

SECTION ONE: GENERAL GUIDELINES

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LOUP COUNTY PUBLIC SCHOOL

2019-20 Board of Education

Deane Meeks – President
Sarah Sortum– Vice President
Greg Brown, Secretary

Kent Lewis - Treasurer
Pat Morgan - Member
Luke Glidden - Member

2019-20 Employee Directory

CERTIFIED STAFF:

Administration:

Wayne (Rusty) Ruppert
Ken Sheets

Superintendent
PK-12 Principal, Athletic Director

Faculty:

Shirley Armbruster
Kristin Dobish
Emily Drake
Tanner Dunbar
Randi Jensen
Ashley Klanecky

Guidance, Art
1st & 2nd Grade
Spanish
Agriculture Education
Speech Therapy
Pre-School & Kindergarten Reading, Instructional
Coach

Marjorie Koinzan
Maxine Leick
Hannah Meeks
Loren Sandoz
Morgan Schaeffer
Patty Schmuecker
Nicole Simpson
Doug Wadas
Kayla White
Alexis Wurst
Mary Yarrington
Ken Wright
Zane Young

Media Director
English, Speech
Business Education, Journalism
Science, Physical Education
Kindergarten & 7th Grade Math
Title I & Interventionist
5th & 6th Grade
Math
High School & Elementary Music
3rd and 4th Grade
Special Education
Social Studies
Physical Education

NON-CERTIFIED STAFF:

Aides:

Michaela Keith

Sandy Schroder

Bus Drivers:

Maggie Conrad
Ken Sheets

Tammi Gerken
Jodi Worm

Clerical:

Kathy Allen

Kristi Meeks

Cooks:

Dodi Dunbar

Judy Bartholomew

Custodians:

Jim Starr

Amy Doheny

PURPOSE OF THE HANDBOOK

Basic school regulations are necessary for the safety and welfare of all students and to ensure the educational process is not disrupted. Any behavior not listed specifically here, but which violates the principle stated above, is unacceptable.

The purpose of this handbook is to acquaint each student and his/her parents/guardians with policies and procedures that regulate and control the school activities at Loup County Public School. Students at Loup County will be expected to comply with the policies and procedures outlined in this handbook. Students and parents/guardians should familiarize themselves with the guidelines of the school by thoroughly reading the handbook. Ignorance of the rules and regulations will not be an adequate excuse. Remember, success in school is directly proportionate to the level of effort.

Parent/guardians, every child is unique and we will do everything possible to see that your child gets the type of education that is best for him/her. We look forward to working with your child and with you. We can all contribute to this most important experience. You can help our partnership get off to a good start and make the school year go more smoothly by discussing the material in this handbook with your child.

This handbook is broken into four sections. The first section contains guidelines that are applicable to all students in grades K-12. The second section contains guidelines that are applicable for those students in grades K-6. The third section contains guidelines that are applicable for those students in grades 7-12. The fourth, and final, section contains guidelines that apply to those students in grades 7-12 that participate in any school sponsored activities program.

DISCLAIMER

This handbook is not a contract and may be changed at any time by administration as circumstances may require. Changes will be posted.

Although the information found in this handbook is detailed and specific on many topics, the handbook is not intended to be all encompassing so as to cover every situation and circumstance that may arise during any school day, or school year. This handbook does not create a "contract." The administration reserves the right to make decisions and make rule revisions at any time to implement the educational program and to assure the well being of all students. The administration will be responsible for interpreting the rules contained in the handbook. Should a situation or circumstance arise that is not specifically covered in this handbook, the administration will make a decision based upon all applicable school district policies, and state and federal statutes and regulations.

This handbook presents notice of expected behavior and consequences, as well as guidelines of programs, activities and information. It shall be reviewed annually by the Board.

ANNOUNCEMENTS

All information which students and organizations wish to have appear in the daily announcements for that day should be in the office of the secretary by 7:50 AM. Announcements should be signed by the individual or the organizational sponsor who provides them. The daily announcements will be made available to each teacher during first period. Teachers will share appropriate announcements with their first period class.

ATTENDANCE

Nebraska State law, Section 79-201, requires that all pupils be in school during all days and hours that school is in session. Students are expected to be in attendance every day school is in session unless excused for illness, death in the family, or by administrative approval. Students who do not comply with this policy will be required to make up the time missed either before school, after school, or through suspension.

If a student will not be in school, parent/guardians are asked to notify the school office by **8:00 AM** the day the student is absent. If the office is not notified, the school will call to determine if the student is to be in school. Parents/guardians of the elementary students are asked to call in their child's absence as stated above. The remaining sections of the attendance policy are not applicable to students in grades K-6. Any attendance concerns of elementary students will be handled by the classroom teacher and/or the Principal.

Students leaving the school during normal school hours need to report to the office, present a signed note and sign out. If the students return during the same day they need to report to the office and sign in. A phone call from parents/guardians may suffice in place of a signed note.

Students returning to school after an absence must present to the office a written note from their parent/guardian stating the reason for the absence in order to receive a make-up report prior to 8:00 AM when at all possible. No make-up assignments will be given unless a classroom teacher first is presented with a make-up report. Make-up reports will classify absences as excused or unexcused in nature. This classification is based upon parental notification and the reason for the absence. Such classification will determine teacher response for make-up work (i.e., unexcused absences will be recorded by the teacher as, at best, a minimal passing grade for any assignment missed.).

Students will be given the number of days missed plus one in which to complete their make-up work. All make-up reports are to be returned to the office on or before the due date, where they will be filed for future reference. Failure to complete work on time and to return the make-up report to the office by the due date may result in other sanctions as determined by the classroom teacher and/or the Principal (e.g., grade reduction and or/detention). Students are expected to make up work that is missed. One due date extension may be granted if requested by the student prior to the due date.

Pre-arranged absences will require a note from the student's parent/guardians stating the reason for the students being gone from school. These arrangements should be made with the school at least one (1) day in advance of the absence. Reasonable requests will be considered for these absences. If the reason for the absence comes on the spur of the moment, a phone call from the parent/guardian to the administration or secretary will suffice for pre-arrangement.

Absences From School - Definitions. An absence from school will be reported as: (a) an excused absence or (b) an unexcused absence.

1. Excused Absences. Absences should be cleared through the Principal's office in advance whenever possible. An absence for any of the following reasons will be excused, provided the required procedures have been followed:
 - (A) A student will receive an excused absence when the student is asked to be absent from school by their parent/guardian.
 - (B) Attendance at a funeral for a member of the immediate family (parents, siblings, and grandparents),
 - (C) Illness which causes a student to be absent from school,
 - (D) Doctor or dental appointment which require student to be absent from school,
 - (E) Court appearances that are required by a court order and the student is not responsible for needing to be in court,
 - (F) School sponsored activities which require students to be absent from school,
 - (G) Family trips in which student accompanies parent(s)/legal guardian(s),
 - (H) Other absences which have received prior approval from the Principal.

The Principal has the discretion to deny approval for the latter two reasons, depending on circumstances such as the student's number of other absences, the student's academic status, the tests or other projects which may be missed, and in the case of a family trip, whether the trip could be taken during non-school time and the educational nature of the trip.

Parents/Guardians and Students are to remember that illness can occur at any time during a semester. As such, parents must be very selective in the time they choose to remove their students from school. Example of Absences: If a student is absent 5 times because the parent requested the student to be absent; and the student was also absent on 4 separate occasions due to illness and 1 time due to a doctor's visit, the student would be required to make up one day.

2. Unexcused Absences: An absence which is not excused is unexcused. If a student's absence is unexcused the student may receive zeros for any class work missed during the absence, and may be required to make-up work and the time missed.

A student who engages in unexcused absences may be considered truant as per state law, Neb.Rev.Stat. § 79-201. Truancy is a violation of school rules. The consequence of such action may include suspension from classes and the student may be required to make up the time missed. Students who leave the school premises without permission during the school day will be considered truant.

Any absence not verified by a parent/guardian will be considered an unexcused absence and be subject to disciplinary action. Any unexcused absences will require students to make up the time missed. The time will be made up outside the school day. At best, the student will receive a minimum passing grade for all work that is successfully made up due to the unexcused absence. Other sanctions to be imposed may include detention and/or suspension for the first offense. The second offense will result in suspension of the students until a conference can be arranged with the student's parents/guardians.

A notification process has been established to communicate absence status of a student to his/her parent/guardian. This process consists of written communication from the school in which the parent/guardian is notified when a student is absent four (4), seven (7), and nine (9) times from a semester class.

When a student is absent for (4) times from semester class, excused or unexcused, a letter will be mailed to the parent/guardian as a reminder of the absence status.

When a student is absent seven (7) times from a semester class, excused or unexcused, a letter will be mailed to the parent/guardian as a reminder of the absence status and the student with his/her parent/guardian will meet with the Principal to review the reasons for the absences and to discuss the academic progress of the student.

When a student is absent nine (9) times from a semester class, excused or unexcused, a letter will be mailed to the parent/guardian as a reminder of the absence status.

When a student is absent from a class in excess of nine (9) times (i.e., nine and one half), the student will forfeit credit for the course(s) unless he/she requests a hearing before the Faculty Attendance Committee. A conference with the student and his/her parent/guardian and the Faculty Attendance Committee shall be arranged at the school and the circumstances reviewed by the Faculty Attendance Committee. The student and parent/guardian are responsible for showing justifiable reasons for all absences. The Faculty Attendance Committee will make the decisions to potentially excuse any or all absences.

The Faculty Attendance Committee will be composed of the Principal and three (3) teachers. This committee will collect and consider information regarding student absences from the proper and timely verification submitted to the office by the parent/guardian and the classroom teacher(s) of the student. The committee reserves the right to request further information from the parent/guardian regarding the student absences and proper verification.

The Faculty Attendance Committee will review all absences and consider each student as an individual case. The committee may allow a waiver (granting credit for the class) from the strict application of this policy, upon a showing of good cause. The Faculty Attendance Committee may consider, but not be limited to, the following points of consideration:

1. Whether the absence has been properly verified by a parent/guardian.
2. Student make-up work completed on or before the due date of the make-up report, with all appropriate teachers having signed the report, and the report is returned to the office by the approved due date.
3. Whether the reason for the absence appears to be in the best interest of the student or school.
4. Is the absence contrary to the spirit of this attendance policy?
5. Has the student been disruptive, undisciplined, and failed to comply with school rules and regulations?
6. Other factors deemed appropriate by the Faculty Attendance Committee.

Decisions of the Faculty attendance Committee shall be appealed to the Superintendent at the request of the aggrieved party within five (5) school days of the receipt of the committee decision.

EXCESSIVE ABSENTEEISM - Nebraska State law Section 79-209 requires the school district's attendance officer (Principal) to file a report with the **county attorney** (of the county in which such person resides) of excessive absentees from school. Excessive absenteeism is defined as: 1 - Five days in a quarter or hourly equivalent; 2 - Ten days in a semester or hourly equivalent; 3 - Twenty days total or hourly equivalent.

HABITUAL TRUANCY

Parents, guardians, or persons having legal or actual charge or control of students who have excessive absences or who are habitually absent shall be notified in writing by certified mail of such attendance problems. If the student has not been returned to regular attendance within one week after such written notice has been made, the designated school official will be contacted by certified mail to the County Attorney of the county in which such contacted person lives. LB162 extends truancy Law to students under age 7 who are enrolled in the school.

CHANGE OF ADDRESS

Any student who changes their address or telephone number is asked to inform the office in a timely manner.

EXPLOSIVES, FIREARMS, WEAPONS

Students are never to bring explosives of any kind to school regardless of whether or not they are intended to be exploded. The same is true for firearms, ammunition, knives, or weapons of any kind, whether concealed or not. Permission to bring weapons for display, exhibit or educational purpose must be obtained in advance from the Principal. Violation of this policy can result in long-term suspension, expulsion, and/or legal prosecution.

In order to be in compliance with the Gun-Free Schools Act of 1994, which amends the Elementary and Secondary Education Act of 1965, and the Student Discipline Act of 1994, Loup County Public School will adhere to the following policy: Any student who brings a firearm to school will be expelled for a period of not less than one year. However, the Superintendent may modify the expulsion requirement on a case-by-case basis.

The gun Free School Zones Act makes it a crime to bring a gun to school. The Youth Handgun Safety Act makes it a federal crime to sell or give a handgun to child under age 18 and for a minor to possess a handgun under most circumstances.

The Term firearm means any weapon including a starter gun which will or is designed to or may readily be converted to expel a projectile by the action of an explosive, the frame of receiver of any such weapon, any firearm muffler or forearm silencer, or any destructive device (the term destructive device means; 1) any explosive, incendiary, or poison gas bomb, grenade, rocket [having an explosive or incendiary charge of more than four ounces], missile [having an explosive or incendiary charge of more than one-quarter ounce], mine, or device similar to any devices describes in the preceding clause; 2) any type of weapon (other than a shotgun) which will or may be readily converted to expel a projectile by the action of an explosive or other propellant, and which has any barrel with a bore of more than one-half inch in diameter, and 3) combination of parts either designed or intended for use in converting any device into any destructive device described in 1) or 2) above, and from which a destructive device may be readily assembled.

Expulsion means, at a minimum, removal from the regular school program at the school site where the violation occurred.

FIELD TRIPS

The school encourages its classes to take field trips. There is tremendous value when field trips are tied to learning activities that are taking place within the classroom. We would like to have at least one (1) classroom parent/guarding go on each field trip to assist in supervision. At all times during field trips, students are expected to observe regular school rules.

COLLEGE VISITS

Seniors are allowed three (3) days in which to conduct college visits. These visits are to be arranged and scheduled through the counselor's office. Days missed for these activities and set up in accordance with the described procedure will be regarded as excused absences.

FIRE DRILLS AND FIRE ALARMS

Fire drills will be conducted as required by Nebraska State Law, Section 81-527. The fire alarm calls for the immediate clearing of the building by all personnel. Fire routes are posted in every room. The signal for fire drills will be a constant alarm. It will be the duty of each teacher to dismiss their students and see that doors and windows are closed. Each class of teacher and students will proceed to the designated area where the teacher will check attendance and immediately report any missing students to the Principal.

Any student who tampers with or sets off the fire alarm will be subject to disciplinary action from the school. Such students will be required to meet with the fire chief and/or law enforcement officials to explain his/her actions.

GYM SHOES

Only students with shoes worn for physical education class, volleyball, or basketball will be permitted on the gym floor. All students at noon, before, or after school who are not wearing the proper shoes will need to remove their shoes to be on the gym floor. Bare feet will not be allowed on the gym floor.

HEALTH EXAMS

By State Law, all students are to be given a health examination. The health exam involved checking the eyes, ears, immunization records, Scoliosis, and height and weight checks. The school nurse will administer the health exam. Notice will be sent home to parents when the health exams will be given.

Students that must have a physical examination are kindergarteners, 7th graders, out of state transfer students, and all sports participants. The physical examination for the 7th graders will also suffice for their sports physical.

Vision exams are required for registration of Kindergarten.

IMMUNIZATIONS

According to state statute, the board of education, school board, or governing authority shall assure that all school children are appropriately immunized prior to attending classes. Violation of these requirements is a Class V misdemeanor. Immunization requirements are not unique to Nebraska. All 50 states have determined specific immunization and/or waiver requirements for school attendance.

1. As a condition for provisional enrollment of a student under this act, a parent or adult legal guardian of the student shall provide the school written proof that the student has completed all required immunizations.
2. The provisional enrollment of a student qualified for such enrollment shall not continue beyond 60 days from the date of such enrollment. At such time, the school shall be provided with the written proof of required immunizations or the student shall not be permitted to continue in school until in compliance.

For Nebraska students, there are two exemptions to the immunization requirements, which may be submitted in lieu of the required dates of immunization:

1. A statement signed by a licensed physician, physician assistant, or nurse-practitioner, stating that the specified immunization would be injurious to the student or to a member of the student's household, or
2. A notarized affidavit stating that immunization conflicts with the tenets and practices of the student's religious beliefs.

Students with exemptions on file, may need to be excluded from school if there is an outbreak of a vaccine-preventable disease.

BREAKFAST/HOT LUNCH PROGRAM

Loup County Public School will serve a nutritionally well-balanced lunch each day school is in session. Students may purchase breakfast/lunch or milk any day school is in session: Breakfast will be \$1.85 per students and lunch will be \$2.85 per meal for elementary students, \$2.95 per meal for secondary students and .50 cents for milk. Students may pay each day for their lunch purchases, or they can be billed for lunches at the end of each month. **The privilege of charging may be denied if lunch bills are delinquent.**

Students who meet federal guidelines may qualify for free or reduced price lunches. The federal guidelines may be picked up in the Superintendent's office. In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discrimination on the basis of race, color, national origin, sex, age or disability. To file a complaint of discrimination, write USGA, Director, Office of Civil Rights, Room 326-W, Whitten Building, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410 or call (202) 720-5964 (voice and TDD). USDA is an equal opportunity provider and employer.

All lunches are to be eaten in the lunchroom. All food is to be eaten at the lunch table. 7-12 lunches brought from home are to be taken to the office before school and stored there until lunchtime. All additional food items purchased are to be eaten in the lunchroom area (example: fruit roll-ups, etc.). For the students in grades 7-12, students are to be in supervised areas of the building and/or grounds. This includes the lunchroom, the east side of the building, or the gym. If a student wishes to leave school to eat elsewhere, a written note from the student's parent/guardian giving their permission must be on file in the school office. If a student has such a note on file and wishes to leave the school for lunch, they must sign-out from the office prior to leaving the building and must sign back in at the office upon returning to the school. Failure to follow this procedure or being tardy to the student's first class

following lunch will result in the loss of this privilege. Food items brought into the building must be consumed in the lunchroom. All bottles must remain sealed until the student enters the lunchroom. No food or drink should be placed in student lockers.

According to federal regulations, nothing can be sold in competition to the lunch program. The pop machines will be shut off from 7:30 AM to 1:30 PM.

Non-Discrimination Statement: In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA program Discrimination Complaint Form, (AD-3027) found online at: http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: 1) Mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410, 2) Fax – (202) 690-7442 or 3) Email: program.intake@usda.gov. This institution is an equal opportunity provider

ILLNESS OR ACCIDENT IN SCHOOL

If a student becomes ill or is injured in school, the parents/guardians will be notified as soon as possible. Parent/guardians will provide the school with emergency information, such as family physician and names of relatives or family to contact if the parents/guardians cannot be reached.

Students who become ill will not be sent home until the parent/guardian is contacted. Parents/guardians will not be called unless the teacher/Principal has strong justification. Therefore, for the welfare of the child, parents/guardians are urged to come to school and pick up the child immediately or if the child has driven to school allow him/her to drive home if the student is capable. If the parent/guardian is not at home, office personnel will call the student's home after a reasonable length of time to assure safe arrival of the student. Students need to report any accidents that happen during school hours.

NEBRASKA'S CHILD HEALTH INSURANCE PROGRAM AND REACHING FOR A HEALTHY FUTURE – L.B. 1063 (Kids Connection)

The School does not supply insurance on the students. LCPS encourages parents/guardians to get insurance if students participate in athletics or other activities where injuries may occur.

Availability of health insurance to children within the Nebraska Medicaid Program provides health care coverage for children whose family income qualifies them. The program is designed to provide coverage for routine health care and pregnancy. For more info, call the school office or Nebraska Health and Human Services at 402-471-0541.

INSURANCE

Student accident insurance is being offered through the school as a courtesy to the patrons for the current school year, as it has been in the past. Information on the student accident insurance plans will be sent home when it is available.

LOST AND FOUND

A "Lost and Found" box is kept in the office. Please turn in any items you may find and look for any items that you may have lost. Ask the secretary for any assistance. Students are advised not to bring excessive amounts of money or other valuable items to school. The school is not responsible for lost, stolen, or damaged items.

MULTI-CULTURAL EDUCATION

Loup County Public School will utilize the resources of curriculum, instruction, in-service activities, counseling, and guidance to reflect the racial, ethnic, language, and cultural heritage of both the historical and modern-day United States of America.

Multicultural education is the identification, selection and infusion of specific knowledge, skills and attitudes for the purpose of:

1. Affirming the culture, history and contributions that shall include but not be limited to African Americans, Asian Americans, Hispanic Americans and Native Americans;
2. Challenging and eliminating racism, prejudice, bigotry, discrimination and stereotyping based on race;
3. Valuing multiple cultural perspectives; and
4. Providing all students with opportunities to “see themselves” in the educational environment in positive ways and on a continuing basis.

To promote and support multicultural education within Loup County Pubic School, it shall be the policy and practice of this district to create opportunities for all students to achieve academically and socially in an educational environment in which all students and staff understand and respect the racial and cultural diversity and interdependence of members of our society.

NEW STUDENT ENROLLMENT

New students to Loup County Public School, other than kindergartners, will need to report to the office to be enrolled. For the enrollment to be completed, various forms will need to be filled out, as well as the school obtaining copies of the students’ birth certificate, immunization records and any other health records, and the name and address of the student’s previous school.

NON-DISCRIMINATION GUIDELINE

In compliance with the Title VI Civil Rights Act of 1964, the Title IX Education Amendments of 1972, and the Section 504 Rehabilitation Act of 1973, Loup County Public School does not discriminate on the basis of race, color, national origin, sex, age, religion, martial or parental status, or handicapping condition in its educational programs or employment practices.

