

Denison High School Student Handbook 2023-2024



Denison Community School web page

<https://denison.k12.ia.us/district/>

Denison High School web page

<https://denison.k12.ia.us/high-school/>

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WELCOME

We welcome you and your child to the 2023-2024 school year. We hope you share our excitement in making the educational opportunities for all children the best possible experience. It is important to stress that the success of our educational program depends on close cooperation and support between parents and the school staff. We encourage you to communicate with us and your child about experiences in the school. This document is provided for the purpose of answering some of the questions often asked by students and parents. Please read this handbook carefully and review the information and rules/regulations that are outlined. This will not answer all of the questions for students or parents. If you have additional questions, please contact us.

Dave Wiebers, High School Principal
Nancy McCarville, High School Dean of Students

David Galvin, High School Assistant Principal
Derek Fink, High School Activities Director

HANDBOOK SUBJECT TO CHANGE

Although every effort will be made to update the handbook on a timely basis, the district reserves the right, and has sole discretion, to change any policies, procedures, benefits without notice, consultation, or publication, except as may be required by law. The district reserves the right, and has sole discretion, to modify or change any portion of this handbook at any time.

This handbook is a general source of information and may not include every possible situation that could arise. It is the student's responsibility to refer to the district policies and/or administrative procedures for further information. Whenever the provisions of this handbook are in conflict with those of a board-adopted policy or law the policy or law shall govern.

OUR VISION:

Denison Community Schools, in collaboration with the family and community, provides quality learning today preparing students for tomorrow.

OUR MISSION:

At Denison Community Schools, we believe all students can learn.

Through essential concepts and skill sets, students will develop their individual talents in a meaningful curriculum while learning to work together collaboratively.

Students will think creatively, critically, and constructively while learning will be enhanced through national, global, technological, and multicultural perspectives. Continuous commitment to improvement ensures that our students will be well rounded and will have the ability to reason and act in an ethical manner which will empower them to be responsible citizens of the 21st Century.

EDUCATIONAL PHILOSOPHY OF THE SCHOOL DISTRICT ([Denison Community District Board Policy](#))

SCHOOL CLOSING AND DELAY INFORMATION

When weather threatens and we are forced to make the decision of having school, please tune in to KDSN (104.9 FM), watch local cable (channel 13), and sent out through the school messenger service.

EDUCATIONAL PROGRAM

It is the policy of the Denison Community School District not to discriminate on the basis of race, creed, color, sex, sexual orientation, gender identity, disability, religion, age, political affiliation, socioeconomic status, or marital status in its programs, activities, or employment practices as required by the Iowa Code sections 216.9 and 256.10(2), Titles VI and VII of the Civil Rights Act of 1964 (42 U.S.C. § 2000d and 2000e), the Equal Pay Act of 1973 (29 U.S.C. § 206, et seq.), Title IX (Educational Amendments, 20 U.S.C. §§1681 – 1688) Section 504 (Rehabilitation Act of 1973, 29 U.S.C. § 794), and the Americans with Disabilities Act (42 U.S.C. § 12101, et seq.). If you have questions or grievances related to compliance with this policy by the Denison Community School District, please contact the Superintendent at Denison CSD, 819 North 16th Street, Denison, Iowa 51442, telephone 712-263-2176, or the Director of the Office for Civil Rights, U.S. Department of Education, 500 W. Madison Street, Suite 1475, Chicago, IL 60661

ANTI-BULLYING HARASSMENT ([Denison Community District Board Policy](#))

The Denison Community School District is committed to providing all students with a safe and civil school environment in which all members of the school community are treated with dignity and respect. Bullying and/or harassment of or by students, staff, and volunteers is against federal, state, and local policy and is not tolerated by the board. Bullying and/or harassing behavior can seriously disrupt the ability of school

EQUAL EDUCATIONAL OPPORTUNITY ([Denison Community District Board Policy](#))

MULTICULTURAL NONSEXIST ENVIRONMENT

The Denison Community School District acknowledges that all students must learn to live and work in a multicultural, nonsexist environment. Furthermore, it recognizes the need for an educational program designed to help students acquire a realistic basis for understanding the culture and lifestyles of people of different racial, ethnic and socioeconomic backgrounds. Our goal will be to provide an atmosphere for learning which is devoid of sexist, racist, and ethnic prejudices, discrimination, and separatism. No student shall be denied enrollment in a class because of race, culture, sex, or developmental disability.

It is also the policy of this district that curriculum content and instructional materials utilized reflect the cultural and racial diversity present in the United States and the variety of careers, roles, and lifestyles open to all regardless of sex, race, or developmental disability.

It is the policy of the Denison Community Schools not to discriminate against any otherwise qualified individual with disability, solely by reason of his/her disability, in admission or access to, or treatment or employment in, any program or activity sponsored by this school corporation.

Inquiries regarding compliance with this policy should be directed to the Section 504/ADA Coordinator, Nancy McCarville, of Denison Community Schools, 819 North 16th Street, Denison, Iowa 51442, 712-263-3101 or to the Office for Civil Rights, U.S. Department of Education, Washington, D.C.

Student Personnel-Denison Community Schools ([Series 500. Denison Board Policies](#)). These discipline Board of Education Policies are located in every school building Principal's office and Superintendent's office.

HEALTH EDUCATION ([Denison Community District Board Policy](#))

CHILD ABUSE REPORTING WITHIN THE SCHOOL CONTEXT

In an effort to comply with Chapter 102 of the Iowa State Code, the Denison Community School District has appointed Whitney Urich as the Level I child abuse investigator and Chris Eller as the district's alternate. This code specifies that the Level I investigators may be school district employees; however, the subsequent investigation phase (Level II) must have non-school district employees being designated. The Denison Police Department has agreed to act as our district's Level II investigator. This rule governs only alleged violations by school district employees in school-related context. The Denison Community School District continues to be committed to ensuring only the best possible educational climate for all of the students being served throughout the system.

LEVEL I INVESTIGATOR FOR STUDENT ABUSE

It is the policy of the Denison Community School District that school employees not commit acts of physical and sexual abuse, including inappropriate and intentional sexual behavior, toward students. The definition of employees for the purpose of this policy includes not only those who work for pay but also those who are volunteers of the school district under the direction and control of the school district. Any school employee who commits such acts is subject to disciplinary sanctions up to and including discharge. It is the policy of the Denison Community School district to respond promptly to allegations of abuse of students by school employees by investigating or arranging for full investigation of any allegation, and to do so in a reasonably prudent manner. The processing of a complaint or allegation will be handled confidentially to the maximum extent possible. All employees are required to assist in the investigation, when requested to provide information and to maintain the confidentiality of the reporting and investigating process.

Level I Investigator Whitney Urich, 819 North 16th Street Denison, Iowa 51442, 712-263-3101

Level I Alternate Investigator Chris Eller, 1201 North 16th Street Denison, Iowa 51442, 712-263-9393

STUDENT GRIEVANCE POLICY ([Denison Community School District Board Policy](#))

Students have the right and the responsibility to express school-related concerns and grievances to the administration. Any student of the Denison High School who believes he or she has been discriminated against, denied a benefit, or excluded from participation, may file a written complaint with the Dean of Students (level one) and follow the levels as described in the Student Grievance Policy.

Student Grievance Policy will be handled in four levels: level one — Dean of Students/Assistant Principal; level two — principal; level three — superintendent; level four — Board of Education. Written forms can be obtained from the guidance office upon request from grieved student.

GRIEVANCE PROCEDURES TITLE IV, TITLE IX, SECTION 504

Students, parents of students or employees of the Denison Community School shall have the right to file a formal complaint alleging noncompliance with regulations outlined in Title IV of the 1964 Civil Rights Act, Title IX of the Education Amendments of 1972 and Section 504 of the Rehabilitation Act 1973. For information concerning a grievance contact Mrs. Nancy McCarville, Title VI, Title IX and Section 504 Compliance Officer.

PHYSICAL RESTRAINT OF STUDENTS ([Denison Community School District Board Policy](#))

State law forbids school employees from using corporal punishment against any student. Certain actions by school employees are not considered corporal punishment. Additionally, school employees may use “reasonable and necessary force, not designed or intended to cause pain” to do certain things, such as prevent harm to persons or property.

State law also places limits on school employees’ abilities to restrain or confine and detain any student. The law limits why, how, where, and for how long a school employee may restrain or confine and detain a child. If a child is retained or confined and detained, the school must maintain documentation and must provide certain types of notice to the child’s parent.

HOMELESS CHILDREN / YOUTH ([Denison Community School District Board Policy](#))

INSTRUCTION AT A POST SECONDARY EDUCATIONAL INSTITUTION ([Denison Community District Board Policy](#))

Students may enroll in a college course as a high school junior or senior if Denison High does not teach a comparable course. For more information about the opportunities provided through the Secondary Enrollment Options Act, please contact your guidance counselor.

DUAL ENROLLMENT

Declaratory Ruling #44, 5 D.o.E. App. Dec. 33, states that a parent, guardian, or legal or actual custodian may not use dual enrollment to enroll a child in all courses but one (e.g., a child could take 5 of 7 classes via dual enrollment). Also, the Post-Secondary Enrollment Options (PSEO) program provides that a student may not enroll on a full-time basis in a post-secondary institution under PSEO. 261E.7 (2).

A dual enrollment student whose parent, guardian, or custodian has chosen standardized testing as the form of the student's annual assessment will not be responsible for the cost of the test or the administration of the test.

After the student notifies the school district which activities in which they wish to participate, the school district will provide information regarding the specific programs.

The applicable legal requirements to be followed for dual enrollment include, but are not limited to, those related to reporting and eligibility. It is the responsibility of the superintendent to develop administrative regulations regarding this policy.

PROTECTION OF PUPIL RIGHTS AMENDMENT

PPRA affords parents certain rights regarding our conduct of surveys, collection and use of information for marketing purposes, and certain physical exams. These include the right to: Consent before students are required to submit to a survey that concerns one or more of the following protected areas (protected information survey) if the survey is funded in whole or in part by a program of the U.S. Department of Education:

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

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

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

Inspect upon request and before administration or use:

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

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

Parents who believe their rights have been violated may file a complaint with: Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue SW, Washington, D.C. 20202-5901.

PARENTS' ROLE DURING EMERGENCIES

Providing a safe place for students to learn and grow is one of the most important responsibilities of any school system. Along with school officials, teachers and staff, school families play a critical role in preventing and responding to school emergencies. This information is intended to provide parents and guardians with the steps you can take before, during, and after an emergency. It is the ABC's of the parent's role during emergencies.

Prevention: The Role of Parents in Keeping Schools Safe:

- Parents and community members play an important role in keeping our schools safe. You can be our eyes and ears by reporting any issues, concerns or rumors related to safety to school or law enforcement officials.
- You also can help by following and supporting all security measures when you visit one of our school buildings. This includes checking in and out at the school office.
- Contact Information: Another of the most important steps that parents can take prior to an emergency is to ensure their contact information is updated regularly in the district's PowerSchool student data system. This is the system that provides email and phone numbers to the district's parents' rapid-contact notification system. Please regularly update emergency and contact telephone numbers, e-mail addresses and other information with your school to ensure you receive information and updates during emergency situations.
- It is also important to review and update information regarding who can legally pick-up your child during an emergency. Once this information is on file, you should ensure that those people are aware they have been listed as your "emergency contacts" and that they may receive messages via phone and/or e-mail during an emergency, weather-related early out, or other situation.
- For more information about the district's parent notification system and what contact information it uses in various situations, visit the district website at www.denison.k12.ia.us.
- If your child is on medication, be sure the school has at least a two-day supply.
- Create your own family emergency plan. Develop a family communication plan and have a supply kit to sustain you and your family for two to three days. For tips on how to prepare a plan go to www.bereadyiowa.org.

DURING AN EMERGENCY:

In a school emergency, the first instinct of many parents is to pick up the telephone and start calling their child or school and/or rush to the school and get your children. But the truth is, this only complicates matters from a safety and security standpoint. Parents too close to an incident often hinder rescue attempts of the police and fire officials on the scene. Calling your child's cell phone may prevent them from hearing important, even life-saving information. Too many parents calling the school can also tie up needed phone lines and hinder efforts to communicate. Students will be able to use cell phones if they need immediate assistance and once they are safe. The best action parents can take in an emergency is to monitor their phone, email and district website for regular updates and instructions.

- Do not report to your child's school during emergency situations. Law enforcement officials will not allow entry to the school site during a lockdown or shelter-in-place.
- Avoid calling the school or the district during the emergency.
- Notification and Communication: The school district is committed to providing parents and guardians with the latest and most accurate information available. In most cases the district will send brief phone messages or emails via the parent notification system in an emergency. Parents will be asked to also monitor more extensive official emergency updates at the district's website. Additional updates will also be sent via our parent notification system depending upon the nature of the emergency. In today's world, it is likely that students will be texting and calling parents immediately. **Be aware that information you receive from your child may not always be accurate.** Ensure the information you are using is official and comes directly from the Denison Community School District.

School Emergency Response Protocols:

- A school crisis can take a number of forms including an environmental event, such as a chemical spill or gas leak, a weather emergency, such as a tornado warning, or an intruder in or near the school. The nature of a school crisis dictates the school's response.
- Denison Community Schools is trained on and uses **ALERT/ALICE Protocol** (Alert, Lockdown, Inform, Counter, Evacuate)
 - Alert:** Danger Announcement
 - Lockdown:** Semi-secure starting point from which to make safety decisions
 - Inform:** Real-time information to those in danger
 - Counter:** Use of simple, proactive techniques to counter aggressive actions if necessary
 - Evacuate:** Remove as many from the danger zone as quickly as possible
- If the school building is evacuated, how will I be able to locate my child?

Parents will be directed to a specific location where they will be required to show proper identification. At the reunification site, school administrators, police and fire officials account for students and provide aid to those who need it immediately. Students are released only to authorized individuals. If you are a

non-custodial parent, you must be listed with your child's emergency contact information as a guardian and show proper identification.

After an Emergency:

- Monitor your child's behavior and let the school know if you think counseling or help is needed. Following a school crisis, specially trained school and district crisis team members and social workers are available to provide counseling and outside referrals to students, staff members and others who may need it.
- Recovery plans: Depending on the nature and amount of damage, school may be moved to a different location. The District will inform parents of any changes.

