

KNOX COUNTY HIGH SCHOOL

I have read and understand the Knox County High School parent-student handbook.

Parent signature

Student signature

Date

I understand that during the course of the year, my child may take part in educational surveys, including the Safe and Drug Free Schools and Communities Survey. No personally identifiable information will be collected or shared, as part of this process. My child may also be using the internet for career education. I also understand that the school routinely discloses names, addresses and telephone numbers to military recruiters upon request, unless a parent requests not to disclose such information.

Parent signature

Student signature

Date

Before corporal punishment is administered, an attempt will be made to reach the parent or guardian by telephone. In the event that I am unable to be reached by telephone, (please mark one):

_____ I do give permission for my child to receive corporal punishment per Board Policy and Regulation 2610.

_____ I do not give permission for my child to receive corporal punishment per Board Policy and Regulation 2610.

Please detach, sign, and return to your **1st period teacher**.

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KNOX COUNTY HIGH SCHOOL

Knox County R-1 High School is classified as accredited by the Department of Elementary and Secondary Education of Missouri. It offers a four-year program for Missouri residents. Non-residents may apply for admission by contacting the school administration; tuition payments are required for non-resident students. The local Board of Education has set a graduation requirement of twenty-four (24) units of credit. Knox County R-1 Middle and Senior High School have as their emblem the Eagle; school colors are red, white and black.

The school seal displays an interlocked "KC" for Knox County on a crescent-shaped base, the numeral "1" symbolic of the first county in the state of Missouri to be recognized as an entire county school unit, the four emblems which represent the fields of music, art, victory, and knowledge--above which shines the torch of truth and achievement.

A standard design has been adopted for the class ring of Knox County High School. The ring embodies the use of our seal on one shank and the emblem of the Eagle on the other, together with the words "Knox County High School" encircling a stone crest

MISSION STATEMENT

“We the Knox County R-I Board of Education, administration, and staff believe that all students can learn and can achieve mastery of basic skills. We believe that our purpose is to educate all students to high levels of academic performance while fostering positive growth in social/emotional behaviors and attitudes. We believe that all other aspects of the school program are secondary to this purpose.

Equipped with this focus we are committed to developing the characteristics of an effective school, which is a clear school mission, strong instructional leadership, safe and orderly environment, high expectations and a system to measure achievement impact. We are life-long learners.”

EQUAL EDUCATIONAL OPPORTUNITIES

Each student, being limited only by individual differences; should be given the opportunity to develop and achieve to the maximum extent possible. Therefore, the school district will foster an educational environment that provides equal educational opportunities for all students. Education programs, services, vocational opportunities and extracurricular activities will be designed to meet the varying needs of all students, and will not discriminate against any individual for reasons of race, creed, color, sex, national origin, economic status or disability.

ENROLLMENT POLICIES

Students are required to enroll in seven periods of classes each day, except as noted on succeeding pages under “Early Graduation.” The counselor and/or principal conduct all scheduling of students. The administration reserves the right to adjust student schedules in order to balance educational opportunities.

CLASS STATUS

To qualify for specific grade status, students must meet the following criteria:

Freshman Status – Promotion from the 8th grade.

Sophomore Status – Minimum of 6 units of credit prior to the beginning of the school year.

Junior Status – Minimum of 11 units of credit prior to the beginning of the school year.

Senior Status – Minimum of 17 units of credit prior to the beginning of the school year.

GRADUATION REQUIREMENTS

The Board of Education has established the following guidelines for graduation from the Knox County R-1 High School:

1. All non-handicapped students graduating will be required to have completed at least 24 units of credit. Specific subject area requirements are listed below. Graduation requirements for educationally handicapped students will be addressed in the student’s Individualized Educational Program (IEP).
2. Transfer students who are unable to meet these requirements for graduation will be permitted to graduate if:
 - a. they have done satisfactory work since the date of transfer, and
 - b. they have been unable to meet these requirements due to conditions beyond their control, and
 - c. they would have graduated from their former school if they had not transferred.
3. One unit of correspondence credit will be applicable toward units required for graduation. This must be from an accredited public institution of higher education, designed for the secondary level, and approved in advance by the high school principal.
4. Knox County R-1 High School will participate in the College Preparatory Studies Certificate Program sponsored by the Missouri State Department of Elementary and Secondary Education. Specific subject area requirements are listed below. In addition, the student must maintain a 3.0 grade point average in math, science, social studies and English (on a 4.0 scale) and score above the national average on the SAT or ACT test.

5. Knox County R-1 High School will award a Diploma of Distinction to a student who meets the subject matter requirements of the College Preparatory Studies Certificate.
6. In addition to the program of study for graduation, a student must pass proficiency examinations concerning the Missouri and United States Constitutions to qualify for graduation.
7. Only students meeting the criteria for graduation will participate in the graduation ceremony.

SPECIFIC SUBJECT AREA REQUIREMENTS

Class of 2008-2009

(The grade level indicated in parentheses is the customary placement in the high school program.

