication or falsification.

Sabotage

Sabotage involves disrupting or destroying another person's work so that the other person cannot complete an academic activity successfully. For example, destroying another person's artwork, experiment, or design is considered sabotage. Failure to contribute as required to a team project can also be considered academic sabotage.

Any of these four will be addressed by staff and administration. Students that are found to have violated any of these criteria may face the one or more of the following consequences:

- re-doing the assignment,
- completion of alternative covering the same standards and/or content,
- failure of the assignment,
- notification to parents,
- or a combination of any of the above.

Interventions/consequences for violation of school rules

When students violate a school rule or when they disrupt the school day, there are several options which may be used to bring about acceptable behavior. Consequences may include but are not limited to the following, as determined by the administrator's discretion:

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- Contract with teacher and/or counselor
- Parent/Teacher conference
- Program change/Modified schedule
- Restitution
- Referral to an outside resource/agency
- Community Service -- within and/or outside of the building
- Detention
- OSS- Out of School Suspension
- ISS- In School Suspension
- Loss of privileges
- Behavior Plan
- Referral to police
- Expulsion
- Other- Assigned by Administration

Loss of Privileges

Discipline referrals may result in students losing privileges to attend activities (i.e. lunch in the cafeteria, leaving campus, sporting events, and/or after-hours clubs and co-curricular activities), field trips, dances, and special events.

Suspensions

Suspension may be used as a consequence for violation of school rules. The administration has the authority to suspend a student up to a maximum of ten (10) days at a time. Repeated suspensions may result in a recommendation to the Board of Education for expulsion. Suspensions may be either in- or out-of- school. Students are still responsible for their school work and are expected to complete it in the alternative environment. Students and their guardians should communicate with their teachers. Students will receive credit for work.

Expulsion

Only the Board of Education may expel a student. Once a student has been expelled, only the Board of Education may allow the student to re-enter school.

Interscholastic Athletics and Co-Curricular Programs

Eligibility

Interscholastic Athletics and Co-Curricular Programs Participation in interscholastic athletics and co-curricular activities is a privilege. School athletics and activities provide the benefits of promoting additional interests and abilities in the students during their school years and for their lifetimes. Students who participate in interscholastic athletics and co-curricular activities should be acknowledged as standout student ambassadors of the school district throughout the calendar year. Therefore, the school district maintains high expectations for all participants in athletics and co-curricular activities.

Eligibility requirements listed below pertain to interscholastic athletics (including drill team and cheerleading), music and speech (including debate and drama).

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- A. The following ACADEMIC ELIGIBILITY rules are established to be in compliance with the academic eligibility rules of the state associations governing athletics, speech and music. Academic Eligibility Rules for Interscholastic Athletics (including drill team and cheerleading), Music and Speech (including debate and drama):
- a. 1. To be academically eligible for the above listed activities, the student must be *passing all courses at the end of the previous semester.
 - b. 2. An INCOMPLETE at the end of the semester means the student has not yet completed the course requirements and results in ineligibility until the work is completed and the teacher submits a passing grade to the office.
 - c. 3. A student with a disability who has an individualized education program (IEP) shall not be denied eligibility on the basis of scholarship if the student is making adequate progress, as determined by school officials, towards the goals and objectives on the student's IEP.
- B. Eligibility Requirements for Interscholastic Athletics (including drill team and cheerleading)
1. Be considered a full-time student during their athletic season.
 2. Have a signed parent permission slip on file at the school.
 3. Have had a physical within 13 months and physical must be on file at the school.
 4. Not have reached his/her 20th birthday.
 5. Have returned or paid for equipment lost from previous seasons.
 6. Not possess or use tobacco or tobacco products, alcohol or controlled substances.
 7. Not play on a regularly organized team other than the teams representing the Ames Community Schools during the same season without previous written consent of the principal or designee.
 8. A student under any in-school and/or out-of-school suspension is ineligible for any school activity during the course of the suspension. For out-of-school suspension, eligibility is reinstated the calendar day following the completed suspension.

Good Conduct Rule- 503.4

District athletic programs are a privilege available to all students who meet the basic academic and attendance requirements established by the Iowa High School Athletic Association and the Iowa Girl's High School Athletic Union. Throughout the calendar year all student athletes in the athletic program serve as ambassadors of the Ames Community School District. Therefore, the District maintains high expectations for all participants in its athletic program. Coaches may have other conduct expectations/ consequences not covered by this policy.