Questions or grievances concerning possible discriminatory practices of Loup County Public School should be directed to the Superintendent’s office.

SEXUAL HARASSMENT POLICY

It shall be the policy of the Loup County School District #25 to provide an environment free from sexual harassment as defined by the U.S. Equal Employment Opportunity Commission, Section 703 of Title VII. Sexual harassment may include, but is not limited to the following:

1. Verbal harassment or abuse
2. Request for sexual activity
3. Remarks to a person with sexual or demeaning implications
4. Unwelcome touching, inferences or photos
5. Suggestions with offensive inference, in regards to gender
6. Conduct by an employee or employees directed against a student which has the effect of interfering with the academic performance of the student, or creating an intimidating, hostile, offensive or unsafe learning environment.

Any person who alleges sexual harassment by a staff member or student is to report the incident to his/her immediate supervisor, Principal or Superintendent. The grievance procedure shall be followed to resolve the allegation. The initiation of a complaint of sexual harassment will not cause any reflection on the reportee, pending full investigation.

PARENTAL CONCERNS

Sometimes situations arise that need to be shared with or communicated to the school that will benefit the student’s progress. Parents/guardians are urged to consult with the counselor when they feel it is to the benefit of the student. Please feel free to call the counselor when you have something you would like to visit about.

Parents/guardians, if you are dissatisfied with aspects of the school or a teacher, open criticism in your child’s presence will not improve the situation and will probably aggravate it. Take your concerns to the teacher first and Principal 2nd if not resolved. Your spoken disapproval will lower your youngster’s confidence in school and his/her teacher and will weaken his/her best work. Only when the teacher and Principal are aware of any problems can steps be taken to reach a solution.

Also, if you are pleased with some aspect of your child's education, please make a comment to the teacher or person responsible. With different types of feedback, the school can continually work to improve.

PARENT/TEACHER CONFERENCES

Two conferences between parents/guardians and teachers have been scheduled for Wednesday, October 3, 2018 from 2:30-6:30 and Thursday, February 7, 2019 from 2:30-6:30. These conferences are important so that parents/guardians and teacher may discuss the progress of the student.

Please remember that conferences can be arranged at any time and require only a phone call to the teacher or office. Conferences should be arranged whenever a problem arises so that appropriate action can be taken without delay.

SCHOOL CLOSING INFORMATION

The Superintendent of schools is authorized by the Board of Education to close public schools in case of severe weather. The Superintendent or designee will notify local news media when inclement weather warrants such action through the UPI. The information on the school web-site and sent out on our mass notification system.

Decision to Close Schools. A decision to close school is made when forecasts by the weather service and civil defense officials indicate that it would be unwise for students to go to school. An early decision is not always possible because of uncertain weather conditions. School officials will make periodic assessments of conditions during the night and will decide early in the morning (by 6 a.m. if possible). In case, **an announcement will be made through the school's mass notification system when school will be closed.** In some instances, school will be open, but certain services may be cancelled (bus transportation, kindergarten, student activities).

After School Starts. Every attempt will be made to avoid closing school once classes are in session. In some instances closing school during the day is inevitable if children are to safely return home before the brunt of a major storm hits. In these cases as much advance notice as possible will be given to parents. If school is closed during the day the notice will be broadcast through the school's mass notification system and **parents should have a plan in place to accommodate these circumstances.**

Parental Decisions. **Parents may decide to keep their children at home in inclement weather because of personal circumstances.** Students absences because of severe weather when school is in session will be marked absent. The absences will be treated like any other absence for legitimate causes provided parents properly notify the school of their decision. Parents may pick up their children in inclement weather at any time during the school day. Students will not normally be dismissed from school during severe weather on the basis of a telephone request.

What Not To Do. Parents should not attempt to come to school during a tornado warning. **School officials are not permitted to release students from the school building during a tornado warning.** Tornado safety procedures are practiced regularly by students and staff members. Every effort will be made to provide accurate and timely information through the media.

Emergency Conditions. Loup County Public School has a signal which, when activated, includes the necessity to either evacuate the building or to move to safer areas of the building. All regular drills are held as required by law through the school year. There are plans for Emergency Exit system, Tornado Warning System, and Critical Incident resolution.

SPECIAL SERVICES

Loup County Public school has special services available for students of concern who meet the criteria for placement in a learning disabilities program, are educably mentally retarded, or P.S.A.

IDEA – SPECIAL EDUCATION NOTICE

The Individuals with Disabilities Education Act (IDEA), contained in Title 20 of the United States Code, Sections 1401 to 1461, is intended to insure that all children with disabilities have available to them a free appropriate public education that includes special education and related services designed to meet their unique needs. In order for a student to be eligible for special education services, he/she must be evaluated by a multidisciplinary team and the team must determine that the student fits within one of the categories of disabilities contained in the Act, including Section 504.

Students who are eligible for special education services receive those services pursuant to an Individualized Education Plan (IEP). The IEP, which is developed by a team including a school district representative, the child's teacher and the child's parents, contains all of the special education services the student will be receiving and is designed to provide the child with a free appropriate education.

STUDENT RECORDS

Loup County Public School maintains three (3) separate files of student's records. These separate student records files are as follows:

1. Academic Records including directory information, classes taken, grades received, credits earned, standardized test scores, attendance records, and school activity participation.
2. Disciplinary Records include a description of any disciplinary problems and the actions taken and any copies of correspondence resulting from any disciplinary action.
3. Health Records including health exam findings, required physical examinations, and immunization records.

All student records are located in the Administrative Office and are available for review by parents/guardians, the student at the age of 18, or school personnel who have a need to see such records. Official student records will be released only by authorization of parent/guardian or the student at the age of 18. The Superintendent of Loup County Public School is responsible for all student records.

PRIVACY ACT: Parents and eligible students (over age 16) may have the right to:

1. Review students records, to request amendments and to challenge denial of amendments.
2. Prevent disclosure of records not of a routine nature, by written request.

Release of information required by Nebraska Law will not be affected, however, parents may request information of any law enforcement request.

CONFIDENTIALITY DISCLAIMER: Notice is given that the release of family or student information is only done by following procedures that are described in the Family Educational Rights in Privacy Act (FERPA). Students rights will be protected until information is released to parent or student. The school holds no responsibility if information, once released, is not protected.

Academic and health records are retained by the school district permanently. Disciplinary records are destroyed upon the student's graduation or following three (3) years absence from the school district.

SUBSTANCE USE POSSESSION

Loup County Public School is a Smoke-Free Environment and has smoking rules posted for all students, parents and spectators. Loup County Public School does not, cannot and will not endorse the use or possession of tobacco, alcohol, or a controlled substance on or near the school grounds at any time. Any student using or possessing tobacco, alcohol, or a controlled substance on school grounds or at school sponsored activities, as a participant or spectator, will be subject to appropriate disciplinary action.

TOBACCO USE/POSSESSION

Any minor using or possessing tobacco in any form shall be guilty of a Class V misdemeanor; those providing such to a minor (under age 16) shall be guilty of a Class III misdemeanor.) Any product with tobacco as an ingredient that is smoked, chewed, inhaled or placed against the gums or any tobacco substitute including e-cigarettes and vapor pens.

DISTRIBUTION OF DRUG AND ALCOHOL POLICY

It shall be the policy of the School District to provide each student of the District a copy of the standards of conduct for the student behavior in the District which prohibit the unlawful possession; use; or distribution of illicit drugs and alcohol on school premises; or as a part of any of the school's activities. Such standards of conduct and the District's policy of disciplinary sanctions that may be taken for violation of such standards of conduct shall be given to each student and his or her parent or parents or guardian prior to the commencement of each school year on a form to be developed by the administration or the Board of Education. It shall be the further policy of the School District to keep a file showing receipt of standards of conduct and a statement of disciplinary sanctions that may be taken for violations of such standards of conduct.

NO CHILD LEFT BEHIND ACT (NCLB)

Notice is given to parents of the District that NCLB shall be the policy of the District and parents may inquire about qualifications of certain of their child's teachers and/or para-educators. Parents have a right to not allow military recruiters access to their child's information. Parents have a right to opt out of allowing their child to participate in student surveys. Parents have a right to withdraw their child from the program of Safe & Drug Free Schools.

Notice is also given that the school has a parent Involvement Policy.

NOTICE OF SAFE AND DRUG-FREE SCHOOL

STANDARDS OF STUDENT CONDUCT PERTAINING TO THE UNLAWFUL POSSESSION, USE, OR DISTRIBUTION OF ILLICIT DRUGS OR ALCOHOL ON SCHOOL PREMISES OR AS PART OF ANY OF THE SCHOOL'S ACTIVITIES

It shall be the policy of the School District, in addition to standards of student conduct elsewhere adopted by Board policy or administrative regulation, to absolutely prohibit the unlawful possession, use, or distribution of illicit drugs, alcohol, tobacco or any controlled substance on school premises or as a part of any of the school's activities.

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

Drugs-Narcotic unlawful use (28-419)

1. Possession of any controlled substance, possession of which is prohibited by law
2. Possession of any prescription drug in an unlawful fashion
3. Possession of alcohol on school premises or as a part of any of any school activities
4. Misuse of any drug/substance in an unlawful way (28-419). See Definition.
5. Distribution of any drug in an unlawful fashion.
6. Use of any drug in an unlawful fashion
7. Distribution of any drug or controlled substance when such distribution is unlawful
8. Possession, use, or distribution of alcohol.

Safe and Drug-Free Schools – Parental Notice: NOTICE TO PARENTS: Pursuant to the provisions of the No Child Left Behind Act, if upon receipt of information regarding the content of safe and drug free school programs and activities other than classroom instruction a parent objects to the participation of their child in such programs and activities, the parent may notify the School District of such objection in writing. Upon the receipt of such notice the student will be withdrawn from the program or activity to which parental objection has been made.

Standards of Student Conduct Pertaining to the Unlawful Possession, Use, or Distribution of Illicit Drugs or Alcohol on School Premises or as a Part of Any of the School's Activities.

(In addition to standards of student conduct elsewhere adopted by board policy or administrative regulation to absolutely prohibit the unlawful possession, use, or distribution of illicit drugs or alcohol on school premises or as a part of any of the school's activities.) This shall include such unlawful possession, use, or distribution of illicit drugs and alcohol by any student of the District during regular school hours or after school hours at school sponsored activities on school premises, at school sponsored activities off school premises.

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

Drugs and Alcohol Prohibited - Standards of Conduct for Students and Employed Staff:

The manufacture, possession, selling, dispensing, use or being under the influence of alcohol or any alcoholic beverage or alcoholic liquor on school grounds, or during an educational function, or event off school grounds, or off school grounds if there is a substantial interference with school purposes, is prohibited.

The possession, selling, dispensing, use or being under the influence of any controlled substance or drug, including but not limited to marijuana, any narcotic drug, any hallucinogen, any stimulant, or any depressant on school grounds, or during the educational function or event off school grounds, or off school grounds if there is a substantial interference with school purposes, is prohibited.

The possession, selling, dispensing, use or being under the influence of any abusable glue or aerosol paint or any other chemical substance for inhalation, including but not limited to lighter fluid, whiteout, and reproduction fluid, when such activity constitutes a

substantial interference with school purposes on school grounds or during and educational function, or event off school grounds, is prohibited.

The possession, selling, dispensing or use of any look-alike drug or look-alike controlled substance when such activity constitutes a substantial interference with school purposes on school grounds or during an educational function, or event off school grounds, is prohibited.

Any prescription or non-prescription drug, medicine, vitamin or other chemical may not be taken unless authorized as stated in the next section on AUTHORIZED USE.

Safe and Drug-Free Schools-- Parental Notice

NOTICE TO PARENTS: Pursuant to the provisions of the No Child Left Behind Act, if upon receipt of information regarding the content of safe and drug free school programs and activities other than classroom instruction a parent objects to the participation of their child in such programs and activities, the parent may notify the School District of such objection in writing. Upon the receipt of such notice the student will be withdrawn from the program or activity to which parental objection has been made.

DRUG TESTING

The District may in some instances require random drug testing prior to admission to school activities. It shall further by the policy of the District that violation of any of the above prohibited acts will result in disciplinary sanctions being taken within the bounds of applicable law, up to and including: short-term suspension, long term suspension; expulsion; or referral to appropriate authorities for criminal prosecution. The Supreme Court has ruled that random drug sampling of athletes is legal.

NOTICE OF STUDENT DISCIPLINE RULES AND REGULATIONS

The Student Discipline act LB 1250 sets out the following general principals for establishing student conduct rules:

“The Board of Education may adopt rules and standards concerning student conduct which are reasonably necessary to carry out educational function”.

Administrative and teaching personnel may take actions regarding student behavior, other than those listed in Student Discipline Act, where such is reasonably necessary to aid the student, further school purposes, or prevent interference with the educational process. These acts may include counseling, parent conferences, rearranging schedules, after school hours, 9th period, restriction of extracurricular activity and/or professional evaluation.

The Principal may deny the right of a student to attend school for a period of 5 days for conduct constituting grounds for expulsion, as set forth in the Student Discipline Act.

Conduct of a student, if found to have the potential to seriously affect the health, safety, or welfare of others or otherwise severely interfere with the educational process, may cause the expulsion of the student. An accumulation of actions may also be considered towards expulsion action.

Students will face disciplinary action when their conduct is deemed, among other things, to interfere with the educational process, subject to the procedural provisions of due process of the Student Discipline Act, when such activity occurs on school grounds, in a vehicle owned, leased or contracted by the school for school purposes, or in a vehicle driven by a school employee, or at a school sponsored activity or any school event where students of Loup County Public School are in attendance, at home or away and within the same area listed above.

The Superintendent and Principal of Loup County Public School are authorized to exclude students from classes and/or school activities under the following guidelines. In-house suspension may be used for some offenses. Under this suspension students will do assigned course work, but will not be allowed to attend class or participate in extra-curricular activities.

Short-Term Suspensions:

Any student may be excluded from the Loup County Public School for a period of time not to exceed five (5) school days in the following circumstances provided that the suspension is assigned under the guideline provided by Nebraska State Law:

1. If the student has a dangerous communicable disease transmittable through normal school contacts.

2. If the student is infected with or can be proved to be a carrier of external parasites (such as head lice) which may be transmittable through normal school contacts and which pose a threat to the safety and well-being of the school community.
3. If the student is involved in behavior or activities, which interfere with, any educational function or which infringe upon the rights of other students to pursue an education. Some of the activities or behaviors which could result in short-term suspension are as follows:
 - a. Use of force, violence, coercion, threat, intimidation, or conduct determined to be similar in a manner that substantially interferes with school purposes
 - b. Willfully causing or attempting to cause substantial damage to property, stealing or attempting to steal property of substantial value or misuse of property belonging to others.
 - c. Causing or attempting to cause personal injury to a student, school employee or volunteer. "Bullying" by a student upon another will be grounds for expulsion.
 - d. Knowingly and willfully having an object, gun, or other weapon in possession or in a vehicle on school grounds, or in school property (lockers), or handling or transmitting such an object or material generally considered to cause as a weapon. L.B. 79-263-Each District shall adopt a policy requiring expulsion of a student for not less than one semester for knowingly possessing or transmitting a fire arm on school grounds or property.
 - e. Threatening or similar intimidating any student for the purpose of obtaining money or anything of value from another student.
 - f. Bullying, engaging in any ongoing pattern of physical, verbal, or electronic abuse on school grounds, in a vehicle owned, leased, or contracted by school being used for a school purpose by a school employee or his or her designee, or at school-sponsored – activities or school sponsored athletic events.
 - g. Engaged in selling, using, possessing or dispensing of alcohol, tobacco, narcotics, drugs, controlled substances, inhalants, or material that can cause change of consciousness or being under the influence of any of the above. Possession of drug paraphernalia or engaged in selling, using, possessing or dispensing of any initiation controlled substance.
 - h. Public indecency that may take the form of exposing oneself, obscene gestures, pictures or written expression.
 - i. Sexual assault or attempted sexual assault, if so alleged by a criminal court, off school grounds, sexual assault or attempted sexual assault on/in school property or grounds.
 - j. Engaging in any other activity forbidden by the laws of Nebraska which constitute a danger to other students or interferes with school purposes or educational process.
 - k. Repeated violations of rules or standards that substantially interfere with school proposes.
 - l. Absenteeism/Tardiness – See Student Handbook NOTE: Repeated acts of absenteeism or tardiness will be considered grounds for discipline, may cause removal from class, loss of credits or reassignment, as after school make-up time.
 - m. Insubordination: Willfully disobeying a reasonable written or oral request of a school staff member or employee or voicing of disrespect to those in authority.
 - n. Abusive language written or oral, or conduct including gestures to students or school employees. Profane or abusive language or conduct which is commonly intended to be derogatory toward a group or individual bases on race, gender, national origin, dress, or religion.
 - o. Inappropriate dress – Student dressing in a manner wherein such dress is dangerous to students' health and safety, or is distractive or indecent to the extend it interferes with the learning and educational process. Accommodation of established religions will be considered. The District will regulate dress by students on school grounds/property and all activities involving school activities.

- p. Bus rules – Willfully violating the behavioral expectations for those students, bus drivers, staff members, or parents riding the school busses or school vehicles. Failure to obey a direct command or a sponsor or driver or action causing distraction to the driver.
 - q. Interference with the learning and educational process will be determined by the Principal on a case-by case basis. Prior record and problems will be considered.
4. If the student’s conduct presents a clear threat to the physical safety of him/herself, or others or is so extremely disruptive as to make temporary removal necessary to preserve the rights of other students to pursue an education
 5. Conduct constituting grounds for expulsion or long-term suspension as set out in Nebraska State Law.

Students are to note that they are responsible to all school staff and substitutes and not just to teachers and administrators. This responsibility exists while school is in session and during school sponsored activities.

Illegal activities, including drug and alcohol violations, may be referred to law enforcement authorities for prosecution. Rehabilitation may be a requirement for continued enrollment in school where deemed necessary due to repeated violations.

Long-Term Suspension and Expulsion:

Long-term suspensions shall mean the exclusion of a student from attendance in all classes and activities at Loup County Public School for period exceeding five (5) school days, but less than twenty (20) school days. Expulsion shall mean exclusion from attendance in all classes and activities at Loup County Public School for a period of time as established in the Nebraska state statutes. The following student conduct shall constitute grounds for a long-term suspension or expulsion subject to the procedural provisions of Nebraska Stat Law when such activity occurs on school grounds or during an educational function or event off school grounds.

1. Use of violence, force, coercion, threat, intimidation, gross insubordination, or similar conduct in a manner that constitutes a substantial interference with school purposes.
2. Willfully causing or attempting to cause substantial damage to private or school property, stealing or attempting to steal private or school property of substantial value, or repeated damage or theft involving private or school property of small value.
3. Causing or attempting to cause physical injury to a school employee or to any student. Physical injury caused by accident, self-defense, or other action undertaken on the reasonable belief that it was necessary to protect some other person shall not constitute a violation of this subdivision.
4. Threatening or intimidating any student for the purpose of, or with the intent of, obtaining money or anything of value from such student.
5. Knowingly possessing, handling, or transmitting any object or material that is ordinarily or generally considered a weapon.
6. Engaging in the unlawful possession, selling, dispensing, or use of a controlled substance, imitation controlled substance, or alcoholic beverage.
7. Engaging in any other activity forbidden by the laws of the State of Nebraska, which activity constitutes a danger to other students or interferes with school purposes.
8. A repeated violation of any rules validly established in the preceding policy on suspension or expulsion if such violations constitute a substantial interference with school purposes.
9. Any violation that may be covered in Sections 79-4170 through 79-4180 of the Nebraska Revised Statutes. A copy of these statutes is available upon request from the Principal.

A copy of the Loup County Public School Student Discipline Policy that includes processes of long-term suspension and expulsion are available from the office and are posted in the school. If there are any questions, please ask the superintendent or Principal for assistance.

In the event that a student is suspended out-of-school, the student will receive, at the best, the minimum passing grade for all work missed while suspended.

A plan for making up work missed or credit lost through a suspension or expulsion will be developed by the administration with the input of the appropriate teachers, counselor, student involved and his/her parent/guardian. The vast majority of the responsibility of the success of this plan rests with the student and the parents/guardians.

Any law violations at school will be reported to law enforcement.

DISCIPLINE POLICY – L.B. 1250

A copy of the discipline policy, procedures, due process and regulations is available in the office of the Superintendent as regards to expulsion or suspensions from class.

BULLYING PREVENTION POLICY

The board recognizes the negative impact that bullying has on student health, welfare, safety, and the school's learning environment and prohibits such behavior. Bullying is defined as any ongoing pattern of physical, verbal, or electronic abuse on school grounds, in a vehicle owned, leased, or contracted by a school being used for a school purpose by a school employee or his or her designee, or at school sponsored activities or school-sponsored athletic events.

Bullying may constitute grounds for long-term suspension, expulsion or mandatory reassignment, subject to state and federal statutes and the district's student discipline and due process procedures.

It shall be the responsibility of the superintendent to implement appropriate programs or procedures for the purpose of educating students regarding bullying prevention.

