

Logan View Public Schools  
Student / Parent Handbook

Submitted to the Board of Education  
June 8, 2009

# **LOGAN VIEW PUBLIC SCHOOL POLICIES**

## **STANDARDS OF STUDENT CONDUCT PERTAINING TO THE UNLAWFUL POSSESSION, USE, OR DISTRIBUTION OF ILLICIT DRUGS OR ALCOHOL**

It shall be the policy of the Logan View Public Schools to absolutely prohibit the unlawful possession, use, or distribution of illicit drugs or alcohol on school premises or as a part of any of the school's activities. This shall include such unlawful possession, use or distribution of illicit drugs and alcohol by any student of the district during regular school hours or after school hours at school sponsored activities on school premises, at school sponsored activities off school premises. It is the goal of the school for every student to be aware that the use of illicit drugs and alcohol is damaging physically and socially, as well as being an illegal activity.

Conduct prohibited at places and activities as hereinabove described shall include, but not be limited to, the following:

1. Possession of any controlled substance, possession of which is prohibited by law. 2. Possession of any prescription drug in an unlawful fashion. 3. Possession of alcohol on school premises or as a part of any of the school's activities. 4. Abuse of any illicit drug. 5. Distribution of any illicit drug. 6. Use of any drug in an unlawful fashion. 7. Distribution of any drug or controlled substance when such distribution is unlawful. 8. The possession, use, or distribution of alcohol.

It shall further be the policy of the District that violation of any of the above prohibited acts will result in disciplinary sanctions being taken within the bounds of applicable law, up to and including short term suspension, long term suspension, expulsion, referral to appropriate authorities for criminal prosecution.

Listed below are some agencies offering chemical use counseling and rehabilitation. For further information contact the guidance office at Logan View Jr. Sr. High School.

Dodge County Chemical Abuse Program  
Fremont, Nebraska 721-4510

United Family Service  
Fremont, Nebraska 727-5551

Immanuel Community Mental Health Center  
Omaha/Fremont/Blair 727-4510

Midlands Community Hospital  
Papillion, Nebraska 593-3000

## GRADING SYSTEM

All grading for academic subjects is on a percentage basis. The letter equivalents are as follows:

A+ 99-100	B+ 92-93	C+ 84-85	D+ 76-77
A 96-98	B 88-91	C 80-83	D 72-75
A- 94-95	B- 86-87	C- 78-79	D- 70-71

F--Below 70 (Failing with no credit for the semester)

S--Satisfactory

U--Unsatisfactory

Cond.--Conditional

Inc.--Incomplete

A conditional (70) may be given at the end of the first semester if, in the judgment of the instructor, the work has been of marginal quality to warrant a passing grade and not inferior enough to warrant an "F". The quality of work during the second semester will determine the awarding of credit for this first semester.

An incomplete will be given when a student's work for a grading period is not completed due to an excused absence. These incompletes must be made up by the due date on the make-up slip in order to receive full credit. Resolution of other incompletes must be arranged through the Principal's Office.

## REPORT CARDS

Report cards, listing the grades for each of the student courses and the number of absences and tardies, will be issued at the end of each 9-week grading period.

## LUNCH PROGRAM

Logan View Public Schools participates in the National School Lunch and Breakfast programs.

In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age or disability.

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, S. W., Washington, D.C. 20250-9410, or call (800) 795-3272 (voice) or (202) 720-6382 (TTY). USDA is an equal opportunity provider and employer.

## LUNCH PERIOD

Students may eat the school lunch or bring their own, however, all students will eat in the cafeteria. Food is not to be taken from the cafeteria and carried to other areas of the school. **Money will not be taken in the lunch line.** The cost of each student meal will be recorded by computer. Students may deposit money in their meal account for as many meals as they would like to purchase. Students will be informed when they need to deposit more money into their meal account. **Any student whose account is more than \$5.00 in arrears will not be allowed to eat.**

After finishing lunch, secondary students may go to the designated commons area. The rest rooms west of the gym are to be used during the lunch period. Students are requested not to go to the parking lot, classrooms, or any area north of the main office during the lunch period.

Any groups, including classroom groups, that want to bring in an outside lunch must have the permission of the administration 48 hours prior to secure an accurate lunch count.

## **NOTIFICATION OF ABSENCE**

It is the parent's responsibility to call in their son or daughter's absence to the school between 7:30 A.M. and 9:00 A.M. The parent should call each day of an absence.

If no call has been received from the parent, the school will call the parent to verify the absence.

## **ATTENDANCE**

Attendance everyday is essential to maximum achievement. We encourage daily attendance and strive to make it a reality. However, the final responsibility for regular attendance rests with the parent/guardian and student.

**ABSENCE WITH PERMISSION:** Students returning to school following an absence for illness or an emergency must present a note written and signed by the parent/guardian. The note should include the reason for and the specific day(s) of the absence. Students returning without the note described will be absent without permission.

**PREARRANGED ABSENCES:** These absences include family funerals, medical appointments or emergency requirements of necessary importance, which cannot be scheduled outside school hours. Students should bring a written request from the parent/guardian in advance so assignments can be completed and the signed make-up slip given to the Principal's office prior to the absence.

**LIMITATION ON ABSENCES:** Nebraska Statute 79-209 designates a maximum of five absences per quarter for students. Students that exceed the five absences will be required to meet with school officials to investigate the reasons for the excessive absences and to determine if additional educational counseling or evaluation is necessary. The student's parents or guardian will be required to attend this meeting. If the student's attendance does not improve, the school is required to file a report with the county attorney informing that office of the truancy.

More than **ten absences** from class or classes during any one semester will constitute justification for the denial of credit for that semester in the class or classes missed. A committee of faculty members will review the case of any student who exceeds the ten days and wishes to appeal the loss of credit. This committee may decide to support the loss of credit or to place the student on **ACADEMIC PROBATION** for the remainder of the semester. The decision of this committee will be based on an evaluation of the student's chances of successfully completing the semester's studies and on the reasons for the excessive absences as described in the parental appeal. Any unexcused absences the student had during that semester will result in an automatic denial of the appeal.

**ACADEMIC PROBATION:** Students who are absent more than ten days in a semester may be placed on **ACADEMIC PROBATION** for the balance of the semester or the following semester if less than 25% of the semester remains. The student in this status is considered to be failing, **BUT** by reducing absences and doing the required make-up work, the teacher may appeal for a passing grade to the Principal near the end of the semester. The Principal will make the final decision.

## **TARDIES**

At Logan View Public Schools we believe it is important for students to be at school on time for the following reasons:

- 1) Students who are late to school miss at least part of a classroom activity.
- 2) Students who enter a classroom after class has begun disrupt the activity in progress, and
- 3) Being on time to school helps students develop the habit of being prompt, which is important in life as well as school.

A tardy shall be recorded by the teacher if the student is 5 minutes or less late for class. After 5 minutes without a pass the student will be considered unexcused.

Three tardies to one period will result in a detention. Multiple tardy offenses will result in more stringent consequences decided upon by the administration.

### **ILLNESS OR ACCIDENT**

Students who become ill at school should ask to be excused from class and report directly to the nurse. If necessary, the nurse will call the parents and arrange for them to pick up their child. If no one is home, the student will be kept in the nurse's room until the school day is over.

\*\*In the event the nurse is out of the building, students should report to their classroom teacher for assistance.

In case of a serious accident of illness and the parents or designated alternative cannot be reached, the student will be taken to the nearest place offering medical treatment and by the fastest means possible.

Parents who object to this procedure should send a signed statement for insertion in the student's medical records.

### **BAD WEATHER AND SCHOOL CLOSINGS**

In the event of bad weather, parents and students are asked to listen to KFAB Omaha (AM 1100), KHUB Fremont (AM 1340), and KWPN West Point (AM 840/FM 107.9) radio stations, or call the LV information lines (Jr.-Sr. High: 654-5566, Elementary: 654-5577) for official announcements concerning the closing of school or the cancellation of planned school activities.

### **VISITORS**

Parents are encouraged to visit their child's attendance center. In order to provide the best opportunity to observe a class and to limit any disruption in the learning process, parents are asked to contact the school 24 hours in advance so arrangements can be made.

Visitors other than parents are discouraged as it may be a distraction for the students and can interfere with the learning process.