Violation: Student athletes who engage in illegal and/or ticketed actions anywhere, excluding laws and ordinances regulating the use of motor vehicles under which a violation is classified as a simple misdemeanor, are suspended from the athletic program pending completion of an investigation. The athletic director will begin an investigation of a student athlete through information obtained from staff members, law enforcement officials, juvenile court officers, and the student/parent(s)/guardian(s) in question. Cooperation of the student is vital to the investigative process and thus, is rewarded through reduced consequences.

Consequences: A student who self-reports his/her offense to a head coach, administrator, or the athletic director within 72 hours will receive a reduction in game dates missed. Game suspensions will take place in the sport the

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student athlete is currently involved in or his/her next sports season whenever that occurs. Student athletes will also be required to perform 5 hours of community service within the athletic department per offense as described by the athletic director.

Important Notes:

- All disciplinary rules of [policy 503.4](#), Student Conduct Code apply to interscholastic athletics.
- A student athlete who incurs a violation after self-reporting or being reported will have a conference (in person or by phone) with the activities director to review the details of the consequences. Parent(s)/guardian(s) will be notified in writing of the suspension and are welcome to attend the suspension conference.
- During the suspension, the student athlete is required to attend practices but will not dress for the suspended competitions.
- A student who quits the sport prior to completion of the suspension or the season will not be credited for any suspension service time.
- When assessing the penalty the head coach will validate enforcement of game dates based on the level of competition the athlete has been classified up to that point. Junior varsity athletes on a varsity team will follow a varsity schedule timeline in dates of suspension.
- If fewer game dates remain to be played at the time of the violation, the ineligibility shall carry over into the next sports season in which the student participates.
- Good Conduct violations will accumulate over a four-year period while the student is in high school.
- All students begin high school with a clean slate. High School begins the day after the last scheduled class day for eighth grade.
- The student athlete must “earn” his/her prior status back on the team as determined by the coach.

Due process

When the school has received a report of a possible violation as per the administrative rules above, the administration will conduct an investigation. This investigation will include:

- Notice to the student of alleged conduct that violates the policy
- An opportunity to present his/her side to the school administrator in charge of determining if a violation occurred.

If a violation of policy is found, the student will have a conference with the athletic director or principal to review the details of the violation, including any appropriate consequences. Parent(s)/guardian(s) will be notified in writing of the violation and are welcome to attend the conference. The length of the period of suspension from activities and a specific explanation of the reasons for ineligibility will be given in writing.

Appeal process and timelines

- Should the student and/or his/her parent(s)/guardian(s) feel the penalty is unjustified or unfair, they may appeal within five (5) days of receiving written notice of suspension.
- Upon receiving an appeal, a three-member panel shall review the case. The review panel shall be appointed by the principal within two (2) days of receiving the appeal and shall consist of three (3) staff members.
- The student and his/her parent(s)/guardian(s) shall be notified when and where the review panel will meet, and they shall be allowed to appear before the review panel. The panel shall meet within a period of three (3) days of their appointment by the principal.

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- The review panel shall consider the circumstances and evidence and make its findings and recommendation in writing to the student and parent(s)/guardian(s) and - to the principal within two (2) days of their meeting. Responsibility for the decision about any appropriate period of activity suspension rests solely and finally with the principal.
- The principal will issue a written final decision within three (3) days of receiving the review panel recommendation.

Important Notes

- During any activity suspension, the student is required to attend practices or rehearsals, but will not participate for the dates of suspended competitions, performances, or events.
- Any student who quits the activity prior to completion of the suspension or the conclusion of the season/event/activity will not be credited for any suspension service time.
- Administration and the head coach/sponsor for the activity will validate enforcement of activity dates based on the level of participation the student has been classified up to that point. Junior varsity athletes on a varsity team will follow a varsity schedule timeline in dates of suspension.
- If, at the time of the violation, fewer dates of participation remain in the season/activity to ADMINISTRATIVE RULES complete the period of suspension, the remaining suspension shall carry over into the next activity in which the student participates.
- Good Conduct violations will accumulate over a four-year period while the student is in high school.
- All students begin high school with a clean slate.
- High School begins the day after the last scheduled class day for eighth grade.
- The student must "earn" his/her prior status back within the activity as determined by the coach/sponsor.
- No grade reduction will ever occur as a result of a good conduct violation, including suspension from participation in co-curricular activities. Teachers may require students to miss activities that could impact a grade in a class due to good conduct suspensions to make up for the missed learning/experience in an alternative manner.