DATING VIOLENCE

Loup County Public School strives to provide physically safe and emotionally secure environments for all students and staff. Positive behaviors are encouraged in the educational program and are required of all students and staff. Dating violence will not be tolerated.

For purposes of this policy "dating violence" means a pattern of behavior where one person used threats of, or actually uses, physical, sexual, verbal, or emotional abuse to control his or her dating partner. "Dating partner" means any person, regardless of gender, involved in an intimate relationship with another person primarily characterized by the expectation of affectionate involvement whether casual, serious, or long term.

Incidents of dating violence involving students at school will be addressed as the administration determines appropriate, with the scope and subject to the limits of the District's authority.

Staff Training on dating violence shall be provided as deemed appropriate by the administration. The dating violence training shall include, but need not be limited to, basic awareness of dating violence, warning signs of dating violence, and the District's dating violence policy.

Dating violence education that is age-appropriate shall be incorporated into the school program. Dating violence education shall include, but not be limited to defining dating violence, recognizing dating violence warning signs, and identifying characteristics of healthy dating relationships.

TELEPHONE USAGE

The telephones throughout the school are for school business and are to be used by school personnel. If a genuine need arises, students may request permission to use the phone in the office. Students will be called to the phone only in cases of emergency. Messages will be given to students from persons who have called. Students are not to use the phone by the teacher's lounge unless given specific permission by a LCPS staff member. Cell phones must be turned off when entering any Loup County School Building. Cell phones that are confiscated because of inappropriate use will be held in the office until such time as the student's parent/guardian comes to the office to claim the phone.

VISITORS

All visitors are to report to the School office. Parents/guardians are always welcome, but are encouraged to make an appointment to see a teacher, Superintendent, Principal, counselor, or to visit classes. Please, no visitation the first week of school, the week before Christmas vacation, or the two (2) weeks before school dismisses for the summer.

It is highly recommended that students refrain from bringing guests with them to school because they could present a hardship on both teachers and students. Requests for guests or visitors in school must be made to the Supt. or Principal at least one day in advance of the planned visit.

Permission to contact students during the school day will be granted by the Supt. or Principal only to the parents/guardians, relatives, or any other person as authorized by the parent/guardian.

BUSING RULES

The following are the rules that will be followed by students riding the buses to or from school, or to any activity trip:

1. The driver is in charge of the students and the bus. Students must obey the driver promptly.
2. The driver may assign a seat to each student. Each student must be provided a seat when boarding the bus, students need to fill the seats from the front first and proceed to the back.
3. Students must be on time. The bus cannot wait for those who are tardy. Students must walk on the far left side of the road facing traffic when going to the bus stop.
4. Students must never stand in the roadway while waiting for the bus. All students must wait for the bus off of the traveled portion of the road. Students should wait in an orderly manner and never push a fellow student.
5. Unnecessary conversation with the driver is prohibited. Do not talk loud or distract the driver's attention. Remember, your safety is in his/her hands.
6. Outside the ordinary conversation, classroom conduct is to be observed.
7. Students must not throw waste paper or other trash on the floor of the bus. Help keep your bus clean and sanitary at all times.
8. Students must not at anytime extend arms or head out of the windows.
9. Students must not try to get on or off the bus or move about within the bus while it is in motion.
10. When leaving the bus, students must observe directions of the driver. If you cross the road, do so in front of the bus after making sure the roadway is clear.
11. Any damage to the bus is to be reported to the driver at once.
12. Students riding a bus during a stormy season are advised to listen to their radio for storm warnings and should not attempt to reach school when so forewarned.
13. Students wishing to ride a different bus or wishing to take someone home with them should ask permission of the office and driver you wish to ride with. Otherwise, only regular passengers are to ride the bus.
14. Parents of students riding busses should notify the bus driver prior to departure in case of a change in the regular schedule.

Violations of the above rules may result in suspension of bus riding privileges. The following procedures will be observed in dealing with offenders:

1. The drivers have been instructed to turn in the names of violators to the school office. The parent/guardians will be notified of any violations.

2. Two (2) reported violations will result in a five (5) day bus riding suspension. The official notice of suspension will be sent home by the Principal
3. If a student is reported three (3) times during the year, their bus-riding privileges will be suspended automatically until the parents/guardians meet with school officials to work out reinstatement procedures.

LUNCHROOM RULES

The following is a partial list of lunchroom rules that will be followed by grades PreK-6:

1. Students are to eat their meals quietly and properly.
2. Students are to remain seated at all times.
3. Elementary students must raise their hands and be recognized in order to remove their trays when finished eating. Students must properly scrape and stack their own trays.
4. Students should leave the lunchroom neat and clean. All dropped food should be picked up and thrown away.
5. Students in grade PreK-3 must sit at the tables according to grade level. Students in grades 4-6 are allowed to sit together.
6. Elementary students are dismissed from the lunchroom to go outside or to the gym area.

MEDICATIONS

Loup County Public School will not administer any medication without the written authorization from parents/guardians. If a student must have medication during the time he/she is in school, the procedure that will be followed is:

1. Written permission slips by the parents/guardians are to be on file in the office.
2. The directions for the medication from the doctor shall include the student's name, date, when it is to be given, and the amount.
3. All medications should be stored in the main office unless special permission is granted by the administration.
4. All prescription medications must be brought to school and stored in containers with original labels and directions for usage.

TORNADO DRILLS/ SEVERE WEATHER DRILLS & PROCEDURES

Whenever a severe weather alert is sounded, all students and staff will move to the designated area in the building. The signal for a tornado drill is three short rings on the warning system, each lasting three seconds and at three second intervals repeated as necessary.

Students from the west will fill the music room. Students from the east will fill the lunchroom. Overflow students will fill the hallway. All students will sit down and assume a position to offer maximum protection. Procedures and routes will be posted in each room.

STUDENT FEES POLICY

The Board of Education acknowledges that the Public Elementary and Secondary Student Fee Authorization Act authorizes school districts to charge student fees for certain student activities and requires the district to adopt a policy addressing student fees. Further, the Board recognizes the fact that there are expenses relating to educational and extracurricular programs and activities that may require financial participation by students and their parents or guardians. In order to provide the district's students and their parents or guardians with guidance regarding the district's position on student fees, the Board of Education enacts the following Student Fee Policy. It is the intent of the Board to provide equal access for students to all programs while complying with the laws of Nebraska and the rules and regulations of the Nebraska Department of Education.

A. DEFINITIONS.

(1) Extracurricular activities means student activities or organizations which are supervised or administered by the school district, which do not count toward graduation or advancement between grades, and in which participation is not otherwise required by the school district.

(2) Postsecondary education costs means tuition and other fees associated with obtaining credit from a postsecondary educational institution. For a course in which students receive both high school and postsecondary education credit or a course being taken as part of an approved accelerated or differentiated curriculum program pursuant to Neb. Rev. State §§ 79-1106 to 79-1108.03, the course shall be offered without charge for tuition, transportation, books, or other fees, except tuition and other fees associated with obtaining credits from a postsecondary educational institution.

B. FEES AUTHORIZED. Except as provided otherwise herein, the district may require and collect fees or other funds from or on behalf of students or require students to provide specialized equipment or specialized attire for any of the following purposes:

- (1) Participation in extracurricular activities;
- (2) Admission fees and transportation charges for spectators attending extracurricular activities;
- (3) Postsecondary education costs;
- (4) Transportation pursuant to Neb. Rev. Stat. §§ 79-241, 79-605, and 79-611;
- (5) Copies of student files or records pursuant to Neb. Rev. Stat. § 79-2,104;
- (6) Reimbursement to the district for school district property lost or damaged by the student;
- (7) Before-and-after-school or prekindergarten services offered pursuant to Neb. Rev. Stat. § 79-1104;
- (8) Summer school or night school; if not otherwise prohibited by IDEA, ADA, or Section 504;
- (9) Breakfast and lunch programs;
- (10) Any other fee authorized by law.

C. PUBLIC HEARING. On or before August 1, 2002, and annually each year thereafter, the School Board shall hold a public hearing at a regular or special meeting of the Board on a proposed student fee policy, following a review of the amount of money collected from students pursuant to, and the use of waivers provided in, the student fee policy for the prior school year. The student fee policy shall be adopted by a majority vote of the School Board and shall be published in the student handbook. The board shall provide a copy of the student handbook to every student at no cost to the student. The student fee policy shall include specific details regarding those items required by law. In the event that the district would like to consider offering a service or materials for a fee which is not offered at the time that this policy is adopted or if the district would like to consider charging a fee for the services or materials currently provided at no charge to the students or their parents or if any other change is desired, a public hearing shall be held at a regular or special meeting of the Board of n the proposed changes to the student fee policy before any changes to the policy are adopted. If changes are made to the policy after the public hearing, written notice shall be provided to the students and their parents as soon as is practicable.

D. STUDENT FEE FUND. The district hereby established a student fee fund. The student fee fund shall be comprised of all money collected from students from: (1) participation in extracurricular activities, (2) postsecondary education costs, and (3) summer school or night school. No other money shall be deposited in the student fee fund, whether from other student fees or taxes, and the money shall be expended for the purposes for which it was collected from the students.

*Fees collected will not be deposited into the General Fund as a receipt, but into a "special student fee" fund for school purposes

E. FEE WAIVER. Any fees to be charged or materials required to be provided for the following shall be waived for students who qualify for free or reduced-price lunches under United States Department of Agriculture child nutrition programs:

- (1) Participation in extracurricular activities;
- (2) Admission fees and transportation charges for spectators attending extracurricular activities;
- (3) Specialized equipment or specialized attire for participation in extracurricular activities;
- (4) "Course Project Materials" as provided in paragraph E;
- (5) Musical instruments both for participation in optional music courses that are not extracurricular activities and for participation in extracurricular activities.

Waivers are available at the office for those families that participate in the Free or Reduced Lunch Program. Specific Guidelines will include:

1. Uniforms for activities or courses will be provided by the school. The Board retains the right to discontinue a program upon notice. Shoes will not be provided other than a very standard make, if requested. Underclothing, socks and other gear of personal choice will not be provided. Students will provide standard clothing that a group may wear for a performance such as choir unless the parent would ask for a waiver. In some instances clothing may be provided, if available or donated.
2. Students will be requested to provide consumable items such as pencils, papers, colors, notebooks, etc. Specific items required for a class beyond those listed, such as aprons, gloves, eye protection, etc. will be provided by the District.

3. Material for class projects will be provided by the school. Materials for projects chosen by the student that are over and beyond the required projects will be the parents' financial responsibility, with parental permission required before starting the project. Charges will not be waived for materials, property or other items that are lost, damaged or unfinished, due to student negligence or attitudes that might cause interference with the District carrying out its educational function.
4. Students will be required to provide and fees to participate in an educational activity either extracurricular or curricular, this would include class fees or organizational fees or fees for class sponsored field trips. Students would provide "spending money", lunches and proper attire to wear.
5. Students will provide all costs, including phone usage and transportation costs to arrange visits or conferences with postsecondary representatives. This would include fees for tests, unless a waiver is requested and fees for files or records.
6. Transportation costs will generally be provided for all activities sponsored by the school. Students choosing not to use school provided transportation will be responsible for all costs accrued and liability.
7. A catastrophic insurance policy for a school-sponsored activity will be carried by the school.
8. Fees for those students requiring services for a portion of the summer or before or after school participation.
9. Students will be required to provide fees and insurance for special band instruments, if other than that available at the school and students claim ownership. Repair fees may be paid by the school, if determined to be due to normal use and wear.
10. Accelerated Reading – Students will be charged a fee for late-returned or lost books, per schedule.
11. Library – Fines will be levied for books/items not returned on time, damaged, or lost. Misuse of computers will be cause for costs of damage.
12. Penalties – Students who do fail to pay obligated fees will be subject to administrative review. Penalties may include exclusions to many school-sponsored events and delay of report card.

*A Waiver application is available in the office for those determined to be eligible in lieu of fees or due to circumstances of a current situation.

FEES WAIVER – Available in the School Office

CONFIDENTIALITY DISCLAIMER/RELEASE: To protect the school in the event of any release of student information over which the school has no control, I, as a parent/guardian acknowledge that by applying for an Activity Fee Waiver some confidential information may be compromised and I will not hold the school responsible unless the school is negligent in the safeguarding of this information. Date _____ Signature of Parent/Guardian _____

ACTIVITY FEE WAIVER APPLICATION: I, _____, as parent/guardian of _____, hereby request a waiver from Activity Fees as charged by the Loup County Public Schools. For these purposes, "fees" shall be any charges or costs that may be assessed towards materials, equipment, etc., during the course of a classroom activity or field trip.

I understand that to qualify, I must also be enrolled in the Free and reduced lunch program offered by the school.
Date _____ Signature of Parent/Guardian _____

STUDENT FEES/ACTIVITIES

L.B. 79-2134 requires each school board to annually hold a public hearing on a proposed or adopted student fee policy.

BODY PIERCING

The Loup County Board of Education makes the following policy while considering such things as: 1) disruption of the educational environment 2) health risks 3) the dangers of self –piercing 4) and community standards. Students at Loup County Public schools shall not bear any visible body piercing other than to the ear. Pierced ears or ear jewelry which disrupt the educational environment are prohibited. Requests for an allowance on religious grounds may be made in writing to the Board of Education. The principal shall evaluate cases of ear piercing on an individual basis as to social acceptance, safety and general disruption and render a decision on appropriateness.

Students found to be in violation of this policy will be asked to remove or cover the body piercing. Failure to comply with this provision will result in the student being suspended from school until compliance is achieved.

TATTOOS

The Loup County Board of Education makes the following policy while considering such things as: 1) disruption of the educational environment 2) health risks 3) the dangers of self –tattooing 4) and community standards. Students at Loup County Public schools shall not bear any visible tattoos. Requests for an allowance on religious grounds may be made in writing to the Board of Education.

Students found to be in violation of this policy will be asked to remove or cover the tattoo. Failure to comply with this provision will result in the student being suspended from school until compliance is achieved.

UNSAFE SCHOOL CHOICE OPTION

Notice is given to parents of this district that a statewide policy has been adopted by the Federal Government which states that a student attending a public elementary or secondary school which has been determined to be persistently dangerous, as determined by the State in consultation with a representative sample of local educational agencies, or who becomes a victim of a violent criminal offense while in or on the grounds of the school that the student attends, shall be allowed to attend a safe public elementary or secondary school within the local educational agency, including a public charter school.

FEDERAL – NO CHILD LEFT BEHIND POLICY

No Child Left Behind Notices to Parents:

1. Teacher qualifications and Para-Educators.
2. Notice if substitute teachers over 4 weeks and qualifications of highly qualified.
3. Must report progress of all teachers highly qualified and teaching core subjects.
4. If child receives services by para-educator and qualifications.
5. Administration must “assure” in writing that the school is in compliance and available upon request in the office.
6. Student records – (FERPA) Notice of claim for adoption.
7. Military recruiters may be given student information unless parents request it not be.
8. Student Privacy – parents must have notice of student participation in any survey. Also any health screenings other than State Law requires, with the school nurse.
9. Safe and Drug Free School Policy – Notice of content of program – Parents may withdraw upon request.
10. Homeless Students: The school will designate a coordinator to act with student and their rights.
11. Title I – Parental Involvement Policy must give notice to parents of policy.
12. If classified as school “need for Improvement” notices must also be given to parents.
13. Schools must report annual “report card” concerning student achievement and progress of meeting goals of NCLB.
14. Special Ed IDEA and Rule 51 notices – Child Find statement and contact person to receive information.

SCHOOL SEARCHES POLICY

The school district will follow the standard set by the Supreme Court of “reasonable suspicion”, where there are reasonable grounds for suspecting the search will uncover evidence of a rule or criminal violation. Searches will be related to a specific objective or action as arises. The nature of the infraction will be considered in any disciplinary decision. Students will be given the chance to self-report to avoid trouble. Hearsay may be cause to search. The District maintains that lockers and desks are school property and may be searched at anytime. Search dogs may also be used.

Search of the Internet, e-mail, or cell phones may be made without notice and any material that is unlawful will be reported. Students and Internet users, past and present, should have no expectation of privacy in use of lockers, computers, or cell phones.

Searches of Lockers and Other Types of Searches

Student lockers, desks, computer equipment, and other such property are owned by the school. The school exercises exclusive control over school property. Students should not expect privacy regarding usage of or items placed in or on school property, including student vehicles parked on school property, because school property is subject to search at any time by school officials. Periodic, random searches of lockers, desks, computers and other such property may be conducted in the discretion of the administration.

The following rules shall apply to searches of students and of a student's personal property and to the seizure of items in a student's possession or control:

1. School officials may conduct a search if there is a reasonable basis to believe that the search will uncover evidence of a crime or a school rule violation. The search must be conducted in a reasonable manner under the circumstances.

2. Illegal items or other items reasonably determined to be a threat to the safety of others or a threat to educational purposes may be taken and kept by school officials. Any firearm or other weapon shall be confiscated and delivered to law enforcement officials as soon as practicable.
3. Items which have been or are reasonably expected to be used to disrupt or interfere with the educational process (that is, “nuisance items”) may be removed from student possession.

CHILD FIND POLICY

If patrons know of a youth in the district that might qualify, they should contact the Superintendent of Schools at 308-942-6116.

COUNSELING PROCEDURE

Students desiring an appointment with a Guidance Counselor will get a pass slip from the Counselor. The pass slip will be shown to the teacher who will excuse the student at the appointed time. Students, with pressing problems requiring immediate attention, may see a counselor at any time, with permission. The Counselor will arrange group sessions, as needed, after scheduling with any classroom teachers.

DRESS CODE

Students will be expected to wear neat, clean clothing. Any student who is sent home to change will be considered absent and unexcused.

Clothing that will not be deemed appropriate:

- A. Clothing with pictures or messages that suggest a meaning of questionable virtue will not be allowed.
- B. Tank tops will not be allowed with straps less than 2 inches. Muscle shirts will not be allowed with large openings at armpits.
- C. Short shorts, razor back tops, tear-away pants, sweat pants for 7-12th grades, Legging – unless backside is properly covered, baggy pants worn below the waist or blouses not covering midriff.
- D. Clothing, such as coats, may be searched if reasonable suspicion exists.
- E. Any student who is sent home to change will be considered absent or unexcused.
- F. The school retains the right to govern the clothing and appearance of students that could have the effect of interfering with the educational process. Policy maybe changed as needed to maintain non-interference with the educational process.
- G. Saggy pants, short blouses and shorts that when, in bending or other movement, causes the lower parts of the body and/or the upper chest area to be exposed, will be cause for a reprimand and/or Principal conference with the student, with discipline to be determined, which may be to go home and change or if repeated to be given detention. In either instance, a student will be requested the first time to conform.
- H. Headgear will not be allowed in the school building or at activities. This includes bandanas, sweatband and other forms of attire. Hair bands are allowed.

Appearance is not protected free-speech, courts have ruled. Dress may not interfere with the educational process by becoming a distraction. Dress codes will change with new styles. An updated list will be available and notice given to students prior to disciplinary action.

PUBLIC DISPLAY OF AFFECTION

Displays of affection are discouraged and students can be reported if observed being overly involved.

ASBESTOS NOTICE

Current Federal Regulations require all schools inventory asbestos containing materials (ACM) and develop a management plan to identify and control ACM in their buildings.

The presence of asbestos in a building does not necessarily endanger occupants. As long as asbestos containing material (ACM) remains in good condition and is not disrupted, exposure is unlikely. When building maintenance, repair, renovation or other activities disturb ACM, or if it is damaged, asbestos fibers are released creating a potential hazard to building occupants.

The plan for the Loup County Public Schools was submitted to the Governor of Nebraska October 12, 1988, and available for inspection (without cost) to the general public, teachers, and other school personnel. The plan will be made available within 5 working days after receiving your request. For further information contact the Superintendent of Schools office, phone 308-941-6116. The school may charge for copies of the plan.

COMPLAINT PROCEDURES

The proper procedures for a parent or student to make complaints or raise concerns about school staff or the school programs or activities are set forth below. Other procedures exist to address discrimination or harassment, the bullying or students, and to challenge disciplinary actions and such procedures should be used to address those types of concerns.

1. Complaint procedure:
 - a. Have a scheduled conference with the staff person involved in the complaint matter.
 - b. Appeal to the Principal if the matter is not resolved at Step a.
 - c. Appeal to the Superintendent if the matter is still unresolved at Step b.
 - d. Appeal to the Board of Education if the matter is still unresolved at Step c. Written appeal should be made within five (5) days of the Superintendent’s decision.

2. Conditions Applicable to All Levels of Complaint Procedure:

All information to be considered at each appeal step should be placed in writing in order to be most effective. Appeal decisions shall be expedited as quickly as possible. A decision at any level should be rendered within ten (10) calendar days, unless a legal hearing is requested or required.

COPYRIGHT AND FAIR USE

All students need to comply with all copyright laws in all assignments and activities.

Notice of Nondiscrimination:

Students, parents, employees, volunteers, school patrons, applicants for student admission or employment, sources of referral of applicants for admission and employment, professional organizations holding collective bargaining or professional agreements with the Loup County Public School, and all others who interact with Loup County Public School are hereby notified that the Loup County Public School does not discriminate on the basis of race, color, national origin, sex, age, marital status, religion, or disability in the admission, access to its facilities or programs, treatment, or employment in its programs or activities.