The counselor and/or principal do the scheduling.)

ENGLISH: 3 UNITS (GRADES 9, 10, 11)

Three units of work in generalized Language Arts, which emphasize oral and written expression, diversified reading and appreciation of literature. Introductory courses and work in grades 9 to 11 will prepare the student for additional courses offered in the curriculum.

PUBLIC COMMUNICATIONS: .5 UNIT (GRADE 10)

One-half unit is oral communication skills.

SOCIAL STUDIES: 2 UNITS (GRADES 9, 10)

Two units, including one unit of World Survey and one unit of American History to be fulfilled by completing two semester courses in specific areas of the history of the American people.

GOVERNMENT/CIVICS: 1.0 UNIT (GRADES 11)

A course in government at the federal, state and local levels. Examinations on the provisions and principles of the United States and Missouri Constitutions, as required by state law to graduate.

MATHEMATICS: 2 UNITS (GRADES 9, 10)

Two units from algebra, geometry, transitional, or applied math to meet needs and interest of the pupil.

SCIENCE: 2 UNITS (GRADES 9, 10)

One unit each in Physical Science and Biology.

FINE ARTS: 1 UNIT (GRADES 9, 10, 11, 12)

One unit in the fields of music and/or art to meet needs/interest of pupil.

PRACTICAL ARTS: 1 UNIT (GRADES 9, 10, 11, 12)

(.5 unit in Computer Application PLUS .5 credit of work in the following fields)

Vocational Agriculture	Industrial Technology
Vocational Business (Business Technology)	
Vocational Education (Kirksville Vo-Tech)	Business

PHYSICAL EDUCATION: 1 UNIT (GRADES 9, 10)

Two semesters of credit being earned in comprehensive physical education classes. A pupil with physical disabilities may be excused from those activities, which will be detrimental to his/her health. (A medical excuse from a doctor must be on file with the permanent record of the pupil, and the school will contact the physician to determine the student's abilities and limitations).

HEALTH: .5 UNIT (GRADE 9)

One semester of health education is required.

CAREER EDUCATION: .5 UNIT (GRADE 10)

A semester course during the sophomore year focusing on career exploration and education.

ELECTIVES: 9.5 UNITS

Placement in courses to meet the needs and interest of the pupil. Every elective should be chosen because the knowledge and skills taught in the course will strengthen a student's vocational or technical preparation or because it will increase the student's probability of succeeding in college or other postsecondary training. Students should not be permitted to select electives randomly or simply to accumulate the required number of units of credit.

SPECIFIC SUBJECT AREA REQUIREMENTS

Class of 2010

(The grade level indicated in parentheses is the customary placement in the high school program.

The counselor and/or principal do the scheduling.)

ENGLISH: 4 UNITS (GRADES 9, 10, 11, 12)

Three units of work in generalized Language Arts, which emphasize oral and written expression, diversified reading and appreciation of literature. Introductory courses and work in grades 9 to 11 will prepare the student for additional courses offered in the curriculum.

SOCIAL STUDIES: 2 UNITS (GRADES 9, 10)

Two units, including one unit of World Survey and one unit of American History to be fulfilled by completing two semester courses in specific areas of the history of the American people.

GOVERNMENT/CIVICS/PERSONAL FINANCE: 1.0 UNIT (GRADES 11)

A course in government at the federal, state and local levels. Examinations on the provisions and principles of the United States and Missouri Constitutions, as required by state law to graduate. Information on personal finance as applied to the real world will be covered.

MATHEMATICS: 3 UNITS (GRADES 9, 10, 11)

Three units from algebra, geometry, transitional, or applied math to meet needs and interest of the pupil.

SCIENCE: 3 UNITS (GRADES 9, 10, 11)

One unit each in Physical Science and Biology and a choice from one other science.

FINE ARTS: 1 UNIT (GRADES 9, 10, 11, 12)

One unit in the fields of music and/or art to meet needs/interest of pupil.

PRACTICAL ARTS: 1 UNIT (GRADES 9, 10, 11, 12)

(.5 unit in Computer Application PLUS .5 credit of work in the following fields)

Vocational Agriculture	Industrial Technology
Vocational Business (Business Technology)	
Vocational Education (Kirksville Vo-Tech)	Business

PHYSICAL EDUCATION: 1 UNIT (GRADES 9, 10)

Two semesters of credit being earned in comprehensive physical education classes. A pupil with physical disabilities may be excused from those activities, which will be detrimental to his/her health. (A medical excuse from a doctor must be on file with the permanent record of the pupil, and the school will contact the physician to determine the student's abilities and limitations).

HEALTH: .5 UNIT (GRADE 9)

One semester of health education is required.

ELECTIVES: 7.5 UNITS

Placement in courses to meet the needs and interest of the pupil. Every elective should be chosen because the knowledge and skills taught in the course will strengthen a student's vocational or technical preparation or because it will increase the student's probability of succeeding in college or other postsecondary training. Students should not be permitted to select electives randomly or simply to accumulate the required number of units of credit.