BEHAVIOR IN SCHOOL, AT SCHOOL EVENTS AND ON SCHOOL BUS

Gum, Candy, Food and Drinks:

The consumption of candy, chewing gum, drink beverages or food during the school day in the classroom is the discretion of the individual classroom teacher. Such consumption may lead to excessive messiness, distract from the learning environment and/or lead to a lasting impact on furniture and/or other school property.

- Lunch should be consumed in the lunchroom or the outside courtyard only. Students shall not eat in teacher's rooms or in other areas of the school building.

Personal Electronic Devices

Personal electronic devices include bluetooth devices, headphones, cell phones, etc. The school is not responsible for personal electronic devices being broken, stolen or misplaced. Because staff wants students to learn and be focused on instruction, phones should not be used during each class period unless given explicit permission by an instructor. Students will be expected to surrender these items if they are using them during class time without a teacher's permission. Please review the [Cell Phone Expectations](#) for more information and FAQs. In addition to the cell phone policy, students can only use school-issued devices during instructional time.

Notable exceptions include those cases in which the use of a personal device is documented through in a 504

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plan and/or individual education plan (IEP) are automatically exempt when used in the manner outlined in the documentation.

Dress Guidelines

Ames High School will restrict students from wearing gang-related or other apparel if it's determined that the restriction is necessary for health, safety, or a positive environment. Restricted clothing includes offensive content, hate speech, or promotes illegal activities. Specifically, students are expected to wear clothing that is appropriate for their age, that does not disrupt the educational environment and that does not pose a health or safety threat.

Dress guidelines will be enforced at school activities as well as during the school day. If clothing/apparel is deemed inappropriate or disruptive, school staff will ask students to correct the situation. If necessary, school administrators will involve parents.

Inappropriate or disruptive dress includes, but is not be limited to clothing or accessories that promote illegal activities and/or portray obscene material, or promote items illegal for use by minors, including, but not limited to alcohol, drugs or tobacco products, or make reference to prohibited conduct or displays obscenity, profanity, vulgarity or racially or sexually offensive remarks.

Students should wear clothing that is comfortable for regular school day activity:

- Wear clothing that covers all undergarments.
- Wear shoes at all times in the building.
- Students may wear hats and hoods, however, student faces should be able to be seen
- Examples of unsuitable clothing:
 - Shirts without fabric in the front, back and on the sides under the arms
 - See through clothing
 - Items that advertise or promote drugs, alcohol, or tobacco
 - Items that are sexual or obscene in content
 - Items that promote violence, racism, culturally insensitive, or gang affiliation

Classroom Guidelines

Appropriate student conduct is a must for student success in the classroom. While we understand that students may have violations of the varied teacher's expectations in classrooms, it is also understood that each classroom teacher may remediate those instances with consequences that are intended to change behavior and, more importantly, teach the students the value and skills of the appropriate behaviors they are expecting in their classrooms. We expect students to conduct themselves in a positive manner in the classroom. Teachers will have classroom expectations that reflect restorative practices and provide students with shared community expectations and establish classroom routines. Teachers will address situations involving unacceptable classroom behavior. However, when the teacher deems it necessary to remove a student from class because of unacceptable or unsafe behavior, consequences may result.

Hallway Expectations

- Walk to the right and keep hands, feet and objects to self.
- Have a signed agenda or pass to be in halls during class time.
- Leave school grounds at dismissal time (unless participating in a school activity).

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- Comply with any adult direction.

Expectations for Assemblies and Performing Arts Center Events

Assemblies are an opportunity for staff and students to gather, learn and build school spirit. Students are expected to conduct themselves in a considerate, respectful and responsible manner. All assemblies are required and students will sit with their 2nd period class in the assigned area in the gym. Visitors often form a lasting impression of the school and community based on student behavior at school assemblies.

- Enter the Performing Arts Center or Gym in a quiet and orderly fashion.
- Walk all the way down the aisle to the last seat available.
- Once seated, stay seated unless directed by an adult to move or there is a dire need or emergency.
- Give full attention and show appreciation through applause.
- Refrain from talking or behaving in a way that distracts the presenters and audience members.
- Use common sense and common courtesy.
- No candy or gum allowed in the Performing Arts Center.

Bus rules and behaviors

The District provides transportation to school by bus for high school students living more than two miles from school. The bus service is provided by First Student. For up-to-date information regarding transportation, please visit the [Transportation page](#) on our website.