Section 2 Designation of Coordinator(s):

Any person having inquiries concerning this district’s compliance with anti-discrimination laws or policies or other programs should contact or notify the following person(s) who are designated as the coordinator for such laws, policies or programs. The contact address for the coordinator is: Loup County Public School, 608 Williams St., Taylor, NE 68879, (308) 942-6116.

Law, Policy or Program	Issue or Concern	Coordinator
Title VI	Discrimination or harassment based on race, color, or national origin; harassment	Superintendent
Title IX	Discrimination or harassment based on sex; gender equity	Superintendent
Section 504 of the Rehabilitation Act and the Americans with Disability Act (ADA)	Discrimination, harassment or reasonable accommodations of persons with disabilities	Superintendent
Homeless student laws	Children who are homeless	Superintendent
Safe and Drug Free Schools and Communities	Safe and drug free schools	Superintendent

Section 3 Anti-discrimination & Harassment Policy:

Elimination of Discrimination. The Loup County Public School hereby gives this statement of compliance and intent to comply with all state and federal laws prohibiting discrimination or harassment and requiring accommodations. This school district intends to take necessary measures to assure compliance with such laws against any prohibited form of discrimination or harassment or which require accommodations.

Preventing Harassment and Discrimination of Students.

Purpose: Loup County Public School is committed to offering employment and educational opportunity to its employees and students in a climate free of discrimination. Accordingly, unlawful discrimination or harassment of any kind by administrators, teachers, co-workers, students or other persons is prohibited. In addition, the Loup County Public School will try to protect employees and students from reported discrimination or harassment by non-employees or others in the work place and educational environment.

For purposes of this policy, discrimination or harassment based on a person's race, color, religion, national origin, sex, disability or age is prohibited. The following are general definitions of what might constitute prohibited harassment.

In general, ethnic or racial slurs or other verbal or physical conduct relating to a person's race, color, religion, disability or national origin constitute harassment when they unreasonably interfere with the person's work performance or create an intimidating work, instructional or educational environment.

Age harassment (40 years of age and higher) has been defined by federal regulations as a form of age discrimination. It can consist of demeaning jokes, insults or intimidation based on a person's age.

Sexual harassment is defined by federal and state regulations as a form of sex discrimination. It can consist of unwelcome sexual advances, requests for sexual favors, or physical or verbal conduct of a sexual nature by supervisors or others in the work place, classroom or educational environment.

Sexual harassment may exist when:

Submission to such conduct is either an explicit or implicit term and condition of employment or of participation and enjoyment of the school's programs and activities;

Submission to or rejection of such conduct is used or threatened as a basis for employment related decisions, such as promotion, performance, evaluation, pay adjustment, discipline, work assignment, etc., or school program or activity decisions, such as admission, credits, grades, school assignments or playing time.

The conduct has the purpose or effect of unreasonably interfering with an individual's work or educational performance or creating an intimidating, hostile, or offensive working, class room or educational environment.

Sexual harassment may include explicit sexual propositions, sexual innuendo, suggestive comments, sexually oriented "kidding" or "teasing", "practical jokes", jokes about gender-specific traits, foul or obscene language or gestures, displays of foul or obscene printed or visual material, and physical contact, such as patting, pinching or brushing against another's body.

Complaint and Grievance Procedures:

Employees or students should initially report all instances of discrimination or harassment to their immediate supervisor or classroom teacher. However, if the employee or student is uncomfortable in presenting the problem to the supervisor or teacher, or if the supervisor or teacher is the problem, the employee or student is encouraged to go to the next level of supervision. In the case of a student, the Principal would be the next or alternative person to contact.

If the employee or student's complaint is not resolved to his or her satisfaction within five (5) to ten (10) calendar days, or if the discrimination or harassment continues, or if as a student you feel you need immediate help for any reason, please report your complaint to the Superintendent of [Insert School Name]. If a satisfactory arrangement cannot be obtained through the Superintendent of Loup County Public School, the complaint may be processed to the Board of Education.

The supervisor, teacher or the Superintendent of Loup County Public School will thoroughly investigate all complaints. These situations will be treated with the utmost confidence, consistent with resolution of the problem. Based on the results of the investigation, appropriate corrective action, up to and including discharge of offending employees, and disciplinary action up to expulsion against a harassing student, may be taken. Under no circumstances will any threats or retaliation be permitted to be made against an employee or student for alleging in good faith a violation of this policy.

Section 4 Notice to Parents of Rights Afforded by Section 504 of the Rehabilitation Act of 1973:

The following is a description of the rights granted by federal law to qualifying students with disabilities. The intent of the law is to keep you fully informed concerning the decisions about your child and to inform you of your rights if you disagree with any of these decisions. You have the right to:

1. Have your child take part in, and receive benefits from, public education programs without discrimination because of his/her disability.
2. Have the school district advise you of your rights under federal law.
3. Receive notice with respect to identification, evaluation or placement of your child.

4. Have your child receive a free appropriate public education.
5. Have your child receive services and be educated in facilities which are comparable to those provided to every student.
6. Have evaluation, educational and placement decisions made based on a variety of information sources and by persons who know the student and who are knowledgeable about the evaluation data and placement options.
7. Have transportation provided to and from an alternative placement setting (if the setting is a program not operated by the district) at no greater cost to you than would be incurred if the student were placed in a program operated by the district.
8. Have your child be given an equal opportunity to participate in nonacademic and extracurricular activities offered by the district.
9. Examine all relevant records relating to decisions regarding your child's identification, evaluation and placement.
10. Request mediation or an impartial due process hearing related to decisions or actions regarding your child's identification, evaluation, educational program or placement. (You and your child may take part in the hearing. Hearing requests are to be made to the Superintendent).
11. File a local grievance.

Section 5 Notification of Rights Under FERPA:

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age ("eligible students") certain rights with respect to the student's education records. They are:

1. The right to inspect and review the student's education records within 45 days of the day the district receives a request for access. Parents or eligible students should submit to the school principal (or appropriate school official) a written request that identifies the record(s) they wish to inspect. The principal will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.
2. The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate or misleading. Parents or eligible students may ask the school district to amend a record that they believe is inaccurate or misleading. They should write the school principal, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. If the district decides not to amend the record as requested by the parent or eligible student, the district will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.
3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. One exception which permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the district as an administrator, supervisor, instructor or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the school board; a person or company with whom the district has contracted to perform a special task (such as an attorney, auditor, medical consultant or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. Upon request, the district discloses education records without consent to officials of another school district in which a student seeks or intends to enroll.
4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the district to comply with the requirements of FERPA. The name and address of the office that administers FERPA is:

Family Policy Compliance Office
 U.S. Department of Education
 400 Maryland Avenue, S.W.
 Washington, D.C. 20202-4605

NOTICE CONCERNING DIRECTORY INFORMATION

The district may disclose directory information. The types of personally identifiable information that the district has designated as directory information are as follows: student's name, address, telephone listing, electronic mail address, photograph, date of and place of birth, major fields of study, dates of attendance, grade level, enrollment status (e.g., undergraduate or graduate, full-time or part-time), participation in officially recognized activities and sports, weight and height of members of athletic teams, degrees, honors and awards received, and most recent previous educational agency or institution attended. A parent or eligible student has the right to refuse to let the district designate any or all of those types of information about the student as directory information. The period of time within which a parent or eligible student has to notify the district in writing that he or she does not want any or all of those types of information about the student designated as directory information is as follows: two weeks from the time this information is first received. The district may disclose information about former students without meeting the conditions in this section.

ADDITIONAL NOTICE CONCERNING DIRECTORY INFORMATION

The district's policy is for education records to be kept confidential except as permitted by the FERPA law, and the district does not approve any practice which involves an unauthorized disclosure of education records. In some courses student work may be displayed or made available to others. Also, some teachers may have persons other than the teacher or school staff, such as volunteers or fellow students, assist with the task of grading student work and returning graded work to students. The district does not either approve or disapprove such teaching practices, and designates such student work as directory information and as non-education records. Each parent and eligible student shall be presumed to have accepted this designation in the absence of the parent or eligible student giving notification to the district in writing in the manner set forth above pertaining to the designation of directory information. Consent will be presumed to have been given in the absence of such a notification from the parent or eligible student.

Section 6 Notice Concerning Disclosure of Student Recruiting Information:

The No Child Left Behind Act of 2001 requires Loup County Public School to provide military recruiters and institutions of higher education access to secondary school students' names, addresses, and telephone listings. Parents and secondary students have the right to request that Loup County Public School not provide this information (i.e., not provide the student's name, address, and telephone listing) to military recruiters or institutions of higher education, without their prior written parental consent. Loup County Public School will comply with any such request.

Section 7 Notice Concerning Staff Qualifications:

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

1. Whether the teacher has met State qualifications and licensing criteria for the grade levels and subject areas in which the teacher provides instruction.
2. Whether the teacher is teaching under an emergency or provisional teaching certificate.
3. The baccalaureate degree major of the teacher. You may also get information about other graduate certification or degrees held by the teacher, and the field of discipline of the certification or degree. We will also, upon request, tell parents/guardians whether their child is being provided services by a paraprofessional and, if so, the qualifications of the paraprofessional. The request for information should be made to an administrator in your child's school building. The information will be provided to you in a timely manner. Finally, Loup County Public School will give timely notice to you if your child has been assigned, or has been taught for four or more consecutive weeks by a teacher who does not meet the requirements of the Act.

Section 8 Student Privacy Protection Policy:

It is the policy of Loup County Public School to develop and implement policies which protect the privacy of students in accordance with applicable laws. The District's policies in this regard include the following:

Right of Parents to Inspect Surveys Funded or Administered by the United States Department of Education or Third Parties: Parents shall have the right to inspect, upon the parent's request, a survey created by and administered by either the United States Department of Education or a third party (a group or person other than the District) before the survey is administered or distributed by the school to the parent's child.

Protection of Student Privacy in Regard to Surveys of Matters Deemed to be Sensitive: The District will require, for any survey of students which contain one or more matters deemed to be sensitive (see section headed "Definition of Surveys of Matters Deemed to be Sensitive"), that suitable arrangements be made to protect student privacy (that is, the name or other identifying information about a particular student). For such surveys, the District will also follow the procedures set forth in the section entitled: "Notification of and Right to Opt-Out of Specific Events."

Right of Parents to Inspect Instructional Materials: Parents shall have the right to inspect, upon reasonable request, any instructional material used as part of the educational curriculum for their child. Reasonable requests for inspection of instructional materials shall be granted within a reasonable period of time after the request is received. Parents shall not have the right to access academic tests or academic assessments, as such are not within the meaning of the term "instructional materials" for purposes of this policy. The procedures for making and granting a request to inspect instructional materials are as follows: the parent shall make the request, with reasonable specificity, directly to the building principal. The building principal, within five (5) school days, shall consult with the teacher or other educator responsible for the curriculum materials. In the event the request can be accommodated, the building principal shall make the materials available for inspection or review by the parent, at such reasonable times and place as will not interfere with the educator's intended use of the materials. In the event there is a question as to the nature of the curriculum materials requested or as to whether the materials are required to be provided, the building principal shall notify the parent of such concern, and assist the parent with forming a request which can reasonably be accommodated. If the parent does not formulate such a request, and continues to desire certain curriculum materials, the parent shall be asked to make their request to the Superintendent.

Rights of Parents to be Notified of and to Opt-Out of Certain Physical Examinations or Screenings. The general policy and practice of

the District is to not administer physical examinations or screenings of students which require advance notice or parental opt-out rights under the applicable federal laws, for the reason that the physical examinations or screenings to be conducted by the District will usually fit into one of the following exceptions: (1) hearing, vision, or scoliosis screenings; (2) physical examinations or screenings that are permitted or required by an applicable State law; and (3) surveys administered to students in accordance with the Individuals with Disabilities Education Act. For physical examinations or screenings which do not fit into the applicable exceptions, the District will follow the procedures set forth in the section entitled: “Notification of and Right to Opt-Out of Specific Events.”

Protection of Student Privacy in Regard to Personal Information Collected from Students: The general policy and practice of the District is to not engage in the collection, disclosure, or use of personal information collected from students for the purpose of marketing or for selling that information. The District will make reasonable arrangements to protect student privacy to the extent possible in the event of any such collection, disclosure, or use of personal information. “Personal information” for purposes of this policy means individually identifiable information about a student including: (1) a student or parent’s first and last name, (2) home address, (3) telephone number, and (4) social security number. The term “personal information,” for purposes of this policy, does not include information collected from students for the exclusive purpose of developing, evaluating, or providing educational products or services for, or to, students or educational institutions. This exception includes the following examples: (i) college or postsecondary education recruitment, or military recruitment; (ii) book clubs, magazines, and programs providing access to low-cost literary products; (iii) curriculum and instructional materials used by elementary schools and secondary schools; (iv) tests and assessments used by elementary schools and secondary schools to provide cognitive, evaluative, diagnostic, clinical, aptitude, or achievement information about student, or to generate other statistically useful data for the purpose of securing such tests and assessments, and the subsequent analysis and public release of the aggregate data from such tests and assessments; (v) the sale by student of products or services to raise funds for school-related or education-related activities; (vi) student recognition programs.

Parental Access to Instruments used in the Collection of Personal Information: While the general practice of the District is to not engage in the collection, disclosure, or use of personal information collected from students for the purpose of marketing or for selling that information, parents shall have the right to inspect, upon reasonable request, any instrument which may be administered or distributed to a student for such purposes. Reasonable requests for inspection shall be granted within a reasonable period of time after the request is received. The procedures for making and granting such a request are as follows: the parent shall make the request, with reasonable specificity, directly to the building principal and shall identify the specific act and the school staff member or program responsible for the collection, disclosure, or use of personal information from students for the purpose of marketing that information. The building principal, within five (5) school days, shall consult with the school staff member or person responsible for the program which has been reported by the parent to be responsible for the collection, disclosure, or use of personal information from students. In the event such collection, disclosure, or use of personal information is occurring or there is a plan for such to occur, the building principal shall consult with the Superintendent for determination of whether the action shall be allowed to continue. If not, the instrument for the collection of personal information shall not be given to any students. If it is to be allowed, such instrument shall be provided to the requesting parent as soon as such instrument can be reasonably obtained.

Annual Parental Notification of Student Privacy Protection Policy: The District shall provide parents with reasonable notice of the adoption or continued use of this policy and other policies related to student privacy. Such notice shall be given to parents of students enrolled in the District at least annually, at the beginning of the school year, and within a reasonable period of time after any substantive change in such policies.

Notification to Parents of Dates of and Right to Opt-Out of Specific Events: The District shall directly notify the parents of the affected children, at least annually at the beginning of the school year, of the specific or approximate dates during the school year when any of the following activities are scheduled, or are expected to be scheduled:

The collection, disclosure, or use of personal information collected from students for the purpose of marketing or for selling that information. (Note: the general practice of the District is to not engage in the collection, disclosure, or use of personal information collected from students for the purpose of marketing or for selling that information).

Surveys of students involving one or more matters deemed to be sensitive in accordance with the law and this policy; and,

Any non-emergency, invasive physical examination or screening that is required as a condition of attendance; administered by the school and scheduled by the school in advance; and not necessary to protect the immediate health and safety of the student or of other students. (Note: the general practice of the District is to not engage in physical examinations or screenings which require advance notice, for the reason that the physical examinations or screenings to be conducted by the District will usually fit into one of the following exceptions to the advance notice requirement and parental opt-out right: (1) hearing, vision, or scoliosis screenings; (2) physical examinations or screenings that are permitted or required by an applicable State law, and (3) surveys administered to students in accordance with the Individuals with Disabilities Education Act).

Parents shall be offered an opportunity in advance to opt their child out of participation in any of the above listed activities.

In the case of a student of an appropriate age (that is, a student who has reached the age of 18, or a legally emancipated student), the notice and opt-out right shall belong to the student.

Definition of Surveys of Matters Deemed to be Sensitive: Any survey containing one or more of the following matters shall be deemed to be “sensitive” for purposes of this policy:

1. Political affiliations or beliefs of the student or the student’s parent;
2. Mental or psychological problems of the student or the student’s parent;
3. Sex behavior or attitudes;
4. Illegal, anti-social, self-incriminating or demeaning behavior;
5. Critical appraisals of other individuals with whom the student has close family relationships;
6. Legally recognized privileged or analogous relationships, such as those of lawyers, physicians, and ministers;
7. Religious practices, affiliations, or beliefs of the students or the student’s parent;
8. Income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program).

Section 9 Parental Involvement Policies:

A. General - Parental/Community Involvement in Schools:

Loup County Public School welcomes parental involvement in the education of their children. We recognize that parental involvement increases student success. It is Loup County Public School policy to foster and facilitate, to the extent appropriate and in their primary language, parental information about, and involvement in, the education of their children. Policies and regulations are established to protect the emotional, physical and social well-being of all students.

1. Parental involvement is a part of the ongoing and timely planning, review and improvement of district and building programs.
2. Parents are encouraged to support the implementation of district policies and regulations.
3. Parents are encouraged to monitor their student’s progress by reviewing quarterly report cards and attending parent-teacher conferences.
4. Textbooks, tests and other curriculum materials used in the district are available for review by parents upon request.
5. Parents are provided access to records of students according to law and school policy.
6. Parents are encouraged to attend courses, assemblies, counseling sessions and other instructional activities with prior approval of the proper teacher or counselor and administrator. Parents’ continued attendance at such activities will be based on the students’ wellbeing.
7. Testing occurs in this school district as determined to be appropriate by district staff to assure proper measurement of educational progress and achievement.
8. Parents submitting written requests to have their student excused from testing, classroom instruction and other school experiences will be granted that request when possible and educationally appropriate. Requests should be submitted to the proper teacher or administrator within a reasonable time prior to the testing, classroom instruction or other school experience and should be accompanied by a written explanation for the request. A plan for an acceptable alternative shall be approved by the proper teacher and administrator prior to, or as a part of, the granting of any parent request.
9. Participation in surveys of students occurs in this district when determined appropriate by district staff for educational purposes. Parents will be notified prior to the administration of surveys in accordance with district policy. Timely written parental requests to remove students from such surveys will be granted in accordance with district policy and law. In some cases, parental permission must be given before the survey is administered.
10. Parents are invited to express their concerns, share their ideas and advocate for their children’s education with board members, administrators and staff.
11. School district staff and parents will participate in an annual evaluation and revision, if needed, of the content and effectiveness of the parental involvement policy.

B. Title I Parental Involvement Policy:

This Title I Parental Involvement Policy is established in compliance with the No Child Left Behind Act of 2001. Loup County Public School has a parental involvement policy applicable to parents of all children. The parental involvement policy applicable to parents of all children is not replaced by this Title I Parental Involvement Policy and shall continue to be applicable to all parents, including parents participating in Title I programs.

It is the policy of Loup County Public School to implement programs, activities, and procedures for the involvement of parents in Title I programs consistent with the Title I laws. Such programs, activities, and procedures shall be planned and implemented with meaningful consultation with parents of participating children.

Expectations for Parental Involvement: It is the expectation of Loup County Public School that parents of participating children will

have opportunities available for parental involvement in the programs, activities, and procedures of the District's Title I program. The term "parental involvement" means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring—(A) that parents play an integral role in assisting their child's learning; (B) that parents are encouraged to be actively involved in their child's education at school; (C) that parents are full partners in their child's education and are included, as appropriate, in decision making and on advisory committees to assist in the education of their child; and (D) the carrying out of other activities, such as those described in this parental involvement policy. The District intends to meet this expectation through the following activities:

1. Involving parents in the joint development of the District's Title I plan and the processes of school review and school improvement.
2. Providing coordination, technical assistance, and other support necessary to assist participating schools in planning and implementing effective parental involvement activities to improve student academic achievement and school performance.
3. Building the schools' and parents' capacity for strong parental involvement.
4. Coordinating and integrating parental involvement strategies under Title I with parental involvement strategies under other programs.
5. Conducting, with the involvement of parents, an annual evaluation of the content and effectiveness of the parental involvement policy in improving the academic quality of the schools served under the Title I program, including identifying barriers to greater participation by parents in Title I programs, with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background, and use the findings of such evaluation to design strategies for more effective parental involvement, and to revise, if necessary, the parental involvement policies of the District.
6. Involving parents in the activities of the schools served under Title I.

Policy Involvement: Each school served under the Title I program shall:

1. Convene an annual meeting, at a convenient time, to which all parents of participating children shall be invited and encouraged to attend, to inform parents of their school's participation under the Title I program and to explain the requirements of the Title I program.
2. Offer a flexible number of meetings, such as meetings in the morning or evening. If sufficient funds are provided for this purpose, the District may assist parental involvement in such meetings by offering transportation, child care, or home visits.
3. Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of Title I programs.
4. Provide parents of participating children: (1) timely information about programs under Title I, (2) a description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet; and (3) if requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practicably possible.
5. If the District operates a school wide program under Title I and such plan is not satisfactory to the parents of participating children, submit any parental comments on the plan when the school makes the plan available to the District.