STUDENT RECORDS

In order to facilitate the educational process of the student, records on each student are kept in the building in which the student is currently attending. The custodian of the records is the building principal. Questions regarding student records should be directed to the principal's office. The records contain information about the student and the student's education and may include, but are not limited to, the following types of records: identification data, attendance data, record of achievement, family background data, aptitude tests, educational and vocational plans, honors and activities, discipline data, subjective counselor or teacher ratings and observations, and external agency reports.

EVERY STUDENT SUCCEEDS ACT

Every Student Succeeds Act (ESSA) legislation requires that states annually assess all students on achievement of grade-level, state-adopted standards in reading, mathematics and science. To meet the requirements of the legislation, Iowa school districts and buildings must report assessment results for Reading and Mathematics in grades 3-11. In science, student results are reported in one grade each for elementary, middle and high school.

504/ADA MANDATE

Section 504 of the Rehabilitation Act of 1973 prohibits discrimination against persons with a disability in any program receiving federal financial assistance. In order to fulfill its obligations under Section 504, the Denison Community School District has the responsibility to avoid discrimination in policies regarding its personnel and students. No discrimination against any person with a disability will knowingly be permitted in any of the programs, practices, or activities sponsored by the school.

The Denison Community School District has responsibilities under Section 504, which include the obligations to identify, evaluate, and afford access to appropriate educational services if the student is determined to be eligible under Section 504.

If the parent or guardian disagrees with the determination made by the professional staff of the school district, the parent or guardian has the right to file a grievance in accordance with the outlined grievance procedures.

Any person having inquiries concerning the Denison Community School District's compliance with the regulations implementing Title VI, Title IX, Americans with Disabilities Act, or Section 504 of the Rehabilitation Act is directed to contact Mrs. Nancy McCarville, who is fulfilling the responsibilities as coordinator of the school district's efforts to comply with implementing these regulations.

WELLNESS (Denison Community School Board Policy)

TESTING/SURVEYS

A comprehensive testing program shall be established and maintained to evaluate the education program of the school district and to assist in providing guidance or counseling services to students and their families.

No student shall be required, as part of a program funded by the United States Department of Education, or as part of any applicable program, to submit, without prior written consent from the student's parent. For more information concerning testing and surveys, contact Dave Wiebers, High School Principal or Patti Ryan, Middle School Principal.

OPEN ENROLLMENT TRANSFER AS A SENDING DISTRICT (Denison Community District Board Policy)

OPEN ENROLLMENT TRANSFER PROCEDURES AS A RECEIVING DISTRICT (Denison Community School Board Policy)

STUDENT TRANSFERRING IN (Denison Community School Board Policy)

STUDENT TRANSFERRING OUT (Denison Community School Board Policy)

DENISON COMMUNITY SCHOOL DISTRICT ILLNESS POLICY

For students to optimally participate in their education, the child needs to be at their highest level of wellness. Students need to be protected from communicable illness while attending school.

Click on the following link for the district Illness Policy:

<http://denison.k12.ia.us/FileCS.ashx?Id=10084>

Students with a communicable disease will be allowed to attend school as long as they are physically able to do so and so long as their presence does not create a substantial risk that others will catch the disease. The term "communicable disease" means an infectious or contagious disease spread from person to person or animal to person. Once the administration, in conjunction with the school nurse,

decides that the student's condition poses a health threat to other students, the student will be excluded from school for the duration of the period of contagion. In order to prevent the spread of communicable diseases, parents should use their good judgment in keeping sick children home from school. When the administration has knowledge of the presence of a communicable disease, the State Department of Health will be notified.

For students to optimally participate in their education, the child needs to be at their highest level of wellness. Students need to be protected from communicable illness while attending school. For the safety and health of all the students, the students with the following illnesses/symptoms should remain home or may be sent home from school after being assessed by the nurse/certified personnel.

Fever: if your child's temperature is 100.5 degrees Fahrenheit or higher, keep them home. Encourage rest and fluids. Your child's temperature must remain below 100.5 degrees for 24 hours without the use of fever reducing medication before they can return to school.

Vomiting/Diarrhea (2 or more loose stools): if your child is experiencing either symptom, keep them home until they have gone 24 hours without an episode. Vomiting and diarrhea usually occur with an infection or a contagious disease.

Strep throat: a severe sore throat could be strep, even without a fever. Other symptoms of strep throat are headache and an upset stomach. Students with strep can return to class 24 hours after antibiotics have been started. There should be no fever present.

Pink Eye: tearing, redness, and puffy eyelids and/or eye discharge should be checked by a doctor before coming to school. The most common causes of acute conjunctivitis are bacteria, viruses, allergens, or sometimes irritation from toxic chemical exposure.

Head Lice: if your child has head lice, keep your child home to treat him/her and then he/she can return to school after treatment. If the lice is found at school your child will need to be treated before they can return. They do not need to be sent home! Nits (eggs) should be observed and continue treating and combing.

Rash: a child with an unidentified rash that is spreading, draining, and/or getting worse over time should be kept home and checked by a doctor.

Communicable diseases: students with Chicken Pox, Impetigo, Influenza, active Tuberculosis, Mumps, Measles, Norovirus, Pertussis (whooping cough), etc. should be kept at home until a doctor releases them to come back to school. Please report any of these to the school nurse right away.

Persistent symptoms: nasal congestion, reddened eyes, sore throat, cough, or headaches that disrupt the student's learning or pose a risk of illness to others. Professional discretion will be used to evaluate any students with the above symptoms.

The above conditions should be given serious consideration. Any child with these conditions should NOT be sent to school, and WILL BE sent home if these occur at school. **Students will be sent home for any other health condition that, in the school nurse's judgement, is of concern for the health and well being of the child and others.**

The school nurse or another school representative will contact you if your child becomes ill or seriously injured at school. If a parent cannot be reached, other individuals listed on the emergency form will be contacted. For the child's safety, students will be released only to adults whose names appear in the emergency contacts. If at any time this information changes, please notify the school immediately. If we are unable to contact the parents or emergency contact in an event of an emergency, the school will transport to the nearest hospital at the parent's expense or call 911 if necessary.

If you are at all concerned that your child may be too sick to come to school, please keep your child home. This is important to keep our staff and other students healthy!

If your child texts or calls you while they are at school telling you that they are sick, please let them know they need to see the nurse first. They will not be sent home from school for being sick without first seeing the nurse or another school representative.

Prescription Medications

If your child requires prescription medication to be given while at school a Medication Consent form will need to be filled out. This needs to be done yearly. The medication must be in a container which is labeled either by the pharmacy or the manufacturer with the name of the child, name of the medication, and the time(s) to be given. We WILL NOT accept medication in bags, envelopes, or any other type of container.

Students are not allowed to keep medications in their locker.

HEALTH AND IMMUNIZATION CERTIFICATES

Students desiring to participate in athletic activities will have a physical examination by a licensed physician and provide proof of such an examination to the school district. A physical examination and proof of such an examination may be required by the administration for students enrolling for the first time in the school district.

A certificate of health stating the results of a physical examination and signed by the physician is on file at the attendance center. Each student will submit an up-to-date certificate of health upon the request of school administration. Failure to provide this information may be grounds for disciplinary action.

Students enrolling for the first time in the school district will also submit a certificate of immunization

against diphtheria, pertussis, tetanus, poliomyelitis, rubeola, rubella, and other immunizations required by law. The student may be admitted conditionally to the attendance center if the student has not yet completed the immunization process but is in the process of doing so. Failure to meet the immunization requirement will be grounds for suspension, expulsion or denial of admission. Upon recommendation of the Iowa Department of Education and Iowa Department of Public Health, students entering the district for the first time may be required to pass a TB test prior to admission. The district may conduct TB tests of current students.

Exemptions from the immunization requirement in this policy will be allowed only for medical or religious reasons recognized under the law. The student must provide a valid Iowa State Department of Health Certificate of Immunization Exemption to be exempt from this policy.

PROTECTIVE DEVICES

In accordance with state law, students participating in certain classes are to wear protective devices. Any student failing to comply with such requirements will be temporarily suspended from participation in said course, and the registration of a student for such course may be canceled by the principal for willful, flagrant, or repeated failure to observe the above requirements.

Eye and ear protective devices shall be worn in the following courses or departments in accordance with the Code of Iowa, Sec. 280.20: science laboratories, industrial education shop, sculpture and ceramics classes.

FREEDOM OF EXPRESSION ([Denison Community School District Board Policy](#))

EXPULSION: BOARD ACTION ([Denison Community School District Board Policy](#))

A. Board expulsions are extreme measures of discipline to be employed only when all available school resources are unable to cope constructively with pupil misconduct. The removal of a student from the educational environment for any lengthy period of time is viewed as a severe form of punishment to be used sparingly.

B. Students whose actions are of such a serious nature as to warrant expulsion may be recommended for expulsion regardless of the number of, or absence of, any prior offenses.

C. Upon the recommendation of expulsion by the principal or his/her designee, and after giving at least five days written notice to the student of time and place of Board meeting and hearing upon the question of expulsion, the student may be expelled from the school by the Board of Directors after such hearing for serious or repeated violations of discipline.

The procedures to be followed in student expulsion hearings before the Board of Directors are set forth in Board policy Number 502.3R, titled "Hearing Procedures."

PHILOSOPHY OF STUDENT BEHAVIOR (Denison Community School District Board Policy)

Good discipline originates in the home. The parent is the first teacher of the child, and it is the parent's obligation, by teaching and by example, to develop in his or her children good habits of behavior as well as proper attitudes toward school. The home and school must work together to achieve the ultimate goal of educating a child to become a mature person capable of self-control. The Denison Community School District expects parents and guardians of students to recognize their responsibilities and to cooperate with the school in implementing effective discipline.

School procedures necessary for achievement of the maximum educational benefits must be carried out. The carrying out of such school procedures is a joint responsibility of the Board of School Directors, its staff, the students, and their parents.

The dignity of the student should be protected with proper consideration for each individual's sex, race, color, creed, and physical and intellectual characteristics. The recognition by the student and the staff of their responsibility to each other in this connection might well establish a mutual respect which should stimulate a sound basis for carrying out school procedures. Students will be expected to conduct themselves in keeping with their level of maturity. The dignity of the staff as individuals and the respect for the staff in their professional capacity is an important part of the school system and should be protected.

Members of the staff shall have the authority necessary to carry out such school procedures, including the use of reasonable physical force to prevent and to stop any act of interference with the scholarly, disciplined atmosphere of the school and school environment.

The staff is assured of the cooperation of the School Board and the Administration Office to the end that proper discipline may be maintained. The School Board policy applies districtwide. At the same time, the Board recognizes the uniqueness of each building and intends that there will be individual building and classroom procedures to implement and supplement these district policies.

CODE OF STUDENT BEHAVIOR

PROPER STUDENT BEHAVIOR permits the orderly and efficient operation of the school and the maintenance of an environment in which maximum education benefits for all students may be achieved. The following procedures will be administered to students who disrupt the educational process:

- **THIS CODE OF STUDENT BEHAVIOR WILL BE IN EFFECT:**
 - while students are on school property
 - while students are being transported on school transportation vehicles
 - while students are attending or participating in school activities, either home or away

- in any situations or circumstances related to the need to uphold the good order and discipline of the school

DISCIPLINE OF STUDENTS WHO MAKE THREATS OF VIOLENCE OR CAUSE INCIDENTS OF VIOLENCE ([Denison Community School District Board Policy](#))

Discipline Policy

Discipline is designed to promote behavior that will enable students to learn and successfully participate in their educational and social environments. The district discipline policy for students who make a threat of violence or commit an act of violence is developed to help students understand their obligations to others in the school setting, secure the safety of all students, staff and the community, and to correct student behavior if a violation occurs (2023 Iowa Acts, chapter 96 (House File 604), sec. 7, new section 279.79, subsection 1).

Students will conduct themselves in a manner fitting their age, grade level, and maturity, and with respect and consideration for the rights of others while on school district property or on property within the jurisdiction of the school district; while on school owned and/or operated school or chartered vehicles; while attending or engaged in school activities; and while away from school grounds if misconduct will directly affect the good order, efficient management and welfare of the school district. Consequences for the misconduct will be fair and tailored to the age, grade level and maturity of the student.

Discipline and other responses to threats or incidents of violence by a student with a disability, including removal from a class, placement in a therapeutic classroom, suspensions, and expulsions, will comply with the provisions of applicable federal and state laws including, but not limited to, the IDEA, Section 504 of the Rehabilitation Act, and the Americans with Disabilities Act (2023 Iowa Acts, chapter 96 (House File 604), sec. 7, new section 279.79, subsection 3).

District Response to a Threat or Incident of Violence by a Student Reporting a Threat of Violence or Incidence of Violence

In the case of any threat of violence or incident of violence that results in injury, property damage or assault by a student, the teacher will report to the school principal or lead administrator within 24 hours of the incident. The principal or lead administrator will notify the parent or guardian of the student(s) who threatened or perpetrated an act of violence and the student(s) who the threatened or perpetrated act of violence was made against within 24 hours after receipt of the teacher's report and complete an investigation of the Iowa Department of Education incident as soon as possible. The classroom teacher may also notify the parent or guardian of the student who made the threat or caused the incident, and the parent or guardian of the student against whom the threat or incident was directed (2023 Iowa Acts, chapter 96 (House File 604), sec. 4).

An investigation will be initiated by the principal or lead administrator upon learning of an incident of violence or threat of violence through any credible means. If the principal or lead administrator finds that an incident of violence or threat of violence did occur, the administrator will determine the level of threat or incident by considering all aspects of the situation, including the student's intent and knowledge of the impact of their actions, their developmental level and context of the incident. The

resolution will focus on identifying the cause behind the behavior and appropriate corrective action (2023 Iowa Acts, chapter 96 (House File 604), sec. 7, new section 279.79, subsections 1 and 4).

A student who makes a threat of violence, causes an incident of violence that results in injury or property damage, or who commits an assault, will be subject to escalating levels of discipline for each occurrence. When appropriate, referrals will be made to local law enforcement. The district retains the authority to assign the level of disciplinary measures appropriate to the severity of the threat of violence or incident of violence (2023 Iowa Acts, chapter 96 (House File 604), sec. 7, new section 279.79, subsection 5).