Rules for Bicycles and Mopeds

- Park bike/moped in the designated racks and lock it for the day. Do not ride in/out of the parking lot.
- Do not touch, handle, or use, in any way, another person's bicycle or moped.
- Cross where a traffic light is located.
- Obey traffic laws at all times.
- Use caution. Vehicular traffic is very heavy before and after school and bicycles/mopeds are not always easily seen by motorists.

Rules for Skateboard and Rollerblades

- Students are not allowed to use skateboards or rollerblades on school property.
- When a student is on school grounds, the skateboard must be carried or the rollerblades removed.
- No heelys allowed in the building.

OTHER GENERAL INFORMATION

Little Cyclone Time (Homeroom)

Homeroom is a base for students to find support, get information, and have some fun. Students may turn to the homeroom teacher when they need help or have questions.

Counselors

Each student is assigned a counselor. The counselor is a very important person in helping students achieve academic success and in resolving personal and social concerns. Students will work very closely with their counselor for guidance and support, to help students learn more about themselves as they grow and develop through the high school years.

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Students or parents may make an appointment to see a counselor. If there is an emergency, students may explain to homerooms teachers, the nurse, or other staff, who will notify the counselor. At times the counselor will make an appointment with the student. If school staff feels there is a need, they will contact parents/guardians and provide assistance to find professional services outside the school.

Student Services

Ames High School is very fortunate to have school counselors that perform a variety of services for our students. The counselors have two primary areas of interest and focus. The first is academic guidance and support to make sure students have the required credits to graduate. Students may make an appointment to review credits, discuss plans, and to determine the needed classes to graduate. Our counselors also work with students and their social emotional needs. The pressure of being a high school student and navigating a changing world can create an extra amount of stress. Friendships, identity issues, home situations, and mental health concerns can all impact the academic success of a student and it is imperative that our students know that they have support through our student services team. The counselors are the first contact and if there are additional needs there are two resources that AHS provides. The first is certified mental health counseling through Youth Shelter and Services. YSS provides a counselor to AHS to provide for additional counseling support. Ames High School continues to seek multiple means of providing mental health education and support for students.

Brain Health Retreat Center

The Brain Health Retreat RoomsSM create a place where high school students and staff can feel comfortable and safe. A place where their feelings, thoughts and problems are accepted without judgment and with encouragement to learn new self-regulating techniques. [More Information from Brain Health Now](#)

Health Services

Health services include health counseling, health education, health assessment and treatment if indicated, and referrals. The school nurse maintains all current health records.

Injury or Illness: Students need to visit the school nurse when there is a health issue. If a student cannot finish the school day, he/she is expected to check out of the building through the school nurse. Parent permission is required for a student to be excused. In the event of injury or sudden illness of a student, the school has the responsibility for:

- Giving immediate care (first aid)
- Notifying the parents or guardians
- Arranging for the student to go home
- Completing an accident report, if indicated In case of emergency, an ambulance may be called for assistance and transportation to the emergency room if deemed necessary.

Too Sick for School

We recognize that students may come to school feeling fine, but exhibit symptoms at some point during their school day. In addition, we know that many students seek the nurse for non-illness related reasons. We want to ensure that these two groups of students have little to no interaction, yet are able to obtain the school-based nursing assistance they need. As such, we have implemented the following protocols:

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Keep your student home if any of the conditions exists:

- Temperature of 100.4 degrees or greater
- Vomiting or diarrhea within 24 hours
- Persistent cough, croup or chest congestion
- Labored or painful breathing
- Reddened, mattering or crusty eyes
- Moist, draining lesions on the lips or skin

The parent/guardian will be notified if any of these conditions occur while a student is in school. The student must be free of fever, vomiting and/or diarrhea for 24 hours prior to returning to school without taking fever-reducing medication.

Picking up Suspected Ill or Injured Students

If a student has symptoms that are determined that the student needs to go home, the School Nurse will notify the students' parents. Depending on the severity and the parents' preference, students may be permitted to drive themselves home, with parent permission. The parent will need to pick up the child or find suitable transportation within one hour of the nurse call. These students will leave the building through the Main door. The full [Policy 507.4 – Student Illness or Injury at School](#) is available in the District office and on the District website.