Shared Responsibilities for High Student Academic Achievement: As a component of the District's parental involvement policy, each school served under the Title I program shall jointly develop with parents for all children served under the Title I program a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve the State's high standards. Such compact shall: (1) describe the school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the children served under Title I to meet the State's student academic achievement standards and the ways in which each parent will be responsible for supporting their children's learning, such as monitoring attendance, homework completion, and television watching; volunteering in their child's classroom; and participating, as appropriate, in decisions relating to the education of their children and positive use of extracurricular time; and (2) address the importance of communication between teachers and parents on an ongoing basis through, at a minimum: (i) parent-teacher conferences in elementary schools, at least annually, during which the compact shall be discussed as the compact relates to the individual child's achievement; (ii) frequent reports to parents on their children's progress; and (iii) reasonable access to staff, opportunities to volunteer and participate in their child's class, and observation of classroom activities.

Building Capacity for Involvement: To ensure effective involvement of parents and to support a partnership among the District, parents, and the community to improve student academic achievement, each school participating in the Title I program and the District: (1) shall provide assistance to participating parents, as appropriate, in understanding such topics as the State's academic content standards and State student academic achievement standards, State and local academic assessments, the requirements of Title I

and how to monitor a child's progress and work with educators to improve the achievement of their children; (2) shall provide materials and training to help parents work with their children to improve their children's achievement, such as literacy training and using technology, as appropriate, to foster parental involvement; (3) shall educate teachers, student service personnel, principals, and other staff, with the assistance of parents, in the value and utility of contributions of parents, and in how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs, and build ties between parents and the school; (4) shall, to the extent feasible and appropriate, coordinate and integrate parent involvement programs and activities with Head Start, Reading First, Early Reading First, Even Start, the Home Instruction Programs for Preschool Youngsters, the Parents as Teacher Program, and public preschool and other programs, and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children; (5) shall ensure that information related to school and parent programs, meetings, and other activities is sent to the parents of participating children in a format, and to the extent practicable, in a language the parents can understand; (6) may involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of such training; (7) may provide necessary literacy training from funds received under Title I if the District has exhausted all other reasonably available sources of funding for such training; (8) may pay reasonable and necessary expenses associated with parental involvement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions; (9) may train parents to enhance the involvement of other parents; (10) may arrange school meetings at a variety of times, or conduct in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend such conferences at school, in order to maximize parental involvement and participation; (11) may adopt and implement model approaches to improving parental involvement; (12) may establish a district-wide parent advisory council to provide advice on all matters related to parental involvement in programs supported under Title I; (13) may develop appropriate roles for community-based organizations and businesses in parent involvement activities; and (14) shall provide such other reasonable support for parental involvement activities under Title I as parents may request.

Accessibility: In carrying out the parental involvement activities for this Title I Parental Involvement policy, the District shall provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including providing information and school reports required under Title I in a format and, to the extent practicable, in a language such parents understand.

Use, Distribution, and Updating of this Policy: This Title I Parental Involvement Policy shall be incorporated into the District's Title I plan, shall be distributed to parents of participating children, shall be made available to the local community, and shall be updated periodically to meet the changing needs of the parents and the school.

Section 10 Homeless Students Policy:

Homeless children for purposes of this Policy generally include children who lack a fixed, regular, and adequate nighttime residence, as further defined by applicable federal and state law.

No Stigmatization or Segregation of Homeless Students: It is the District's policy and practice to ensure that homeless children are not stigmatized or segregated by the District on the basis of their status as homeless.

Homeless Coordinator: The Superintendent shall serve as the District's designated Homeless Coordinator. The Homeless Coordinator shall serve as the school liaison for homeless children and youth and shall ensure that: (1) homeless children are identified by school personnel; (2) homeless children enroll in, and have a full and equal opportunity to succeed in, school; (3) homeless children and their families receive educational service for why they are eligible and referrals to health, dental, and mental health services and other appropriate services; (4) the parents or guardians of homeless children are informed of the educational and related opportunities available to their children and provided with meaningful opportunities to participate in the education of their children; (5) public notice of the educational rights of homeless children is disseminated where such children receive services under the federal homeless children laws, such as schools, family shelters, and soup kitchens; (6) enrollment disputes are mediated in accordance with law; and (7) the parents or guardians of homeless children, and any unaccompanied youth, are fully informed of transportation services available under law. The Homeless Coordinator shall coordinate with State coordinators and community and school personnel responsible for the provisions of education and related services to homeless children. The Homeless Coordinator may designate duties hereunder as the Homeless Coordinator determines to be appropriate.

Enrollment of and Services to Homeless Children: A homeless child shall be enrolled in compliance with law and be provided services comparable to services offered to other students in the school in which the homeless child has been placed. Placement of a homeless child is determined based on the child's "school of origin" and the "best interests" of the child. The "school of origin" means the school that the child attended when permanently housed or the school in which the child was last enrolled. Placement decisions shall be made according to the District's determination of the child's best interests, and shall be at either: (1) the child's school of origin for the duration of the child's homelessness (or, if the child becomes permanently housed during the school year, for the remainder of that school year) or (2) the school of the attendance area where the child is actually living. To the extent feasible, the placement shall be in the school of origin, except when such is contrary to the wishes of the homeless child's parent or legal guardian. If the placement is not in the school of origin or a school requested by the homeless child's parent or legal guardian, the District shall provide a written explanation of the placement decision and a statement of appeal rights to the parent or guardian. If the

homeless child is an unaccompanied youth, the Homeless Coordinator shall assist in the placement decision, consider the views of the unaccompanied youth, and provide the unaccompanied youth with notice of the right to appeal. In the event of an enrollment dispute, the placement shall be at the school in which enrollment is sought, pending resolution of the dispute in accordance with the dispute resolution process. The homeless child shall be immediately enrolled in the school in which the District has determined to place the child, even if the child is unable to produce records normally required for enrollment, such as previous academic records, medical records, proof of residency, or other documentation. The District shall immediately contact the school last attended by the homeless child to obtain relevant academic and other records. If the homeless child needs to obtain immunizations or medical records, the District shall immediately refer the parent or guardian of the homeless child to the Homeless Coordinator, who shall assist in obtaining necessary immunizations or medical records. The District may nonetheless require the parent or guardian of the homeless child to submit contact information.

Transportation will be provided to homeless students, to the extent required by law and comparable to that provided to students who are not homeless, upon request of the parent or guardian of the homeless child, or by the Homeless Coordinator in the case of an unaccompanied youth, as follows: (1) if the homeless child's school of origin is in the Loup County Public School, and the homeless child continues to live in the Loup County Public School, transportation to and from the school or origin shall be provided by the Loup County Public School; and (2) if the homeless child lives in a school other than the Loup County Public School, but continues to attend the Loup County Public School based on it being the school of origin, the new school and the Loup County Public School shall agree upon a method to apportion the responsibility and costs for providing the child with transportation to and from the school of origin and, if they are unable to agree, the responsibility and cost for transportation shall be shared equally.

Section 11. Breakfast and Lunch Programs:

The Loup County Public School has agreed to participate in the National School Lunch Program and accepts responsibility for providing free and reduced price meals to eligible children in the schools under its jurisdiction. The school food authority assures the State Department of Education that the school system will uniformly implement the following policy to determine children's eligibility for free and reduced price meals in all National School Lunch Programs. In fulfilling its responsibilities the school food authority:

1. Agrees to serve meals free to children from families whose income meets eligibility guidelines.
2. Agrees to serve meals at a reduced price to children from families whose income falls between free meal scale and the poverty guidelines.
3. Agrees to provide these benefits to any child whose family's income falls within the criteria in Attachment A after deductions are made for the following special hardship conditions which could not reasonably be anticipated or controlled by the household: Unusually high medical expenses; shelter costs in excess of 30 percent of reported income; special education expenses due to the mental or physical condition of a child; disaster or casualty losses.
4. In addition, agrees to provide these benefits to children from families who are experiencing strikes, layoffs and unemployment which cause the family income to fall within the criteria set forth in federal guidelines.
5. Agrees there will be no physical segregation of, nor any other discrimination against, any child because of his inability to pay the full price of the meal. The names of the children eligible to receive free and reduced price meals shall not be published, posted or announced in any manner and there shall be no overt identification of any such children by use of special tokens or tickets or any other means. Further assurance is given that children eligible for free or reduced price meals shall not be required to: Work for their meals; use a separate lunch room; go through a separate serving line; enter the lunchroom through a separate entrance; eat meals at a different time; or eat a meal different from the one sold to children paying the full price.
6. Agrees in the operation of child nutrition programs, no child shall be discriminated against because of race, sex, color, or national origin.
7. Agrees to establish and use a fair hearing procedure for parental appeals to the school's decisions on applications and for school officials' challenges to the correctness of information contained in an application or to be continued eligibility of any child for free or reduced price meals. During the appeal and hearing the child will continue to receive free or reduced priced meals. A record of all such appeals and challenges and their dispositions shall be retained for three (3) years. Prior to initiating the hearing procedures, the parent or local school official may request a conference to provide an opportunity for the parent and school official to discuss the situation, present information, and obtain an explanation of data submitted in the application and decisions rendered. Such a conference shall not in any way prejudice or diminish the right to a fair hearing. The hearing procedure shall provide the following:

A publicly-announced, simple method for making an oral or written request for a hearing.

An opportunity to be assisted or represented by an attorney or other person.

An opportunity to examine, prior to and during the hearing, the documents and records presented to support the decision under appeal.

Reasonable promptness and convenience in scheduling a hearing and adequate notice as to the time and place of the

hearing.

An opportunity to present oral or documentary evidence and arguments supporting a position without undue interference.

An opportunity to question or refute any testimony or other evidence and to confront and cross-examine any adverse witnesses.

The hearing be conducted and the decision made by a hearing official who did not participate in the decision under appeal or in any previous conference.

The parties concerned and any designated representative thereof be notified in writing of the decision of the hearing official.

8. Agrees to designate the Superintendent to review applications and make determinations of eligibility. This official will use the criteria outlined in this policy to determine which individual children are eligible for free or reduced price meals.
9. Agrees to develop and send to each child's parent or guardian a letter as outlined by State Department of Education including an application form for free or reduced price meals at the beginning of each school year. Applications may be filed at any time during the year. All children from a family will receive the same benefits.

The following attachments will be available in the office of the Superintendent:

- Eligibility criteria for free and reduced meals
- Parent letter and application
- Public release
- Collection procedure

**LOUP COUNTY PUBLIC SCHOOL
2019-20
School Calendar**

August 12	Teacher In-service	Monday
August 13	Teacher Work Day	Tuesday
August 14	First Day of School-1:30 dismissal	Wednesday
September 2	No School-Labor Day	Monday
September 18	2:00 Dismissal – Teacher In-service	Wednesday
October 2	No School – Inservice 8:00-12:00 and P/T Conf. 2:30-6:30	Wednesday
October 15	End of First Quarter-43 days	Tuesday
November 1	No School – Fall Break	Friday
November 13	2:00 Dismissal - Teacher In-Service	Wednesday
November 27	2:00 Dismissal	Wednesday
November 28 & 29	No School-Thanksgiving Break	Thurs/Fri
December 13	**No Elementary School – Work/Inservice Day	Friday
December 20	End of 2 nd Quarter - 45 days	Friday
December 21-Jan 2	No School-Christmas Break	
January 3	No School – teacher Work Day	Friday
January 6	School Resumes	Monday
January 15	2:00 Dismissal - Teacher In-Service	Wednesday
February 5	No School – Inservice 8-12 and P/T Conferences 2:30-6:30	Wednesday
February 15	No School – Winter Break	Friday
March 10	End of 3 rd Quarter (45 days)	Tuesday
March 13	No School - Spring Break	Friday
April 10	No School – Easter Break	Friday
April 13	No School – Easter Break	Monday
April 22	2:00 Dismissal – Inservice	Wednesday
May 1	**No Elementary School – Work/Inservice Day	Friday
May 9	Graduation – 1:00	Saturday
May 15	11:30 Dismissal-End of 4 th Quarter - 45 Days	Friday
May 18	Teacher Work Day	Monday
May 19	Teacher Work Day	Tuesday

LOUP COUNTY PUBLIC SCHOOL 2019-20 STUDY HALL SCHEDULE

1st Semester		2nd Semester	
<u>Day</u>	<u>Period</u>	<u>Day</u>	<u>Period</u>
Tuesday, Aug. 20	1 st	Tuesday, Jan. 7	4 th
Thursday, Aug. 22	2 nd	Thursday, Jan. 9	5 th
Tuesday, Aug. 27	3 th	Tuesday, Jan. 14	6 th
Thursday, Aug. 29	4 th	Thursday, Jan. 16	7 th
Tuesday, Sept. 3	5 th	Tuesday, Jan. 21	8 th
Thursday, Sept. 5	6 th	Thursday, Jan. 23	1 st
Tuesday, Sept. 10	7 th	Tuesday, Jan. 28	2 nd
Thursday, Sept. 12	8 th	Thursday, Jan. 30	3 rd
Tuesday, Sept. 17	1 st	Tuesday, Feb. 4	4 th
Thursday, Sept. 19	2 nd	Thursday, Feb. 6	5 th
Tuesday, Sept. 24	3 rd	Tuesday, Feb. 11	6 th
Thursday, Sept. 26	4 th	Thursday, Feb. 13	7 th
Tuesday, Oct. 1	5 th	Tuesday, Feb. 18	8 th
Thursday, Oct. 3	6 th	Thursday, Feb. 20	1 st
Tuesday, Oct. 8	7 th	Tuesday, Feb. 25	2 nd
Thursday, Oct. 10	8 th	Thursday, Feb. 27	3 rd
Tuesday, Oct. 15	1 st	Tuesday, Mar. 3	4 th
Thursday, Oct. 17	2 nd	Thursday, Mar. 5	5 th
Tuesday, Oct. 22	3 rd	Tuesday, Mar. 10	6 th
Thursday, Oct. 24	4 th	Thursday, Mar. 12	7 th
Tuesday, Oct. 29	5 th	Tuesday, Mar. 17	8 th
Thursday, Oct. 31	6 th	Thursday, Mar. 19	1 st
Tuesday, Nov. 5	7 th	Tuesday, Mar. 24	2 nd
Thursday, Nov. 7	8 th	Thursday, Mar. 26	3 rd
Tuesday, Nov. 12	1 st	Tuesday, Mar. 31	4 th
Thursday, Nov. 14	2 nd	Thursday, Apr. 2	5 th
Tuesday, Nov. 19	3 rd	Tuesday, Apr. 7	6 th
Thursday, Nov. 21	4 th	Thursday, Apr. 9	7 th
Tuesday, Nov. 26	5 th	Tuesday, Apr. 14	8 th
Tuesday, Dec. 3	6 th	Thursday, Apr. 16	1 st
Thursday, Dec. 5	7 th	Tuesday, Apr. 21	2 nd
Tuesday, Dec. 10	8 th	Thursday, Apr. 23	3 rd
Thursday, Dec. 12	1 st	Tuesday, Apr. 28	4 th
Tuesday, Dec. 17	2 nd	Thursday, Apr. 30	5 th
Thursday, Dec. 19	3 rd	Tuesday, May 5	6 th
		Thursday, May 7	7 th
		Tuesday, May 12	8 th
		Thursday, May 14	1 st

**LOUP COUNTY PUBLIC SCHOOL
BELL SCHEDULE**

REGULAR SCHEDULE

1st	8:00 - 8:50
2nd	8:52 - 9:42
3rd	9:44 - 10:34
4th	10:36 - 11:26
5th	11:28 - 12:33
LUNCH	
6th	1:03 - 1:53
7th	1:55 - 2:45
8th	2:47 - 3:37

1:30 OUT

1 st	8:00-8:39
2 nd	8:39-9:17
3 rd	9:17-9:55
4 th	9:55-10:33
5 th	10:33-11:11
6 th	11:11-11:49
7 th	11:49-12:27
LUNCH	
8 th	12:57-1:30

FRIDAY SCHEDULE

1st	8:00 - 8:41
2nd	8:43 - 9:24
3rd	9:26 - 10:07
4th	10:09 - 10:50
6th	10:52 - 11:33
5th	11:35 - 12:40
LUNCH	
7th	1:10 - 1:51
8th	1:53 - 2:33

10:00 START

1st	10:00 - 10:40
2nd	10:40 - 11:18
3rd	11:18 - 11:56
4th	11:56 - 12:34
LUNCH	
5th	1:04 - 1:42
6th	1:42 - 2:20
7th	2:20 - 2:58
8th	2:58 - 3:37

2:00 OUT

1st	8:00 - 8:38
2nd	8:38 - 9:16
3rd	9:16 - 9:54
4th	9:54 - 10:32
6th	10:32 - 11:10
5th	11:10 - 12:15
LUNCH	
7th	12:45 - 1:22
8th	1:22 - 2:00

K-6
Guidelines

SECTION TWO: GRADES K-6 GUIDELINES
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ATTENDANCE AT ATHLETIC EVENTS

We are pleased to have elementary students as fans at athletic events. Students are expected to remain seated during game action. Concessions and water breaks should occur between games, sets, or at half time of events held in the gym. Parents, please discuss appropriate behavior with your child for attendance at athletic events, both home and away.

DISCIPLINE

Classroom conduct rules have been included in the handbook in order to provide a safe and orderly learning environment. School and class rules and expected behavior will be explained to the students. Good discipline is maintained by recognizing and praising good behavior and taking corrective action when a child has a behavior problem. Teachers make every effort to communicate with the home so that the school and home may work together in a cooperative and supportive manner.

Generally, behavior problems are to be handled in the following way:

1. The first time a child misbehaves or breaks a school rule, the teacher talks to the students about his/her behavior and reviews the classroom rules with the student(s). A copy of these rules will be posted in each classroom. The staff will develop a school-wide discipline policy stating behavior expected from students on the playground, lunchroom, or has any activity outside of the classroom which will be shared with students.
2. Students with severe discipline concerns or harming of other student will be sent to the Principal to discuss the situation. Parents will be contacted. Consequences may include detention, loss of privileges, or an alternative learning location.
3. Repeated students misbehavior will be handled by the classroom teacher and the parents will be contacted. A meeting with the teacher, student, parents, and principal may be called when deemed necessary.

GENERAL GUIDELINES

The following is a partial list of general guidelines that will be followed by grades K-6:

1. School begins at 8:00 AM and ends at 3:37 PM. Children should not be at school before 7:45 AM for breakfast. Teachers are available for conferences after school until 4:00 PM, unless other arrangements have been made with the teacher.
2. Students are to leave pets, toy guns, knives, and electronics at home. Specific permission from the teacher is needed if these items are to be brought to school.
3. Students should feel that it is their responsibility to help keep the halls, floors, furniture and restrooms clean. Special attention should be made on muddy days to clean shoes or overshoes off outside so as not to track mud into the building.
4. Time will be spent discussing good citizenship among members of each class and teachers will encourage students to respect others and their property.
5. Students leaving school or coming back to school during the school day need to receive approval from the classroom teacher with a parent permission note and must sign-out and sign-in at the main office.
6. Lunch money will be handled by the school office.

PLAYGROUND RULES

The following is a list of rules to be followed while on the playground:

1. Students must play on the designated play area so that they are in sight of the supervising teacher(s) at all times.
2. No profane language, fighting, or rough play is permitted.
3. On the slide, only one (1) student at a time descends in an upright, feet first position.

4. Students are to be seated at all times on the swings. Only one (1) student at a time per seat is allowed.
5. Standing on the merry-go-round is permissible. Students are not to jump off or drag their feet or arms while in motion.
6. No throwing or kicking of sand or rocks.
7. Jump ropes are to be used for that purpose only.
8. Students must ask permission to enter the building during recess.
9. No throwing of snow or ice.
10. Students must treat the supervisor in a respectful manner.
11. Students must line up outside the building or in the gym by grade and pass quietly into the building to their classroom.
12. Before students enter the building at the end of recess, all playground equipment must be returned to its proper place.
13. Generally, students will go outside for recess. The playground supervisor determines if the weather is acceptable for outside play.
14. All students will participate in recess. They will only be excused by written permission from the parent/guardian or at the discretion of the classroom teacher or supervisor.
15. Boots or covered shoes will be necessary for rainy or snowy days. Children not wearing boots, etc., will be required to stay on the cement.

REPORT CARDS

Report cards will be sent home at the end of each quarter of school. Report cards provide information concerning your child's areas of strengths and weaknesses in the basic subject areas. The cards also summarize your child's attendance record and provide information related to citizenship and social growth.

The grading system for students in grades K-6 is as follows:

Kindergarten - 1st Grade	Adv - 4 - Advanced Prof - 3 - Proficient Prg - 2 - Progressing Beg - 1 - Beginning S - Satisfactory I - Improving N - Needs Improving
2 nd -6 th Grades	A = 94-100% B = 86-93% C = 78-85% D = 70-77% F = 69% and below

SAFETY RULES

The following is a partial list of safety rules that will be followed by grades K-6:

1. If your child walks to and from school, discuss and go over the route they will use each day.
2. Direct your child to cross the streets only at the crosswalks.
3. Ask your children to walk on sidewalks whenever possible and to walk facing traffic where there are no sidewalks.

4. Instruct children never to accept rides from strangers. Tell your children not to talk to strangers, or permit strangers to visit with them. Do not permit them to accept gifts from strangers.
5. Ask your children to go directly home after school and not to wait around for other children.
6. Throwing snowballs is prohibited on school grounds.
7. Bicycles are to be placed in the bicycle racks. Students are not to ride their bicycles on the school lawns at any time and must use the cross walks.