SPECIFIC SUBJECT AREA REQUIREMENTS

Class of 2011

(The grade level indicated in parentheses is the customary placement in the high school program.

The counselor and/or principal do the scheduling.)

ENGLISH: 4 UNITS (GRADES 9, 10, 11, 12)

Three units of work in generalized Language Arts, which emphasize oral and written expression, diversified reading and appreciation of literature. Introductory courses and work in grades 9 to 11 will prepare the student for additional courses offered in the curriculum.

SOCIAL STUDIES: 2 UNITS (GRADES 9, 10)

Two units, including one unit of World Survey and one unit of American History to be fulfilled by completing two semester courses in specific areas of the history of the American people.

GOVERNMENT/CIVICS/PERSONAL FINANCE: 1.0 UNIT (GRADES 11)

A course in government at the federal, state and local levels. Examinations on the provisions and principles of the United States and Missouri Constitutions, as required by state law to graduate. Information on personal finance as it applies to the real world will be covered.

MATHEMATICS: 3 UNITS (GRADES 9, 10, 11)

Three units from algebra, geometry, transitional, or applied math to meet needs and interest of the pupil.

SCIENCE: 3 UNITS (GRADES 9, 10, 11)

One unit each in Physical Science and Biology and a choice from one other science.

FINE ARTS: 1 UNIT (GRADES 9, 10, 11, 12)

One unit in the fields of music and/or art to meet needs/interest of pupil.

PRACTICAL ARTS: 1 UNIT (GRADES 9, 10, 11, 12)

Vocational Agriculture	Industrial Technology
Vocational Business (Business Technology)	
Vocational Education (Kirksville Vo-Tech)	Business

PHYSICAL EDUCATION: 1 UNIT (GRADES 9, 10)

Two semesters of credit being earned in comprehensive physical education classes. A pupil with physical disabilities may be excused from those activities, which will be detrimental to his/her health. (A medical excuse from a doctor must be on file with the permanent record of the pupil, and the school will contact the physician to determine the student's abilities and limitations).

HEALTH: .5 UNIT (GRADE 9)

One semester of health education is required.

ELECTIVES: 7.5 UNITS

Placement in courses to meet the needs and interest of the pupil. Every elective should be chosen because the knowledge and skills taught in the course will strengthen a student’s vocational or technical preparation or because it will increase the student’s probability of succeeding in college or other postsecondary training. Students should not be permitted to select electives randomly or simply to accumulate the required number of units of credit.

**Missouri College Preparatory Studies Certificate
Class of 2008-2009**

To be eligible for the College Preparatory Studies Certificate, a student must meet the following requirements:

1) Complete a program which must include at least the following units of credit:

<u>SUBJECT</u>	<u>UNITS</u>
ENGLISH/LANGUAGE ARTS (4 units; 1 may be speech/debate, 2 must emphasize writing or composition)	4
MATHEMATICS (3 units, including Algebra I, II and Geometry or higher) <i>UM-Columbia, Rolla, Kansas City & St. Louis require 4 units</i>	3
SCIENCE (2 units; including at least 1 lab class; can’t be Physical Science)	2
SOCIAL STUDIES (3 units, to include ½ unit of Government or Civics)	3
FINE ARTS	1
PRACTICAL ARTS	1
PHYSICAL EDUCATION	1
ADVANCED CORE ELECTIVES (3 units; may be from any of the core areas, fine arts or foreign language) <i>May not be a course listed above! Foreign Language is strongly recommended because some colleges/universities require 2 units of credit of same foreign language.</i>	3

GENERAL ELECTIVES	6
TOTAL	24

- 2) Earn at least a 3.0 grade point average (GPA) on a 4.0 scale (or 8.25 on an 11.0 scale), in the combined areas of English, Mathematics, Science, and Social Studies.
- 3) Score above the previous year's national composite average on the ACT or SAT.

**Missouri College Preparatory Studies Certificate
Class of 2010 and Beyond**

To be eligible for the College Preparatory Studies Certificate, a student must meet the following requirements:

- 1) Complete a program which must include at least the following units of credit:

<u>SUBJECT</u>	<u>UNITS</u>
ENGLISH/LANGUAGE ARTS (4 units; 1 may be speech/debate, 2 must emphasize writing or composition)	4
MATHEMATICS (4 units, including Algebra I, II and Geometry or higher) <i>UM-Columbia, Rolla, Kansas City & St. Louis require 4 units</i>	4
SCIENCE (3 units; including at least 1 lab class; can't be Physical Science)	3
SOCIAL STUDIES (3 units, to include ½ unit of Government or Civics)	3
FINE ARTS	1
PRACTICAL ARTS	1
PHYSICAL EDUCATION	1
HEALTH	.05
PERSONAL FINANCE	.05
ADVANCED CORE ELECTIVES (3 units; may be from any of the core areas, fine arts or foreign language) <i>May not be a course listed above! Foreign Language is strongly recommended</i>	3

because some colleges/universities require 2 units of credit of same foreign language.