Medications

The Ames School Board has instituted [policy 507.2 - Administration of Medication to Students](#) regarding the administration of medication in the schools. Most students taking medication can be adequately treated by taking the medication before and after school. However, some student's health and educational needs require that they take medication during the school day. For those students, the District will assist in administering medication upon a written request of the parent(s)/guardian(s) and under the direction of a legal prescriber. The Ames Community School District accommodates families by allowing a parent/guardian to personally administer medication, over the counter medication, or an alternative medicine product at school. Link to Health Forms: <https://amescsd.org/district/forms/health-forms/>

Medication Administration Requirements

- Authorization form signed and dated by the parent/guardian <https://amescsd.org/district/forms/health-forms/>
- Medication must be in its original container with a prescription or prescription label
- Requests must be on file with the school nurse before a medication is given.
- Alternative medications such as remedies, enzymes, herbs, vitamins, dietary supplements, homeopathic medicines, or medications from other countries will not be administered to schoolchildren without a written order from a health care provider with legal Iowa prescriptive authority and a written request from the parent(s)/guardian(s) to follow the health care provider's order. The provider's order must explain the product's safety and the condition and indications appropriate for its use; the dosage for a child of a specific age, weight, and body surface area; possible side effects, toxic effects, and/or interactions, and treatment of overdose. Medical

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treatment using Essential Oils and/or Aromatherapy will not be administered at school by staff. The full policy, [507.2, Administering Medicines to Students](#), is available in the District Offices and on the District website. School nurses follow Iowa Board of Nursing 655 ICA 6.2 and Declaratory Ruling No. 81, which provides the conditions under which a Registered Nurse has the responsibility to refuse to administer medication.

Inhaler Medications

- Students may carry and administer their own inhaler medication while at school or school events.

Acetaminophen (Tylenol) and Advil (Ibuprofen)

- Standing orders to the District for acetaminophen and ibuprofen will be written by a local physician each school year for students attending Ames High School
- Acetaminophen and Ibuprofen may be administered after receiving a signed and dated form from the parent/guardian each school year <https://amescsd.org/district/forms/health-forms/>

Accident at School

In case of an accident, if the student has school insurance, the office will complete the form and mail it to the student's doctor.

Excuse from Physical Education

Students must bring the school nurse a written notice from a physician to be excused from PE or any accommodations needed for PE. An elevator is available for student use based on need.

Immunizations

Iowa law requires a certificate documenting immunizations to be on file for each student enrolled in school or a medical or religious exemption. Parents/guardians can obtain students' immunization records through their health care provider or the public health office.

The school nurse may provide a Provisional Certificate for students who have begun but not completed the required immunizations. To qualify for provisional enrollment, the student must have received at least one (1) dose of the required immunizations. The student must complete all immunizations and the parent/guardian must submit the completed Certificate of Immunization to the school during this provisional enrollment period or the student will be excluded until immunizations are complete.

Transfer Students

Students transferring from a domestic (United States) school are granted Provisional Certificates in accordance with Iowa immunization law to allow for their immunization records to be transferred from their previous school. Students enrolling from outside the United States must provide proof of immunizations prior to enrollment.

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Use of Internet and Technology

Internet use

We believe students and staff have the right to access information sources appropriate to their instructional needs.

The Internet, a global electronic information infrastructure, is a network of networks used by educators, businesses, the government, the military, and other organizations. In schools and libraries, the Internet can be used to educate, to communicate and to inform. As a learning resource, the Internet is similar to books, magazines, video, CD-ROM, and other information sources.

Accessing information on the Internet should have an educational purpose that goes beyond just acquiring vast amounts of information. We expect the information collected to be used to take learning in the content area to a higher level and contribute to the construction of new ideas and information.

Email is an effective communication tool; however, we ask students to conduct personal email business outside of school. Their personal email accounts are not available at school. Students receive school email accounts, which they should use for school work.

School rules for technology use and communication

Students receive the Ames High School Acceptable Use Policy form, which outlines five basic computer rules, at the beginning of the year. At that time, teachers discuss the school policy for acceptable use of computers and the internet with the students. Students must sign the form, date it, and return it to the media center staff to document that they are aware of these rules.

Key Technology rules for students at Ames High School:

1. Use computers only for class work and for school-related activities. Stay on task!
2. Keep passwords private. Students should access only their personal account.
3. Ask for permission to print, in order to conserve paper resources.
4. Online conversations for non-academic purposes (such as chatting, MSN Messenger, instant messaging) is strongly discouraged.
5. Email may be accessed only if it is related to class work. Students must ask permission before using email.
6. Ames CSD utilizes *Go Guardian* technology to screen student accounts for inappropriate utilization of the internet. The system administrator will provide warnings and consequences to students through their internet account.
7. Students who do not comply with the above rules will be subject to consequences. Consequences may include the loss of computer access for a period of time.