### **TELEPHONE**

Students will not be called out of classes to answer the telephone except in case of an emergency. A message will be delivered to the student if necessary. Emergency calls can be made from the office.

### **CELL PHONE**

Students are not allowed to have cell phones on their person during regular school hours. If cell phones are brought to school, they must be left in lockers or in vehicles.

Consequences for the school year are:

*1<sup>st</sup> offense:* Detention will be assigned and the cell phone will be kept until the detention is served.

*2<sup>nd</sup> offense:* Detention will be assigned and the cell phone will be kept until the detention is served. Parent/guardian will be asked to pick up the phone from school.

*3<sup>rd</sup> offense:* The phone will be kept for the remainder of the school semester. If offense occurs the last 10 days of the semester, the penalty will carry over to the next semester.

If a student needs to make a call on their cell phone, the student should come to the office and request permission to make the call. The student could then be given permission to get his/her phone and make the call from an area designated by office personnel. **Such calls should only be made in emergency situations.**

Violation of this policy can result in the assignment of detention period(s). Multiple violations of the policy can result in confiscation of the cell phone.

### **ELECTRONIC DEVICES**

Radios, CD players, MP3 players, IPODS, headphones, beepers, and pager-type devices are not allowed while school is in session, this includes lunch. If students are observed or discovered using such a device while school is in session the item will be confiscated and will only be returned to a parent/guardian. Logan View Public Schools is not responsible if these items are stolen at school.

### **STUDENT INSURANCE**

Logan View has accident insurance available. Forms are mailed to students prior to school starting. Completed forms should be returned to the office. All students engaging in athletics are required to pass physical examinations and are encouraged to look in to school insurance if they have no insurance or need to supplement their coverage.

### **CHANGE OF ADDRESS**

Students who have a change of address or phone number during the school year are to report this fact to the office.

### **DISCIPLINE**

Students at Logan View are expected to conduct themselves in a respectable manner, to be considerate of others, and to take advantage of their educational opportunities. Permission to remain in class or in school is based on good behavior. Attendance ends as soon as the student shows unwillingness to observe the regulations of the class or school. The first time a student is asked to leave class for behavior problems, the incident is discussed with the student, teacher, and Principal. The second time a student is removed from the class their parents will be asked to visit the school and the student will not be allowed to re-enter the class until a satisfactory agreement has been reached. If a student must be removed from a class a third time, they will be suspended from that class up to twenty school days or the remainder of the semester. In each instance the student will receive zeros from that class each day of suspension. Students are subject to discipline by any and all school personnel at any and all school activities. Insubordination is a cause for suspension from school.

## **CONDUCT AND SUSPENSION / EXPULSION / EXCLUSION OF STUDENTS**

**I. Long-term Suspensions and Expulsions:** Long-term suspensions shall mean the exclusion of a student from attendance in school within the Logan View Public Schools for a period exceeding five school days but less than twenty school days. Expulsion shall ordinarily mean exclusion from attendance in school within the system for a period of time not to exceed the remainder of the semester in which it took effect unless the misconduct occurred with 10 days prior to the end of the first semester, in which case the expulsion shall remain in effect through the second semester, or, if within 10 days prior to the end of second semester, in which case the expulsion shall remain in effect the first semester of the following school year, or, unless the expulsion is for conduct in which the penalty is specified in which case the expulsion shall remain in effect for the period specified.

The following student conduct shall constitute grounds for a long-term suspension or expulsion subject to the procedural provisions of LB 1250 the Student Behavior Discipline and Criminal Law and LB 988 the Juvenile Crime Bill when such activity occurs on school grounds or during an educational function

or event off school grounds. The student will be allowed to receive credit on homework during the suspension provided they complete the work before returning to school. **It is the student's responsibility to obtain assignments to be completed while he/she is home.**

Without limiting the general grounds, the following specific acts may be considered grounds for suspension and expulsion.

1. Use of violence, force, coercion, threat, or similar conduct in a manner that constitutes a substantial interference with school purposes.
2. Willfully causing or attempting to cause substantial damage to private or school property, attempting to steal private or school property of substantial value, or repeated damage or theft of private or school property of small value.
3. Causing or attempting to cause physical injury to a school employee or to any student, provided such injury was not accidental or in defense of one's self or another person.
4. Threatening or intimidating any student for the purpose of, or with the intent of, obtaining money or anything of value from that student.
5. Knowingly possessing, handling, or transmitting any object or material that is ordinarily or generally known as a weapon. **The possession of a firearm at school or any school activity requires expulsion for one calendar year.**
6. Engaging in the unlawful possession, selling, dispensing, or use of a controlled substance or alcoholic beverage or any imitation of a controlled substance.
7. Engaging in any other activity forbidden by the laws of the State of Nebraska which activity constitutes a danger to other students or interferes with school purposes.
8. Sexually assaulting or attempting to sexually assault any person including but not limited to other students, school employees, or school volunteers.
9. Stealing or knowingly possessing an item or items in excess of \$100.00 from Logan View Public Schools, and/or any Logan View staff, faculty, or students or items unlawfully taken on the Logan View Public School grounds.
10. Repeated violation of rules and regulations.

**II. Short-Term Suspensions:** Any student may be excluded from the Logan View Public Schools for a period of time not to exceed five school days in the following circumstances provided that the suspension is assigned under the guideline provided by Nebraska State Law. The student will be allowed to receive credit on homework during the suspension provided they complete the work before returning to school. **It is the student's responsibility to obtain assignments to be completed while he/she is home**

A. If the student is involved in behavior or activities which interfere with any educational function or which infringe upon the rights of other students to pursue an education. Some of the activities or

behaviors which could result in short-term suspension or if repeated, in long-term suspension or expulsion are as follows:

1. Possession or the use of tobacco on school grounds or at school sponsored activities.
2. Fighting.
3. Gambling or games of chance for money or tokens.
4. Unruly or disruptive classroom behavior, which obstructs or detracts from the performance of the education processes being conducted in the classroom.
5. Vulgar and/or obscene utterances or gestures of contempt toward teachers, school officials or fellow students.
6. Refusal to complete routine lesson assignments or perform routine tasks connected to the completion of an approved or routine learning experience, unless that refusal is based upon religious or moral grounds. In which case further investigation and parental conferences may be required.
7. Cheating or the dishonest obtainment of school assignments or tests with the intent of defeating the purpose of those assignments or tests. Cribes, answer sheets or notes, which are used surreptitiously by the student, are included in the term cheating.
8. Making false official statement or utterance related to any incident of absence or tardiness or posing as an accomplice in helping to falsify an unauthorized absence or tardiness.
9. Refusal to obey the reasonable instructions of any school teacher, official or designee in the performance of their assignment in crowd control or as supervisor over an activity sponsored or supported by the school.
10. Attendance at school or school activities under the influence of alcohol or another controlled substance.
11. Failure to appear for detention, directed makeup, or other activity intended as remediation for scholastic or disciplinary problems.
12. Unsportsmanlike conduct involving visiting teams or delegations.
13. Sexually harassing other students or school employees. This would include physical, verbal and non-verbal sexual harassment.
14. Harassment of another student, or school employee, based on race, creed, or ethnic origin.
15. Harassing teachers, school officials or fellow students by deliberate distribution of information known to be false or unsubstantiated.
16. Stealing or knowingly possessing an item or items from Logan View Public Schools and/or Logan View staff, faculty, or students or unlawfully taking items on the Logan View Public School grounds.

**III. Emergency Exclusions:** Any student may be excluded from the Logan View Public Schools for a period of time not to exceed five school days in the following circumstances provided that the suspension is assigned under the guideline provided by Nebraska State Law.

1. If the student has a dangerous communicable disease transmissible through normal school contacts.
2. If the student is infected with or can be proven to be a carrier of external parasites (such as head lice) which may be transmissible through normal school contacts and which pose a threat to the safety and well-being of the school community.

**IV. Detention:** Following are some examples of student conduct which will constitute grounds for disciplinary detention or other action appropriate to the conduct, and if repeated, may result in short-term suspension.