GENERAL ELECTIVES	4
TOTAL	25

- 2) Earn at least a 3.0 grade point average (GPA) on a 4.0 scale (or 8.25 on an 11.0 scale), in the combined areas of English, Mathematics, Science, and Social Studies.
- 3) Score above the previous year's national composite average on the ACT or SAT.
- 4) Maintain an attendance rate of at least 95% in grades 9-12.

OPTIONS TO FULL-TIME STUDENT

EARLY GRADUATION

A student who has earned the minimum required credits for graduation by the end of the seventh semester may discontinue his/her attendance at Knox County R-1 High School at that time. He/she will be eligible to receive his/her diploma in the graduation ceremonies held at the close of the eighth semester. During the eighth semester, the student who has discontinued attendance will not be allowed to participate in any academic or extra-curricular events scheduled by the school, except that he/she will be eligible to apply for any scholarships that are available to other graduating seniors. Additionally, the student may attend regular school social functions and may attend prom his/her eighth semester. The student will adhere to all student conduct codes.

PROCEDURES

- A. Consult the counselor to discuss his/her academic program and progress toward graduation. If the student desires to attend part-time, a schedule of classes fulfilling the requirements must be developed. The counselor and student will arrange a meeting with the student and his/her parents/guardians. The student, parents/guardians, and counselor must then apply in writing to the high school principal for permission to pursue part-time studies or notify in writing the principal of the intent to discontinue attendance. The document is to be filed with the principal at least ten days prior to the beginning of the semester of the change of status.
- B. The high school principal, after consultation with the superintendent, will grant the request unless there is a specific circumstance that would preclude the granting of the request. The student and his/her parents will be provided a copy of the approved application or a letter specifying why the permission could not be granted.

PART-TIME ATTENDANCE

Eligibility Requirements

1. To be eligible for part-time attendance, the student must be a resident of the School District.
2. The student must have parent/guardian approval if under 18 years of age.
3. This program is only available to eighth (8th) semester senior students, who have acquired all the requirements for graduation by the end of the seventh semester.

PART-TIME ATTENDANCE CONTINUED

4. The student must submit a letter of request to the counselor at least ten (10) days prior to the end of the seventh semester. The request must state reason for part-time attendance. Only reasons of work or family commitments will be considered on a case-by-case basis.
5. The letter of request must be signed by both the student and parent/guardian (if student is under eighteen).
6. The letter must state the number of credits earned at the end of the seventh semester.
7. The principal and counselor will verify the credits and graduation progress and will both sign the letter of request.
8. There must be written verification from employer before part-time status will be granted for work release. The hours of employment must be included in the request.
9. No part-time requests will be granted after the first day of the second semester.
10. The student must attend either three (3) consecutive classes (on the eight-block schedule) or six (6) consecutive classes (on a seven period schedule).
11. Each request that meets the eligibility requirements will be submitted to the Board of Education for individual consideration.

Part-time students are governed by the same rules and regulations that apply to regularly enrolled students.

HONOR ROLL

Quarter honor rolls will be published, including pupils who have earned an average “B” or 8.0 grade point average for the “B” honor roll, and “A-” or 10.0 for the “A” honor roll. A regular or standard point value will be used for all classes not designated as weighted. Weighted classes are noted on the courses offered by department list.

REGULAR OR STANDARD POINT VALUES ARE:

A	11	B-	7	D+	3
A-	10	C+	6	D	2
B+	9	C	5	D-	1
B	8	C-	4	F	0

THE WEIGHTED SCALE IS:

A	13	B-	9
A-	12	C+	8
B+	11	C	7
B	10	C-	6

ACADEMIC LETTER

The Student Council, in conjunction with the Board of Education, has established the following guidelines for academic letters for Knox County High School students in grades 9 through 12.

Letters will be awarded in September of each year and will be given to students not previously receiving the letter and who have earned a grade point average of 8.0 or better in three of the four quarters in the preceding year. Students already possessing a letter will receive the appropriate bar. A gold bar will be given to students on the A honor roll three of four quarters and a silver bar to those on the B honor roll three of four quarters.

GRADE POINT AVERAGE

Knox County High School uses a weighted 11 point scale in calculating honor rolls and student grade point averages. All semester and full year classes are included in the calculation, except classes on a pass/fail grade. A pass grade does not affect grade point average, but a fail grade is calculated in the student grade point average.

At graduation, the senior with the highest grade point average is declared the valedictorian, the student ranking next highest is declared the salutatorian. See Board Policy 2523.

GRADE SCALE

A.....	96-100
A-.....	91-95
B+.....	88-90
B.....	85-87
B-.....	81-84
C+.....	78-80
C.....	74-77
C-.....	70-73
D+.....	67-69
D.....	63-66
D-.....	60-62

Below 60 percent is failing.