SCHOOL RULES

Classroom rules will be established by each classroom teacher and communicated during open house. Feel free to ask your child's teacher if you have questions about the rules and expectations.

Rules relating to playground, hallways, lunch room, restroom, etc. will be discussed with the students by the classroom teachers.

STUDENT RETENTION

Retention of a student is a last resort practice. When retention of a student is being considered, parents/guardians will be contacted by the Principal during the 2nd semester of the school year. Every effort will be made to remedy any academic difficulties so that retention is not necessary.

7-12
Guidelines

SECTION THREE: GRADES 7-12 GUIDELINES
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ACADEMIC DETENTION

Teachers or the administration may require students who are having difficulty in his/her class(es) to stay after school or come in early for additional help at any time.

CLASS REGISTRATION

Questions concerning class registration for the semester should be discussed with the counselor and Principal. Students will not be allowed to change classes after the fourth day of the semester, except under extreme circumstances.

In order to be considered a full-time student, a student must be enrolled in seven (7) or more classes at Loup County Public School. Only full-time students will be allowed to participate in school sponsored activities. Exceptions may be granted to second semester seniors to allow participation in the "work-release" program.

Senior students are encouraged to enroll in at least one (1) or two (2) classes more than are needed to meet the graduation requirements. This will provide a cushion in case a failing grade is received the last semester of high school.

DETENTION

Teachers may require students to remain after school for disciplinary purposes, to make up work, or to give them additional help on individual assignments.

In disciplinary situations, teachers may report a student to the Principal requesting detention time. The student will then receive detention(s) from the Principal and will be expected to serve the detention(s) on the first day(s) following the offense. Only the Principal can reschedule the date for detention once it has been established. Rescheduling of detention time will be considered only upon parent/guardian request. Detention after school supersedes all athletics and activities in which the student(s) participates. Failure to make up detention on time will result in: 1) additional detention being assigned for each occurrence. Accumulation of 4 or more detentions without any being served will result in a conference being scheduled with the student's parent/guardian and the student serving an in-school suspension. Detentions will be 30 minutes in length.

NINTH PERIOD

Any student reported on the weekly eligible list as failing one or more classes will be required to meet with the teacher of the class(es) for additional one-on-one instruction. These sessions will take place either after school or before school. Communication between the student and the teacher(s) is paramount in setting up the 9th period times. If the student is failing more than one class, the student will need to communicate with the teachers involved to arrange 9th period times with each of them.

If the student raises their grade to that of a passing grade prior to the eligibility list coming out, the teacher may write a note stating such and present it to the principal. The student would then be excused from attending 9th period for the duration of that eligibility cycle.

GRADING AND REPORTING

The grading system used for reporting grades to parents/guardians is as follows:

A = 94 – 100%	Superior
B = 86 – 93%	Above Average
C = 78 – 85%	Average
D = 70 – 77%	Below Average
F = 69% and below	Unsatisfactory
I = Incomplete	Assignment(s) have not been completed by the end of the grading period. (Or two week time limit)
P = Pass	Credit is given toward graduation, but not figured in the student's cumulative average.

Late Papers: 1 day late = 75% of grade, 2 days late = 50% of grade, 3 days late = 0% - they must still turn in a paper. Cheating of any nature will not be tolerated.

GRADUATION REQUIREMENTS

Although the counselor will assist the student in course selection, it is the responsibility of the student to select and successfully complete those courses necessary for graduation. The student should be aware of current graduation requirements and their present status toward those requirements. Students wishing to graduate from LCPS must attend an accredited high school or private school recognized by the Nebraska Department of Education for a minimum of 8 semesters.

A minimum of two hundred twenty (220) credit hours shall have been completed in order to graduate from Loup County Public School. The following is a list of the graduation requirements.

LANGUAGE ARTS REQUIREMENTS

Successful completion of ten (10) semesters, 50 credit hours, are required. The required courses are:

English 9	English 12
English 10	Speech
English 11	

MATH REQUIREMENTS

Successful completion of six (6) semesters, 30 credit hours, are required. The required courses are:

Algebra I or Applied Math and Algebra 110
Algebra II or Standards Math

SOCIAL STUDIES REQUIREMENTS

Successful completion of six (6) semesters, 30 credit hours, are required. The required courses are:

Social Studies 9 (10 crts)	American History (10 crts)
American Government (5 crts)	

SCIENCE REQUIREMENTS

Successful completion of Six (6) semesters, 30 credit hours, are required.

PHYSICAL EDUCATION REQUIREMENTS

Successful completion of four (4) semesters, 20 credit hours, are required.

FINE ARTS REQUIREMENTS

Successful completion of two (2) semesters, 10 credit hours, are required.

BUSINESS EDUCATION REQUIREMENTS

Successful completion of two (2) semesters, 10 credit hours are required. The required courses are:

Information Technology Application I & II

PRACTICAL ARTS REQUIREMENTS

Successful completion of one (1) semester, 5 credit hours, are required. The required courses are:

Adult Living

Eligibility for graduation is based on the satisfactory completion of these requirements. Exceptions to these requirements may be made by the Board of Education upon the recommendation of the Superintendent.

HONOR ROLL

Students receiving a cumulative grade point average of 90% or above shall be placed on the Honor Roll. The Honor Roll shall be posted each nine (9) weeks. A student receiving a failing grade is not eligible for the Honor Roll. A student receiving a cumulative grade point average of 95% or above shall be placed on the High Honor Roll.

HONOR SOCIETY

Students may not apply for membership in the National Honor Society. Membership is granted only to those students selected by the faculty council.

Selection Standards for Membership:

1. Conduct – Members must score above average in conduct
2. Service – Members must show leadership roles and service to school and community.
3. Character – Members must be free of activities contrary to standards of school and community.
4. Scholarship – Members must have a combined grade point average of 92.5 or above with participation in four school/activities or a 94 combined GPA.
5. Dismissal – Members refusing or failing to maintain all of the above criteria will be reviewed for possible discipline or dismissal by the Honor Society Council of teachers and administrators.

If there exists a grievance, it must be given in writing to the principal and it should request a hearing by the Honor Society Council, administration, and the School Board.

LB 425

The Nebraska Legislature has passed a bill that may impact on females between the ages of 14 and 18. If you get pregnant, you will not be able to get an abortion without having your parents/guardians notified. In the event that you do not wish to have your parents/guardians notified, you may appear before a judge and explain why you do not feel your parents/guardians should be notified. If you need further information about this law, contact the counselor.

LOCKERS

Students will be assigned a locker in which to keep their books, coats, and other belongings. Students are encouraged to utilize locks for lockers and are to report any vandalism or theft to the school personnel immediately. Failure to not use a lock, or to use a lock improperly, resulting in the loss of valuables, equipment, or materials shall be the responsibility of the student. If a student elects to use a lock, a key or the combination must be given to the Principal.

The lockers are the property of the Loup County Public School and are loaned to the students for their temporary use. Students are responsible for the care and cleanliness of their locker. If deemed necessary, the locker may be searched by school authorities.

No food or drink shall be kept in student lockers. Detention will be assigned for non-compliance with this rule.

MID-TERM REPORTS

Mid-term reports for all students will be sent out to parents/guardians approximately four and a half weeks into, or midway through, each quarter. These reports will indicate the student's progress in each class. The grade average that is listed will be the cumulative grade average for that quarter.

Notices may be sent out by a teacher to parents/guardians at any point during the school year if the student is having difficulty with a class or is doing exceptional work.

PASS OR TRANSFER

Anytime a student leaves a classroom or assigned area after the tardy bell has rung, the student will need a pass from the teacher indicating permission to leave the classroom or area. Students outside of any classrooms may be asked for their pass at any time by school personnel.

A student requesting permission to leave the building during the day for a doctor, dentist, or other appointment, and must leave the school, needs to bring a note from their parent/guardian stating the reason and time needed to leave school. Students should get this pass from the office prior to classes starting in the morning. When it is time to leave the school, the student will need to have the teacher sign the pass issued that morning and sign out in the office. Upon arriving back at school, the student will sign in at the office, and then be issued a pass to be admitted back to class.

STUDENT COUNCIL

The Student Council is the voice of the student body. The Student Council has the responsibility to bring any suggestions or concerns the student body has to the administration. Members of the Student Council are to contact their sponsor in order to schedule meetings.

Individual or personal concerns of students may be brought to the administration at any time.

STUDENT VEHICLES

Students driving to and from school are expected to observe all traffic laws and regulations. Because of the closed campus policy, no students will be allowed to drive their vehicles during the noon hour unless it has been approved by the Principal.

All vehicles driven by students to school are to be parked in the parking lot south of the school unless directed by the administration to park elsewhere. Student vehicles shall be parked in an orderly fashion facing either north or south. Any student observed driving inappropriately on school property will lose their driving privilege.

TARDINESS

Tardiness to school (after 8:00 AM bell) or to any class during the instructional school day or extensions thereof, are strongly discouraged, but will be excused if a legitimate reason exists for the tardiness. Tardiness is defined as not being in an assigned room when the starting bell for any given class period's sounds. If a legitimate reason exists, the tardy will be considered excused; all other tardies will be unexcused.

If a student is detained by a teacher and therefore tardy to his/her next class, the student will need to bring a pass from the teacher who detained him/her to the teacher of the next class. However, if the tardiness was due to loitering in the hall or if the teacher does not feel that he/she detained the student, then a tardy will be given by the teacher of the next class.

A student who is tardy to school must first report to the office for a tardy slip for entry into class. Students who are tardy will be given a tardy mark on the daily attendance record. When a student has four (4) unexcused tardies, whether to school in the morning or between class periods, the student and parent/guardian will be notified by the office. The fifth and each subsequent tardy will result in disciplinary action.

TEXTBOOKS

The textbooks used for all classes are made available by Loup County Public School. The students are advised to keep their textbooks with them or in their lockers at all times. It is recommended that the textbooks be covered to help prevent any damage from occurring. All textbooks must be returned at the close of each school year for inspection by the teacher. An appropriate fine will be assessed for damage, excessive wear, or loss of the textbook. Fine amounts will be prorated for age of textbook and paid to the office.

INTERNET USAGE

User access will be prohibited and revoked to any person who uses the Internet for activities such as, but not limited to, receiving or inputting pornographic materials, promoting violence, engaging in racial, gender, or other slurs, receiving or transmitting information pertaining to dangerous instrumentalities such as bombs, automatic weapons, or other illicit firearms, weaponry, or explosive devices, for engaging in uses of a defamatory nature, for personal attacks on or "flaming" of another, or engaging in non-educative or non-curricular related conversations or recreational nature not related to the educative propose or the curriculum of this district.

A student found guilty of not following this policy shall be banned from use of the Internet for a period of one month. A letter shall be sent to his/her parent or guardian advising them of the failure of the student to follow the policy. A second offense shall result in the student losing the privilege of accessing the Internet for the remainder of the school year.

Additionally, to the extent that it can be reasonably determined by the administration what fees if any have been incurred by a person for non-authorized purposes, it shall be the policy of this district to seek reimbursement and full restitution from the student or his/her parent or guardian for use of the Internet in a manner inconsistent with this policy.

CLASS AND ORGANIZATION MEETINGS

No Class or organizational meetings will be held without the sponsor being present. This includes all practices for any group that is school related. Class secretaries are to keep an accurate record of all such meetings. Treasurers will keep an accurate record of all receipts and expenditures. No organization or class will be allowed to charge materials without first securing permission from the Office. Any students remaining to work or practice must have a teacher sponsoring the project or activity.

CLASSROOM RULES

Each classroom teacher shall develop rules for their classroom within school policy guidelines. There shall be no food or drink in the classrooms unless it is part of a class activity. At no time shall there be food or drink by any computers. Sitting on top of desks and tables is prohibited. Students must obey classroom rules. Guidelines for tardiness, absenteeism, cheating, and make-up work is determined by school policy. Safety glasses and other safety items will be provided for students use in classrooms and labs as needed.

WORK RELEASE

Work release is a privilege given to seniors in the 2nd semester of the school year. It allows students to attend school periods 1-6 and to be released to work period 7 and 8. Students wishing to apply for work release must have all passing grades at the time of filing a request, must maintain passing grades and must have all requirements for graduation in line to be met. Jobs are to be at least Monday-Friday obligations.

A complete list of work release guidelines and applications may be secured from the counselor's office.

Activity Guidelines

SECTION FOUR: ACTIVITIES GUIDELINES

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LOUP COUNTY PUBLIC SCHOOL

2019-20 Activity Sponsorships

Wayne (Rusty) Ruppert	Superintendent
Ken Sheets	Principal, Activities Director
	Ass't Activities Director
Head Volleyball Coach	Tami Phillipps
Ass't Volleyball Coach	Morgan Schaeffer
Ass't Volleyball Coach	Whitney Smith
Head Football Coach	Mike Kozeal
Ass't Football Coach	Rusty Ruppert
Ass't Football Coach	Zane Young
Head Cross Country Coach	Hannah Meeks
Head Girls Basketball Coach	Ken Wright
Ass't Girls Basketball Coach	
Head Boys Basketball Coach	Chris Beran
Ass't Boys Basketball Coach	Matt Huseman
Head Wrestling Coach	Sage Gideon
Ass't Wrestling Coach	Tony Bye
Ass't Wrestling Coach	Rocky Cooks
Head Track Coach	Kory Kitt
Ass't Track Coach	Matt Huseman
Ass't Track Coach	Reba Kirby
Ass't Track Coach	LuAnn Schauda
Jr. High Volleyball Coach	Michaela Keith
Jr. High Football Coach	Zane Young
Jr. High Wrestling Coach	Jim Starr
Jr. High Boys Basketball Coach	Zane Young
Jr. High Girls Basketball Coach	Michaela Keith
Jr. High Girls Track Coach	Michaela Keith
Jr. High Boys Track Coach	Zane Young
Instrumental Music	Kayla White
Vocal Music	Kayla White
Pep Band	Kayla White
Speech	Maxine Leick
Annual	Hannah Meeks
FBLA	Hannah Meeks
F.F.A	Tanner Dunbar
Senior Class Sponsor	Loren Sandoz
Junior Class Sponsors	Marjorie Koinzan & Shirley Armbruster
Sophomore Class Sponsor	Maxine Leick
Freshman Class Sponsor	Hannah Meeks
Eighth Grade Class Sponsor	Ken Wright
Seventh Grade Class Sponsor	Doug Wadas
Student Council	Ken Wright
National Honor Society	Maxine Leick
Academic Contests/Quiz Bowl	Doug Wadas

ACTIVITIES DEFINITION

Participation in activities at Loup County Public School is a privilege granted to students who meet the requirements and expectations as outlined in the activities rules and standards.

The activities program at Loup County Public School includes all activities that are not part of a regularly scheduled class day. Specifically, these activities include:

- | | | |
|------------------------------|-------------------------|--|
| 1. Volleyball | 8. Speech Contests | 16. Awards Ceremonies (Including Graduation) |
| 2. Football | 9. Drama Contests | 17. Scholastic Contests/Quiz Bowl |
| 3. Basketball (Girls & Boys) | 10. Vocational Contests | 18. Dances |
| 4. Track (Boys & Girls) | 11. Drama Productions | 19. Prom |
| 5. Pep Band | 12. Class Activities | 20. Homecoming |
| 6. Music Contests | 13. Mock Trial | 21. National Honor Society |
| 7. Music Concerts | 14. FFA | 22. History Day |
| | 16. FBLA | 23. Recognized Clubs |

Should additional activities be added during the course of the school year, they will automatically be included in these rules and standards.

Section 1 Extra-Curricular programs:

Extra-curricular programs enrich the curriculum of the school by making available a wide variety of activities in which a student can participate. The [Insert School Name] will adhere to the rules and regulations set forth in Title IX guidelines on sex discrimination as well as other pertinent rules and regulations.

Section 2 Activity Philosophy:

Activities are considered an integral part of the school's program of education which provide experiences that will help boys and girls physically, mentally and emotionally. The element of competition and winning, though it exists, is controlled to the point it does not determine the nature or success of the program. This is considered to be educationally and psychologically sound because of the training it offers for living in a competitive society. Students are stimulated to want to win and excel, but the principles of good sportsmanship prevail at all times to enhance the educational values of contests. We believe that participation in activities, both as a player and as a student spectator, is an integral part of the students' educational experiences. Such participation is a privilege that carries with it responsibilities to the school, to the team, to the student body, to the community and to the students themselves. In their play and their conduct, students are representing all of these groups. Such experiences contribute to the knowledge, skill and emotional patterns that they possess, thereby making them better people and citizens.

Safety

The District's philosophy is also to maintain an activities program which recognizes the importance of the safety of the participants. To ensure safety, participants are required to become fully familiar with the dangers and safety measures established for the activity in which they participate, to adhere to all safety instructions for the activity in which they participate, and to exercise common-sense. In addition, the District requires that activity team members travel to and from out-of-town events as a unit. Any exceptions to this rule must be approved by both the parents and the coach/sponsor and should be done in writing prior to the departure to the event. The note should be given to the Principal. Only those people involved with the activity will be allowed to travel in the school vehicle.

Warning for Participants and Parents

The purpose of this warning is to bring your attention to the existence of potential dangers associated with athletic injuries. Participation in any intramural or athletic activity may involve injury of some type. The severity of such injury can range from minor cuts, bruises, sprains and muscle strains to more serious injuries to the body's bones, joints, ligaments, tendons, or muscles, to catastrophic injuries to the head, neck and spinal cord. On rare occasions, injuries can be so severe as to result in total disability, paralysis or death. Even with appropriate coaching, appropriate safety instruction, appropriate protective equipment and strict observance of the rules, injuries are still a possibility.

Section 3 Activity Code of Conduct:

This activity code of conduct is supplemental to the Loup County Public School student code of conduct which is in Article 8 of this handbook and any action taken hereunder may be in addition to any action under the student code of conduct said policy.

ACTIVITY PARTICIPATION

Any boy or girl is welcome to try out for any interscholastic activities available to them by Loup County Public School, providing they meet the requirements established by the school.

The activities program functions on an extra-curricular basis, therefore student participation is completely voluntary. Any student participating in an activity at Loup County Public School will be asked to check through the Activities Director's office. In order to participate, the student must have on file the following:

1. The form(s) with the students and parents/guardians signatures of acceptance and acknowledgement of the student handbook, which includes the activity rules and standards.
2. For athletics, a health examination form completed by a medical doctor. This is a requirement for participating in all athletic activities. This examination must be current and on file for the current year with the Activities Director prior to the student taking part in practice or playing in the respective sport. The cost of the required health examination is borne by the student or his/her parent/guardian.
3. Statements of insurance coverage for each student participating during a sport season must also be on file with the Activities Director.
4. If a student misses practice or game because of MD's orders, they may not participate again until a written release from the MD is received.

ACTIVITY SCHEDULING

All school related activities must be scheduled and approved by the Activities Director one (1) week in advance of the activity, unless approved by the Principal. The Activities Director should be notified of the times of organizational meetings, pep rallies, and other school related activities for the following week by 8:30 AM Thursday.

ACTIVITIES AND CONDUCT

Students attending, but not involved in activities will be covered by the rules set forth in the student handbook in regards to student conduct, dress, or sportsmanship violations while the school is participating in any activity. In addition, they will not be allowed to attend any school-sponsored activity except for graduation, for a period of 2 weeks, if violation is found to be a flagrant act.

To compete in interscholastic activities for Loup County Public School is entirely voluntary for a student and is made with the understanding that they have read the eligibility rules and regulations of the Nebraska School Athletic Association and that they are not in violation of such rules. Students will abide by them when out for an activity. The school and its coaches will follow these guidelines as nearly as possible.

ARRANGEMENTS FOR MISSED CLASS TIME

Students are not automatically excused from classes for activity participation. Whenever students are representing Loup County Public School on trips away from classes, they are required to get their assignments ahead of time and turn in the work before they leave, unless other arrangements are made with the teacher. The student will turn in the completed advance make up slip to the activity sponsor by 4:00 PM the day prior to the activity. Failure to make proper arrangements may result in disciplinary action and the student not being allowed to participate in the activity. Exceptions to this policy may be granted by the administration in cases of illness or other extenuating circumstances.

ATTENDANCE AT SCHOOL

In order to participate in an activity, (including activity practices) on days when school is in session the student must be in attendance at school at 8:30 AM on the day of the activity. Appeals for exemption to this rule must be made to the Administration prior to the absence.

CHURCH NIGHT AND SUNDAYS

According to the NSAA, no school sponsored activities may be scheduled on Sunday. In addition, Loup County Public School wished to work cooperatively with the churches of the community, so there will be no practice past 6:00 PM on Wednesdays or all day on Sunday. Only activities required by the NSAA, such as district or state competition, or the CVC will be scheduled for Wednesday evenings.

DRESS

Students will conform to the coaches, sponsors, or teachers dress requirements during contest participation, days of participation, or for travel.