Emergency Closing/Fire/Tornado Directions

In the event of severe weather, the following is district guidelines:

- Closing School: School will be in regular session unless there is an announcement over radio stations KASI (1430 AM), KCCQ (107 FM), KEZT (104 FM), KFMG (103.3), KJJY (93.5 FM), KRNT Radio, WHO (1040 AM), WOI (640 AM and 90.1 FM), KCCI 8, WHO 13, and Cable

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Channel 7 by 6:30 a.m. or in some circumstances no later than 7:00 a.m., stating that school will not be held. The basis for the decision will primarily be the safety of students to and from school and while in school.

- **Early Dismissal:** If there is an early dismissal of school, it will be announced over radio and television stations listed above. Extreme heat conditions may result in early dismissal at the discretion of the superintendent.

The fire alarm signal is a long, loud, uninterrupted corridor buzzer. When this signal sounds, teachers and students will leave by the nearest exit following the evacuation plan posted in each classroom. In the case of a tornado alarm the public address system will be used to direct students to designated areas.

Safety drills and alarms

As a safety measure and in accordance with Iowa State School law, fire and tornado drills will be conducted at regular intervals during the school year.

- When this signal sounds, teachers and students should walk quickly and quietly to the exit they have been instructed to use and move well away from the building, and remain outside until signaled by staff to re-enter the building. When re-entering the building they should walk slowly in a calm, orderly fashion.
- When the tornado alarm sounds, students should walk quickly and quietly to the area designated for shelter.
- Each room in the building has directions for safe escape in case of a fire or tornado. Be alert and aware of the best exit at all times.
- In case of Lockdown, teachers will instruct and assist students with responses and procedures
- All students will participate, without hesitancy, with all drills conducted. Non-compliance or refusal to participate in any emergency drill or mandatory evacuation will result in parent notification and suspension from school.

Information Dissemination

Daily Announcements

The primary means of communication with students about school-related information, activities, and other opportunities is through the daily announcements and will be posted on the [Ames High website](#) and [ParentSquare](#).

Items for the daily written announcements should be given to the main office, no later than 1:00 p.m. on the day prior to which it is to be announced.

Weekly Parent Communication

The primary means of communicating with parents/guardians and families about student and/or staff achievements and/or recognitions, school-related information, activities, and other opportunities is through the Parent Newsletter.

Messages

Due to the large number of calls received each day and limited secretarial time, we ask that telephone messages to students be limited to emergency situations. Special announcements and names of students

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who have messages in the office can be viewed on the television monitors. It is the students' responsibility to look at the TV monitors throughout the day for messages.

Hallway Passes - All students need a pass when they leave a classroom during a class period - even for the bathroom or water fountain.

Little Cyclone Time (Homeroom):

All students are assigned to a homeroom. One teacher will advise approximately 20 - 25 students. The purposes of Little Cyclone Time are as follows:

1. To build community and establish consistent long-term relationships between students and staff.
2. To serve as a means of communication for the school, clarifying school policies and news of importance to students.
3. To provide students with the opportunity to have dialogue with an adult outside of the stressors of the classroom.
4. To provide a means whereby students with questions or problems can be referred to the proper person.
5. To complete required state initiatives and reporting requirements.
6. Attendance in Little Cyclone Time is required for all on-campus students. (Some exceptions include Homeschool students, students attending the Little Cyclone Center and students taking courses at DMACC or ISU during this time.) Students who fail to attend or are tardy will face disciplinary action.

Ames High School provides a universal time in order to provide intervention, support, and extensions for learning to students, in accordance with our tiers of support (MTSS) and Professional Learning Communities (PLCs). This occurs on designated days during the same time also known as Little Cyclone Time. Ames High School continues to design and implement a process and procedure to provide in-time support to our students.

Study Hall

Students with an open/unassigned period will be strongly encouraged to take a class. If this is not possible, the student (9-10) will be assigned a study hall. Students assigned to study hall are expected to attend it like other classes on their schedule. Study Hall locations are designated on the schedule like other classes.

Excessive noise and distracting behavior should not occur at any time in these spaces. Students also need to make sure they are cleaning up after themselves before they leave the study hall. Take care of all furniture and return them to the original locations before leaving.

On a limited basis, students may meet with teachers, counselors, attend music lessons, etc. during study hall. These meetings must be planned ahead and passes provided for students to leave the study hall, and return when finished.

Open Campus

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Students applying for open campus must meet the following criteria:

1. Be a junior or senior
2. Have appropriate credit toward graduation requirements
3. Exhibit behavior that is consistent with school rules.