ARTICULATION CREDIT

Articulation is a process that allows the linkage of two or more educational institutions in order to provide a smooth transition for the student going from one level to the next without delays, duplication, or loss of credit. Earning articulation credit benefits the student by granting them advanced standing at college due to credits earned in high school, thus the student spends less time (and money) in college. It also reduces duplication of classes, as the student doesn't need to spend time on the areas he or she has already earned credit.

Knox County High School students who attend the Kirksville Area Vo-Tech are given the opportunity to earn articulation credits prior to enrolling in specific post-secondary programs of study through articulation agreements.

Students who complete a program of study at the Vo-Tech and wish to further their education in that field after graduation may apply their Vo-Tech coursework toward specific programs of study at these schools. The Counseling & Career Center and the Vo-Tech have more information available pertaining to these articulation programs.

Students enrolled in vocational programs in business and agriculture at Knox County High School may also earn college credit through articulation agreements with some community colleges in the state. Specific courses and requirements are available from the vocational instructor or from the counselor. Articulation agreements are in place with:

- Moberly Area Community College (Moberly, MO)
- Linn State Technical College (Linn, MO)
- North Central Missouri Community College (Trenton, MO)
- Indian Hills Community College (Ottumwa, IA)
- American Institute of Business (Des Moines, IA)
- State Fair Community College (Sedalia, MO)

DUAL ENROLLMENT/CREDIT (Juniors/Seniors only)

Dual credit is a process, which allows Knox County High School students the opportunity to earn college credit from Hannibal-LaGrange College and/or Moberly Community College while completing specific courses at our high school. By enrolling in specifically approved classes taught at our school during normal school hours, students can earn credits that apply directly toward high school graduation and college. Before enrolling, a student must have an 8.25 grade point average (individual courses/colleges may have additional enrollment requirements) and they must pay a nominal fee (about one-fourth what a college student pays) for these classes. Upon earning a grade of A, B, or C (and D from MACC) they receive college credit. Dual credit is an excellent way for high school students to become familiar with college courses and to get an extra boost of confidence before enrolling in college full-time.

SCHEDULE CHANGE

Students select courses, with the help of the counselor, for each academic year during the spring or summer of the previous school year. Before the start of school or before second semester, students are allowed to make changes to their schedule of classes. **Once the semester has begun, there will be no schedule changes, with the exception of actual errors. There will be no “I changed my mind” changes.**

A+ SCHOOLS PROGRAM

Knox County R-I High School has been designated by the Missouri Department of Elementary and Secondary Education as an A+ High School. The A+ vision for the Knox County R-1 School District is to provide all students the necessary knowledge and skills to be successful in their endeavors beyond high school.

The three goals of the A+ Schools Program are to ensure that all students graduate from high school, to ensure that all students complete a selection of high school studies that is challenging and has identified learning expectations, and to ensure that all students proceed from high school graduation to a college, post-secondary vocational or technical school or a high wage job with workplace skill development opportunities.

Graduates of Knox County R-I High School may be eligible for two years of paid tuition and fees to attend any Missouri public community college, vocational school, or technical school for a period of four years from the date of graduation.

To be eligible, students must meet the following requirements:

- Sign an A+ Participation Agreement.
- Attend three consecutive years and graduate from a designated A+ School.
- Graduate with a 2.5 (6.875) cumulative GPA on a 4.0 (11.0) GPA scale.
- Graduate with an attendance record of 95% for the four years of high school.
- Complete fifty hours of unpaid tutoring/mentoring.
- Maintain a record of good citizenship and avoid the unlawful use of drugs/alcohol.
- Make a good faith effort to first secure all available post-secondary funds that do not require repayment by submitting the FAFSA to receive funds.
- Register with Selective Service, if applicable.

Students interested in the A+ Schools program may obtain information from the A+ coordinator located in the Counseling and Career Center.

RENAISSANCE PROGRAM

The Renaissance Program recognizes student achievement in three areas: achievement, attitude and attendance. During the school year, academic pep assemblies will be held to recognize students.

REPORTS TO PARENTS

Report cards will be issued each quarter; they will be distributed to the student at the end of the first, second and third quarters and mailed to the student's home address after the fourth quarter. The marking scale will be A, Excellent; B, Superior, C, Medium or Average; D, Inferior; and F, Failure. A - or + may be used to denote work below or above the letter grade. Each teacher will inform students of his/her grading system early in the quarter or semester's work. Work that is not completed will result in a grade of Incomplete. Students will be given a deadline for work to be completed. If the work is not completed during this time it will be counted as zeros.

PROGRESS REPORTS

Progress reports will be available at any time during the grading period by using **PRO/STAR Internet connection**. This new feature will enable parents to access student progress from home. Go to www.knox.k12.mo.us and click on **GOEDU connection**- go to New User-Apply For Account - complete and submit a signed application to the high school office for a login and password. You will then receive a confirmation to be able to access your student's account.