1. Littering. (Students may be assigned to retrieve litter on school grounds as remedial discipline for littering.)
2. Defacing school property. (Students may be assigned restoration activities under the supervision of custodial staff, to remove defacing marks or damage will fully caused by vandalism. Financial compensation may be required prior to issuance of grades, diplomas or release slips.)
3. Intentional violation of safety rules or rules governing the wearing of safety equipment.
4. Snowballing or the throwing of any other missile, which could conceivably cause personal injury or property damage.
5. Inappropriate displays of affection.
6. Truancy or unexcused absences. (Separate detentions may be assigned for each class period missed as a result of truancy or unexcused absence.)
7. Tardy to school or tardy to classes.
8. Hall pass violations or obtaining hall passes for false purposes.
9. Introduction of nuisance items such as cards, games, radios, or CD/tape players into study halls or classrooms.
10. Class non-attentiveness or disruption.
11. Misconduct in assemblies or other gatherings.
12. Disrespectful attitudes or utterances to teachers or school officials charged with maintenance of good order and discipline.
13. Disruptive acts or utterances in class.
14. Passing obscene or threatening notes.

15. Introduction into the classroom of games, toys or other items or material not related to the lessons or design of the subject matter of the class and approved by the class supervisor.
16. Improper operation of a motor vehicle on school grounds. Careless or reckless operation of a motor vehicle on or off of school grounds which endangers other students or school personnel on the way to or home from school.
17. Parking a motor vehicle in areas designed for other uses such as bus or fire lanes.
18. Having a cell phone on your person can result in a detention

### **PARKING LOT**

Students who repeatedly operate their motor vehicle on school grounds in a careless or reckless manner and endanger other students may lose the privilege of using the Logan View Public Schools parking lot.

### **SEARCH AND SEIZURE**

All students are responsible for obeying state law, policies of the Board of Education and the rules of the school. No student should bring anything to school, which is prohibited by statute, policy or school rule. The administration has the authority to search school property, student property (including cars) and students themselves when there is reason, under the circumstances, to believe a student has violated a statute, policy, or rule, or that the search may reveal items which may be injurious to the health, welfare, safety, or morals of the students or employees in the schools.

Administrators, teachers, and other supervisory personnel may hold students responsible regarding the student's own conduct and/or the contents in the school lockers, desks assigned to the student and/or vehicles driven to school by the student. In order to maintain orderly and reasonable school operations and student discipline, students have no claim to the right not to allow a search of school lockers, desks, or student owned vehicles; if the search is based on a reasonable suspicion that the desk, locker, vehicle or similar object or container holds material or substances prohibited by the school or local, state or federal law.

Students have full responsibility for the security of their lockers and their vehicles parked on school property, and shall make certain they are locked and that the keys and combination are not given to others. Students shall not place, keep, or maintain any article or material in lockers or vehicles parked on school property that is forbidden by law and/or District Policy. Lockers and vehicles parked on school property may be searched by school officials if there is reasonable cause to believe they contain articles or materials prohibited by law and/or District Policy. Students shall be responsible for any prohibited items found in their lockers or vehicles parked on school property.

If a vehicle subject to search is locked, the student shall be asked to unlock the vehicle. If the student refuses, the District shall contact the student's parents. If the parents also refuse to permit the vehicle to be searched, the District may contact local law enforcement officials and turn the matter over to them. The District may in conjunction with law enforcement agencies use specially trained dogs to sniff out and alert to the current presence of concealed prohibited items, illicit substances and alcohol. This program is implemented in response to drug and alcohol use concerns by the District and to maintain a safe school environment conducive to education. Visits to schools shall be unannounced. The dogs shall be used to sniff the air in and around student lockers, and around vehicles parked on school property. The dogs shall not be used with students. If a dog alerts to a locker, a vehicle, or an item in a classroom, it may be searched by school officials. Searches of vehicles shall be conducted as described

above. Students shall be informed of the District's policy on searches as outlined above at the beginning of the school year and shall be specifically notified that:

1. That periodic, random locker and parking lot inspections will take place throughout the school year.
2. Lockers may be sniffed by trained dogs at any time.
3. Vehicles parked on school property may be sniffed by trained dogs at any time.
4. If contraband of any kind is found, the student shall be subject to appropriate disciplinary action.

The student's parent or guardian shall be notified if any prohibited articles or materials are found in a student's locker or vehicle parked on school property, or on the student's person as a result of a search conducted in accordance with this policy.

### **DRESS AND PERSONAL APPEARANCE**

Appearance is the responsibility of the student and his/her parent. Students are expected to be appropriately dressed and acceptably groomed for school and school activities. Clothing shall not disrupt classroom decorum, and shall comply with reasonable standards of cleanliness and decency. **Footwear is required.**

The following types of clothing **WILL NOT** be permitted:

- a. Short shorts or skirts. (Shorts and skirts should be no shorter than mid thigh)
- b. Halters and exposed midriff blouses or shirts.
- c. Shirts and tops are to be worn that would resemble business place attire. Mesh shirts, athletic tank tops, and spaghetti straps must be worn with a solid shirt underneath with sleeves that extend past the shoulders.
- d. Headgear of any kind (hats, caps, sweatbands, kerchief, etc.).
- e. Clothing bearing patches or insignias of alcoholic beverages, drugs, tobacco, profanity or suggestive inscriptions.
- f. Ripped or torn clothing, cut-off jeans or cut-off sweats.
- g. Any style of dress or personal expression that brings and draws unnecessary attention to you or causes disruption within the school or classroom.
- h. Ornaments in body piercing may only be worn on the ears.

### **BUS RULES**

#### **I. PREVIOUS TO LOADING:**

- A. If you are not riding, call your driver before hand or contact the preceding family to load.
- B. Be on time at the designated school bus stops to keep the bus on schedule.
- C. Stay off the road at all times while waiting for the bus. Bus riders conduct themselves in a safe manner while waiting.

D. Do not move toward the front of the bus at the school loading zone until the buses have been brought to a complete stop. Cross in front of the bus only.

E. Wait until the bus comes to a complete stop before attempting to enter the school bus.

## **II. WHILE ON THE BUS:**

A. Keep hands and head inside the bus at all times after entering and until leaving the bus.

B. Assist in keeping the bus safe and sanitary at all times.

C. Remember that loud talking and laughing or unnecessary confusion diverts the attention of the bus driver.

D. Treat bus equipment as you would valuable furniture in your own home. Damage to seats, etc., must be paid for by the offender.

E. Never tamper with the bus or any of its equipment.

F. Leave no books, lunches or other articles on the bus.

G. Keep books, packages, coats, and all other objects out of the aisles.

H. Remain in the bus in case of a road emergency, unless directed by the driver to do otherwise.

I. Do not throw anything out of the bus window.

J. Remain in seats while bus is in motion. (NO STANDING)

K. Be courteous to fellow pupils, the bus driver and the driver's assistants.

L. Keep ABSOLUTELY QUIET when approaching a railroad-crossing stop.

M. Parents will be notified if there is continuous misconduct on the bus. Bus rider may be denied the privilege of riding.

N. While on the bus, you are in the driver's charge and will be expected to promptly follow the instructions of the driver and any officially designated student assistant.

O. Inform driver, if possible, when a rider will be absent.

P. All school rules, regulations and policies apply to all students while riding school buses while waiting at the bus stop.

Q. Bus transfer forms are available at the Office and must be completed before you may board another bus. Give form to driver. Inform your regular driver that you will not be riding.

## **III. AFTER LEAVING THE BUS:**

A. Cross the road, when necessary, after getting off the bus (at least 10 feet in front of the bus), but only after looking to be sure that no traffic is approaching from either direction.

B. Help look after the safety and comfort of small children.

C. Be alert to the danger signal from the driver.

D. Do not leave the bus at other places than the regular bus stop unless proper authorization has been given in advance by a parent and school officials.

**IV. EXTRACURRICULAR TRIPS:**

A. The above rules and regulations would apply to any trip under school sponsorship.

B. Students will respect the wishes of a competent chaperone appointed by the school.

C. Change of Bus or Drop or Pickup must have prior permission by a parent explanation note to the Principal for a Bus Pass.

**VI. UNSATISFACTORY BUS CONDUCT REPORT:**

A. Bus drivers will complete unsatisfactory bus conduct reports and turn them in to the Principal's Office for students who fail to abide by the rules and regulations concerning bus transportation.