Threat of Violence

Threat of violence means a written, verbal, electronic or behavioral message that either explicitly or implicitly expresses an intention to inflict emotional or physical injury, property damage, or assault.

Incident of Violence

Incident of violence means the intentional use of physical force or power against oneself, another person, a group or community or property resulting in injury, property damage or assault.

Injury

Injury means “physical pain, illness or any impairment of physical condition.” State v. McKee, 312 N.W.2d 907, 913 (Iowa 1981).

Property Damage

Property damage means any destruction, damage, impairment or alteration of property to which the individual does not have a right to take such an action. Property means real property, which includes any real estate, building, or fixture attached to a building or structure, and personal property, which includes intangible property (Iowa Code section 4.1(21)).

Assault

Assault means when, without justification, a student does any of the following: an act which is intended to cause pain or injury to, or which is intended to result in physical contact which will be insulting or offensive to another, coupled with the apparent ability to execute the act; or any act which is intended to place another in fear of immediate physical contact which will be painful, injurious, insulting or offensive, coupled with the apparent ability to execute the act; or intentionally points any firearm toward another or displays in a threatening manner any dangerous weapon toward another. The act is not an assault when the person doing any of the above and the other person are voluntary participants in a sport, social or other activity, not in itself criminal, when the act is a reasonably foreseeable incident of such sport or activity, and does not create an unreasonable risk of serious injury or breach of the peace (Following Iowa Code section 708.1).

Grades 9-12

Level

Escalating Response

Level 1

- Requires parent or guardian notification.
- Responses to an incident may include, but are not limited to, the following:
 - Parent or guardian conference that includes the student, when appropriate;

- When appropriate and with written parent/guardian consent, counseling, and/or mental health counseling subject to available resources of the district;
- Individualized educational program (IEP) meeting, if the student has an IEP;
- Behavior intervention student agreement coupled with another response(s);
- Restitution or opportunities to repair relationships coupled with another response(s);
- Detention;
- Temporary removal from extracurricular activities;
- Temporary removal from class;
- In-school suspension; and/or
- Suspension of transportation, if misconduct occurred in a school vehicle.

Level 2

- Requires parent or guardian notification.
- Review of response to prior offense, if applicable, to inform increased level of response.
- Response to an incident may include the following:
 - Parent or guardian conference that includes the student, when appropriate;
 - When appropriate and with written parent/guardian consent, counseling, and/or mental health counseling subject to available resources of the district;
 - Individualized educational program (IEP) meeting, if the student has an IEP;
 - Behavior intervention student agreement coupled with another response(s);
 - Restitution or opportunities to repair relationships coupled with another response(s);
 - Detention;
 - Temporary or permanent removal from extracurricular activities;
 - Temporary or permanent removal from class;
 - In-school suspension;
 - Out-of-school suspension;
 - Suspension of transportation privileges, if misconduct occurred in a school vehicle; and/or
 - Placement in an alternative learning environment, including a therapeutic classroom, when appropriate.

Level 3

- Requires parent or guardian notification.
- Review of response to prior offense, if applicable, to inform increased level of response.
- Response to an incident may include the following:
 - Parent or guardian conference that includes the student, when appropriate;
 - When appropriate and with written parent/guardian consent, counseling, and/or mental health counseling subject to available resources of the district;
 - Individualized educational program (IEP) meeting, if the student has an IEP;
 - Behavior intervention student agreement coupled with another response(s);
 - Restitution or opportunities to repair relationships coupled with another response(s);
 - Detention;
 - Temporary or permanent removal from extracurricular activities;
 - Temporary or permanent removal from class;
 - In-school suspension;
 - Out-of-school suspension;
 - Suspension of transportation privileges, if misconduct occurred in a school vehicle;
 - Placement in an alternative learning environment, including a therapeutic classroom, when appropriate; and/or

- Recommendation for expulsion.

Definitions

Detention means the student's presence is required during non-school hours for disciplinary purposes. The student can be required to appear prior to the beginning of the school day, after school has been dismissed for the day or on a non-school day. Whether a student will serve detention, and the length of the detention, is within the discretion of the licensed employee or the building principal disciplining the student.

Expulsion means an action by the board to remove a student from the school environment, which includes, but is not limited to, classes and activities, for a period of time set by the board. In-school suspension means the student will attend school but will be temporarily isolated from one or more classes while under supervision. An in-school suspension will not exceed ten consecutive school days.

Out-of-school suspension means the student is removed from the school environment, which includes school classes and activities. An out-of-school suspension will not exceed ten consecutive school days unless due process is provided as required by federal and state law.

A restriction from school activities means a student will attend school and classes and practice but will not participate in school activities.

Placement in an alternate learning environment means placement of a student in an environment established apart from the regular educational program that includes rules, staff and resources designed to accommodate student needs and to provide a comprehensive education consistent with the student learning goals and content standards established by the school district.

Removal from the classroom means a student is sent to the building principal's office. It is within the discretion of the person in charge of the classroom to remove the student.

DUE PROCESS

Before a student is subject to disciplinary action under the Code of Student Behavior, the following minimum steps of due process must be offered to that student:

- The student must have been informed of the conduct which is expected or prohibited.
- Prior to disciplinary action, the student is given notice as to what he or she is accused of doing.
- An opportunity should be given for the student to present his or her side of the story.
- The administrator must make the decision relating to disciplinary action based upon the available information.

Meeting With the Board of Education for possible expulsion example: Extreme abuse of a discipline area(s).

In most cases, students will earn their detention or suspension in the order listed above. There will be aggravating or mitigating circumstances that may cause the administrator to dispense punishment that is greater than or less than those listed above.

Offenses will be cumulative in nature. For repeated offenses, the consequences will increase in time served.

DAILY BULLETINS/PLEDGE OF ALLEGIANCE

The student bulletins/Pledge of Allegiance are read at the start of 2nd period each day and are available online.

DETENTION BY TEACHER

Students may be kept before or after school for the completion of unfinished work or for disciplinary reasons. Students may be given until the following evening to serve their detention. This will be at the discretion of the teacher. Failure to report for the detention will result in additional disciplinary action through the Assistant Principal/Dean of Students. **ACADEMICS ALWAYS COME BEFORE EXTRACURRICULAR PRACTICES.**

POSSESSION OF DANGEROUS WEAPONS ([Denison Community School District Board Policy](#))

A dangerous weapon is defined as a device capable of inflicting serious injury, i.e., gun, knife, etc. A dangerous object is defined as a device that can cause serious injury if used in a violent manner, i.e., baseball bat, chain, pipe, etc. Subject to the superintendent's recommendation to the School Board, federal law requires expulsion for 12 calendar months for students in possession and/or use of a dangerous weapon. Use of a dangerous object to injure or intimidate may also result in an expulsion, subject to the superintendent's recommendation to the School Board.

Possession of a dangerous weapon, i.e., pocket knife, without the intent to intimidate or cause injury will result in a suspension or detention determined by the administration.

Possession of a look-a-like weapon, i.e., toy gun, etc. will result in a detention or suspension. The length of the detention or suspension will be determined by the administration and will be based on the intent of the student. Possession of such an object with the intent of intimidating someone or disrupting the educational process will result in a lengthy suspension.

STUDENT DRESS CODE (Denison Community School District Board Policy)

Per this policy; The board believes inappropriate student appearance causes material and substantial disruption to the school environment or presents a threat to the health and safety of students, employees and visitors.

Students are expected to adhere to standards of cleanliness and dress that are compatible with the requirements of a good learning environment. The standards will be those generally acceptable to the community as appropriate in a school setting.

The board expects students to be clean and well-groomed and wear clothes in good repair and appropriate for the time, place and occasion. Clothing or other apparel promoting products illegal for use by minors and clothing displaying obscene material, profanity, or reference to prohibited conduct are not allowed. While the primary responsibility for appearance lies with the students and their parents, appearance disruptive to the education program will not be tolerated. When, in the judgment of a school administrator, a student's appearance or mode of dress disrupts the educational process or constitutes a threat to health or safety, the student may be required to make modifications.

Articles of clothing not appropriate for school include:

1. Any clothing or body markings that is disruptive or distracting from the educational process
2. Any clothing or accessories displaying drug/alcohol use, gang affiliation, or offensive language/symbols, explicit or inferred sexual material, profanity, lewd sayings, and violence is prohibited at school and school sponsored events
3. Clothing that reveals any portion of midriff or undergarments (standing or seating)
 - Shirt or blouse must meet the top of the pants/skirt/shorts and cover navel
 - Pants/skirt/shorts must cover the individual appropriately, and allow student to move safely throughout the building
 - Spaghetti tops are not allowed
 - Tank tops or other garments that allow excessive exposure of chest or torso area
4. Sheer or see-through clothing
5. Sunglasses or eye wear, unless prescribed by a physician for indoor use
6. Clothing must adequately cover the student.
7. Hats, caps and hoods are prohibited during the school day. Head coverings can be worn on special occasions approved by the principal.
8. Shoes are required at all times.
9. No excessive exposure of top or bottom cleavage.
10. Excessively torn, soiled or frayed clothing
11. Any attire that might be used as a weapon including, but not limited to, chains, items with spikes/studs or any type of protruding object.

Administration will make the determination of the appropriateness of the student's appearance. Students who are inappropriately dressed are required to change their clothing. Repeat offenders will face disciplinary action.

PUBLIC DISPLAYS OF AFFECTION

Public displays of affection are inappropriate for high schoolers in the public school setting. Students will be encouraged to express their affection in ways that are appropriate for their age and the school setting. Offenders will be disciplined if necessary.

HALLWAY CONDUCT

Earbuds/headphones are not allowed to be used in the hallways before school and during passing times. Running, pushing, engaging in horseplay, standing in groups and blocking hallway traffic, and other inappropriate conduct will not be tolerated and disciplinary action may be taken.

BACKPACKS / BACK SACKS / SCHOOL BAGS/ PURSES

Backpacks/purses will not be allowed to be taken to Blocks 1, 2, 3, 4, and lunch. On a day that seminar is not held, students may take their backpacks to their last block. Students may take their backpack/purses to an assembly if the assembly is at the end of the school day. Students may take backpacks/purses to their seminar and Character Strong seminar.

IN-SCHOOL SUSPENSION

- Students will serve their suspension at the Alternative School.
- Students will follow Alternative School rules and regulations.
- Students are not allowed to participate or attend any school activity on the day of the suspension or until the suspension is served.
- Parents will be notified by phone or mail.

OUT-OF SCHOOL SUSPENSION

- Students will serve their suspension at home.
- Students are not allowed to participate or attend any school activity during the suspension or until the suspension is served.
- After the third incident of out-of-school suspension, the student may be placed at the Alternative school or may be recommended for expulsion to the Board of Education.
- Parents will be notified by phone or mail.

INSUBORDINATION

Insubordination is defined as the refusal of a student to obey a school rule, regulation or request of a staff member, teacher or administration. Consequences will be based on the severity of the insubordination. At the minimum, a student will receive a referral. More serious instances will result in detentions or suspensions.

REMOVAL FROM CLASS

Students sent from the classroom due to insubordination towards the instructor or disruption of the educational process must report directly to the Assistant Principal or Dean of Students office. A misconduct report will be written by the teacher and the student must make up the time missed from class in a manner determined by the Assistant Principal or Dean of Students.

STEALING (Theft of Property)

Students who steal will be subject to a maximum of three days of in-school detention or a maximum of four Saturday Schools.

EXTORTION

Extortion is defined as obtaining money, property, or services of any sort by reason of threat. Any student who commits an act of extortion will be subject to discipline by administration.

SWEARING OR INAPPROPRIATE LANGUAGE

Students who swear or use inappropriate, vulgar language will be subject to the following disciplinary action when referred to the Assistant Principal/Dean of Students:

1st Offense- Misconduct Report and possible detention or suspension

2nd Offense- Misconduct Report and a one hour after school detention. The detention must be served within two school days.

3rd Offense- Misconduct Report and Saturday detention from 8:30 to 10:30 a.m.

***Using vulgar language or swearing at or about a staff member will result in a five day suspension determined by Assistant Principal/Dean of Students.**

TOBACCO

Students smoking, chewing, or having possession of tobacco will receive a full day Saturday school. **Violators will be referred to the local law enforcement agency.** This includes, but not limited to, e-cigs/vapors/juuls.

ALCOHOL

Students who use, have possession of, or those students who are under the influence of alcohol at school or at a school event will be subject to a minimum of five day suspension. **Violators will be referred to the local law enforcement agency.**

STUDENTS AND ILLICIT DRUGS ([Denison Community School District Board Policy](#))

The Denison Community Schools prohibit the possession, use, distribution, sale or being under the influence of illicit drugs and/or the possession of paraphernalia designed for the manufacture or use of illicit drugs by students at school. This prohibition also applies to students while engaged in any school-sponsored activities regardless of the location of said activities, on school grounds, and while on school-owned or chartered/leased transportation. Students shall also be prohibited from possessing, using, distributing or selling substances, which are being purported to be illicit drugs while at school or while at the other venues identified above. Violation of these prohibitions shall result in disciplinary action as identified in this policy and, if applicable, as identified in policies 503.01-Student Conduct and 503.04-Good Conduct Rule. In addition to the school district's disciplinary action, students found to be in violation of this policy shall also be reported to local law enforcement authorities.

Students found in violation of this policy shall be subject to the following disciplinary actions:

A. Possession of Paraphernalia

Any student found in possession of paraphernalia designed for the manufacture or use of illicit drugs when said paraphernalia does not contain any actual illicit drug substance or identifiable residue of an illicit drug substance, shall be out of school suspended for not less than five school days. Repeat and/or flagrant violations will result in more severe disciplinary consequences including the possibility of expulsion. During the time of suspension, the student will be banned from any property owned by the Denison Community School District and from attending any school-sponsored activities.