If you do not have internet access, you may request that a progress report be sent home with your student at mid-quarter by calling the high school office.

ACADEMIC INTEGRITY

Cheating is defined as copying from another student or willingly allowing another student to copy work, using or possessing a "crib sheet", or looking in a book during a closed-book test. Also included in this violation would be plagiarizing an assignment or project.

In the event a student is caught cheating, the consequences will be as follows:

First Offense:	Zero for test or assignment
Second Offense:	Zero for test or assignment and one day In-School Suspension
Third Offense:	Zero for test or assignment and a 3 day Suspension

WITHDRAWAL FROM SCHOOL

In the event a student withdraws from school, they must notify the principal of their intent to leave school, return all books and equipment owned by the school, pay all fees, fines or dues that are due and request that his official records be forwarded to the new school. Failure to take these steps may result in the transcript not being released.

ATTENDANCE

Parents need to inform the school as soon as possible the day that their child is absent by calling 397-2231. Absences not reported by 10:00 AM will be recorded as unexcused and will not be allowed to be appealed at the end of the semester without doctor excuses.

All students are expected to attend school regularly and to be on time for classes. This is necessary in order to get maximum benefit from the instructional program and to develop habits of punctuality, self-discipline, and responsibility. There is a direct relationship between poor attendance, class failure, and dropouts. The following are the items comprising the attendance policy of the Knox County R-1 High School.

1. Students may not be absent for more than **6 total days or 6 periods** from any one class in a semester to earn credit for the class.
2. "Credit" will be defined as 1/2 unit of Carnegie credit per class per semester. Any student exceeding the 6 total days or 6 periods for a given class in a semester is in jeopardy of losing 1/2 unit of credit for each class. If the student maintains a passing grade in the class the letter grade will be placed on their official transcript and **zero credit** will be recorded in the credits column.
3. When a student approaches his/her sixth absence the school will notify the parents in writing that the student is in danger of failing to earn credit due to excessive absences.
4. With a student's sixth absence, the parent or legal guardian will be informed in writing by the principal. Any student who exceeds the 6 absences may appeal within ten school days of receiving their letter. This appeal must be made to the attendance committee. This committee will consist of the high school counselor, one faculty member and the high school principal. The attendance committee has the power to reestablish credit or establish guidelines by which the student can receive credit. All further appeals must be made in writing to the Superintendent with ten school days of the attendance committee's decision.
5. The school day is divided into seven fifty-four-minute class periods. Students arriving to a class period **10 minutes or later** will be considered absent for the entire period.
6. **Students accumulating 3 unexcused tardies for any one class in a quarter will be assigned a Saturday Detention. A Saturday Detention will also be assigned for each additional tardy in that class.**
7. **If students are late to school or need to leave school, they must check into or out of school in the principal's office. Students who arrive after the tardy bell has rung and do not check into the principal's office or who leave without checking out in the principal's office will be considered truant and will face disciplinary action. Subsequent offenses will result in progressively more severe actions, out of school suspensions, or expulsion.**

EXCUSED OR UNEXCUSED ABSENCES

1. The office will record absences by excused or unexcused.
2. Students whose absences are unexcused will receive no credit for makeup work.
3. Students whose absences are excused will be allowed to make up class work for credit. Students must arrange for make-up work by the next class following the absence. Make-up assignments must be completed within the time designated by each teacher (not more than one day for each day absent). Absences that the student knows about in advance the homework should be asked for before the absence.
4. Making up work that was missed during a prolonged absence due to illness may be handled on an individual basis between the teacher and student.

EXCUSED ABSENCES

1. Illness **reported the day of the absence** by 10:00 AM. (**No more than 6 days total for the semester without an acceptable excuse from a medical professional.**)
2. Doctor's certified excuse (any illness for which student misses more than five consecutive days or an appointment during the school day).
3. Military duty.
4. Funerals.
5. Religious observances requested by parents in advance.
6. Travel, which has been approved by the principal prior to departure.
7. College visit by junior/senior. Juniors not more than one day per semester. Seniors are allowed 3 for the year.

Excused absences are based on the honesty and integrity of the parent or legal guardian. Parents or legal guardians are asked to **call the school the day of the student's absence** to report the nature of the absence. Following an absence, the student is to report to the principal's office for an excuse/unexcused slip. This is the responsibility of the student. If the student does not provide an excuse, the teacher(s) will record the absence as "unexcused."

ATTENDANCE REWARDS

Perfect attendance in a quarter will result in 2% being added to the student's final quarter grade in each class he/she has perfect attendance in. If only ONE day is missed in a class that student will receive a 1% increase in each of those classes.

SEMESTER FINALS

Finals will be given in all classes at the end of each semester. All students are required to take finals unless they have missed one or less days of classes and have a "C" or above in that class, or they have missed six days or less and have an "A" in the class.