School transportation is a privilege and any student whose behavior is inappropriate or dangerous to others may lose the privilege of riding the bus.

**TEXTBOOKS**

When textbooks are issued, the teacher will record the condition of the book. Book covers are to be kept on all textbooks through out the school year.

If a book is damaged beyond normal use, a fine must be paid before a student receives his/her final grade and credit for the course. The following chart will be used to determine the appropriate fine for hard use or losing a book:

<u>Condition</u>	<u>Fine</u>
New	Full Value
Good	3/4 Value
Fair	1/2 Value
Poor	1/4 Value

**SCHOOL NURSE**

Physical Assessments: The school nurse will conduct physical assessments of all students K-12. Physical assessments will consist of eye test, hearing test, examination of teeth and weight and height checks. Irregularities will be reported to parents and school authorities. Notification of parents will be by letter and immediate correction of problems found is expected. Current health records will be maintained on each student in the nurse's office.

**PHYSICAL EXAMINATIONS**

Nebraska Law states: "The Board of Education.... shall require evidence of a physical examination by a physician, physician assistant, or nurse practitioner within six months prior to the entrance of a child into the beginning grade and the seventh grade or in the case of transfer from out-of-state to any other grade of the local school." Direct inquiries regarding this law to the Hooper Elementary office (654-3315) or the Logan View Public Schools nurse (654-3317)

## **IMMUNIZATIONS**

Upon enrollment the students will be required to meet the minimal immunization requirements that are required by law by the Nebraska Department of Health for school age children. For information regarding those requirements, parents/guardians may contact the office of their health care professional or the school nurse at Logan View (654-3317).

## **ASTHMA/SYSTEMIC ALLERGIC REACTIONS**

Nebraska Department of Education policies now require Logan View Public Schools to follow specified protocol in the event of life-threatening asthma or systemic allergic reactions. For information regarding this protocol, parents/guardians may contact the school nurse at Logan View (654-3317). Parents or guardians may request waivers for physical examinations, immunizations, and/or asthma/systemic reaction protocol from each Logan View Public Schools attendance center.

## **MEDICATIONS**

The “Health Service in Nebraska Schools - Procedures and Policies” has regulations for medication in schools. These regulations shall include the following:

Prescription medication brought to school must be accompanied by written permission from the parents or guardian of the student requesting the school district to comply with the physician’s orders.

Medication must be brought to school in a container appropriately labeled by the pharmacy or physician.

The physician or parent/guardian should inform the appropriate school personnel of the potential benefits and the possible side effects of the drug being administered.

Opportunities must be provided for communication with student, parent, and physician regarding the efficacy of the medication administered during school hours.

All medications must be turned in to the office upon entrance to school. No prescription medication will be administered by the school unless it is turned in to the office in an appropriate pharmacy container with directions for administration and other pertinent data. If there are any side effects for the medication, the school must be aware of them. Permission forms are available upon request. If you need to send medication with your child and do not have a permission form, please stop by the school and fill one out authorizing that the medication be given.

Non-aspirin (acetaminophen) will be administered to students with current parental/guardian permission. Parents will be notified if the use becomes frequent or excessive. Logan View Public Schools will administer other non-prescription medication (cough drops, cold medication, etc.) providing such medications are provided to the school by the parents/guardians and clearly labeled with 1) the child’s name, 2) the name of the medication, and 3) directions for administration of the medication.

## **COMMUNICABLE DISEASE POLICY**

Logan View Public Schools has on file a communicable disease policy that may be reviewed by patrons at any time. All communicable diseases (including AIDS) are covered by the policy.

Parents are expected to have the approval of a physician or a medical professional before their child returns to school following a communicable disease. Please call the school if you are in doubt about returning your child to school following such an illness.

### **FIRE DRILL**

The signal for a fire drill will be the sounding of the bells located throughout the building. Such drills are necessary for the safety of the students in the school. There will not be time for getting of wraps or personal belongings. Follow instructions for leaving the building as given by the instructor in charge of your class. Fire drills will be conducted in compliance with Nebraska law.

### **FIELD TRIPS**

The staff plans field trips for specific educational experiences. The school requires the written consent of parents/guardians before a child is permitted to go with the group. A general consent form is included with the summer mailing. Specific details will be made known in advance of each trip for your child.

All regulations of the school and the regulations concerning bus transportation will be enforced and followed by the students on field trips.

Students who do not follow the directions and procedures as directed by the sponsor will be subject to disciplinary action.

Students going on scheduled field trips are representing Logan View and will be expected to be dressed appropriately. Students not dressed appropriately will be held at school and follow normal school schedule.

### **NOTICE OF NONDISCRIMINATION**

Students, their parents, and employees of the Logan View Public School, School District #594, are hereby notified that this school district does not discriminate on the basis of gender, race, color, national origin, marital status, disability, or age and is required by Title IX, Section 504, and Title VI not to discriminate of any of these bases in admission or access to, or treatment of employment, in its programs and activities. The following person has been designated to handle inquiries regarding complaints, grievance procedures, or the application of these policies of nondiscrimination:

Patti Kraus  
Logan View Jr.-Sr. High School  
2163 County Rd. G  
Hooper, NE 68031

Phone: (402) 654-3317

If parents, employees, or students do not feel that their complaints regarding discrimination issues have met with resolution at the local level, they can appeal their grievances to the regional Department of Education, Office for Civil Rights. This would be their final opportunity for resolution. The address for such appeals is:

Office for Civil Rights  
8930 Ward Parkway, Suite 2037  
Kansas City, MO 64114

Phone: (816) 268-0550

## **LOGAN VIEW'S TELEPHONE INFORMATION LINE**

For up-to-date school activity announcements, school cancellation, or late starts, information line numbers are available 24 hours a day. To access this information dial:

Logan View Jr.-Sr. High      (402) 654-5566  
Logan View Elementary      (402) 654-5577

### **No Child Left Behind Act of 2001**

The No Child Left Behind Act of 2001 gives parents the right to get information about the professional qualifications of their child's classroom teachers. Upon request, Logan View Public Schools will give parents the following information about their child's classroom teacher:

- (1) Whether the teacher has met State qualifications and licensing criteria for the grade levels and subject areas in which the teacher provides instruction.
- (2) Whether the teacher is teaching under an emergency or provisional teaching certificate.
- (3) The baccalaureate degree major of the teacher. You may also get information about other graduate certification or degrees held by the teacher, and the field of discipline of the certification or degree.

We will also, upon request, tell parents whether their child is being provided services by a paraprofessional and, if so, the qualifications of the paraprofessional.

The request for information should be made to an administrator in your child's building. The information will be provided to you in a timely manner. Finally, Logan View Public Schools will give timely notice to you if your child has been assigned, or has been taught for four or more consecutive weeks by, a teacher who does not meet the requirements of the Act.

### **Notice Concerning Disclosure of Student Directory Information**

The Logan View Public School District has adopted a policy designed to assure parents and students the full implementation, protection, and enjoyment of their rights under the Family Educational Rights and Privacy Act of 1974. A copy of the school district's policy is available for review in the office of the superintendent of schools.

This law required the school district to designate as "directory information" any personally identifiable information taken from a student's educational records prior to making such information available to the public.

The school district has designated the following information as directory information: student's name, date and place of birth, email address, grade level, enrollment status, participation in officially recognized sports and activities, weight and height of athletic team members, dates of attendance, awards received, the most recent previous educational institution attended by the student, photographs and other likenesses, and other similar information. You have the right to refuse the designation of any or all of the categories of personally identifiable information as directory information with respect to your student provided that you notify the school district in writing not later than September 15, 2006. If you desire to make such a refusal, please request a form at the elementary or secondary school office, complete and return the form by the due date

If you have no objection to the use of student information, you do not need to take any action.

**Even though student addresses and telephone numbers are not considered directory information, military recruiters and post-secondary educational institutions may legally access this information without parental consent. Parents not wanting military recruiters and post-secondary educational institutions to have access the information must ask the school district to withhold the information.** This can be done by completing and returning a form, which is available at the Jr.-Sr. High School office.

## **Secondary Section**

### **DAILY SCHEDULE**

Logan View Jr. - Sr. High will be in session from 8:20 a.m. until 3:45 p.m. on regular school days.