B. Substances Purported to be Illicit Drugs or Look-A-Like Drugs

Any student found to be in possession, to be using, to be distributing or selling substances that the student represents to be actual illicit drugs, at school or a school-sponsored activity, or on school transportation shall be assigned to the Alternative school and/or immediately suspended and may be recommended to the Board for expulsion from school with loss of credits. During the time the student is attending the Alternative school or expelled, the student will be banned from any property owned by the Denison Community School District and any school-sponsored activities.

C. Illicit Drug-Possession, Use, or Being Under the Influence

Any student found to be in possession, to be using, or to be under the influence of an illicit drug or drugs, to include identifiable residue, regardless of the amount of said drug, at school or a school-sponsored activity, or on school transportation shall be assigned to the Alternative school and/or immediately suspended and may be recommended to the Board for expulsion from school with loss of credits. During the time the student is attending the Alternative school or expelled, the student will be banned from any property owned by the Denison Community School District and any school-sponsored activities. Prior to readmission to school, the student or legal caretaker of this student not of majority age, may be required to submit documentation that the student has undergone a substance abuse evaluation, and to provide

evidence of completion of any recommended treatment program, which includes random drug testing, all at no expense to the district, before requesting readmission by the Board of Directors to attend school in the Denison Community School District.

D. Illicit Drugs - Sale or Distribution

Any student found to be selling, or distributing without cost, illicit drugs, at school or a school-sponsored activity, or on school transportation, shall be immediately suspended and can be recommended for expulsion from school with loss of credits. During the time of the expulsion the student will be banned from any property owned by the Denison Community School District and any school-sponsored activities.

Students will not be allowed to attend summer school during the expulsion time. In addition to the expulsion, prior to readmission to school, the student or legal caretaker of this student not of majority age, shall be required to submit documentation that the student has undergone a substance abuse evaluation, and to provide evidence of completion of any recommended treatment program, which includes random drug testing, all at no expense to the district, before requesting readmission by the Board of Directors to attend school in the Denison Community School District. During the time of the expulsion the student will be banned from any property owned by the Denison Community School District and any school-sponsored activities.

DRUG AND ALCOHOL EDUCATION

Federal Law (P.L. 101-226) requires that all school districts submit a certification that they have adopted and implemented a drug prevention program.

The major focus of this legislation is to ensure that all school districts throughout the United States communicate to their students, employees, and parents that the use of illicit drugs and the unlawful possession and/or use of alcohol is wrong and harmful.

Drug and Alcohol Education is an important part of the Denison Community School District's health curriculum. We further demonstrate our commitment to eradicating drug and alcohol abuse in the community by emphasizing the negatives associated with drug and alcohol abuse throughout our district's programs and activities.

The Denison Community School District is keeping, and will continue to keep, the problems associated with the abuse of drugs and alcohol at the forefront of our health curriculum.

Your continued support is needed and appreciated as together we strive to keep our community drug-free.

A parent may request a drug or alcohol test for their student. The test will be conducted at school, and if the test is positive, the student must follow through with a drug/alcohol treatment program. The school will do random testing for the rest of the student's high school career.

When a student has a violation of the school substance policy:

- a. After 2 positive tests, the school will make a request for staffing to determine if the juvenile should be involved in ESAT (drug court). This is with the cooperation of the school and family to better serve the student in maintaining a drug free life.
- b. The ESAT team will vote as to whether or not to include the juvenile in ESAT.
- c. Violations of ESAT will result in a referral to the school for consequences.
 - a. Consequences may include, but are not limited to:
 - i. Community service
 - ii. Referral for substance abuse treatment
 - iii. 125 Referral (admitted to in-patient treatment for drug abuse).

ABUSE OF LEGAL MEDICATION

Use or distribution of a legal substance, i.e., No Doze, etc. beyond the intended purpose of the substance is prohibited. The first occurrence will constitute a minimum of a referral and conversation with a parent. Further instances of abuse or distribution will result in a detention or suspension, a meeting with the student, parent, counselor and Dean of Students and a referral for the student to attend professional counseling to specifically address the problem.

INITIATIONS, HAZING, BULLYING OR HARASSMENT ([Denison Community School District Board Policy](#))

Harassment, bullying and abuse are violations of school district policies, rules and regulations and, in some cases, may also be a violation of criminal or other laws. The school district may report students violating this rule to law enforcement officials.

Students who feel that they have been harassed or bullied should:

- Communicate to the harasser or bully that the student expects the behavior to stop, if the student is comfortable doing so. If the student needs assistance communicating with the harasser or bully, the student should ask a teacher, counselor or principal to help.
- If the harassment or bullying does not stop, or the student does not feel comfortable confronting the harasser or bully, the student should:
 - Tell a teacher, counselor or principal; and write down exactly what happened, keep a copy and give another copy to the teacher, counselor or principal including: what, when and where it happened; who was involved; exactly what was said or what the harasser or bully did; witnesses to the harassment or bullying; what the student said or did, either at the time or later; how the student felt; and how the harasser or bully responded.

- Sexual harassment may include unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature. Harassment or bullying on the basis of 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 includes conduct of a verbal or physical nature that is designed to embarrass, distress, agitate, disturb or trouble persons when it:
 - Places the student in reasonable fear of harm to the student's person or property
 - Has a substantially detrimental effect on the student's physical or mental health
 - Has the effect of substantially interfering with the student's academic performance;
 - Has the effect of substantially interfering with the student's ability to participate in or benefit from the services, activities, or privileges provided by a school.

Sexual harassment includes, but is not limited to:

- Verbal, physical or written harassment or abuse; pressure for sexual activity; repeated remarks to a person with sexual or demeaning implications; and suggesting or demanding sexual involvement, accompanied by implied or explicit threats.

Harassment or bullying based upon factors other than sex includes, but is not limited to:

- Verbal, physical, or written harassment or abuse; repeated remarks of a demeaning nature; implied or explicit threats concerning one's grades, job, etc; and demeaning jokes, stories or activities.

Once an investigation has been completed, the student(s), if found guilty of bullying/harassing, must complete a 4-hour course with the Dean of Students as the first level of consequence.

If student(s) repeats bullying/harassing behavior again, the administration will determine consequences based on the safety of peers.

If any student refuses to cooperate with a bullying/harassing investigation, they are subject to consequences determined by administration. (Cooperating with Administration in the investigation is kept confidential).

THE ANTI-BULLYING/HARASSMENT COMPLAINT FORM CAN BE OBTAINED FROM THE GUIDANCE OFFICE OR ON THE HIGH SCHOOL'S WEB PAGE - BULLYING REPORT FORM.
[\(Denison Community School District Board Policy\)](#)

TRAFFIC/PARKING REGULATIONS [\(Denison Community School District Board Policy\)](#)

All students parking in the Denison High School student parking lot will have an assigned parking spot. All students will need to complete the necessary paperwork to be able to park in the student parking lot.

Students must show a driver's license and proof of insurance to be able to register to park in the school parking lot during the school day.

Truancy/unexcused absences or excessive tardies may result in the loss of a reserved parking spot in the high school student parking lot. Reserved parking may be regained if the student has no tardies, truancies or unexcused absences for a length of time determined by administration and if a spot is available.

Students must complete the necessary paperwork to park in the student parking lot and students must park in their assigned parking spots. Students parking in the lot without completing the necessary paperwork may be towed at their cost. Students parking in the wrong spot and not displaying their parking tag on their rear view mirror may have their car towed at their cost.

Students must have their parking tag displayed on their rear view mirror at all times.

Students receiving four discipline referrals could result in the loss of a reserved parking spot for the rest of the school year.

The speed limit on the school grounds is ten miles per hour. Anyone driving a car on school property at any time during the day (school or non-school day) is expected to drive carefully, courteously, and cautiously. Those who fail to abide by the latter may lose the privilege of parking or driving a vehicle on school grounds for a period of time determined by school policy or school administration.

Students will not park in the faculty lot or lot across the street from the faculty lot at any time during the school day from 7:00 a.m. to 4:00 p.m. Violators will receive a half a Saturday School (8:30 a.m. – 10:30 a.m.).

Mopeds should be parked in the parking lot across the street from the faculty lot (south end).

The Board has further empowered school authorities to supervise the driving and to provide the following penalties at minimum:

- First offense - You will not be permitted to park on school property for a period of five school days.
- Second offense - You will not be permitted to park on school property for the remainder of the semester or 30 school days, whichever is longer.
- Third offense - Loss of parking privileges on school grounds for 90 school days.

Student driving privileges and parking privileges may be revoked depending on the severity of the incident.

Students parked in unmarked or undesignated areas may have their vehicles towed at their own expense.

ACTIVITIES PARTICIPANT AND SPECTATOR ATTENDANCE AT SCHOOL

A participant or spectator is expected to be in school the entire day of a contest/competition/event and the entire day after such a contest/competition. The participant must attend at least two full blocks of school to be able to practice or play the day of an event. Doctor exams, dentist office calls, etc. may be cleared by the coach/sponsor in advance, but make sure they are excused in advance. Keep administration informed. A spectator must attend the afternoon classes on the day they attend a school function if they were absent due to an illness. Violators may be subject to discipline by the administration.

PROM

In order to be eligible to attend prom, you must:

- Be a junior or senior who is in good standing and currently a student of Denison High School.
- Be a guest of a junior or senior from Denison High School (guests may not be drop-outs).
- The guest cannot be younger than a sophomore in high school or older than 20 years of age.
- Guests must have their school fill out our Prom Permission form found in the office.
- Have no more than 30 blocks listed as being truant (equivalent of 6 days missed unexcused) during the current school year
- Not have been sent to an alternative placement due to behavior or attendance.

Any student exhibiting behavior deemed inappropriate by dance supervisors or school administrators may be asked to leave or removed at any time. Once a student leaves a dance, they will not be readmitted.

Any student who is ineligible to attend prom is excluded from Grand March as well.

DANCES

In order to be eligible to attend a dance, you must:

- Be a Denison High School student (grades 9-12) in good standing.
- Be a guest of a Denison High School student.
 - Be a student in high school (grades 9-12)
 - A student that graduated from Denison High School the prior year.
- Following are some other examples of students who may not attend dances:
 - Any student who is serving (served) In-School Suspension or Out-of School Suspension the week of the dance.
 - Not have been sent to an alternative placement due to behavior or attendance.

Any student exhibiting behavior deemed inappropriate by dance supervisors or school administrators may be asked to leave or removed at any time. Once a student leaves a dance, they will not be readmitted.

PROCEDURES GOVERNING SATURDAY SCHOOL

Saturday School will be held for students who require disciplinary action. Saturday School allows students the opportunity to serve their disciplinary obligation while attending school full time, thereby taking full advantage of the opportunities of regular school attendance. It also allows the student to complete work assigned by the classroom teacher. All school rules in the Code of Student Behavior apply to students while attending Saturday School. In addition, the following guidelines apply:

Students assigned to Saturday School for the first time in a semester may be provided a community service opportunity to satisfy their disciplinary obligation. Community service will not be an opportunity for repeat offenders of the discipline code.

1. Saturday sessions will be held from 8:30 a.m. until 12:30 p.m.
2. The student is responsible for his/her own transportation to and from the high school building.
3. If a student receives a Saturday School on Monday, Tuesday or Wednesday, his/her session will start on Saturday of that week. If the detention occurs on Thursday or Friday, it must be served the following Saturday. The Saturday School will run consecutively until the detention is completed. There will not be Saturday School during vacation periods. These will be announced by the administration.
4. Administrators may still remove a student from the school setting with a suspension if they feel it is necessary. A combination of Saturday Schools and other suspensions may be used.
5. Standards of Saturday School student behavior:
 - a. Students will not be allowed to use the phone or their own cell phone
 - b. Students may not leave their seats
 - c. Students may not talk to other students
 - d. Students must bring books, paper, pencils, pens
 - e. Students may not bring recreational articles
 - f. Students will spend the time in quiet study or reading
 - g. Magazines will be furnished by the school
 - h. Students will follow the instructions of the teacher
 - i. No recreational use of the Internet will be allowed.

6. Students will be given one warning for violations of the above standards. Students will be asked to leave the Saturday School after a second violation. If a student is asked to leave, he/she will be assigned one additional Saturday School.
7. Saturday School detentions will not be deferred to a later date to allow for participation in other school activities.
8. If a student is given a Saturday detention, they are required to serve that detention. If there is a conflict with the assigned Saturday, a parent/guardian must contact the Assistant Principal before the Saturday detention to determine if the Saturday can be moved to another Saturday. The Assistant Principal must be contacted by the end of the school day on the Friday prior to the Saturday detention.
9. If the student skips their Saturday or misses a scheduled Saturday:
 - Absence from assigned Saturday: student will make up the Saturday the following week.
 - 2nd absence from assigned Saturday: student will have one day in-school suspension
 - Upon a student missing their 3rd assigned Saturday: the student and one parent must meet with the Assistant Principal or Dean of Students. This meeting must be scheduled by the parent and held within three school days. Failure to schedule the meeting could result in the student being placed in school suspension for two days and the possibility of being placed at the alternative school for the rest of the semester.
 - 4th absence from assigned Saturday: the student could be assigned to the alternative school for the rest of the semester or multiple days of in-school suspension.

Students will not be allowed to participate or attend any school activities until they have served their time for a missed Saturday(s) detention.

Students will not be allowed to park on school grounds until their Saturdays are served

CELL PHONES, CAMERAS, IPODS, EARBUDS & ELECTRONIC DEVICES

Students may utilize their phones and electronic devices before school, between classes, during lunch, and after school. Phone calls need to be made in the lobby area at all times.

Cell phones and/or cameras are prohibited in locker rooms and restrooms. No pictures or video may be taken in the Denison High School without permission of the teacher or student. The only exception to

this rule would be extracurricular activity performances. Electronic devices shall not be used to harass or ridicule another person or be used for the purpose of cheating.

1st Offense: Phone may be picked up from the office at the end of the day.

All Succeeding Offenses: The phone must be picked up by a parent or guardian.

No ear phones will be allowed in the halls before school and during passing time. Hanging the ear phones over the ears is also not acceptable in the halls before school and during passing time. Repeat offenders may have earbuds/headphones taken to the office and kept until picked up by a parent or guardian.

Office managed exceptions may apply. The school is not responsible for lost, stolen, or damaged items.

STUDENT ABSENCES EXCUSED ([Denison Community School District Board Policy](#))

PERFECT ATTENDANCE

Perfect attendance certificates are given at the end of each semester.