Any student that is not required to take the finals may do so to try to improve their grade. If a student chooses to take the final the result of the test will not lower their grade. All finals given by colleges for dual-credit or by the Vocational Technical school are subject to that institutions rules and guidelines.

WHEN TO KEEP YOUR SICK CHILD OUT OF SCHOOL!

1. **If your child has a moderate fever, greater than 100.0 degrees,** keep the child out of school. He/She will need rest, plenty of fluids, and possibly medications.
2. **If your child is vomiting or has uncontrolled diarrhea,** keep him/her out of school.
3. **If your child has a fever with a rash,** talk to your child's doctor before you take him/her to school.
4. **If your child has strep throat, pink eye with discharge, impetigo, or other bacterial infection, have your child seen by a doctor and keep your child out of school for 24 hours after they have started taking the antibiotic that the physician has prescribed.**
5. **Ear infections are *not* contagious:** your child may attend school while he/she is taking medication.
6. **If your child has the chickenpox,** your child can not attend until **all the blisters are healed or scabbed over.**

SCHOOL HOURS

Classes begin at 8:20 a.m. and continue until 3:10 p.m. A student will take seven classes per day. Lunch periods are scheduled from 11:02 a.m. to 12:22 p.m. Busses will depart at 3:15 p.m.

BELL SCHEDULE

8:15		Warning bell
8:20	9:11	First period
9:14	10:05	Second Period
10:08	10:59	Third Period
11:02	12:27	Fourth Period
12:30	1:21	Fifth Period
1:24	2:15	Sixth Period
2:18	3:10	Seventh Period

VISITORS

The only visitors welcome during the school day are parents and other Knox County residents. A student not in school here is not welcome during the day. Visitors should check in at the principal's office. They will be required to sign in and provide positive identification and wear a visitor's pass while in the building. Anyone not checking in will be asked to leave and may have trespass charges filed against them.

RESTROOMS

Students may use the restrooms before and after school, between class periods, and at the beginning or end of lunch period. Students are expected to keep them clean and do not loiter or smoke there, write on the wall or damage the facilities in any way. If students are feeling ill, they must report to the nurse's office. Students should not remain in the restroom or any other area.

ANNOUNCEMENTS

Announcements of importance will be given over the public address system. Bulletins will be issued daily. Announcements for the bulletin should be brought to the principal's office before school. A weekly bulletin will also be posted on our website knox.k12.mo.us.

STUDENT'S USE OF THE OFFICE

Students are welcome to come to the office when the secretary or principal can be of service. Before coming, students should check with their teachers.

TRANSCRIPTS

Seniors expecting to attend college should leave a request at the counselor's office early in the summer after graduation for a transcript to be sent to the school they will attend.

Transcripts will be made available directly to eligible pupils or former pupils as required by law. A charge of one dollar (\$1.00) will be made for each transcript, which is mailed for a graduate from Knox County High School after one year following the student's graduation.

LOCKERS

Lockers are provided as a service to the Knox Co R-I students. The Students will be required to care and maintain their locker and in some cases they will be required to make a security deposit in order to have access to a locker. Lockers are school property and students are required to pay for damages they cause to that property. Students should keep possessions in their lockers. Lockers must be kept locked at all times. If students leave their lockers unlocked, they assume complete responsibility for losses or theft.

Each student will be assigned a locker, and he or she will be responsible for its care, contents and condition. Periodic inspections will be made by the principal to see that lockers are kept neat and orderly. No permanent markings are to be put on the lockers, and inappropriate pictures and markings are not to be hung inside lockers. Students who abuse locker privileges may be deprived of use of the locker. Lockers are the property of the school and may be searched at any time.

Students are cautioned not to bring large amounts of money, radios or cameras to school, and if they wear glasses or watches, to keep track of them at all times. Students, not the school, are responsible for their personal property. If it is necessary to bring more money than needed to pay for lunch, leave it at the office for safekeeping. Do not leave it in your locker.

HALL REGULATIONS

Before school students are allowed to assemble in the cafeteria. Students may use this time to purchase supplies. Students may go to individual classrooms after 8:00 a.m. and then only when a classroom teacher is present in the room.

Between classes, students will pass promptly and orderly to their next period classes. There is to be no congregating in the corridors or doorways at this time. Noise and confusion are to be kept to a minimum.

High School students are not to use the elementary and middle school hallways, except while going to and from breakfast or to a class in that part of the building, during the school day.

During class periods any pupil in the hall must have a written pass authorizing them to be out of class.

Remember that the conduct of the student body in the corridor reflects to a large degree the character of the school. Try to make it all that it should be.

LIBRARY

You are invited to visit the library frequently. Library rules and regulations are posted in the room and are to be followed while you are there.

CAFETERIA

The school breakfast period will be from 8:00 to approximately 8:20 a.m. Students who consume food are to do so in the cafeteria area only.