### **CLASS SCHEDULE 2009 - 2010 SCHOOL YEAR**

#### **1<sup>st</sup> LUNCH**

Period 1 8:20 – 9:07  
Period 2 9:10 – 9:57  
Period 3 10:00 – 10:47  
RRT 4 10:50 – 11:07  
LUNCH 11:10 – 11:34  
Period 5 11:37 – 12:24  
Period 6 12:27 – 1:14  
Period 7 1:17 – 2:04  
Period 8 2:07 – 2:54  
Period 9 2:57 – 3:45

#### **2<sup>nd</sup> LUNCH**

Period 1 8:20 – 9:07  
Period 2 9:10 – 9:57  
Period 3 10:10 – 10:47  
RRT 4 10:50 – 11:07  
Period 5 11:10 – 11:57  
LUNCH 12:00 – 12:24  
Period 6 12:27 – 1:14  
Period 7 1:17 – 2:04  
Period 8 2:07 – 2:54  
Period 9 2:57 – 3:45

#### **3<sup>rd</sup> LUNCH**

Period 1 8:20 – 9:07  
Period 2 9:10 – 9:57  
Period 3 10:00 – 10:47  
RRT 4 10:50 – 11:07  
Period 5 11:10 – 11:57  
Period 6 12:00 – 12:47  
LUNCH 12:50 – 1:14  
Period 7 1:17 – 2:04  
Period 8 2:07 – 2:54  
Period 9 2:57 – 3:45

### **2 HOUR LATE START SCHEDULE**

#### **1<sup>st</sup> LUNCH**

Period 1 10:20 – 10:47  
RRT 4 10:50 – 11:07  
LUNCH 11:10 – 11:34  
Period 5 11:37 – 12:24  
Period 6 12:27 – 1:14  
Period 2 1:17 – 1:44  
Period 3 1:47 – 2:14  
Period 7 2:17 – 2:44  
Period 8 2:47 – 3:14  
Period 9 3:17 – 3:45

#### **2<sup>nd</sup> LUNCH**

Period 1 10:20 – 10:47  
RRT 4 10:50 – 11:07  
Period 5 11:10 – 11:57  
LUNCH 12:00 – 12:24  
Period 6 12:27 – 1:14  
Period 2 1:17 – 1:44  
Period 3 1:47 – 2:14  
Period 7 2:17 – 2:44  
Period 8 2:47 – 3:14  
Period 9 3:17 – 3:45

#### **3<sup>rd</sup> LUNCH**

Period 1 10:20 – 10:47  
RRT 4 10:50 – 11:07  
Period 5 11:10 – 11:57  
Period 6 12:00 – 12:47  
LUNCH 12:50 – 1:14  
Period 2 1:17 – 1:44  
Period 3 1:47 – 2:14  
Period 7 2:17 – 2:44  
Period 8 2:47 – 3:14  
Period 9 3:17 – 3:45

### **BEFORE AND AFTER SCHOOL**

### **ENTRY INTO THE SECONDARY BUILDING**

All students will enter and leave the building via the west doors. **Only those students requested and under the supervision of a teacher should be in the building prior to 8:10 A.M.** Students should report to their classrooms as quickly as possible upon arrival to school each day and not congregate at lockers, hallways, rest rooms, commons area, study hall, media center or board room. Leave the building when school is dismissed unless you are staying for a special purpose. **Students must be out of the building unless engaged in a supervised activity.**

No student is to enter the school building for practices, rehearsals, meetings, decoration committees, etc., in the evenings or on Saturdays until a sponsor is here to let you in. **DO NOT** enter the building on these occasions if someone has opened the door and left it open.

### **DOWN LISTS / DEFICIENCY REPORTS**

A down list will be published each Tuesday morning showing those students and subject areas in which they have failed the previous week. Students should be informed of the down and reason by the teacher listing the student on the report to the office. Parents are encouraged to monitor student progress via the internet using Powerschool. Passwords will be issued to students and parents to enable them to access this site, which contains student grades, teacher comments and e-mail addresses.

Parents may receive a deficiency report form or be personally contacted by teachers if students are failing a subject. Reasons for failure and recommendations for correction will be discussed.

Students will not be allowed to check out of study hall if they are on the down's list. If the teacher they are down for writes a pass for the student they will be allowed to leave **ONLY** to go to that teachers room, not the library or computer lab.

**Students will not be able to participate in any extra curricular activities, including dances, if they are on the ineligibility list.**

### **MAKE UP WORK**

A zero will be recorded in each class missed until the make-up work is satisfactorily completed.

### **MAKE-UP SLIPS**

Upon returning to school after an absence that has not been excused in advance, the student must bring a written explanation with the information as listed above to the attendance officer and obtain a make-up slip. This slip will be necessary in order to re-enter classes. Teachers will record a zero for each day's absence and change it when the work is made up. A student will be granted approximately 2 days make-up time for each day's absence up to a maximum of 5 days. More time will be allowed only if approved through the Principal's Office.

### **LEAVING SCHOOL DURING SCHOOL HOURS**

Students who have permission from the attendance officer to leave school early should report to the office, show their make-up or yellow permission slip, and sign the sign-out sheet before leaving.

### **WITHDRAWALS**

Secondary students should tell the office and their teachers as soon as they know they are leaving school. On the last day of attendance, students should bring a written statement from parents to the office. The student will be given a withdrawal form. This form must be signed by all of the student's teachers, librarian, and counselor before being returned to the office. If

everything is in order, and the student is leaving in good standing, a transfer card for admittance to the next school will be issued.

### **UNEXCUSED ABSENCES**

Absence(s) other than those requested by parent/guardian will be considered UNEXCUSED. Students will be required to make up missed time during Saturday school. Credit will be given for make-up work. If absences or suspensions reoccur, credit for this make-up work may be denied. Unexcused absences will be monitored on a weekly basis and a Saturday school will be assigned for any unexcused absence that has not been cleared up that week.

### **GUIDANCE COUNSELOR**

The counselor is responsible for the guidance program within Logan View. The counselor is available to assist with educational or career planning, registration of classes, administration and interpretation of tests, class changes, financial aid information, scholarships, and educational referrals, new students and student transferal.

Students need to have a pass from the counselor prior to a consultation. Teachers should allow student visitation in crisis situations without a pre-signed pass.

The counselor is responsible for the students who wish to visit post-secondary institutions. Students are required to make the appointment through the counselor, make up work prior to the visitation, and be accompanied with a parent. Visitations are considered as an excused absence. Two such visitations are allowed.

Information that is available to the student and parents may include ACT, SAT, PSAT, ASVAB, ACT-PLAN, ACT-EXPLORE, and ITBS scores. The Self Directed Search, ACT Plus, deficiency reports, outstanding reports, disciplinary reports, course registration, class change requests, attendance, class rank, grade point average, activities, and any other information is available in the cumulative folder. Each student also has a transcript, which is available upon request.

No other person other than the student, student's parents, guardian, teachers, Logan View teachers, counselors, or school administration shall have access to the individual student's school files nor shall these contents be divulged in any manner to any unauthorized person. Any person or agency seeking access to files shall file a written request for inspection. Written permission is required from parents, guardian or student when eighteen or more years of age when requested by an outside agency.

### **LOCKERS**

Lockers are school property and assigned for use during school hours. Lockers can be searched by authorized school officials when conditions warrant. An official locker check will be conducted during each semester. Students with damaged or jammed lockers will be assessed a fine for damage.

Lockers are not to be jammed and must be closed and locked at all times.

Students will be responsible for the condition of their lockers and can be fined for unnecessary damage.

### **NATIONAL HONOR SOCIETY**

All chapters of the National Honor Society are governed by the national NHS constitution. Qualified students are selected for NHS membership by a majority vote of the faculty council on the basis of scholarship, leadership, service, and character.

Students who question the fact that they were not selected do not have a legal right to a hearing, but

they and their parents will be given an opportunity to present their complaints to the principal or chapter advisor.

### **ABSENCE OR TARDIES ON DAY OF ACTIVITIES**

Students participating in school activities that day or evening must be in attendance at least half a day. Exceptions may be made in the case of previously scheduled doctor's appointments or unforeseen circumstances. These exceptions will be made by the Principal.