ONLY seniors and juniors have open campus and may elect to remove an assigned study hall in order to exercise their open campus privilege. However, if a senior or student returning to campus from PSEO classes or home school arrives before the start of their next class they are required to report to study hall and sign in. Signature sheets will be checked daily to ensure students are accurately reporting their status and situation.

Additional Extra-Curriculars

Clubs

We pride ourselves on being able to offer students a variety of extra-curricular experiences that suit their needs and interests. One of our goals is to gather data on how many of our students participate in activities. All current club and activity sponsors must complete the Ames High Club Application. This process will help us to create club membership groups and begin to gather data on student participation. Club days will take place before/after school or occasionally during Little Cyclone Time.

Silver Cord

Ames High School, as part of its mission to provide students with opportunities to develop to their fullest potential and become valuable members of society, implemented the Silver Cord Service Program on October 1, 2022. Students who interact positively within their community will not only benefit their community, but will also develop their own leadership and citizenship skills. To encourage and reward volunteerism and community service, the *Silver Cord Program* will recognize seniors each year who have made contributions to their community through service.

Students who have completed 200 hours of volunteer service during their high school career will be awarded the silver cord and will wear it at their graduation ceremony. It is recommended, but not required, that students complete 50 hours of service activities per year to reach 200 hours. A verification form **must** be completed every time a student volunteers. Do not put multiple dates on one form. These completed forms must be given to your counselor so they can be added to the student's service file. **Please hand in your completed forms throughout the year as you complete your volunteer hours and not all at once.**

To be considered, all verification forms must be completed and submitted by the **end of each school year** for any service activity completed during that school year or the previous summer. **Seniors must complete their service hours prior to April 15th of their senior year.** Service hours for incoming freshmen begin on the first day of their freshman year.

The Ames High Silver Cord program started with the class of 2023. Students started documenting their hours starting October 1st, 2022. The following hours will be required for Silver Cord Honors for each graduating class:

Class of 2024: 100 Hours

Class of 2025: 150 Hours

Class of 2026: 200 Hours

Classes Thereafter: 200 Hours. [Silver Cord Information](#)

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Lunch Expectations

- Students are expected to get and consume their lunch in the lunchroom.
- Parents wanting to provide an off-campus food (i.e. Chick-fil-a, BBops, etc.), for their child only, may want to provide a written note or other verification that the student hasn't obtained food in violation of the hot lunch program.
- Students are not permitted to have food delivered to the school. (ie: Doordash, GrubHub, Jimmy Johns)

Open Campus Privileges

- Juniors and Seniors have open campus, meaning they may leave campus during lunch or any open period. This privilege may be revoked if the privilege is misused -- examples may include: transporting younger students off-campus, returning to campus habitually late.
- Parents of Juniors and Seniors are asked to provide acknowledgement that their student has their permission to leave campus during the school day. Forms are available in the main and auxiliary offices.
- **NO freshman or sophomore should leave campus without permission or prior excusal from a parent/guardian.**

Student Identification Cards and Lanyards

Students are issued a laminated ID card with their picture. This card should be **worn in a visible location** at all times while the student is in the building as it serves several purposes. Stickers on the ID card indicate students who have purchased activity tickets. The color of the lanyard and card indicates students' grade assignment and provides all staff with a means to identify a student and his/her/their grade level.

1. Students will scan their ID Badge for lunch payments. The ID badges will facilitate the large number of students eating during the two lunch periods. Students who do not have the ID badge will be asked to line up behind the students with ID badges for lunch to allow for the more efficient time utilization of the lunch period.
2. Students' ID badge will contain their activity pass. (Imprinted on badge)
3. Students must use their ID badges to check out books from the library.
- 4; Grade-Based Colors:
 - Freshmen - Orange
 - Sophomores - Green
 - Juniors - Purple
 - Seniors - Navy

The ID card also contains the student bar code for Media Center checkouts and for purchased lunches. Replacement cards are available for a fee. Students wearing another student's student ID may have a disciplinary action as a result.

Bulletin Boards/Display Cases/Posters

Permission must be granted by an AHS administrator before hanging any posters and banners in the building. Posters/banners displayed on walls without administrator signature/approval will be removed.

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Activity Ticket

Students may purchase an activity ticket for \$70 at any time during the school year. Once purchased, students will receive a sticker to place on their student ID. This activity ticket is good for admission at all high school State Athletic Association home athletic events. High school activity tickets are not honored for high school parties, dances, or for tournament games/activities sponsored by the State Athletic Association. The ticket is non-transferable.