- The following are some examples of absences that count against perfect attendance:
 - Tardies
 - Truancies
 - Illnesses/Doctor Appointments
 - Vacations

- The following absences do not count against perfect attendance:
 - School field trips/activities
 - College Visits (must be approved by his/her guidance counselor).

NOTIFYING THE SCHOOL OF ABSENCES

Unless health forbids, or unless some serious emergency arises at home, students should be in school. You will find your school work much easier when you attend regularly.

We realize that some absences are unavoidable. If it is necessary to be absent, please have your parents or guardian call the high school (263-3101) on each day you will be absent, unless other arrangements have been made. If you will be absent for an extended period, the student is responsible for contacting their teachers to get make up work.

The school must receive either a phone call or signed note by a parent explaining the student's absence. In instances where a phone call or note isn't received within two days of the student returning to school, the absence(s) will be marked as a truancy. An in-school suspension will be assigned to the student.

RETURNING TO CLASS AFTER AN ABSENCE

Make sure your absence has been cleared in the office. You must make arrangements with your teachers concerning your assignments and when they have to be completed.

Students must be aware of the make-up policies of each individual teacher. Each teacher will have their make-up work policy published on PowerSchool and Canvas.

The following will be treated as excused absences:

- Illness/doctor appointment (school may require doctor notes in certain situations)
 - Student may be required to bring a note from their appointment containing the following information;
 - Time student arrived for the appointment
 - Time student left appointment
 - Note must be signed by the doctor's office.
- If a student has an appointment after the school day starts, they should be at school until the time needed to depart to arrive at the appointment on time.
- Suspensions imposed by the school
- Receive religious instruction
- Funerals
- Family emergencies
- Family members being deployed or returning from military deployment
- Family

When a student misses school that is not excused, it will be considered a truancy or unexcused absence. An in-school suspension will be assigned to the student for each truancy or unexcused absence.

The following are just a few examples of absences that may be considered unexcused/truant absences:

- Any absence not properly excused by the parent
- Leaving the building during the day without parental excuse and authorization of the office
- Oversleeping
- Car trouble
- Missing the bus

- Missing a class, homeroom or study hall while being somewhere else in the building without a teacher's permission

Leaving school to eat without a parent present is prohibited and considered a truancy.

TRUANCY (Denison Community School District Board Policy)

Truancy/unexcused absence is defined as a student's absence from school without permission from the parents/guardians and the school administration. The length of detention served for truancy/unexcused absence will be determined by the amount of time of school missed.

Over 1/2 of the block or 1 full block missed:

After school detention for the same amount of time they were truant. The time must be made up within five school days.

Over 1 1/2 blocks or 2 full blocks missed:

After school detention for the same amount of time they were truant. The time must be made up within five school days.

Over 2 blocks or 3 full blocks missed:

After school detention for the same amount of time they were truant. The time must be made up within five school days.

Students who do not get their time made up within 5 days will receive In-School Suspension.

All day missed (All blocks)

In-School Suspension:

After 3 trancies: Assistant Principal will send a letter home and contact parent(s) by phone.

After 4 trancies: Assistant Principal will arrange a meeting with parent(s), student, and school attendance team.

Any instance of truancy/unexcused absences will result in the loss of a reserved parking spot in the high school student parking lot. Reserved parking can be regained if the student has no tardies, trancies or unexcused absences for 45 school days and if a spot is available.

TARDINESS TO SCHOOL AND BETWEEN CLASSES

The definition of a tardy to school in the morning is arriving after the class has begun without parent permission (oversleeping is not a valid excuse).

The definition of a tardy is arriving in class after the class has begun. Arriving after the half-way point of any class period constitutes an unexcused/truancy absence.

Students who arrive late to school without a valid excuse and between classes will be subject to the following disciplinary action:

- Students will have no penalty for the first three tardies.
- When a student has their third tardy through their tenth, they will be required to stay after school the same day for 20 minutes or the student may come in the next morning at 7:30 a.m. to serve their 20 minutes (administrative approval needed).
 - A letter will be sent home when a student receives their fifth tardy.
 - A parent meeting is required when a student receives their tenth tardy.
- Starting on the eleventh tardy, students will be assigned a 40 minute detention.
 - If a student skips their tardy detention, the student will make up the tardy the next school day.
 - Students failing to make it up the next day will receive a half day Saturday school.
- The tardies will reset at the beginning of each semester.
- Excessive tardiness will result in restrictions in e-hallpass system.

Students will need to call home, their work, or their coach to explain why they will be late.

STUDENT RELEASE DURING SCHOOL HOURS ([Denison Community School District Policy](#))

Leaving school during the school day requires permission from two levels of authority — parent(s) and school administration. A note from the parent or phone call prior to leaving, coupled with permission by the Principal/Assistant Principal/Dean of Students, is the only acceptable way a student may leave the school with permission. Students must sign a sheet in the office before leaving school and must report back in on this sheet when returning to school.

TELEPHONE CALLS

Students may use the school office phone for emergency calls after first obtaining permission from a secretary. Students receiving telephone calls will have a message forwarded to the student. **Only in an emergency will the student be called to the phone.** Students are allowed to make telephone calls from the office, lobby, during lunch, or with teacher/administrator approval from their cell phones.

EXPECTATIONS OF BUILDING CONDUCT

The following are expectations for classroom and hallway behavior:

1. Passing periods — go directly to class without loitering.

2. Be at your assigned place in the classroom when the bell rings.
3. Report for all classes with books, paper, sharpened pencil and other necessary equipment.
4. Students will remain in place until teacher (not bell) dismissal.
5. All assigned work will be completed properly and on time.
6. Excuses from class obtained only from an office.
7. Horseplay and physical contact are not allowed.
8. Projectiles are dangerous; therefore, students are not to throw anything at any time.
9. No running.
10. Disrespect in any form will not be tolerated.
11. Vulgar or profane language or gestures are not acceptable.
12. Students are not to show inappropriate displays of affection in school.
13. Stealing will not be tolerated.

E-HALLPASS

Whenever a student finds it necessary to leave a classroom or seminar, he/she must obtain a pass from the supervising teacher. This will be done on the e-hallpass system. The e-hallpass is the student's proof that he/she has permission to be out of class. If a student from seminar is permitted to work in a teacher's classroom, that student is to have a pass to return to seminar when the work is completed. Students must have a pass from a teacher in order for them to be in the hallway while classes are in session.

OFF CAMPUS CLASSES

Classes not held on the high school grounds are treated with the same rules and expectations as classes held at DHS.

- If the teacher is not able to be at the educational site, student(s) must return to the high school office.
- Transportation will be provided for all off-campus classes except for Career Exploration, MOC, On-line College Courses.
 - Unauthorized driving to or from an off campus class will earn a Saturday school.
- Lunch is to be eaten at the high school. Stopping for lunch or snacks is not allowed.
- Students returning from off-campus classes must remain in the lobby until the bell rings.
- Students missing the off campus transportation will receive a tardy.

LUNCH PERIOD

The high school will have a "closed" lunch period. This means each student must remain in the building or on the school grounds during lunch period. During the student's lunch period, he/she may, after eating lunch, stay in the cafeteria, go to the lobby area, or go outside on the sidewalk area. Students are to eat lunch in the cafeteria or lobby. Students are not to be in the parking lot area or in the academic part of

the building during their lunch break. Students must stay visible at all times. Students may have food delivered to them during their lunch period.

The Denison Community School Food Service program is a PRE-PAY system. A student must have a positive account balance to make purchases. The vast majority of our parents understand this and go to great lengths to keep their accounts at a positive balance. You can monitor your student's account online at any time by logging into PowerSchool or utilizing the RevTrak System. We understand accounts being low and occasionally hitting a negative balance, but we are unable to continue to finance chronic negative accounts. We can work with emergency situations if you call to make arrangements in a timely manner.

Breakfast/Lunch Policy

When a student's account goes negative, automated phone calls weekly (Thursdays) will be made to the parents. When the charge limit of -\$20.00 is reached, the automated phone calls will continue, a letter will be sent home with the student, and the building secretary will attempt to contact the parent/guardian stating that their child needs to bring a sack lunch from home and needs to eat a breakfast at home until the child's account is paid.

End-of-the-year Negative Balances

Negative balances will be carried over to the following school year. These negative balances must be taken care of prior to school starting as a part of the school registration process. Parents with accounts that are negative will be asked to send a sack lunch from home and have their child eat breakfast at home until negative balances have been taken care of or a payment schedule has been arranged and adhered to.

Free/Reduced Priced Meals

Families are encouraged to apply for free/reduced priced meals if payment is a problem. Forms are available at each school or online. Students who qualify for free or reduced meals are entitled to one free or reduced breakfast and one free or reduced lunch per day - additional meals cost full rate. Students must have the appropriate amount of money in their account to purchase extra meals.

DENISON HIGH SCHOOL CHEATING POLICY

In education, one's own work is considered an accurate reflection of ability, effort and academic integrity. In order to meet the demand of work and society in the future, each student must identify and exhibit his or her own academic strengths. Cheating of any kind is not tolerated at Denison High School. Cheating is defined as a dishonest or deceitful attempt by a student to create an unfair academic advantage. Students are expected to practice honesty and responsibility in completing their learning tasks. Teachers will refer all incidents of cheating pertaining to summative assessments to the Assistant Principal/Dean of Students.

The following acts of cheating are subject to consequence:

- Giving or receiving assistance during a test, quiz, or other assessment including the unauthorized use of technology, cheat sheets, or notes
- Enabling another student to copy or electronically copy work
- Copying work from another student
- Giving test, quiz, or other assessment answers to another student
- Sharing work with other students without teacher permission
- Using another person's work without their permission
- Plagiarizing
- Submitting work that has been generated by an AI generator as your own.

If you are struggling with an assignment or exam, seek help from your teacher, Counselor, or Student Services.

DISCIPLINARY ACTIONS

If a student is referred to administration for cheating, a conference with the student, teacher, parents, counselor, and Assistant Principal will be scheduled.

- 1st Offense: The assessment must be redone within the timeline given by Administration. Once the assessment is complete, full credit will be given.
- 2nd Offense: The assessment cannot be redone and the student will earn a zero. This may result in the student not getting credit for the semester.
- 3rd Offense: The student will be removed from the class.

A student who shares information from a previous course for the purpose of giving an academic advantage to a student currently in the course will earn discipline that may include a Saturday detention.

It is expected that all staff members at Denison High School adhere to these guidelines, and all students practice integrity and honesty in completing learning tasks. Teachers are expected to address all incidents of cheating according to the rules and procedures in the Student

STUDENT LOCKERS ([Denison Community School District Board Policy](#))

Locker assignments are made to provide students with a place to store textbooks, materials, supplies, coats, and other articles of clothing worn to and from school. Since the amount of space in each locker is limited, consideration should be shown to the other student who may share your locker, by avoiding the practice of letting clothing accumulate in the locker. [The school reserves the right to check any locker when there is reason to believe that it contains books or articles belonging to other students, to the school, or items which create a hazard or violate the policies of the school or any laws of the State of](#)

lowa. Students are expected to check their lockers frequently to be sure they contain only those articles belonging to them, or properly borrowed by them.

School owned padlocks will be allowed on hallway lockers if a deposit is paid.

It is generally unwise to create excessive temptation by leaving valuables or other articles in your locker which may create an unusual interest for others to want access to your locker. Such items may be brought to the office or placed in your gym locker and locked there for safekeeping until the close of the school day.

It should be further understood that the school authorities have the right and the responsibility to make a periodic inspection of all lockers to make certain that they are being maintained in a sanitary, clean, and neat condition. Students who deface, i.e., gum, tape, etc. their lockers will be charged for repairs and cleanup.

It is inappropriate to post obscene or suggestive pictures, logos or ads for substances outlawed for minors or any other materials that are of poor taste. Such will be removed, and repeat offenders will receive a misconduct report.

Students may not move to another locker without administration approval.

These rules and regulations also apply to physical education and athletic lockers. Only locks issued by the school may be used to lock these lockers or locks that school administration has approved.

SEARCHES — LOCKERS, DESKS, & OTHER FACILITIES/SPACE OWNED BY THE SCHOOL **(Denison Community School District Board Policy)**

The searches shall be in a manner reasonable in scope and conducted in a manner that maintains order and discipline in the school, promotes the educational environment, and protects the safety and welfare of students, employees and visitors to the school district facilities.

A. School officials may conduct periodic inspections of all, or a randomly selected number of, school lockers, desks and other facilities or spaces owned by the school and provided as a courtesy to the student. The furnishing of a school locker, desk or other facility or space owned by the school and provided as a courtesy to the student shall not create a protected student area, and shall not give rise to an expectation of privacy on a student's part with respect to that locker, desk or other facility or space. Allowing a student to use a separate lock on a locker, desk or other facility or space owned by the school and provided to the student shall also not give rise to an expectation of privacy on a student's part with respect to that locker, desk, facility or space.

B. At the beginning of each school year, the District will inform the students and the student's parents, guardians, or legal custodians, that school officials will conduct periodic inspections without prior notice

of school lockers, desks, and other facilities or spaces owned by the school and provided as a courtesy to a student. The Student Handbook is available online and will be considered as notification to students, parents, guardians, or legal custodians.

C. Any contraband discovered during searches of school lockers, desks, and other facilities or spaces owned by the school and provided as a courtesy to a student shall be confiscated by school officials and may be turned over to law enforcement officials.

D. An inspection of a school locker, desk, or other facility or space owned by the school and provided as courtesy to a student may be accomplished by using such methods including, but not limited to, a visual search by school officials or others retained at their discretion, including the use of a **drug-sniffing animal**.

E. An inspection of a school locker, desk, or other facility or spaces owned by the school and provided as courtesy to a student shall occur in the presence of the student whose locker is being inspected or shall be conducted in the presence of at least one other person.

AUTOMOBILE SEARCHES

Students are permitted to park on school premises as a matter of privilege, not right. The school retains authority to conduct routine patrols of the student parking lots. As part of its routine patrols of the student parking lots, school officials may use such methods including, but not limited to, visual inspections of student parking lots, student automobiles, and/or the interior of a student's automobile or the use, by the school officials or others retained at their direction, of a drug-sniffing animal to inspect student parking lots and student automobiles. A student's automobile on school premises may be searched if a school official has a reasonable and clear suspicion to believe that illegal, unauthorized or contraband items are contained inside the student's automobile.