**Repeated absences or tardies on the day of or day after an activity may result in a temporary suspension from that activity.**

### **ABSENCES FOR SCHOOL ACTIVITIES**

Students who must miss school, as participants in a school-sponsored activity will not be counted absent. Work must be made up in advance in order to be excused to participate in the activity.

In order to be excused for school activities, including NSAA district and state competitions, non-participants must make work up 24 hours in advance. **Nonparticipating students will not be allowed to leave school the day of district or state competitions unless prior arrangements are made.** Students must obtain permission from their parents and attend the activity with their parents. This will be considered an absence from school.

Varsity squad members, cheerleaders, student managers, and others as suggested by coaches and approved by the Principal may be excused to attend the Friday session of State Volleyball, Football, Softball, Basketball, Wrestling, Track and Golf Meets.

### **CLASS AND ORGANIZATIONAL MEETINGS**

Meetings will be scheduled during the regular class periods on a rotating, weekly basis. Meetings will be held during Raider Reading Time on Tuesdays. Sponsors must contact the Athletic Director no later than 8:30 A.M. on the preceding Thursday to request a meeting.

Meetings of a short, emergency nature may be scheduled before or after school or during lunch periods.

### **STUDENT PARKING**

There will be no loitering in the parking lot at anytime. Students will report to the school building immediately upon arrival at school in the morning and leave when school is dismissed in the afternoon.

Cars will not be moved from assigned parking areas during the school day without permission of the Superintendent or Principal.

**Students are required to yield to all school buses during their arrival and departure from school.** The posted speed limit in parking lot and on access drives is 15 miles per hour.

Unnecessary driving around or through the parking areas or spinning or squealing of tires on school property can result in loss of your driving privilege. Cars that are equipped to cause excessive noise will not be permitted on school property.

Mini - bikes, all-terrain vehicles, carts, or other off the road vehicles will not be operated on school property unless authorized by the Superintendent or Principal.

**No parking in areas where curbing has been painted red. These areas must be kept open as fire**

**and emergency lanes during the day and night hours.**

**Handicapped parking areas are designated by sign or blue curbing.**

### **DETENTIONS**

Detentions will be served on Tuesday and Thursday from 3:45 pm until 4:45 pm. It is expected that students will bring adequate work or reading material. Students will be responsible for arranging transportation from school following detention. Failure to serve an assigned detention will result in a suspension from school.

### **FAILURE TO REPORT TO CLASS**

Any student who fails to report to a scheduled class will receive a zero for that day's work and make up the time missed after school. Failure to report to study hall will result in time after school.

### **PASSING TIME BETWEEN CLASSES**

Students will have three (3) minutes to pass from one classroom to another between periods. This is sufficient time to get from one room to another, but will not allow enough time to stop at lockers, visit the restroom or socialize with other students. Students should report directly to their classroom and request permission of the teacher to return to the lockers or restrooms if necessary.

Students should request passes from the Office for admission to class when requested to report to the Office during passing of classes.

### **PASSES**

A pass is a permit slip. Students will need a pass to show that they have permission to be out of class. This pass must be obtained from a teacher and must be returned signed to the same teacher.

All teachers are provided with conference periods for your convenience as well as theirs. During study halls and homeroom, students who have in their possession passes from these teachers are permitted to go to this teacher for advice and/or guidance. No passes are provided during class time.

### **MEDIA CENTER**

Books may be checked out for two weeks except reference or reserve books, which are checked out for one period or overnight. Overnight items are due before first period the following school day or are considered late. Vertical File materials and magazines are also checked out for two weeks. These two items may not be renewed. Books without a reserve slip may be renewed. A fine of 25 cents per day will be charged for overnight items returned late. If a student has any overdue items, Media Center privileges will be suspended until the materials are returned.

All books are to be checked out and checked in by the librarian or one of the assistants. The library club will maintain a limited number of school supplies. Check at the librarian's office.

The media specialist or the library aide will be in complete charge of the area. Students who cannot conduct themselves according to the rules will be excluded from the area and have other possible disciplinary action taken.

The Media Center is to be used for research and related activities. Students not needing media materials will need to remain in study hall.

### **DRIVERS EDUCATION INSTRUCTION**

Logan View offers a state approved driver education program. The program must operate within the guidelines developed by the Department of Motor Vehicles in order to provide student certification.

### **HONOR ROLL**

Students achieving a 9-week or semester grade average of 94 or above will be listed on the Raider Honor Roll for that period. Those attaining an average of 88-93 will be included on the Honorable Mention listing.

Certificates will be awarded to those listed on the Semester Honor Roll.

### **GRADUATION REQUIREMENTS**

To be eligible for graduation from Logan View Jr.-Sr. High School, a student must have earned 225 semester hours of credit and have completed one of the following programs:

	<u>GENERAL</u>	<u>COLLEGE PREP</u>
ENGLISH*	40	40 - Must include Comp I and Comp II
MATH	30	30 - Must include Alg I, Alg II, and Geometry Both programs must include Algebra I
SCIENCE	20	30 - Must include Biology, Chemistry, and 10 more credit hours of CP Science Both Programs must include Biology
SOCIAL STUDIES	40	40 Both programs must include US History and US Government
SPEECH	5	5
COMPUTER APP.	5	5
PHYSICAL ED. ***	15	15
MINIMUM ELECTIVES	70	60

Eligibility for graduation is based upon the completion of the required courses at the required time and the satisfactory clearing of all student records. Only those students that have completed all requirements for graduation will be allowed to participate in the Commencement exercises. Exceptions for this requirement may be made by the Board of Education upon the recommendation of the Superintendent.

\* All students must satisfactorily meet the minimum writing standards for each grade level in order to complete the English requirement.

\*\*Accounting may be counted in this total.

\*\*\* A student may request that five credit hours of Physical Education may be waived if during the 10th, 11th, or 12th grades the student completes two sport seasons, or is a member of drill team, or completes two cheerleading seasons. This would only apply to participants in the sport. Managers and statisticians would not be eligible for the waiver.

### **CLASSIFICATION OF STUDENTS**

Classification of high school students shall be based on the number of semester hours of credit earned (Freshman-under 50; Sophomore-50 to 100; Junior-101 to 150; Senior - 151 or more).

### **DROPPING AND ADDING COURSES**

Permission to drop a course is difficult to obtain. When students elect a course, they are expected to complete it. Changes may be made through the first week of classes if:

- A. Possible in terms of the existing schedule and the change will not overload a particular class.
- B. The change results in a reasonable program of studies in terms of the established curriculum.
- C. The change is approved by parent, teacher, counselor and principal. After a date specified by the principal, a course dropped will be recorded as a withdrawn failure.

### **PROMOTION TO GRADES 8 AND 9**

A student failing three major academic subjects will usually be retained in the grade one more year. A group conference will be arranged in the spring of each year with the parents of students who have had unsatisfactory achievement during the year to determine what is best for the student...retention or promotion. The conference will include parents, teachers, the counselor and the principal.

### **CLASS LOAD (9-12)**

No full time student may have more than one study hall included in his or her daily class schedule. Any exceptions must be in the best interest of the student and approved by the guidance counselor and principal. Students must attend full time and meet eligibility requirements in order to participate in school activities.

### **STUDY HALL REGULATIONS**

Study hall rules will be set by the individual teachers who monitor the study halls. However, students who are on the down's list will not be permitted to leave study hall for any reason unless they have a pass signed prior to study hall to see the teacher in the class they are down in.

### **RULES FOR USE OF SCHOOL COMPUTERS**

1. **All students, grades 7-12, must have a pass from a classroom teacher to work on a specific assignment in the computer labs.**
2. Only one student at a time is to be at each computer.
3. Only students working at a computer are to be in the computer labs.
4. Any student who opens the control panel files will not be allowed on any school computers for the remainder of the semester.
5. If a student has a problem with/at a computer, he/she should ask an adult supervisor for help.
6. There is to be no food or beverage in the computer labs at any time.
7. Internet use is restricted to academic research.

### **INTERNET USAGE BY STUDENTS**

Students are expected to use computers and the internet as educational resources. Access to the school's computer system and the Internet is a privilege and not a right. Students who use or attempt to use the Internet for other purposes or activities, which are illegal, and/or not for appropriate educational purposes are subject to penalties including loss of computer privileges or other discipline which school administration might deem appropriate.