Breakfast/lunch accounts

A hot breakfast and lunch program is available at Ames High School. Parents/guardians may deposit funds into the automated lunch account program to purchase a breakfast/lunch and other items, including milk. Students may bring their own lunch to school.

Lockers

Students are using lockers less and less at AHS and, consequently, we will provide lockers to students upon their request. If you do want a locker please see the Attendance Office with your request. School lockers are the property of AHS and are subject to reasonable searches. AHS is not responsible for lost or stolen items. AHS administration requests that items of monetary value or sentimental value be left at home.

Fees/Fines/Waiver of Fees

All students are expected to pay various fees. Those students whose families are eligible for fee waivers may apply for a reduction or waiver of required fees. This waiver does not carry over from year to year, but must be completed annually. Waiver forms are available in the main office and in the food service office. Students will be assigned fines for situations such as damage or loss of textbooks, overdue materials from the media center, damage to school property, parking fines, wood materials, or general vandalism. All fines must be paid at the end of the year. Any fee/fine not paid will carry over to the next year's balance.

Dances and Special Events

A part of the high school experience is to attend and participate in school dances and activities, including Homecoming and Prom. AHS students may bring a guest that is not an AHS student. Guests must be under 20 years of age and have valid picture identification. Students also must have the school where the guest attends complete a good standing form and provide that form to AHS administration.

Permits

Driving Permit

Students who believe they may qualify for a school driving permit need to see the principal's secretary to obtain information and guidelines for this privilege. Typically, the requirements have been the following:

- Passed driver education course
- Participate in an school-based extracurricular activity that meets more than three times per week

Students who believe they qualify will need to pick up the AHS Drive to School Waiver form from the main office. Once the form has been completed and signed by the coach or sponsor verifying the student's membership in the current activity, the student will return the form to the office to obtain the DOT form.

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Work Permits

Work Permits are available in the main office to students wanting to secure employment with local employers.

On-Campus Parking

All student vehicles that are parked in the AHS parking lot during the school day must be registered with the school. Due to the ongoing construction at AHS, seniors and juniors will receive parking tags for the student lot on a first come first served basis and freshmen and sophomores will receive parking tags for the Aquatic Center. Students failing to park in student-designated locations (i.e. on 20th and/or in staff parking), will be subject to fines and/or towing. All school vehicles parked at AHS or Furman Aquatic Center during the school day must be registered with the school. Students are required to purchase a hang tag **that must be displayed on the rearview mirror.** Students **should NOT** park anywhere else beside the two official parking lots, especially **not** Northminster Presbyterian.

Visitors to the Schools

Visitors are welcome in the Ames Community Schools. We ask all visitors and educational observation groups to:

- Make arrangements with the principal in advance of a visit to schools or classrooms. Avoid a request that falls during testing days and days immediately preceding or following school vacation periods.
- Defer to the judgment of the principal about the impact of a visit. The principal is responsible for prohibiting a school or classroom visit that would be disruptive.
- Check in at the school office when arriving. Bring a valid, state-issued ID. Your ID will be scanned into the system. When your visit is approved, you will be given a visitor's badge. On subsequent visits, you will show your ID, but it will not be necessary for school staff to scan it. Staff will log you into the system and produce a visitor's badge. A visitor's badge will not be necessary for those who visit our schools simply to drop off an item in the office or pick up paperwork. If you do not have an ID, the principal will use discretion and may allow you access to the school, but you will be escorted by staff at all times.
- Leave your ID with the office staff. Wear the visitor badge provided in the school office at all times.
- Return to the office at the end of your visit to retrieve your ID, turn in your badge, and check out.
- Be courteous and follow directions from the staff, being aware that all visits are somewhat disruptive to the school routine.
- Typically limit the visit to one class period or one hour.
- Parents and guardians should limit classroom visits to their child's classroom. **We do not allow students from other districts to visit our classrooms during the school day.** Building administrators may contact the parent/guardian and request a parent to attend classes with their student for a specified period of time. Similarly, a parent may ask for this intervention as well. Parents shadowing their student may not disrupt instruction, engage with other students, and must agree to respect each classroom teacher's professional integrity. Parents should contact the high school principal to arrange classroom visits..

Pledge Of Allegiance

An Iowa law requires that Ames CSD administers the Pledge of Allegiance in 1st-12th grade each school day. Buildings will be administering the Pledge in accordance with Iowa law, but active participation will be an optional activity for students. AHS has identified the beginning of Little Cyclone Time as the designated time to say the Pledge.

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