PERMANENT REMOVAL FROM CLASS

A conference between the student, parent, teacher, counselor, and principal will take place prior to the permanent removal of a student from class due to disciplinary reasons. Such a situation should be extremely rare and will result in a failing grade.

INTERNET POLICY

A. Equal Opportunity — The Internet shall be available to all students within the school district.

B. On-line Etiquette — The use of the network is a privilege and may be taken away for violation of board policy or regulations. As a user of the Internet, students may be allowed access to other networks. Each network may have its own set of policies and procedures. It is the user's responsibility to abide by the policies and procedures of these other networks.

C. Restricted material — Students shall not intentionally access or download any text file or picture or engage in any conference that includes material which is obscene, libelous, indecent, vulgar, profane or lewd; advertises any product or service not permitted to minors by law; constitutes insulting or fighting words, the very expression of which injures or harasses others; or presents a clear and present likelihood that, either because of its content or the manner of distribution, it will cause a material and substantial disruption of the proper and orderly operation and discipline of the school or school activities, will cause the commission of unlawful acts or the violation of lawful school regulations.

D. Unauthorized Costs — If a student gains access to any service via the Internet which has a cost involved or if a student incurs other types of costs, the student accessing such a service will be responsible for those costs.

Student Violations — Consequences and Notifications.

Students who access restricted items on the Internet shall be subject to the appropriate action described in board policy or regulations or the following consequences:

1. First Violation — A verbal and written "Warning" or possible referral will be issued to the student. A copy of the referral will be mailed to the student's parent and a copy provided to the building principal.
2. Second Violation — A verbal and written "Second Violation" referral will be issued to the student. The student will lose internet access for a period of three weeks. A copy of the referral will be sent to the student's parents and a copy provided to the building principal.
3. Third Violation — A verbal and written "Third Violation" referral will be issued to the student. A copy of the referral will be sent to the student's parent and a copy provided to the building principal. The student shall forfeit all Internet privileges for a calendar year.

Students using another student's password will earn consequences deemed appropriate by the Assistant Principal/Dean of Students.

LUNCH PROCEDURES

Before school, from 7:30 to 8:00 in the main office, students may purchase credit toward their lunch account. Students have a choice between the main serving line and the alternative option at the same cost. Other items will be available for purchase, but require a positive balance in the student lunch account at the time of purchase. A student is required to use only their own lunch card for any transaction.

Please conduct yourself in an appropriate manner while eating in the lunchroom/lobby. Students using inappropriate behavior will lose the privilege to enter the lunchroom/lobby during lunch time. Students throwing food of any amount will be removed from the cafeteria/lobby for a minimum of ten school days.

FOOD AND BEVERAGES

Approved beverage containers for use in the hallways, classrooms, or stored in lockers are hard plastic or metal, spill-proof, and reusable. Store purchased water bottles (only water) with a screw on cap are also acceptable. All beverages must be school appropriate.

- Beverages in other containers may be consumed in the lobby. Beverages can be transferred to an approved container.

Food in the classroom:

Food should never enter the classroom unless the class has a special project approved by the principal (i.e., seminar celebration or food/beverage connected to a course curriculum, etc.) except:

- Food is the breakfast meal served by the school.
- Food is approved for a specific student by the school nurse for health reasons

Food in the lockers:

Prepackaged snacks are allowed to be kept in student lockers. Must be consumed during passing time and not be taken to the classroom. All garbage must be properly disposed of-failure to do so will result in loss of this privilege.

TOWELS AND PADLOCKS

Physical education clothes are required for all students grades nine through twelve. Padlocks are issued to all students. **All valuables should be locked up or given to the physical education teacher.** The student will return the padlock at the end of the school term.

USE OF THE BUILDING

It has been a policy at Denison to allow students to use the building before and after school and during the evening provided an adult teacher is on duty and responsible for the activity. Only those students who have legitimate business should be in the building before school or during the evening hours.

COMMENCEMENT AND MID-YEAR GRADUATION

Students who have successfully completed high school shall be granted diplomas. If a student desires to be excused from graduation activities, he/she may make an application to his/her high school principal stating his/her reasons.

According to this policy it is possible for a student to request mid-year graduation during his/her senior year. However, in order to do so, there are a number of requirements/provisions which apply to anyone making this request.

In considering mid-year graduation, the student and his/her parents need to seriously consider the advantages/disadvantages of this option. There should be compelling reasons for pursuing such a course. It is the viewpoint of the Board of Education and administration that students should take advantage of the opportunity to grow and mature intellectually as well as socially through four years of high school attendance. The benefits of interacting with one's peer group and enrolling in courses/activities that offer opportunity for participation in varied activities need to be given serious consideration. It is recognized, however, that a few students might better satisfy their particular needs by early completion of high school in order to enroll in a post secondary school or to become involved in some other worthwhile endeavor.

1. Application for mid-year graduation shall be submitted to the principal for approval.
2. The student must earn the required number of credits for graduation from this school that are in effect at the time of application. This includes specific required courses.
3. A request for mid-year graduation is subject to the recommendation of the principal.
4. A student approved for mid-year graduation forfeits his/her eligibility to participate in all school-sponsored or sanctioned activities during the eighth semester and following summer.
5. Even though the student would earn a diploma at mid-year, it would not be granted until graduation ceremonies at the end of the school year. The student could elect to take part or not take part in graduation ceremonies but in either case the principal would have to be notified of the decision by the start of second semester.
6. School records would show the student as having met the requirements for graduation effective the last day of the first semester. Grade average and rank-in-class for the student would be determined and listed both at the end of the seventh semester and at the end of the eighth semester. If needed, the principal will certify early graduation by letter to any college or post high school institution or prospective employer requiring proof of graduation.
7. Any student who has been approved for mid-year graduation will be expected to achieve passing marks in elected courses and to maintain regular school attendance. Course schedule changes will not be made to suit the convenience of the student. Course changes will not be made that will adversely affect the course/section balance.
8. Prior to his/her eighth semester, a student may reverse the decision for mid-year graduation. The student would then be required to remain in school and enroll as a full-time student during the final eighth semester.

GRADUATION REQUIREMENTS

All current 9th graders must have at least 10 credits to advance to the 10th grade year; all current 10th graders must have at least 23 credits to advance to the 11th grade year; and finally, all current 11th graders must have at least 33 credits to advance to the 12th grade year.

Forty-six credits are required to earn a diploma. Each student must register for seven classes during each semester.

Credits (46) required for graduation

English -- 7 credits

Speech -- 1 credit

Mathematics -- 6 credits

Science -- 6 credits

Social Studies -- 6 credits

American Government is required.

U.S. History is required.

Personal Finance-Career Readiness or Economics is required.

Physical Education/Lifetime Wellness -- 2 credits

9th graders take Lifetime Wellness which counts as 1/2 PE credit and 1 Health credit, unless they are enrolled in both choir and instrumental music. Then, they take PE/Music Freshman. 10th, 11th, 12th graders take 1/2 credit per year in PE, unless exempted or taking both band and choir. Then, they take PE/Music Sophomore.

Health -- 1 credit

Lifetime Wellness or Health class is required.

All graduation requirements must be met to participate in the commencement ceremony.

ACADEMIC HONOR ROLL

An honor roll is compiled after each grading period (semester). There will be two honor lists: The Purple Honor Roll for students who compile an average of 3.5 or higher and the Gold Honor Roll for students with a grade point average of 3.0 to 3.49. Honor points are awarded using the following quality points system:

B+= 3.333

C+= 2.333

D+ = 1.333

A= 4.0
A-= 3.667

B = 3.00
B- = 2.667

C= 2.00
C- = 1.667

D = 1.00
D- = 0.667

Students who are honor roll students will receive a certificate at the end of each semester. Since colleges don't accept an A+ on a transcript, a 4.0 is the highest possible grade point average.

ACADEMIC LETTERS

Students having a 3.5 GPA or above for 3 consecutive semesters will receive an academic letter.

Students having a 3.25 GPA or above for 4 consecutive semesters will receive an academic letter.

ACADEMIC BARS

Once a student receives their academic letter they are now eligible to receive academic bars according to the guidelines below. They will receive a bar for every consecutive semester they have the required GPA after they have received their academic letter. Once they fall below the required GPA for a semester the consecutive semester requirement restarts.

3.5 GPA

Receive their academic letter after they have a 3.5 GPA or above for 3 consecutive semesters. Every consecutive semester after they will receive an academic bar if they maintain a GPA of 3.25 or above. Once they fall below the required GPA of 3.25, the required consecutive semesters requirement restarts. To start receiving bars again the student will need to have a GPA of 3.5 or above for 3 consecutive semesters.

3.25 GPA

Receive their academic letter after they have a 3.25 GPA or above for 4 consecutive semesters. Every consecutive semester after they will receive an academic bar if they maintain a GPA of 3.25 or above. Once they fall below the required GPA of 3.25 the required consecutive semesters requirement restarts. To start receiving bars again the student will need to have a GPA of 3.25 or above for 4 consecutive semesters.

GRADES AND COURSE CREDIT

The grade given at the end of the semester is the grade that will be recorded on the permanent record.

To earn credit in any course, a student is obligated to fulfill the course requirements for a semester as established by the teacher.

REPORT CARDS

Report cards are issued every nine weeks and mid term reports are given to students every 4 1/2 weeks. Any grade recorded as "incomplete" must be changed to a letter grade within the time limits set by the instructor. If no attempt has been made to make up the work, an "F" grade will be recorded. Only

on rare occasions should a grade be incomplete for more than two weeks. These situations must be approved by the principal.

DISTRICT GRADING SCALE

93-100.....A	73-76.....C
90-92.....A-	70-72.....C-
87-89.....B+	67-69.....D+
83-86.....B	63-66.....D
80-82.....B-	60-62.....D-
77-79.....C+	59 & Below.F

SEMINAR ([Seminar rules/guidelines](#))

General Rules

- The seminar runs from 2:15-3:00 pm and is designed as study time.
- Phone calls to other teachers are allowed for quick questions at any time.
- Personal cell phone usage is allowed only with teacher permission.
- Chromebook use is allowed for school related work.
- Personal water bottles are permitted; no food consumption.
- Students failing classes or behind in their work should not leave their seminar except to go to the classroom of the class they are failing or behind in.

Pass Procedures

- A majority of student movement during seminar will require an e-hallpass.
- Exceptions will include: honors seminar dismissal, dismissal for activities, and other special activities
- Appointment passes to go to another classroom cannot be used until 2:20, no matter what time they become active in the system.
- Students with a pass to another seminar must check in with that instructor to be marked as arrived.
- If a student will remain in the appointment location for an extended time, the pass should be ended in the system. If the student needs to move rooms again, either back to their original seminar or a third location, a new e-hallpass will be needed.

Teacher Responsibilities

- Check students' grades.
- Teachers should be engaged with their seminar, supporting students in their work completion and goals.
- Support Character Strong Program
- Use e-hallpass system for student movement

Student Responsibilities

- Check PowerSchool
- Check Canvas
- Check email
- Use the time for schoolwork and focusing on your goals

Senior Dismissal Information

- **Dates**
 - Mondays, Tuesdays, Wednesday: no early dismissal
 - Thursday/ Friday: students who meet dismissal criteria may leave at the designated time
 - Early dismissal will start the week of September 11 for 1st semester
 - Early dismissal will start the week of January 1 for 2nd semester
- **Terms/Dismissal Procedures**
 - Only students who meet the dismissal criteria are eligible
 - **Students must report to their assigned seminar. Seminar teachers will dismiss students.**
 - Students will leave school grounds when they are dismissed

Junior Dismissal Information

- **Dates**
 - Mondays, Tuesdays, Wednesday, Thursdays: no early dismissal
 - Friday: students who meet dismissal criteria may leave at the designated time
 - Early dismissal will start the week of September 11 for 1st semester
 - Early dismissal will start the week of January 1 for 2nd semester
- **Terms/Dismissal Procedures**
 - Only students who meet the dismissal criteria are eligible
 - **Students must report to their assigned seminar. Seminar teachers will dismiss students.**
 - Students will leave school grounds when they are dismissed

Sophomore Honors Seminar

- **Dates**
 - Mondays, Tuesdays, Wednesday, Thursdays: no early dismissal
 - Friday: students who meet dismissal criteria may go to honors seminar
 - 10th grade honors seminar will start week of September 11 for 1st semester
 - 10th grade honors seminar will start week of January 1 for 2nd semester
- **Terms/Dismissal Procedures**
 - Only students who meet the dismissal criteria are eligible
 - **Students must report to their assigned seminar. Seminar teachers will dismiss students.**

Freshmen Honors Society

- **Dates**
 - Mondays, Tuesdays, Wednesday, Thursdays: no early dismissal
 - Friday: students who meet dismissal criteria may go to honors seminar
 - 9th grade honors seminar will start the week of October 23
 - 9th grade honors seminar will start the week of March 22
- **Terms/Dismissal Procedures**
 - Only students who meet the dismissal criteria are eligible
 - **Students must report to their assigned seminar. Seminar teachers will dismiss students.**

NO EARLY DISMISSAL OR FRESHMAN/SOPHOMORE HONORS SEMINAR WHEN ASSEMBLIES OR SPECIAL PROGRAMS ARE SCHEDULED FOR THAT DAY

CRITERIA COLLEGE ONLINE COURSE STUDENT DISMISSAL

All students in online college courses will meet in the Denison High School Library on the DHS campus.

Beginning **Monday, September 11, 2023**, these students are eligible to leave campus for their online courses based on the following criteria:

Students may leave campus for one online course per day for each semester. If the student selects a 4th block class that is the only online course they may leave class for. Students must identify the class they are leaving for the semester.