Logan View has in place a filtering system which blocks access to sites, which have been deemed inappropriate. Logan View Public Schools will monitor students' use of the Internet through direct supervision and by checking Internet 'use history'.

**If parents or guardians do not wish a student to have access to computers or the Internet, please call the school office (654-3317) to request a form to restrict access.**

### **RULES FOR SCHOOL DANCES**

- A. Sponsors are in charge of the dance and will be in attendance until the building is vacant.
- B. School dances will usually be held on Friday or Saturday night. Dances are for 2 to 3 hours.
- C. Classes or organizations are expected to provide parents to help sponsor the dance.
- D. A clean-up committee shall be appointed and will clean up the gym and the immediate area before leaving. Sponsors will supervise this activity.
- E. Students at Logan View may invite guests for Homecoming, the Sweetheart Dance and Prom only.** The name of the guest must be submitted to the Principal's office before 12:00pm on the Wednesday before the dance. The guest will have to fill out a form to be eligible too. Forms are available at the office. Guests that are 21 or over will not be allowed. Each student will assume responsibility for his or her guest during the dance.
- F. Sponsors shall check the list of guests and let only those guests into the dance who have their names on the guest list. This list must be approved by the Principal's Office.
- G. The kitchen will not be used unless permission has been granted by the administration.
- H. Students are encouraged to stay at the dance. Once they leave they will not be readmitted.**
- I. Students will use only the assigned door.
- J. Students who are asked to leave the dance shall be reported to the Principal's Office.
- K. If special police or security becomes necessary, the sponsoring organization will pay the cost.
- L. No one will be allowed to enter after 1 hour past the start of the dance without permission obtained from the sponsor and/or Principal in advance.**
- M. Junior high students will not be allowed to attend high school dances and high school students will not be allowed to attend junior high social activities.

**N. ATTENDANCE AT DANCES WILL NOT BE ALLOWED IF THE STUDENT IS ON THE**

## **INELIGIBILITY LIST!!!**

O. If the administration deems it necessary, a breathalyzer may be utilized at the entrance of all dances. All students and guests will be asked to participate in using the breathalyzer before entering the dance.

### **OUTSIDE FOOD & POP**

Absolutely no food or pop will be allowed to be brought in to the school during school hours. Students with food or pop in their lockers will be asked to dispose of it. Students may purchase pop before or after school hours in the pop machines outside of the gym.

### **MONEY RAISING ACTIVITIES**

All money raising activities carried on by any group connected with the school shall be with the direct approval of the Superintendent. All money earned by student organizations shall be turned in to the school Activity Fund, for which a receipt shall be given.

All monies remaining in the senior class fund at the end of the school year will be deposited into the student council fund.

### **CLASS DUES**

Class dues will only be assessed as necessary and then only for a specific purpose. The request for class dues will need to be made to the Principal following a vote by the class that is approved by the sponsor.

### **TORNADO SAFETY ACTION**

A. Warning--Classes will be asked to move to the designated areas by announcement over the intercom or by short rings of the fire alarm.

B. Class rooms will go to the following areas:

5 <sup>th</sup> Graders	Elem. Sped. Room
6 <sup>th</sup> Graders, Rooms 105-106, Mac Lab, Media Center & Office	Faculty Work Room
Rooms 107-109	Room 109
Rooms 100-104b	Basement
Rooms 113-114 & Nurse	Girls PE Locker Room
Rooms 110b & 110-112	Boys PE Locker Rm
Rooms 115-116 Mod I & II	Room 115
Rooms 117-118 & Gym (P.E.)	Girls Varsity Locker Room
Shop, Tech Lab & Weight Room	Boys Varsity Locker Room
Lecture Hall, Stage, Music Room & Lunch Room	Music Room

C. Use east corridors for passing (stay away from west windows). Teachers will responsible for their students. Sit in the following manner:

1. Curl up so head and eyes are protected.
2. Stay away from windows and doorways (glass areas).

## **Student Fees Policy**

The Board of Education of Logan View Public Schools adopts the following fees policy in accordance with the Public Elementary and Secondary Student Fee Authorization Act.

The District's general policy is to provide for the free instruction in school in accordance with the Nebraska Constitution and state and federal law. This generally means that the District's policy is to provide free instruction for courses which are required by state law or regulation and to provide the staff, facility, equipment, and materials necessary for such instruction, without charge or fee to the students.

The District does provide activities, programs, and services to children, which extend beyond the minimum level of constitutionally required free instruction. Students and their parents have historically contributed to the District's efforts to provide such activities, programs, and services. The District's general policy is to continue to encourage and, to the extent permitted by law, to require such student and parent contributions to enhance the educational programs provided by the District.

Under the Public Elementary and Secondary Student Fee Authorization Act, the District is required to set forth in a policy its guidelines or policies for specific categories of student fees. The District does so by setting forth the following guidelines and policies. This policy is subject to further interpretation or guidance by administrative or Board regulations, which may be adopted from time to time. The Policy includes Appendix "1", which provides further specifics of student fees and materials required of students for the 2006-2007 school year. Parents, guardians, and students are encouraged to contact their building administration or their teacher(s) or activity coaches and sponsors for further specifics.

### (1) Guidelines for Non-specialized Attire Required for Specified Courses and Activities.

Students have the responsibility to furnish and wear non-specialized attire meeting general District grooming and attire guidelines, as well as grooming and attire guidelines established for the building or programs attended by the students or in which the students participate. Students also have the responsibility to furnish and wear non-specialized attire reasonably related to the programs, courses, and activities in which the students participate where the required attire is specified in writing by the administrator or teacher responsible for the program, course, or activity.

The District will provide or make available to students such safety equipment and attire as may be required by law, specifically including appropriate industrial-quality eye protective devices for courses of instruction in vocational, technical, industrial arts, chemical or chemical-physical classes which involve exposure to hot molten metals or other molten materials, milling, sawing, turning, shaping, cutting, grinding, or stamping of any solid materials, heat treatment, tempering, or kiln firing of any metal or other materials, gas or electric arc welding or other forms of welding processes, repair or servicing of any vehicle, or caustic or explosive materials, or for laboratory classes involving caustic or explosive materials, hot liquids or solids, injurious radiations, or other similar hazards. Building administrators are directed to assure that such equipment is available in the appropriate classes and areas of the school buildings, teachers are directed to instruct students in the usage of such devices and to assure that students use the devices as required, and students have the responsibility to follow such instructions and use the devices as instructed.

### (2) Personal or Consumable Items & Miscellaneous.

(a) Extracurricular Activities. Students have the responsibility to furnish any personal or consumable items for participation in extracurricular activities.

#### (b) Courses

(i) General Course Materials. Items necessary for students to benefit from courses will be made

available by the District for the use of students during the school day. Students may be encouraged, but not required, to bring items needed to benefit from courses including, but not limited to, pencils, paper, pens, erasers, notebooks, trappers, protractors and math calculators. A specific class supply list will be published annually in a Board-approved student handbook or supplement or other notice. The list may include refundable damage or loss deposits required for usage of certain District property.

(ii) Damaged or Lost Items. Students are responsible for the careful and appropriate use of school property. Students and their parents or guardian will be held responsible for damages to school property where such damage is caused or aided by the student and will also be held responsible for the reasonable replacement cost of school property which is placed in the care of and lost by the student.

(iii) Materials Required for Course Projects. Students are permitted to and may be encouraged to supply materials for course projects. Some course projects (such as projects in art and shop classes) may be kept by the student upon completion. In the event the completed project has more than minimal value, the student may be required, as a condition of the student keeping the completed project, to reimburse the District for the reasonable value of the materials used in the project. Standard project materials will be made available by the District. If a student wants to create a project other than the standard course project, or to use materials other than standard project materials, the student will be responsible for furnishing or paying the reasonable cost of any such materials for the project.

(iv) Music Course Materials. Students will be required to furnish musical instruments for participation in optional music courses. Use of a musical instrument without charge is available under the District's fee waiver policy. The District is not required to provide for the use of a particular type of musical instrument for any student.

(v) Parking. Students may be required to pay for parking on school grounds or at school-sponsored activities, and may be subject to disciplinary action or payment of fines or damages caused with or to vehicles or for failure to comply with school parking rules.