DUE PROCESS

The following is the process that will be followed if there is an incident involving the violation of any of the activity rules or standards:

1. If a student is charged with violating a rule or standard, an appropriate administrator, coach, or sponsor will investigate the allegation which he/she observed or which has been brought to his/her attention.
2. The student is entitled to have a conference with the coach, sponsor, or administrator to discuss the charge and to present his/her side of the story. At the conclusion of this conference the sponsor, coach, or administrator shall determine if a violation has occurred and if so, what disciplinary action is warranted.
3. If the student and his/her parents/guardians are dissatisfied with this decision, they may request a conference with the Principal within three (3) days after being informed of the decision by the coach, sponsor, or administrator. The Principal shall have the authority to affirm, modify, or reverse the decision made by the coach, sponsor, or administrator, and the Principal's decision shall be communicated in writing to the student and his/her parents/guardians at the conclusion of the conference.
4. If the student and his/her parents/guardians are dissatisfied with the Principal's decision, they may request a hearing with the Superintendent with five (5) days after receiving the Principal's decision. The Superintendent shall:
 - a. review the evidence and the Principal's decision;
 - b. determine whether the decision should be affirmed, modified, or vacated;
 - c. communicate his decision, in writing, to the student and his/her parents/guardians.
5. The student and his/her parents/guardians may request that the Board of Education review the Superintendent's decision by sending a written request for Board review within five (5) days after receiving the Superintendent's written decision. The parent/guardians and student have the right to appear before the Board of Education at the next regularly scheduled board meeting to present information which will assist the Board in reviewing the Superintendent's decision. The Board of Education's decision will be final.

SPORTSMANSHIP

The activities program at Loup County Public School is a privilege and is designed to provide opportunities for students. It is the desire of the school district to instill in each student the desire to promote the activity program and good sportsmanship. In order for students to do this, they should be willing to:

1. Consider all opponents as guests at Loup County Public School and treat them with all the courtesy due friends and guests.
2. Accept the decision of the game officials and judges without question.
3. Applaud good sportsmanship from opponents and teammates.
4. Never use abusive language or irritating remarks from the sidelines.
5. Strive for victory through fair play, according to the rules of the activity.

6. Love the activity for its own sake – not for what winning may bring.
7. Do everything possible to encourage enthusiasm for the activity and courtesy and respect for the participants, directors, judges, coaches, officials, and fans.
8. Win without boasting and lose without excuses.
9. Do all within their power to make the entire activities program something to be proud of.

INTRODUCTION OF TWIN LOUP COOP HANDBOOK

We look forward to your participation and involvement in our school. It is our hope that each of you will investigate the many extra- / co-curricular activity possibilities offered by the school.

The rules and guidelines included in this handbook are to help answer questions and protect the basic rights of all individuals. Rules affecting extra/co-curricular activities will be in effect during the ENTIRE CALENDAR YEAR. Realize that your handbook is not all-inclusive, but rather provides the basic parameters that the Administration of the Sargent and Loup County School Systems may use when determining consequences for inappropriate actions. Furthermore this handbook does not form a contract between the school and the student and the school reserves the right to change or modify the handbook whenever necessary.

Situations will arise that are not adequately addressed by the handbook. In these instances the end result depends upon the administration’s interpretations of the rules. If you have questions regarding a problem, please let us know. We truly wish each of you a successful and rewarding year.

RULES AND REGULATIONS

In addition to being subject to the student handbook, students who are participating in co-curricular and/or extracurricular activities will be advised of and follow additional regulations set by the respective sponsor, advisor, or coach of the activity.

Any violation of this handbook or of the sponsor / coaches regulations at school activities may result in the student being subject to disciplinary action, including but not limited to:

- 1) Loss of position and or participation time.
- 2) Immediate removal from the extracurricular activity.
- 3) Denial of the privilege to attend any of the activities where the behavior occurred.
- 4) Denial of the privilege to attend any extracurricular activity.
- 5) Suspension and/or expulsion.

I. EXTRA-CURRICULAR ACTIVITIES (taking place outside of the school day)
and CO-CURRICULAR ACTIVITIES (associated with a class and may have an affect upon the grade for the class)

A. ELIGIBILITY:

- 1. Attendance - For all Activities Seventh Through Twelfth Grade**

- a.) Students must be in attendance for the full or scheduled portion of the school day in order to attend or participate in an activity or practice. (must be in school by 8:30 through the remainder of the day or the time the team leaves) Exceptions may be made at the discretion of the Principal (Doctor, Funeral, etc.)
- b.) Those students who become ill and go home on the day of an activity may not participate in the activity scheduled for that day. Students absent due to illness the day before an activity are not affected by this policy.
- c.) Rules for each activity are to be developed at the beginning of each activity season by the director or sponsor. These rules will be made available for all participants and parents.

2. Academic Eligibility for Seventh Through Twelfth grade (ALL ACTIVITIES)

The Loup County and Sargent High Schools are members of the Nebraska School Activities Association. All participants representing our schools must meet the eligibility requirements of the Association as well as those of the Twin Loup cooperative. Loup County and Sargent High Schools believe that in order for a participant to be an asset to his or her group each individual member must follow a few beneficial rules.

- Eligibility List. The purpose of the eligibility list will be to provide incentives to those students who are involved in activities yet deficient in their schoolwork. It is not to be approached from the standpoint of punishment but as encouragement to build good study habits and a greater appreciation for the importance of academics.
 1. Teachers will turn in students' names that are failing the class in that teacher's class(es) to the guidance counselor or office by 2:30 p.m. on Friday. (On weeks where there are no Friday classes, the names will be turned in the last day of school for that week).
 2. The down list will be placed in the teacher's mailbox or emailed to them by the start of the school day on MONDAY so that teachers/sponsors/coaches will be aware of the eligibility status of students for the upcoming week.
 3. Students on the list for **failing two classes will not be eligible for participation** in any extracurricular activities, performances, or to represent the school in any activity (graded or non-graded) **from Monday through SUNDAY** of the following week.
 4. Students experiencing difficulty are encouraged to meet with the teacher and/or guidance counselor.
 5. Considerations may be made by the guidance counselor and/or the principal in dealing with special circumstances.
 6. The guidance counselor and/or principal will attempt to notify the student and the student's parents if he/she is ineligible.
 7. An ineligible student may not leave before the end of a school day to travel with the activity group of which he/she is a member.
 8. An ineligible student may not participate with the activity group of which he/she is a member; however, the students are expected to practice with their respective groups.
 9. Students that are not eligible to participate in a graded activity will be given an opportunity to complete another project to make that grade up.

ACTIVITIES AFFECTED BY THE WEEKLY INELIGIBILITY LIST

All Extra-Curricular and Co-Curricular activities including but not limited to:

- All Junior High and Senior High Athletic Contests (Motivational Trips included)
- All Instrumental and Vocal Music Performances, Contests, Clinics, and Events
- All Speech and Drama Contests and Performances
- All Inter-High Competitions (Quiz Bowl etc)
- All FFA/FBLA Competitions, Conferences, and Events.
- All Dances (Homecoming, Prom, etc)

Rules affecting extra/co-curricular activities will be in effect during the ENTIRE CALENDAR YEAR.

B. CODE OF CONDUCT FOR EXTRA/CO-CURRICULAR ACTIVITIES

All students need to remember that they are representing not only themselves, but also their school and community by their actions. With this in mind, it is hoped that all of our students' actions reflect a positive manner toward each other and our opponents. There shall be immediate suspension from the extra-curricular activity program if it is determined by the Violation Board that a student participating in extra-curricular activities has broken the state laws of Nebraska (except minor traffic violations), steal or maliciously destroy property, had possession of or used tobacco, alcohol, or drugs, has participated in bullying/initiation, or has been guilty of other conduct unbecoming a student participating in extra-curricular activities.

USE OF PROHIBITED SUBSTANCES

DEFINITIONS:

- 1) Alcohol - any liquor, wine, beer and/or other beverage containing alcohol.
- 2) Build altering chemicals - include, without limitation, anabolic steroids, growth hormones, testosterone or its analogs, human chronic gonadotropin (HCG) and other hormones.
- 3) Mood altering chemical - includes, without limitations, narcotics, depressants, stimulants, hallucinogens, counterfeit controlled substances, marijuana, alcohol and prescription drugs, unless authorized by a medical prescription from a licensed physician. This medical prescription must be kept in the original container, which shall state the student's name and the directions for proper use of the prescription.
- 4) Tobacco - any product with tobacco as an ingredient that is smoked, chewed, inhaled or placed against the gums or any tobacco substitute including e-cigarettes and vapor pens.
- 5) Drug paraphernalia - equipment or apparatus designed for or used for the purpose of measuring, packaging, distributing or facilitating the use of drugs.
- 6) Possession – to have, be in contact with, carry on one's person or knowingly be in a vehicle with other individuals when alcohol or other drugs are present.
- 7) Violation Board - Athletic Director and/or the Director's designee, the principal and/or the principal's designee, coach and/or assistant coach.

C. DISCIPLINARY ACTION for any infractions of rules during the entire calendar year.

Part I – The following consequences pertain to:

- The use, purchase, or possession of: alcohol, mood altering chemicals, build-altering chemicals, drug paraphernalia and/or tobacco products and/or e-cigarettes.
- Being sited for the use, purchase, or possession of: alcohol, mood altering chemicals, build-altering chemicals, drug paraphernalia and/or tobacco products and/or e-cigarettes.
- Being ticketed for or found guilty of a criminal act in a court of law for (assault, theft, etc.)
- The chronic disregard of school rules.

ALL OFFENSES ARE CUMMULATIVE IN NATURE FROM THE TIME THE STUDENT ENTERS INTO THE SEVENTH GRADE and THE CONSEQUENCE WILL CARRY OVER IF THIS HASN'T BEEN SERVED BY THE END OF THE CURRENT YEAR.

CONSEQUENCE FOR THE FIRST OFFENSE - The student will be suspended from extracurricular/co-curricular activity performances for 28 calendar days.

*If the student self reports the violation to their coach/sponsor or member of the school administration within 48 hours of the offense he or she may have the activity suspension decreased to 14 calendar days. (This is for the first offense only.) The student may be allowed to practice during the time of suspension.

CONSEQUENCE FOR THE SECOND OFFENSE - The student will be suspended from participation in the activity program for 42 calendar days. Before being allowed to return to practice the student will volunteer to complete a drug/alcohol counseling program (at their own expense.)

CONSEQUENCE FOR THE THIRD OFFENSE - The student will be suspended from participation and practice in the activity programs for 90 calendar days.

CONSEQUENCE FOR THE FOURTH OFFENSE - The student will forfeit his or her eligibility for the rest of their high school career at Loup County or Sargent Public Schools.

Part II - Consequences for the:

- The transmission or sale of drugs or alcohol

CONSEQUENCE FOR THE FIRST OFFENSE - Suspended from the activity program for one calendar year from the date of the violation.

CONSEQUENCE FOR THE SECOND OFFENSE - Denied participation for the remainder of student's high school years.

(To receive an award from any activity the participant must successfully complete the season of the activity.)

D. STATEMENT DEALING WITH UNSPORTSMAN LIKE ACTS

ANY STUDENT CHARGED WITH ANY ACT (Including unsportsmanlike conduct) UNBECOMING TO THEIR ACTIVITY, SPORT, TEAM, OR SCHOOL MAY BE SUSPENDED FROM ALL OR PART OF THE ACTIVITY PROGRAM DURING THAT SEASON. DURING THE SUSPENSION, THE STUDENT WILL BE PLACED ON PROBATION AND ALLOWED TO PRACTICE AS PART OF THE TEAM/GROUP AS LONG AS HIS/HER CONDUCT REMAINS CONSTRUCTIVE AND HE/SHE IS AN ACTIVE CONTRIBUTOR TO THE ACTIVITY. A SECOND VIOLATION IN A GIVEN SPORT SEASON WILL RESULT IN THE STUDENT'S EXPULSION FROM THE EXTRA-CURRICULAR ACTIVITY PROGRAM FOR THE REMAINDER OF THE SCHOOL YEAR.

It shall also be known that in following the bylaws of the NSAA, any participant, coach, or fan ejected from a contest for unsportsmanlike conduct shall be ineligible for the next athletic contest (at that level of competition) and any other contests at any level during the suspension.

Unsportsmanlike conduct shall include the following: Fighting, verbal abuse or blatant disrespect expressed toward an official or opponent, racial or ethnic slurs, inappropriate comments or actions that may be construed as sexual harassment, profanity, obscene gestures, flagrant and violent fouls, taunting, baiting, cheating, throwing or abusing equipment, inappropriate posters, physical intimidation or abuse of an official or opponent, and unauthorized leaving of a team bench area.

The student and his/her parents will be advised of the facts upon which the complaint is based and given an opportunity to deny or explain the matter before the violation board. The violation board shall consist of the coach/sponsor, principal, or a designee of any one or more of the above.

E. HEARING PROCEDURE

If an advisor/sponsor or school official makes a decision to discipline a student by suspension or makes a determination that there may be cause to discipline a student by suspension or expulsion from the co/extra-curricular activity program, the following procedures shall be followed after reporting the matter as required by Paragraph One (1).

1.) The advisor/sponsor, principal or a appointed designee will confront the student. The student will be advised of the facts upon which the complaint is based and given an opportunity to deny or explain the matter. The student shall be advised of his/her right to appear before a meeting of the Violation Board for purposes of presenting mitigating facts or facts in support of a denial.

2.) The advisor/sponsor, principal and superintendent, or a designee of any one or more, shall constitute the Violation Board which shall have the duty to decide if the report is valid and is a violation of the code as described.

3.) The Violation Board shall meet within two school days after the student has been confronted. The student and a parent or guardian shall be advised by telephone, or in person, or in writing of the time, place, and purpose of the hearing. The hearing may be postponed for a reasonable time not to exceed two school days at the request of the student. The hearing shall be informal. The student may present witnesses in his/her behalf. The Violation Board shall have the right to deliberate and reach its decision in a closed meeting and shall have the right to limit the number and testimony of witnesses as necessary to preclude unreasonable repetitive or irrelevant testimony.

4.) If the decision of the Violation Board is that no violation occurred, the advisor/sponsor has the responsibility to tell the student of the determination.

5.) If the decision of the Violation Board is that a violation occurred, the Violation Board shall determine the length of the suspension and the advisor/sponsor and principal will promptly visit with the student and a parent or guardian to state the decision and explain the discipline.

6.) The student shall have the right to appeal the decision of the Violation Board to the Board of Education by presenting a written request for a hearing to the Secretary of the School Board. The appeal hearing will be conducted not later than the next regular meeting of the Board after receipt of the request. Such request for appeal shall not delay the start of the activity suspension or expulsion.

F. ADVISOR'S/SPONSOR'S DISCIPLINE

In addition to consequences described in this handbook any advisor/sponsor shall retain the right to discipline students in any reasonable manner they see fit. Including suspension from activity and/or suspension from practice.

In event that the violation falls under "conduct unbecoming a student participating in extra-curricular activities" it may not be reported to the Violation Board and acted upon. In such a case it shall not constitute a first suspension under Section D.

G. PRE-PRACTICE REQUIREMENTS

1.) All athletes must return a medical physical OR verification of passing a physical to the Office, AD, or respective coach/sponsor. (Before the physical will be given, the athlete must supply the doctor with the medical history report signed by the parents or guardians.)

2.) Students must return to the Office, AD, or respective coach/sponsor, a sheet found attached to these guidelines giving the following:

- a.) Parental/Guardian signature and agreements.
- b.) Students signature indicating approval and agreement.
- c.) Signed - NSAA Student and Parent Consent Form

H. PRACTICE REGULATIONS

In order that we may always maintain well-rounded activities programs in the Twin Loup Cooperative, and because of limited facilities for some activities, the following guidelines are to be followed:

1. No student will work out using school facilities unless he/she is under the sponsorship of an advisor/sponsor.
2. Nothing will ever be done by any sponsor or student to take away from the activity in season.
3. Sponsors will encourage their students to participate in other activities during the off-season.
4. Sunday practices may be organized after the coach has received approval from the AD or administration.
5. The policy of the board of education states: "There will be no activities scheduled on Wednesday evening." Exception: when an athletic team is required to play in conference, district, or tournament competition.

I. TEAM TRAVEL AND DRESS

1. Transportation: Twin Loup activity teams and staff members travel to and from events by school bus or school vehicles. Travel by private cars is discouraged, but when used, proof of insurance is expected and when possible adult drivers are used. ALL MEMBERS OF A TEAM ARE EXPECTED TO RETURN FROM A CONTEST BY THE SAME TRANSPORTATION PROVIDED FOR TAKING THEM TO THE CONTEST.

Exception: Any student who rides to an event on a school bus will return home on the bus unless the parent has signed a release form provided by the sponsor to return home with the parent or designated **adult**. Because of the nature of the coop parents may sign a release for players to drive themselves to contests at the neighboring school.

2. Dress: Dress of team members should be clean, neat and in good taste.

J. EQUIPMENT

The activities department tries to furnish the student with as much of the equipment needed as is feasible. We are confident that we have good equipment and in the case of contact sports, our athletes are protected. All equipment will be checked out to individuals at the beginning of the season by the coach/sponsor in charge. **THE STUDENT WILL BE RESPONSIBLE FOR THIS EQUIPMENT** and should be prepared to pay for the cost of replacement if it is not checked in at the end of the season in reasonable condition. (In many cases the original purchase price of an item purchased for may be double to replacement the equipment.) It is the responsibility of the student to check in the equipment at the end of the season or immediately should they quit an activity. If a student fails to check in their equipment at the designated time or immediately should they quit an activity they will be expected to pay for the cost of replacement. All collections for lost equipment will be handled in the principal's office.

At no time should a student wear equipment checked out to him/her except for practices and contests. Any student found to be wearing school equipment outside of practice or possessing school equipment can expect to be treated as possessing property not belonging to him/her.

K. AWARDS and ACTIVITY LETTERS:

Various awards and letters earned during the year will be presented Honors/Award night(s).

1. **LETTERING REQUIREMENTS** – are to be written/updated by the coaches/sponsors. A draft copy may be obtained from the coach or the ADs office.
2. Special or individual awards – will be determined by the coaches/sponsors of the activity.

To receive an award from any activity the participant must successfully complete the season of the activity.

L. DRESSING ROOM POLICIES

1. All athletes will be under the direct supervision of the coach in charge or his/her designee while dressing. An athlete must not linger in the dressing room, be rowdy or endanger the safety of others. All cases of “misconduct while dressing” will be dealt with by the coach in charge.
2. Athletes are to always respect all equipment and supplies in the training room. The coach's offices and equipment rooms are off limits to all athletes except student managers. Exception: The athlete is asked to enter for a conference by the coach.
3. Following games and practices the dressing rooms are off limits to everyone other than coaches, athletes, and administrators.

M. NSAA JR HIGH & HIGH SCHOOL ELIGIBILITY

In order to represent a high school in interscholastic athletic competition, a student must abide by the eligibility rules of the Nebraska School Activities Association. A summary of the major rules is given below. Contact the principal or activities director for an explanation of the complete rule.

- 2.2.1 Student must be a bonafide student of their member school and have not graduated from any high school.
- 2.2.2 After a student's initial enrollment in grade nine, he/she shall be ineligible after eight semesters of school membership beginning with his/her enrollment in grade nine.
- 2.3) Student is ineligible if nineteen years of age before August 1 of current school year – age 21 for Unified Sports athletes. (A student in grades 7 or 8 may participate on a high school team if he/she was 15 years of age prior to August 1 of current school year.)
 - 2.4.1 Student must be enrolled in some high school on or before the eleventh school day of the current semester.
 - 2.5.1 Student must be continually enrolled in at least twenty credit hours per semester and regular in attendance, in accordance with the school's attendance policy at the school he/she wished to represent in interscholastic competition.
 - 2.5.2 Student must be enrolled and received twenty hours of credit the immediate preceding semester.
 - 2.6.2.1 Guardianship does not fulfill the definition of a legal parent. If guardian has been appointed for a student, the student is eligible in the school district where his/her legal parents(s) have their domicile. Individual situations involving guardianship may be submitted to the Executive Director for review and a ruling
 - 2.6.3 A student entering grade nine for the first time after being promoted from grade eight of a two-year junior high, or a three-year middle school, or entering a high school for the first time after being promoted to grade ten from a three-year junior high school is eligible. After a student makes an initial choice of high schools, any subsequent transfer, unless there has been a change of domicile by his/her parents, shall render the student ineligible for ninety school days. If a

student has participated on a high school team at any level as a seventh, eighth, or ninth grade student, he/she has established his/her eligibility at the high school where he/she participated. If the student elects to attend another high school upon entering ninth or tenth grade, he/she shall be ineligible for ninety school days.

Student eligibility related to domicile can be attained in the following manners

2.6.9.1 If the change in domicile by the parents occurs during a school year, the student may remain at the school he/she is attending and be eligible until the end of the school year or transfer to a high school located in the school district where the parents established their domicile and be eligible.

2.6.9.2 If the domicile is changed during the summer months and the student is in grade twelve and the student has attended the high school for two or more years, the student may remain at the high school he/she has been attending and retain eligibility.

2.6.9.3 If a student elects to remain at the high school where he/she initially enrolled after being promoted from grade eight of a middle or junior high school, or grad nine of a junior high school, he/she is eligible at that school, or is eligible at a high school located within the school district in which the parents established their domicile.