- All online students will stay on campus for the first two weeks of the semester
 - Monday, September 11, 2023 (Fall Semester) early dismissal starts
 - Tuesday, **January 16**, 2024 (Spring Semester) early dismissal starts
 - **A student who finished 1st semester with the ability to leave campus may leave campus starting Monday, January 8, 2024.**
- Permission form must be signed by student and parent(s) on file
 - [Parent Permission Form \(1st Semester 2023-24\)](#)
 - [Parent Permission Form \(2nd Semester 2023-24\)](#)
 - **FORM ONLY NEEDS TO BE COMPLETED ONCE A YEAR**
- Grades for all online courses stay at C or above on PowerSchool
 - Grades will be updated in the Denison Community School District PowerShool system every two weeks
 - On the Monday following the grade check a new list of students required to stay and students able to leave will be generated
- The student will lose the opportunity to leave campus for online courses for the duration of the semester if he/she earns
 - an unexcused absence
 - a truancy
 - a third tardy to any class in a given semester
 - a "Saturday School."

NOTE:

1. Seniors in fourth block online courses are required to report back to DHS campus for seminar on Mondays-Tuesdays-Wednesdays.
2. Juniors in fourth block college online courses are required to report back to DHS campus for seminar on Mondays-Tuesdays-Wednesdays-Thursdays.
3. Sophomore Extended Learning Program (ELP) students are required to stay on DHS campus for any online courses.

COUNSELING & GUIDANCE ACTIVITIES

Students are assigned to a counselor. Each year this counselor schedules individual and group conferences with the students and attempts to help them make better decisions and adjustments by

helping them understand themselves. Upon request, students may have additional conferences. Denison Community High School offers the following guidance services:

1. Counseling Service — Counselors are available to help students make educational plans, and solve educational, occupational, and personal-social problems. In addition to counselors, students may wish to seek help and information from teachers, the school nurse and members of the administration.
2. Self -Appraisal Service — The key to each student's intelligent decision making is self-understanding. This service attempts to give information about test results, grades, and other personal information which will give the student a comprehensive picture of himself/herself.
3. Information Service — This service provides students with the latest information about post high school education, financial aids, occupational information, employment trends, and military service, etc.
4. Placement Service — Placement includes such things as course selection, part-time jobs, as well as educational or occupational placement after the student leaves the school setting.
5. Conference Service — Students may want an opportunity to exchange ideas and information in the following types of conferences: parent-teacher, parent-counselor, and teacher-counselor.
6. Parents are encouraged to contact their child's counselor for informational items concerning school or educational information.
7. Homeless youth and school age children who are not enrolled in school - call for information.
8. All post secondary information and information about the Post Secondary Enrollment Options Act.

Students desiring a conference with the principal or counselors should make arrangements for such a conference before school, after school or during seminar. Sometimes it will be appropriate for you to be out of class to visit with your counselor. Securing a pass from the person you wish to see and presenting it to your seminar teacher at the beginning of the period will keep your name off the absence list and make it much easier for everyone. If the person you wish to see is not in when you arrive, contact someone in the guidance office, and find out when the one you want to see will be available.

The following counselors will be assigned and available as follows:

Michael Phipps
9-12th Graders A-K

Dana Marten
9-12th Graders L-Z

If you are looking for some answers, these resources are available in this community:

Crawford County Health Care - 263-3303 Family planning

Jackson Recovery Center - 263-5065 Alcohol and drug dependency

West Central Development - 263-3538

Plains Area Mental Health Center - 263-3172

Individual and family counseling, personal relationships, mental health, medication evaluations, and psychological testing.

State Dept. of Human Services - 712-792-4391 or 1-866-202-5968

Child Abuse - 1-800-362-2178 (Hotline)

Child Abuse at Denison High School –Whitney Urich - 263-3101

Homeless Youth (Human Services) - 712-792-4391

STUDENTS/PARENTS SUPPORTS

You are your child's biggest role model. Check out this website for some interesting information.

[Drug Free](#)

Conquering Stress with your Teens If you would like some advice about conquering stress with your teens, check out this [helpful site](#).

Inhalants: Toxic Danger If you would like some information about Inhalants and the dangers, [click here](#).

Establishing homework strategies [Click here](#) to read about valuable information to help your student establish good homework skills to lead to success.

Preparing for College - The Parent Path During your son's or daughter's high school years, he or she will begin to think about long-term interests and career goals, and make many important decisions. This checklist will help you to help your student during one major decision-making process; the search for the right college. [Go to Checklist](#)

COLLEGE VISITS

Arrangements for college visits during the school year are only made through the Guidance Office. All visits to colleges which require a student to be absent from his/her classes, must be approved by his/her guidance counselor. **The visits also must be approved in writing by parents or guardians. If the student does not have permission from his/her guidance counselor, he or she may be**

counted truant from school. At least one parent or guardian is expected to accompany the student on a college visit. Forms for college visits are available in the Guidance Office. Approved college visit days are still considered absences.

HOME ACCESS TO ONLINE DATABASES

Go to this web site:

<http://www.iowaaeaonline.org>

User ID: 1701denhs

Password: nwaea

Accuweather, AP Images, Atomic Learning, Britannica Digital Learning, Culture Grams, Gale-Cengage Learning, iClipart for Schools, Learn 360, SIRS Issues Researcher, Soundzabound, Teen Health and Wellness.

DENISON HIGH SCHOOL DAILY SCHEDULES

REGULAR SCHEDULE

BLOCK	1 & 5	8:05 - 9:35	
BLOCK	2 & 6	9:42 - 11:12	
BLOCK	3 & 7	11:19 - 1:17	
BLOCK	4 & 8	1:23 - 2:08	
Seminar		2:15 - 3:00	
LUNCH A	11:19 - 11:44	(CLASS 11:47-1:17)	
LUNCH B	11:34 - 11:59	(CLASS 11:19-11:34,	12:02-1:17)
LUNCH C	11:49 - 12:14	(CLASS 11:19-11:49,	12:17-1:17)
LUNCH D	12:04 - 12:29	(CLASS 11:19-12:04,	12:32-1:17)
LUNCH E	12:19 - 12:44	(CLASS 11:19-12:19,	12:47-1:17)
LUNCH F	12:34 - 12:59	(CLASS 11:19-12:34,	1:02-1:17)

1 HR LATE START

BLOCK	1 & 5	9:05 - 10:35	
BLOCK	2 & 6	10:40 - 12:38	
BLOCK	3 & 7	12:43 - 2:13	
BLOCK	4 & 8	2:18 - 3:00	
No Seminar			
LUNCH A	10:40 - 11:05	(CLASS 11:08-12:38)	
LUNCH B	10:55 - 11:20	(CLASS 10:40-10:55,	11:23-12:38)
LUNCH C	11:10 - 11:35	(CLASS 10:40-11:10,	11:38-12:38)
LUNCH D	11:25 - 11:50	(CLASS 10:40-11:25,	11:53-12:38)
LUNCH E	11:40 - 12:05	(CLASS 10:40-11:40,	12:08-12:38)

LUNCH F 11:55 - 12:20 (CLASS 10:40-11:55, 12:23-12:38)

2 HR LATE START

BLOCK 1 & 5 10:05 - 11:17

BLOCK 2 & 6 11:22 - 1:02

BLOCK 3 & 7 1:08 - 2:20

BLOCK 4 & 8 2:25 - 3:00

No Seminar

LUNCH A 11:22 - 11:47 (CLASS 11:50-1:02)

LUNCH B 11:37 - 12:02 (CLASS 11:22-11:37, 12:05-1:02)

LUNCH C 11:52 - 12:17 (CLASS 11:22-11:52, 12:20-1:02)

LUNCH D 12:07 - 12:32 (CLASS 11:22-12:07, 12:35-1:02)

LUNCH E 12:22 - 12:47 (CLASS 11:22-12:22, 12:50-1:02)

LUNCH F 12:37 - 1:02 (CLASS 11:22-12:37)

1 HR EARLY DISMISSAL

BLOCK 1 & 5 8:05 - 9:35

BLOCK 2 & 6 9:40 - 11:10

BLOCK 3 & 7 11:15 - 1:13

BLOCK 4 & 8 1:18 - 2:00

No Seminar

LUNCH A 11:15 - 11:40 (CLASS 11:43-1:13)

LUNCH B 11:30 - 11:55 (CLASS 11:15-11:30, 11:58-1:13)

LUNCH C 11:45 - 12:10 (CLASS 11:15-11:45, 12:13-1:13)

LUNCH D 12:00 - 12:25 (CLASS 11:15-12:00, 12:28-1:13)

LUNCH E 12:15 - 12:40 (CLASS 11:15-12:15, 12:43-1:13)

LUNCH F 12:30 - 12:55 (CLASS 11:15-12:30, 12:58-1:13)

2 HR EARLY DISMISSAL

BLOCK 1 & 5 8:05 - 9:17

BLOCK 2 & 6 9:22 - 10:34

BLOCK 3 & 7 10:40 - 12:20

BLOCK 4 & 8 12:25 - 1:00

No Seminar

LUNCH A 10:40 - 11:05 (CLASS 11:08-12:20)

LUNCH B 10:55 - 11:20 (CLASS 10:40-10:55, 11:23-12:20)

LUNCH C 11:10 - 11:35 (CLASS 10:40-11:10, 11:38-12:20)

LUNCH D 11:25 - 11:50 (CLASS 10:40-11:25, 11:53-12:20)

LUNCH E 11:40 - 12:05 (CLASS 10:40-11:40, 12:08-12:20)

LUNCH F 11:55 - 12:20 (CLASS 10:40-11:55)

CODE OF STUDENT CONDUCT FOR ACTIVITIES (Denison Community School District Board Policy)

CURRICULAR AND EXTRACURRICULAR SCHOOL ACTIVITIES

Students who are serving a suspension (in or out) are not allowed to participate in or be a spectator at any school activities during the time of this suspension or expulsion.

STUDENT ELIGIBILITY FOR EXTRACURRICULAR ACTIVITIES

The Board of Directors of the Denison Community School District offers a variety of voluntary activities designed to enhance the classroom education of its students. Students who participate in extracurricular activities serve as ambassadors of the school district throughout the calendar year, whether away from or at school. Students who wish to exercise the privilege of participating in extracurricular activities must conduct themselves in accordance with board policy and must refrain from activities that are illegal, immoral, unhealthy, or highly inappropriate while also maintaining acceptable levels of academic performance in the classroom. Participation in these activities is a privilege, conditioned upon meeting the eligibility criteria established by the board, administration, and individual activity coaches and sponsors. The activities director shall keep records of violations of the Good Conduct Rule and Academic Eligibility.

The following activities are covered by the board's policy and these rules:

Athletics, non-graded Vocal and Instrument music performances, Drama productions, Speech contests, FFA, FCCLA, National Honor Society, Academic Decathlon, Mock Trial, all co-curricular clubs (e.g., Art Club, Language Club), all honorary and elected offices (e.g., Homecoming King/Queen/court, class officer, student government officer or representative), state contests and performances for cheerleading and drill team, or any other activity where the student represents the school outside the classroom.

SCHOOL- SPONSORED TRIPS

Students participating in school activities away from home must utilize the transportation provided by the school. On trips, a student may be transported by his/her parent(s) only with special prior permission from the principal or activities director. There must be special circumstances involved. Parents must sign a permission form to personally transport their student to and from a school activity.

CHURCH NIGHT

Wednesday night of each week is reserved for church activities. No school activities/practices should be scheduled for that evening. The building will be closed at 6:30 and all students should leave the building at that time.

SCHOOL SPIRIT

School spirit may be divided into three categories:

- Courtesy — toward teachers, fellow students, and the officials of school athletic activities
- Pride — in everything our school endeavors to accomplish and has accomplished.
- Sportsmanship — the ability to win and lose gracefully. School spirit means loyalty to all functions of the school. A loyal student supports his/her school and does his/her utmost to keep his/her scholastic and activity standards at the highest possible level.

SCHOOL SONG "Hail to the Varsity"

Hail to the varsity,
Cheer them along the way;
Onward to victory,
May we win again today.
We'll give a cheer for the varsity,
Long may they reign supreme;
Shout till the echoes ring for the glory of our team.

NON-SCHOOL TEAM PARTICIPATING RULE 36.15(7)

Any student (grades 7-12) in the Denison Community School District who participates in school sponsored sport programs may participate in non-school sport programs during the same season.

A student who chooses to give non-school participation priority over the school sponsored sport program may jeopardize his/her program status or standing as a member of the school -sponsored sport program. (Approved: January 12, 1998)

SEMESTER GRADES AND ELIGIBILITY (NO PASS NO PLAY)

Beginning with the 2008-09 school year (July 1, 2008), Iowa law required students to pass all classes at the end of each semester. Students failing one or more semester classes will be ineligible to perform (30 consecutive calendar days) according to State Law. The Denison Community School District will follow the guidelines set forth by the state during the pandemic.

A student is academically eligible upon entering the ninth grade.

A student who is academically ineligible must practice but cannot participate in or dress for any activity functions. They may be required to attend activities as a spectator.

State law does not allow summer school classes to be used to regain eligibility for the next activity.

Iowa law requires students who fail any 2nd semester class will be unable to perform in summer activities or the next activity according to state law.

The look back period is one calendar year (the last two semesters grades will be looked at to determine if the student comes under the “No Pass No Play” rule).

The 30 consecutive calendar days for athletics will start from the first legal date of competition determined by the state athletic associations.

The 30 consecutive calendar days for all other extracurricular activities will start from the first day of the next semester/**for summer activities it will be the first day of the summer grading period.**

In addition, students must

- be enrolled or dual-enrolled in school;
- be enrolled in high school for eight semesters or less;
- not been a member of a college squad nor trained with a college squad, nor participated in a college contest nor engaged in that sport professionally;
- have met all transfer requirements, if the student is a transfer student, or be eligible under state law and regulations if the student is an open enrollment student.

Special education students or students covered by a Section 504 plan shall not be denied eligibility on the basis of scholarship if the student is making adequate progress, as determined by the staffing team towards the goals and objectives on the student’s IEP or accommodation plan.

GOOD CONDUCT RULE

To retain eligibility for participation in Denison High School extracurricular activities, students must conduct themselves as good citizens both in and out of school at all times. This policy is in effect and applied to student conduct 365 days a year for students in grades 9-12. Students who represent the school in an activity are expected to serve as good role models to other students and to the members of the community.