(3) Extracurricular Activities - Specialized Equipment or Attire. "Extracurricular activities" means student activities or organizations, which are supervised or administered by the District, which does not count toward graduation or advancement between grades, and in which participation is not otherwise required by the District. The District will generally furnish students with specialized equipment and attire for participation in extracurricular activities. The District is not required to provide for the use of any particular type of equipment or attire. Equipment or attire fitted for the student and which the student generally wears exclusively, such as dance squad, cheerleading, and music/dance activity (e.g. choir or swing choir) uniforms and outfits, along with T-shirts for teams or band members, will be required to be provided by the participating student. The cost of maintaining any equipment or attire, including uniforms, which the student purchases or uses exclusively, shall be the responsibility of the participating student. Equipment which is ordinarily exclusively used by an individual student participant throughout the year, such as golf clubs, softball gloves, and the like, are required to be provided by the student participant. Items for the person medical use or enhancement of the student (braces, mouthpieces, and the like) are the responsibility of the student participant. Students have the responsibility to furnish personal or consumable equipment or attire for participation in extracurricular activities or for paying a reasonable usage cost for such equipment or attire. For musical extracurricular activities, students may be required to provide specialized equipment, such as musical instruments, or specialized attire, or for paying a reasonable usage cost for such equipment or attire.

- (4) Extracurricular Activities - Fees for Participation. Any fees for participation in extracurricular activities for the 2006-2007 school year are further specified in Appendix “1”. Admission fees are charged for extracurricular activities and events.
- (5) Postsecondary Education Costs Students are responsible for postsecondary education costs. The phrase “postsecondary education costs” means tuition and other fees only associated with obtaining credit from a postsecondary educational institution. For a course in which students receive high school credit and for which the student may also receive postsecondary education credit, the course shall be offered without charge for tuition, transportation, books, or other fees, except tuition and other fees associated with obtaining credits from a postsecondary educational institution.
- (6) Transportation Costs. Students are responsible for fees for transportation services provided by the District as and to the extent permitted by federal and state laws and regulations.
- (7) Copies of Student Files or Records. The Superintendent or the Superintendent’s designee shall establish a schedule of fees representing a reasonable cost of reproduction for copies of a student’s files or records for the parents or guardians of such student. A parent, guardian, or student who requests copies of files or records shall be responsible for the cost of copies reproduced in accordance with such fee schedule. The imposition of a fee shall not be used to prevent parents of students from exercising their right to inspect and review the student’s files or records and no fee shall be charged to search for or retrieve any student’s files or records. The fee schedule shall permit one copy of the requested records be provided for or on behalf of the student without charge and shall allow duplicate copies to be provided to the extent required by federal or state laws or regulations.
- (8) Participation in Before-and-After-School or Pre Kindergarten Services. Students are responsible for fees required for participation in before-and-after-school or pre kindergarten services offered by the District, except to the extent such services are required to be provided without cost.
- (9) Participation in Summer School or Night School. Students are responsible for fees required for participation in summer school or night school. Students are also responsible for the cost of correspondence courses.
- (10) Breakfast and Lunch Programs. Students shall be responsible for items which students purchase from the District’s breakfast and lunch programs. The cost of items to be sold to students shall be consistent with applicable federal and state laws and regulations. Students are also responsible for the cost of food, beverages, and personal or consumable items which the students purchase from the District or at school, whether from a “school store”, a vending machine, a booster club or parent group sale, a book order club, or the like. Students may be required to bring money or food for field trip lunches and similar activities.
- (11) Waiver Policy. The District’s policy is to provide fee waivers in accordance with the Public Elementary and Secondary Student Fee Authorization Act. Students who qualify for free or reduced-price lunches under United States Department of Agriculture child nutrition programs shall be provided a fee waiver or be provided the necessary materials or equipment without charge for: (1) participation in extracurricular activities and (2) use of a musical instrument in optional music courses that are not extracurricular activities. Participation in a free-lunch program or a reduced-price lunch program is not required to qualify for free or reduced-price lunch waivers for purposes of this section. Students or their parents must request a fee waiver prior to participating in or attending the activity, and prior to the purchase of materials.

(12) Distribution of Policy. The Superintendent or the Superintendent's designee shall publish the District's student fee policy in the Student Handbook or the equivalent (for example, publication may be made in an addendum or supplement to the student handbook). The Student Handbook or the equivalent shall be provided to every student of the District or to every household in which at least one student resides, at no cost.

(13) Student Fee Fund. The School Board hereby establishes a Student Fee Fund. The Student Fee Fund shall be a separate school district fund not funded by tax revenue, into which all money collected from students and subject to the Student Fee Fund shall be deposited and from which money shall be expended for the purposes for which it was collected from students. Funds subject to the Student Fee Fund consist of money collected from students for: (1) participation in extracurricular activities, (2) postsecondary education costs, and (3) after-school or summer programs.

#### CERTIFICATION

On the 10th day of July, 2006, the school board held a public hearing at a meeting of the school board on a proposed student fee policy. Such public hearing followed a review of the amount of money collected from students pursuant to, and the use of waivers provided in, the student fee policy for the 2006-2007 school year. The foregoing student fee policy was adopted after such public hearing by a majority vote of the school board at an open meeting in compliance with the public meetings laws.

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Superintendent or Other Authorized School Official

#### **Legal References:**

- Neb. Rev. Stat. §§79-2,125 to 79-2,135 and Laws 2003, LB 249 (The Public Elementary and Secondary Student Fee Authorization Act)
- Neb. Constitution, Article VII, section 1.
- Neb. Rev. Stat. §§79-241, 79-605, and 79-611 (transportation)
- Neb. Rev. Stat. §79-2104 (student files or records)
- Neb. Rev. Stat. §79-715 (eye-protective devices)
- Neb. Rev. Stat. §79-737 (liability of students for damages to school books)
- Neb. Rev. Stat. §79-1104 (before-and-after-school or pre kindergarten services)
- Neb. Rev. Stat. §§79-1106 to 79-1108.03 (accelerated or differentiated curriculum program)

Date of Adoption: July 10, 2006

**Appendix “1” TO 2008-2009 Student Fees Policy of Logan View Public Schools  
Additional Specification of Required Materials and Fees**

<b>Program</b>	<b>General Description of Fee of Material</b>	<b>\$ Amount of Fee (Anticipated or Max.) or Specific Material Required</b>
<b><u>Elementary Program</u></b>		
	Breakfast	\$1.25
	Lunch	\$2.00
Field Trip	Transportation/Admission	\$6.00
<b><u>Secondary Program</u></b>		
	Breakfast	\$1.35
	Lunch	\$2.15
Field Trip	Transportation/Admission	\$6.00
	Metro/NECC Tuition	\$36.50 per credit hour
	Copies of Student Files	\$0.10 per page
Band	Instrument	\$200.00 - \$1000.00
Band/Choir	Uniform Cleaning Fee	\$10.00
FCS	Project Fee	\$10.00
FCS	Consumable Food Items	\$15.00
Ind. Tech	Project Fee	\$20.00
<b><u>Extracurricular and other programs</u></b>		
FB, SB, BB, WR, Track	Contest Admission Fee	\$3.00
FFA and FCCLA	Dues	\$15.00
Science Club	Dues	\$5.00
Driver’s Education	Fee	\$200.00
FB, BB, WR Cheerleading	Uniform/Shoes	\$350.00
Football, Track, Wrestling	Shoes	\$100.00
Dance Squad	Uniform/Shoes	\$250.00
Performance Choir	Outfit	\$100.00
School Dances	Admission	\$5.00
Graduation	Cap & Gown Rental (all seniors)	\$30.00
Prom/Jr. Class	Fundraising Shortage	\$25.00
Sophomore Magazine Sales	Fundraising for Prom	\$50.00 (if no magazines are sold)
FCCLA	Fundraising Shortage	\$20.00

## **Receipt of Logan View High School 2009-2010 Handbook**

In accordance with Nebraska State Law, Section 79-4, 176 para(3) which states in part: “Rules for standards which form the basis for discipline shall be distributed to each student and his or her parent or guardian at the beginning of each school year or at the time of enrollment....” We request that you promptly sign and return the receipt form below:

I have received and read a copy of the Logan View School Student-Parent Handbook and understand its contents.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Parent Signature