2.6.10 If the legal parents of a student change their domicile from one school district that has a high school to another school district that has a high school, the student shall be eligible immediately in the school district where the parents established their domicile.

2.7.7 Nebraska transfer students whose name appears on the NSAA transfer list prior to May 1 shall be eligible immediately in the fall. Those students whose name does NOT appear on the NSAA transfer list prior to May 1 shall be ineligible for ninety school days, with such transfers being subject to hardship waiver guidelines.

2.7.8 Nebraska transfer students must have signed and delivered all forms necessary to make such transfer to the school in which he/she intends to enroll for the 2018-19 school year prior to May 1, 2018, for the student to be eligible. The school to which the transfer is being made must have notified the NSAA office via an NSAA online transfer form, no later than May 1, 2018. The student would become ineligible for ninety school days the next fall if the student were to change his/her mind and decide not to transfer. If such student were to transfer to the new school, but later decides to return to his/her former district before 90 school days have elapsed, such student will be ineligible in the former district for 90 school days, with the ineligibility period commencing at the start of the fall semester. Those students, who did not have their enrollment forms signed, delivered and accepted prior to May 1, 2018, shall be ineligible for ninety school days, with such transfers being subject to hardship waiver guidelines.

3.5/3.1 Once the season of a sport begins, a student shall participate in practices and compete only in athletic contests/meets in that sport, which are scheduled by his/her school. Any other competition will render that student ineligible for a portion of, or all of, the season in that sport. The season of a sport begins with the first date of practice as permitted by NSAA rules.

3.5. During the season of a particular sport, athletes participating in that sport for a high school may attend, but may not physically take part, either as an individual or as a member of a team, in the sport activity in which instruction is being offered in the clinic, camp or school.

3.6 A student shall not participate on an all-star team which a high school undergraduate

3.7 A student must maintain his/her armature status.

Loup County Public School
Schoolwide Title I
Parent-Student-School Learning Compact

Parent/Guardian:

I realize that my child's education is very important. I understand that my participation in my child's education will help his/her achievement and attitude. I agree to carry out the following responsibilities:

1. Provide a quiet place/time to study and encourage my child to complete his/her schoolwork
2. Communicate with teachers and school staff to support and challenge my child.
3. Talk to my child about his/her school activities daily.
4. Encourage good study habits at home.

Parent /Guardian Signature _____

Student:

I know my education is important to me. It will help me become a better person. I agree to do the following:

1. Return completed schoolwork on time and work as hard as I can on my school assignments.
2. Come to class prepared and use class time efficiently.
3. Be responsible for my own behavior and respect and cooperate with other students and adults
4. Help to keep my school safe.

Student Signature _____

Teacher:

I understand the importance of the school experience to every student and my role as a teacher. I agree to carry out the following responsibilities:

1. Provide high quality curriculum and instruction that enables students to meet state academic standards.
2. Be aware of the needs of your child and provide appropriate, meaningful and interesting learning experiences.
3. Regularly communicate with you on your child's progress.
4. Provide a safe, positive, and healthy learning environment for your child.
5. Respect the cultural difference of children and their families.
6. Frequently communicate with his/her parent/guardian about progress made.

Teacher Signature _____

Title I Parental involvement Policy Loup County Public School

Loup County Public School commits to meeting all requirements of the No Child Left Behind Act of 2001 as they apply to all Title I programs conducted within the District. This policy and all procedural steps included in the implementation of this Policy have been developed jointly with parents and will be reviewed, evaluated regarding its effectiveness and updated annually at a scheduled meeting for this purpose, held at a convenient time for staff and parents. Parents are encouraged to provide input into such review, evaluation and possible revisions. This Policy will be distributed to all parents annually, in a language that parents can understand.

Loup County Public School recognizes the unique needs of students who are being served through the Title I Program and stresses the importance of parental involvement in the academic success of their children. Opportunities will be provided for parent involvement in their child's education in the following manner:

1. Parents will be involved in the planning, review, and improvement of the Parent Involvement Policy and School/Parent Compact through at least one annual meeting held at a convenient time.
 - An annual meeting will be held with parents to inform them about their child's right to participate in the Schoolwide Title I program, explaining what Title I is, and the assistance Title I provides to students. This meeting is held each fall.
2. Loup County Public School will strive to increase opportunities that will help build the capacity for strong parental involvement in all aspects of the district's programs.
 - The School district will build capacity through workshops, meetings, volunteer opportunities within the school and materials providing assistance to parents of children served by the school.
3. Parents will be provided timely information regarding the district's curriculum, academic assessments used, and proficiency levels expected of all students through a variety of communication methods utilized by the district to inform and involve parents as a partner in their child's academic success.
4. Parents will be provided opportunities to participate, as appropriate, in decisions relating to the education of their children regarding such matters as curriculum, assessments and student performance standards as well as the planning of effective parental involvement activities.
 - Parents are included on the School Improvement committee, parent surveys, problem solving team meetings, MDT & IEP meetings, parental rights booklets, parent/teacher conferences, annual Title I meetings, and family rights.
5. Loup County Public School will coordinate and integrate parental involvement programs and activities with other community programs.
 - Loup County Public School partners with the Taylor Public Library to make sure the students are able to take Accelerated Reader tests throughout the summer to increase total Accelerated Reader points toward goals. The school partners with the library to mark books with reading levels to help students choose appropriate reading material. Loup County Public School also partners with the Taylor Public Library in their summer reading program.
6. Parents will be provided assistance, opportunities, and/or materials to help them understand the topics relating to their child's academic achievement in a format, and when feasible, in a language they can understand. This includes participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children.
 - These opportunities will be provided by the school staff through a variety of means of communication such as conferences, handbooks, progress reports, newsletters, the school website, notes from teachers, parent notification system, power school, and email.
7. Loup County Public School will conduct an annual evaluation of the content and effectiveness of the parental involvement policy.
 - A survey of parents is conducted to determine if their needs have been identified and reduced.

TWIN LOUP WOLVES 2019-20 ATHLETIC SCHEDULES

Volleyball				
Date:	Opponent(s):	Site:	Type: (Points)	Time:
8-20-19	Jamboree game vs Ansley/Litchfield	Sargent		6:00 pm
8/29/19	Stuart	Stuart	Dual	6:00 pm
9/5/19	Ansley/Litchfield, Anselmo-Merna	Merna	Triangular (2)	5/6/7 pm
9-6-19	Riverside	Taylor	Dual (1)	5:00/6:00
9/10/19	Broken Bow	Sargent	Dual J & C Only	6:00/7:00
9/14/19	7 Valleys Tournament	Callaway	Tournament (3)	9:30 Com Buil
9/16/19	Burwell	Burwell	JV and C Only	6:00/7:00
9/17/19	North Central, Pleasanton	Taylor	Triangular (2)	5:00/7:00
9/21/19	CWC Round Robin	Bartlett	R. Robin (3)	10:00 am
9/23/19	Ord	Ord	Dual JV and C Only	6:00/7:00
9/24/19	Central Valley	Greeley	Dual (1)	6:00/7:00
9/28/19	Brady Tournament	Brady	Tournament	9:00 am
10/1/19	Sandhills/Theford, A/M	Taylor	Triangular (2)	5/6/7 pm
10/3/19	South Loup, Spalding Academy	Sargent	Triangular (2)	5:00/7:00 pm
10/5/19	Cody-Kilgore, Mullen	Cody-Kilgore	Triangular (2)	12 CT/11 MT
10/8/19	Sandhills/Theford JV Tourney	Sandhills	JV Tournament	4:00 pm
10/10/19	Burwell, Riverside	Sargent	Triangular (2)	5/6/7
10/14/19	Sandhills/Theford	Taylor	JV and C Only	4:15 pm
10/17/19	MNAC Tournament – 1 st Round	1 & 2 Seed Hosts		TBD
10/19/19	MNAC Tournament - Finals	North Platte	Tournament (4)	TBD
10/22/19	S.E.M., Arcadia-Loup City	Sumner	Triangular (2)	5/6 pm
10/28-29/19	VB Subdistricts	TBD		
11/7-11/19	VB State Championships	Lincoln		
Football				
Date:	Opponent:	Site:	Time:	
8/29/19	Anselmo-Merna	Merna	7:00	
9/6/19	Riverside	Taylor	7:00	
9/13/19	Bye			
9/20/19	Kenesaw	Sargent	7:00	
9/27/19	CWCE	Chambers	3:00	
10/3/19	Central Valley	Wolbach	7:00	
10/11/19	Clearwater-Orchard	Sargent	7:00	
10/18/19	Stuart	Taylor	7:00	
10/25/19	St. Mary's	O'Neill	2:30	
JV Football				
Date:	Opponent:	Site:	Time:	
9/10/19	Anselmo-Merna	Merna	7:00	
9/16/19	Ansley/Litchfield-	Litchfield	6:00	-
9/23/19	Ainsworth	Taylor	6:00	-
9/30/19	South Loup	Sargent	5:30	

10/14/19	Sandhills/Thedford	Taylor	4:15	
Cross Country				
Date:	Site:	Time:		
9/5/19	Ainsworth	4:00		
9/12/19	Loup City	5:30		
9/19/19	Ravenna	4:00		
9/27/19	Ord	4:00		
10/3/19	Atkinson West Holt	4:00		
10/8/19	MNAC Meet – Sandhills Valley	TBD	-	
10/17/19	Districts	TBD		
10/25/19	State Championships - Kearney	TBD		
Basketball				
Date:	Opponent:	Site:	Time:	
12/6/19	South Loup	Sargent	6:00/7:30	
12/7/19	Sandhills/Thedford	Dunning	4:00/5:30	
12/13/19	Stuart	Taylor	6:00/7:30	
12/14/19	Brady-JV at 2:00	Brady	To follow JV Games	
12/17/19	Ansley/Litchfield	Sargent	6:00/7:30	
12/20/19	Stapleton	Taylor	6:00/7:30	
12/21/19	Burwell	Burwell	6:00/7:30	
1/4/20	Palmer	Palmer	3:00/5:30	
1/7/20	CWC	Barlett	6:00/7:30	
1/11/20	Pleasanton	Sargent	6:00/7:30	
1/17/20	North Central	Taylor	6:00/7:30	
1/21/20	Mullen JV @ 3 MT/4 CT	Mullen	6:00/7:30 MT 7/8 ct	
1/25/20	MNAC Tournament	7 th Seed Girls	TBD	
2/1/20	MNAC Finals/3 rd Place	Broken Bow	TBD	
2/6/20	Anselmo-Merna	Sargent	6:00/7:30	
2/7/20	Elba	Taylor	6:00/7:30	
2/11/20	SEM	Sumner	6:00/7:30	
2/14/20	Central Valley	Greeley	6/7:30	
Wrestling				
Date:	Meet: pts	Site:	Time:	
12/6/19	Ravenna Invite	Ravenna	11:00 AM	
12/7/19	Anselmo-Merna Invite	Merna	10:00 AM	
12/13/19	Twin Loup Invite	Sargent	1:00 PM	
12/20/19	Ansley/Litchfield Quad	Ansley	5:00 PM	
12/21/19	Elgin/Pope John Invite	Elgin	9:30 AM	
1/4/20	Pleasant Invite	Pleasanton	9:30 AM	
1/9/20	Anselmo-Merna Triangular	Merna	5:00 PM	
1/10/20	Burwell Invite	Burwell	11:30 AM	
1/18/20	S/T Knights Invite	Dunning	10:00 AM	
1/24/20	South Loup Invite	Callaway	12:30 PM	

1/31/20	Ainsworth Quad	Ainsworth	5:00 PM	
2/1/20	Ainsworth Invite	Ainsworth	10:00 AM	
2/7/20	MNAC CONFERENCE MEET	Sargent	10:00 AM	
2/14-15/20	Districts	TBD	TBD	
2/20-22/20	State Tournament	Omaha	TBD	
Track				
Date:	Meet:	Site:	Time:	
3/19/20	UNK Indoor	Kearney	1:00	
3/27/20	Wilcox-Hildreth Invite	Wilcox	10:00	
4/2/20	Mullen Invite	Arnold	11:00	
4/6/20	North Central Invite	Bassett	10:00	
4/17/20	Burwell Invite	Burwell	10:00	
4/21/20	Overton Invite	Overton	9:00	
5/1/20	MNAC CONFERENCE MEET – Brady	Arnold		
5/7/20	Custer County Invite - Ansley	Broken Bow	9:30	
5/13/20	District	TBD	TBD	
5/22-23/20	State Track and Field	Omaha		

Junior High Athletics

2019-20

Volleyball

NSAA Week:	Date:	Opponent:	Site:	Time:
9	9-10-19	Ansley/Litchfield, Anselmo-Merna	Merna	12:30 PM
11	9-16-19	Burwell	Burwell	4:00
13	9-30-19	South Loup	Sargent	2:30
14	10-12-19	Ansley/Litchfield	Litchfield	9:00
15	10-14-19	Sandhills/Theford	Taylor	1:00
16	10-22-19	Anselmo-Merna	Sargent	2:00

Football:

NSAA Week:	Date:	Opponent:	Site:	Time:
11	9-16-19	Ansley/Litchfield	Litchfield	5:00
13	9-30-19	South Loup	Sargent	4:30
14	10-7-19	Burwell	Taylor	4:00
15	10-14-19	Sandhills/Theford	Taylor	2:30
16	10-22-19	Anselmo-Merna	Sargent	3:00

Wrestling

NSAA Week:	Date:	Meet:	Site:	Time:
19	11-14-19	Burwell/Loup City	Loup City	4:00
20	11-22-19	Mullen	Mullen	11:00am CT
21	11-26-19	Ainsworth	Ainsworth	4:00
22	12-3-19	Sandhills/Theford	Dunning	1:00
23	12-9-19	Anselmo-Merna	Merna	11:00

Basketball

NSAA Week:	Date:	Opponent:	Site:	Time:
27	1-7-20	CWC	Bartlett	2:00/3:00
28	1-14-20	Sandhills/Theford	Theford	1:00/2:15
29	1-23-20	Anselmo-Merna	Merna	1:00/2:15
31	2-3-20	Central Valley	Taylor	1:00-2:30
31	2-7-20	Elba	Taylor	3:30/4:30
32	2-10-20	South Loup	Arnold	1:00/2:15
33	2-17-20	Ansley/Litchfield	Sargent	1:00/2:00

Track:

NSAA Week:	Date:	Meet:	Site:	Time:
41	4-14-20	North Central Invite	Bassett	10:00 a.m.
42	4-21-20	Burwell	Burwell	1:00
42	4-28-20	South Loup Invite	Arnold	10:00
43	4-25-20	MNAC – Sandhills/Theford	Arnold	10:00
44	5-6-20	Brady Invite	Gothenburg	9:30

**ASSOCIATION ("NSAA")
Student and Parent Consent Form**

School Year: **2019-20**

Member School: **Sargent or Loup County High School**

Name of Student: _____

Date of Birth: _____ **Place of Birth:** _____

The undersigned(s) are the Student and the parent(s), guardian(s), or person(s) in charge of the above named Student and are collectively referred to as "Parent".

The Parent and Student hereby:

- (1) Understand and agree that participation in NSAA sponsored activities is voluntary on the part of the Student and is a privilege;
- (2) Understand and agree that (a) by this Consent Form the NSAA has provided to the Parent and Student of the existence of potential dangers associated with athletic participation; (b) participation in any athletic activity may involve injury of some type; (c) the severity of such injury can range from minor cuts, bruises, sprains, and muscle strains to more serious injuries to the body's bones, joints, ligaments, tendons, or muscles, to catastrophic injuries to the head, neck and spinal cord, and on rare occasions, injuries so severe as to result in total disability, paralysis and death; and, (d) even the best coaching, the use of the best protective equipment and strict observance of rules, injuries are still a possibility;
- (3) Consent and agree to participation of the Student in NSAA activities subject to all NSAA by-laws and rules interpretations for participation in NSAA sponsored activities, and the activities rules of the NSAA member school for which the Student is participating; and,
- (4) Consent and agree to (a) the disclosure by the Member School at which the Student is enrolled to the NSAA, and subsequent disclosure by the NSAA, of information regarding the Student, including the student's name, address, telephone listing, electronic mail address, photograph, date of and place of birth, major fields of study, dates of attendance, grade level, enrollment status (e.g., full-time or part-time), participation in officially recognized activities and sports, weight and height of as a member of athletic teams, degrees, honors and awards received, statistics regarding performance, records or documentation related to eligibility for NSAA sponsored activities, medical records, and any other information related to the Student's participation in NSAA sponsored activities; and, (b) the Student being photographed, video taped, audio taped, or recorded by any other means while participating in NSAA activities and contests, consent to and waive any privacy rights with regard to the display of such recordings, and waive any claims of ownership or other rights with regard to such photographs or recordings or to the broadcast, sale or display of such photographs or recordings.

I acknowledge that I have read paragraphs (1) through (4) above, understand and agree to the terms thereof, including the warning of potential risk of injury inherent in participation in athletic activities.

DATED this _____ **day of** _____, **20**_____.

Name of Student [Print Name]

Student Signature

(I am)(We are) the Student's [circle appropriate choice] (Parent) (Guardian). (I)(We) acknowledge that (I)(We) have read paragraphs (1) through (4) above, understand and agree to the terms thereof, including the warning of potential risk of injury inherent in participation in athletic activities. Having read the warning in paragraph (3) above and understanding the potential risk of injury to my Student, (I)(we) hereby give (my)(our) permission for _____ [insert student name] to practice and compete for the above named high school in activities approved by the NSAA, **except those crossed out** below:

Baseball	Golf	Tennis	Play Production
Basketball	Swimming	Track	Speech
Cross Country	Soccer	Volleyball	Music
Football	Softball	Wrestling	Debate
Journalism			

DATED this _____ day of _____, 20_____.

Parent/Guardian Signature

Parent/Guardian Signature

**THIS HANDBOOK AND ITS CONTENTS WERE APPROVED BY THE
SARGENT AND LOUP COUNTY BOARDS OF EDUCATION**

August 2019

Please return this page to your coach or the principal's office. Failure to return the signed form by the required date could result in possible exclusion from the activity.

PARENTS AND STUDENTS:

PLEASE ACKNOWLEDGE THAT YOU HAVE RECEIVED THE ACTIVITIES HANDBOOK BY PLACING YOUR SIGNATURES BELOW:

Student Signature _____ Date _____

Grade _____

Parent/Guardian Signature _____ Date _____

Parent/Guardian Signature _____ Date _____

**RECEIPT OF 2019-20 PARENT-STUDENT HANDBOOK
OF LOUP COUNTY PUBLIC SCHOOL**

This signed receipt acknowledges receipt of the 2019-20 Parent-Student Handbook of Loup County Public School. This receipt acknowledges that it is understood that the handbook contains student conduct and discipline rules. The undersigned, as student, agrees to follow such conduct and discipline rules. This receipt also serves to acknowledge that it is understood that the District's policies of non-discrimination and equity, and that specific complaint and grievance procedures exist in the handbook which should be used to responding to harassment or discrimination.

Drug-Free Schools Statement: RECEIPT SHALL ALSO SERVE TO DEMONSTRATE THAT YOU AS PARENT OR GUARDIAN OF A STUDENT ATTENDING LOUP COUNTY PUBLIC SCHOOL HAVE RECEIVED NOTICE OF THE STANDARDS OF CONDUCT OF THIS DISTRICT EXPECTED OF STUDENTS CONCERNING THE ABSOLUTE PROHIBITION AGAINST THE UNLAWFUL POSSESSION, USE, OR DISTRIBUTION OF ILLICIT DRUGS AND ALCOHOL ON SCHOOL PREMISES OR AS A PART OF ANY OF THE SCHOOL'S ACTIVITIES AS DESCRIBED IN BOARD POLICY OR ADMINISTRATIVE REGULATION. THIS NOTICE IS BEING PROVIDED TO YOU PURSUANT TO THE SAFE AND DRUG-FREE SCHOOLS LAW AND 34 C.F.R. PART 86, BOTH FEDERAL LEGAL REQUIREMENTS FOR THE DISTRICT TO OBTAIN FEDERAL FINANCIAL ASSISTANCE. YOUR SIGNATURE ON THIS RECEIPT ACKNOWLEDGES THAT YOU AND YOUR CHILD OR CHILDREN WHO ARE STUDENTS ATTENDING THIS DISTRICT FULLY UNDERSTAND THE DISTRICT'S POSITION ABSOLUTELY PROHIBITING THE UNLAWFUL POSSESSION, USE, OR DISTRIBUTION OF ILLICIT DRUGS AND THE POSSESSION, USE, OR DISTRIBUTION OF ALCOHOL OR TOBACCO ON SCHOOL PREMISES OR AS A PART OF THE SCHOOL'S ACTIVITIES AS HEREIN ABOVE DESCRIBED AND THAT COMPLIANCE WITH THESE STANDARDS IS MANDATORY. ANY NON-COMPLIANCE WITH THESE STANDARDS CAN AND WILL RESULT IN PUNITIVE MEASURES BEING TAKEN AGAINST ANY STUDENT FAILING TO COMPLY WITH THESE STANDARDS.

Date: _____

Date: _____

Student's Signature

Parent or Legal Guardian's Signature

Return to:

Wayne Ruppert, Superintendent
Loup County Public School
608 Williams St.
Taylor, NE 68879