Any student who, after a hearing at which the student shall be confronted with the allegation, the basis of the allegation, and given an opportunity to tell the student’s side, is found to have violated the school’s Good Conduct Rule will be deemed ineligible for a period of time, as described below. A student may lose eligibility under the Good Conduct Rule for any of the following behaviors:

Violations of The Good Conduct Rule

Category A

*Possession, use, distribution/purchase or attempted distribution/purchase of illegal drugs or paraphernalia, or the unauthorized possession, use, distribution/purchase or attempted distribution/purchase of otherwise lawful drugs without legal prescription.

*O.W.I. and zero tolerance (zero tolerance includes violations that align with federal mandates-i.e. weapons on school grounds, commission of serious crimes,etc.)

*Use, possession or purchase of alcoholic beverages, and public intoxication.

*Engaging in any act that would be grounds for arrest or citation in the criminal or juvenile court system and chargeable as a felony, aggravated misdemeanor, or serious misdemeanor, regardless of whether the student was cited, arrested, convicted or adjudicated for the act(s).

Category B

*Use possession or purchase of tobacco products, regardless of the student's age. This includes, but not limited to, e-cig/vapors/juuls.

*Engaging in any act that would be grounds for arrest citation in the criminal or juvenile court system and chargeable as a simple misdemeanor (examples: shoplifting, trespassing).

The Administration has the discretion to categorize a violation under a higher category if the situation so warrants.

Penalties

1st Offense- (CATEGORY A)--1/3 of Activities or Performances (Regular season scheduled performances)

If the student is involved in more than one activity at the time of violation they will miss 1/3 of each activity.

The student will not be permitted to dress for, or participate in, the assigned number of consecutive contests or performances of the activity in which he or she is presently participating in or plans to participate in after the violation.

1st Offense- (CATEGORY B)--Next Scheduled Activity (20%) (Regular season scheduled performances)

If the student is involved in more than one activity at the time of violation, they will miss 20% of each activity.

First Offense - The student will not be permitted to dress for, or participate in, the assigned number of consecutive contests or performances of the activity in which he or she is presently participating in or plans to participate in after the violation.

2nd Offense —(CATEGORY A)--2/3 of Activities or Performances (Regular season scheduled performances).

If the student is involved in more than one activity at the same time of violation, they will miss 2/3 of each activity.

The student will not be permitted to dress for, or participate in, the assigned number of consecutive contests or performances of the activity in which he or she is presently participating in or plans to participate in after the violation.

2nd Offense- (CATEGORY B)--30% of Activities or Performances (Regular season scheduled performances).

If the student is involved in more than one activity at the time of violation, they will miss 25% of each activity.

The student will not be permitted to dress for, or participate in, the assigned number of consecutive contests or performances of the activity in which he or she is presently participating in or plans to participate in after the violation.

3rd Offense —(CATEGORY A)--One Calendar Year (from the date school became aware of the violation).

The student will not be permitted to dress for, or participate in, the assigned number of consecutive contests or performances of the activity in which he or she is presently participating in or plans to participate in after the violation.

3rd Offense- (CATEGORY B)--50% of Activities or Performances (Regular season scheduled performances).

If the student is involved in more than one activity at the time of violation, they will miss 50% of each activity.

The student will not be permitted to dress for, or participate in, the assigned number of consecutive contests or performances of the activity in which he or she is presently participating in or plans to participate in after the violation.

4th Offense, 5th Offense - Student is ineligible for one calendar year from date of record.
(example - student violates the policy on May 1st, the school finds out on May 20th, the student is ineligible for one year from May 20th).

Example: Student has a 5th degree theft (shoplifting) violation. This is the student's first offense of the good conduct policy. It's a category B offense which means the student will have to sit 20% of their next extracurricular activity. The next year the student has a MIP violation. This is the student's second offense of the good conduct policy, it's a category A offense which means the student will have to sit 2/3 of their next extracurricular activity. Each violation of the code will take the student to the next offense level.

If a student has multiple charges against them and one of them is a Category A and one is a Category B, the penalty for Category A will be used for that offense.

Special Provisions

1. Each day of actual activity/performance/competition will count as one event when completing the period of ineligibility.
2. If a student's period of ineligibility begins at a point in the season or activity where less than the ineligible number of contests or performances remain, the ineligibility will carry over into the next season or activity. The percentage of contests or performances in which the student has been ineligible will be computed. The student will be ineligible for the remaining percentage of activities in his or her next season or activity. All fractions will be dropped.
3. Penalties for a violation will carry over from one school year to the next school year.
4. Penalty code violation offenses carry over from one school year to the next.
5. The student must practice during the period of ineligibility.
6. Each activity sponsor shall retain the prerogative to add additional regulations pertaining to the activity.

EXAMPLE: Training hours, attendance requirement at practice, a penalty for substance abuse, attendance at: beer parties or "keggers", etc. A copy of these regulations should be on file with the activities director.

7. In the event that a situation occurs which is not covered in the code, the building administrator will provide a ruling based upon the intentions of the code.

8. In the event that a student is guilty of making a statement or statements that he/she knows to be false, especially with the intent to deceive (lie), when questioned about a violation, the penalty for code violations will automatically advance to the next succeeding level.
9. If a participant is a member of two teams involving the same activity, i.e., varsity and JV, he or she will be ineligible to participate in either level of activity during the length of the ineligibility.
10. Students must complete each extracurricular/co-curricular activity season in good standing with the coach or sponsor for the ineligibility to be completed. Failure to do so may jeopardize future eligibility.
11. Students not involved in any school activity at the time they violated the Good Conduct Code will serve their ineligibility during their next activity.
12. Students in violation are ineligible for each of the activities they presently participate in. For those involved in numerous activities it is common for a student to regain eligibility in one activity while continuing to serve a suspension in another.
13. Students participating in two sports during the same season (fall, winter, spring, summer) will not be able to participate in either sport until the period of ineligibility has been served for one sport. (example: track and soccer)
14. If a student violates the code while already ineligible, the first ineligibility must be served before the second begins.

Reduction in Penalty

Evaluation and Treatment: A student who has a violation of the alcohol or drug provision of the Good Conduct Rule may elect to seek an evaluation and, if recommended, treatment from a recognized substance abuse facility at the student's or student's parent/guardian's expense. If the student seeks the evaluation and agrees to waive confidentiality to allow the facility to report back to the superintendent or designee regarding recommendations for treatment or follow-up care, the student's penalty for the violation may be reduced to 1/2 the consequence or the equivalent. The Reduction in Penalty Option may be used only once during the individual's high school career and only used on Category A 1st Offense.

Community Service Option:

A student who has a violation of Category B may elect to perform 10 hours of community service at the school. If the student chooses to use this option the penalty for the violation will be reduced to 1/2 the consequence. The 10 hours of community service must be approved by the Activities Director and must

be completed under the supervision of school personnel. The Community Service Option may be used only once during the individual's high school career and may only be used on 1st or 2nd Offenses.

Self-Reporting/Timely Admission

We want to encourage students to be honest with the school regarding violations of the Good Conduct Policy. Students who report their violation to school administration "timely admission" will be given a one performance/event reduction in penalty. The self-reporting / timely admission option can only be used on 1st or 2nd Offenses and only once during their high school career.

Timely Admission means: Reporting the violation to school administration on the next day of school attendance following the violation. If the violation occurs during the summer the student has four days to report the violation to school administration.

School Administration: When using "timely admission" the student should contact the High School Activities Director.

If the High School Activities Director cannot be reached, the student should contact one of the following: High School Principal, Dean of Students, or Superintendent.

Appeal Procedures

Whenever a student is suspected of violating the code for student activities, the administrators of the school shall review all circumstances in a just and equitable manner and the procedures stated in this code shall be followed. The determination of ineligibility and the period of the ineligibility is the responsibility of the activities director.

If a student is dissatisfied, he or she may follow the appeal process outlined in the Board Policy 502.4. The grounds for appeal are limited to the following: the student did not violate the Good Conduct Rule; the student was given inadequate due process in the investigation and determination; or the penalty is in violation of the Handbook Rule or Board Policy. The penalty will remain in effect pending the outcome of the appeal process.

If at any appeal level the decision is reversed, the student shall be immediately eligible and shall have any record of the ineligibility period and violation deleted from the student's record.

CLUBS, ACTIVITIES AND ORGANIZATIONS

Boys' Athletics

Basketball	Baseball	Bowling	Cross Country
Football	Golf	Soccer	Tennis
Track	Wrestling		

Girls' Athletics

Basketball	Bowling	Cross Country	Golf
Soccer	Softball	Tennis	Track
Volleyball	Wrestling		

Forensic Activities

Dramatics	Individual Speech	Large Group Speech	
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Instrumental Music

Concert Band	Jazz Band	Marching Band	Small Ensembles
Pep Band			

Vocal Music

Show Choir

Clubs and Organizations

Art Club	Student Senate	National Honor Society	
Future Farmers of America	FBLA		
Family Career and Community Leaders of America			

Academic Activities

Academic Decathlon

HIGH SCHOOL SPONSORS 2023-2024

Football

Dave Wiebers (Hd)	Brian Slater	Nick Potts	Willie Baughman
Nate Pardun	John Torrey (9th)	Seth Young (9th)	

Volleyball

McKenzie Mich (Hd)	Dana Marten (JV)	Briley Deanda (9th)	Lauryn Pauley
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Cross Country Boys & Girls

Nick Bradley (Hd)	Reagan Andersen	Monica Lara
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Basketball Boys

Derek Fink (Hd)	Spencer Pauley (JV)	Eric Jones (9th)
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Basketball Girls

Adam Mich (Hd)	Nate Pardun (JV)	Morgan Muhlbauer (9th)
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Boys Wrestling

Nick Bradley (Hd)	Nate Desy (JV)	John Torrey (Asst)
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Girls Wrestling

Jacob Brawner (Hd)	Joe Brawner (JV)
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Bowling Boys & Girls

Shelby Brawner (Hd)
Jennifer Totten

Golf Boys

John Heiden (Hd)

Golf Girls

Katie Burns (Hd)

Tennis Boys

Aaron Ratliff (Hd)

Tennis Girls

Spencer Pauley (Hd)

Soccer Girls

Chris Eller (Hd)
Kelly Hawn (JV)

Soccer Boys

Nate Desy (Hd)
Reyes Velazquez (JV)

Track

Adam Mich (Hd. Girls)
McKenzie Mich

Willie Baughman(Hd. Boys)

Nick Potts	Dana Marten
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Baseball

Travis Wessel (Hd)

Jack Mendlik (JV)

Joe Brawner (9th)

Softball

Kevin Dau (Hd)

Brian Slater (JV)

Dana Marten (9th)

Cheerleading

Heather Langenfeld (Hd)

Morgan Walker (Asst)

Student Senate

Megan Gotto
Crystal Holt

Academic Decathlon

Aaron Ratliff
Mark Aurand

Instrumental Music

Ruben Newell
Ryan Meyer

Vocal MusicArt ClubNHS

Kandy Thompson
Mandy Lauderbaugh

Chelsey Phipps

Kelsey Lally

FFA

Tieryn Tucker
Rebecca Dresen

Speech

Laurel Olsen
Cynthia Koster

Fall Play

Cynthia Koster
Laurel Olsen (Tech/Director)

Prom

Jennifer Neilsen
Sarah Lilleholm

HIGH SCHOOL STAFF 2023-2024

Willie Baughman - Mathematics
 Maria Blume - Mathematics
 Jacob Brawner - Business
 Joyce Bohnker - Associate
 Todd Danner- Associate
 Lomarlin Dominguez - Associate
 Deanne Drees - Media Coordinator
 Rebecca Dresen - Agriculture Science/Science
 Amy Ettleman - Physical Education
 Derek Fink - Activities Director
 Michelle Friedrichsen - Secretary
 David Galvin - Assistant Principal
 Denisse Garcia - Associate
 Megan Gotto - Language Arts
 John Heiden - Auto Body (WITCC)
 Crystal Holt - Social Studies / TAG
 David Houston - Social Studies
 Eric Jones - Social Studies
 Kathy Jones - Science
 Michelle Kasperbauer - Special Education
 Maggie Kaster - Math
 Karen Kennedy - Business
 Kim Kolln - Associate
 Cynthia Koster - Language Arts
 Kelsey Lally - Language Arts
 Mandy Lauderbaugh - Vocal Music
 Jolene Lechtenberg - Special Education
 Andrea Lee - Alternative School
 Sarah Lilleholm - Associate

Sida Lo - Associate
Liz Lupian - Associate
Nathan Mahrt - Industrial Technology
Dana Marten - Counselor
Pam Martin - Secretary
Nancy McCarville - Dean of Students
Ryan Meyer - Instrumental Music
Adam Mich - Social Studies
Morgan Muhlbauer - Health/PE
Dana Myron - Mathematics
Jennifer Neilsen - Science
Callie Nemitz - ESL
Taylor Neubauer - Student Services/Special Education
Ruben Newell - Instrumental Music
Laurel Olsen - Language Arts
Raquel Ortiz - Foreign Language
Jenny Panzi - Foreign Language
Spencer Pauley-Business
Jay Petersen - Special Education
Kim Petersen - Science
Chelsey Phipps - Art
Michael Phipps - Counselor
Shelby Pieper - ESL
Nick Potts - Mathematics
Elizabeth Ramos - ESL/Special Education
Aaron Ratliff - Mathematics
Shantel Ratliff - Alternative School
Liliana Saravia - Foreign Language
Corey Schmadeke - First Aid/First Responder / Medical Terminology (WITCC)
Dana Schroeder - Language Arts
Kami Schulz - Science
Brian Slater - Physical Education
Todd Stater - Criminal Justice & Ethics (WITCC)
Kevin Stover - HVAC (WITCC)
Kandy Thompson - Vocal Music
Paige Torres - Tech Integrationist
Jennifer Totten - Science
Alondra Trujillo - Associate
Tieryn Tucker - Agriculture Science/Science
Whitney Urich - School Nurse
Xiomara Vargas - Secretary
Nancy Voggesser-American Literature
Steve Watts - Instructional Coach/Science

Anna Wendt - Associate (Library)
Dave Wiebers – Principal
Julie Wood - Family & Consumer Science
Beth Wulf - Language Arts (WITCC)