The noon lunch period is closed--students do not have the liberty of leaving the school building. The lunch schedule is arranged so that students will eat between 11:02 and 12:22, with the teacher dismissing his/her class to eat at a designated time.

Students are expected to eat their lunches in the cafeteria. They may bring sack lunches; however, all eating is to be done in the cafeteria. **STUDENTS ARE NOT ALLOWED TO CONSUME SODA AT LUNCH. NO FOOD OR DRINK IS TO BE TAKEN OUT OF THE CAFETERIA. NO STUDENT IS TO BE OUT OF THE CAFETERIA AREA DURING THE NOON LUNCH PERIOD.**

Extra milk may be purchased in the lunch line. Students should walk in an orderly manner to the lunch line and join the end of the line. Remain in single file and orderly while waiting in the lunch line. Silverware and napkins may be picked up at the end of the food line. Students are responsible for returning all of the silverware and placing it in the receptacles provided. Napkins and milk cartons are to be deposited in trashcans.

Do not overcrowd tables in the cafeteria. Leave the table and floor area clean. Be pleasant and orderly; observe good table manners. Please extend teachers the courtesy of cutting in ahead of you in the lunch line.

Classes are in session while groups are eating. For this reason, confusion or movement in corridors must be kept to a minimum. Remain in the cafeteria area, going no further down the corridors than the first water fountain area.

USE OF THE TELEPHONE

The telephone is for school business, not for pleasure. Students will be called from classes to the telephone **ONLY IN CASES OF EMERGENCY**. Messages will be accepted in the office and will be delivered to students between classes or at the lunch period.

Students should not ask to use the telephone in the office unless it is an emergency. There are pay stations in each building for the convenience of students in making necessary calls. A student out of class must have the teacher's authorization to be in the corridor.

Transportation Guidelines

General Guidelines:

1. Students should be at the bus stop five minutes prior to the set pick-up time.
2. Students should wait 50 feet from the intersection at any bus stop.
3. Please do not ask the driver to change pick-up or drop-off times or locations. If you have questions or concerns please contact the school. These concerns will be evaluated and changes made that follow the guidelines established by the State.
4. If your child will need to ride a bus other than the one to which he/she is assigned to take part in a special activity, you must provide your child a note for his/her principal at least one day in advance of your request. The principal will initial the note and notify the driver. Following this procedure helps school staff members to know where your child is in case of emergency and determine if there is enough room on the bus for your request.
5. Take time periodically to go over the bus conduct rules as found in the student handbook.
6. When you see a school bus turn on the red overhead flashing lights as it stops, remember that you must stop your vehicle. Please help us keep our students safe.
7. Students living one mile or more from the school will be entitled to free bus transportation to and from school. Free transportation will not be provided for children living closer than one mile except for those who qualify on the basis of disability.

Student Responsibilities at The Bus Stop:

1. Be at the bus stop five minutes before the designated pick-time. Wait 10 minutes after pick-up time before reporting a late bus.
2. Stay off the roadway while waiting for the bus. Maintain proper behavior at the stop (no pushing, shoving, fighting or inappropriate language).
3. Show respect for private property and public property at the bus stop.
4. **Always** cross in front of the bus and **only** at the driver's signal.
5. Go directly home from the bus stop at the end of school.

Student Responsibilities On The Bus:

1. Follow the instruction from the driver.
2. Bus drivers **will** assign seats.
3. **Remained seated until the bus comes to a stop.**
4. Follow rules for courteous and correct classroom behavior.
5. Do not put any part of the body out an open window.
6. Refrain from using profane, vulgar or abusive language. Do not shout at passing persons or vehicles.
7. Spitting on, in or out of a school bus is prohibited.

8. Avoid unnecessary noise.
9. Eating, drinking, smoking or use of an illegal substance is prohibited on the bus.
10. Littering or throwing anything in or out of the bus is prohibited
11. Weapons and unsafe-items are prohibited on the bus, as is use of any item as a weapon.
12. Do not damage the bus. Report any damage you observe to the driver.
13. Fighting, pushing and shoving are prohibited on the bus.

Responsibilities Of Parents/Guardians:

1. Review and discuss the above student responsibilities with your child(ren).
2. **Teach your child(ren) that the driver is the person of authority on the bus and is to be respected.**
3. Make sure that your child(ren) arrives at the bus stop five minutes before the designated time. Make sure that your child(ren) is not at the bus stop too early.
4. Provide supervision for your child(ren) going to and from the bus stop and at the stop as necessary.
5. Make sure your child(ren) are dressed appropriately for the weather conditions.
6. **Provide transportation for your child(ren) if the privilege of riding the bus is withdrawn.**
7. Accept responsibility for the proper conduct of your child(ren).

Behaviors Which Are Not Acceptable

1. Refusing to obey the driver.
2. Failure to remain seated.
3. Eating or drinking on the bus.
4. Physical and/or verbal abuse of the driver or another student.
5. Head, hands and or feet out of the bus.
6. Fighting, pushing, shoving, littering and spitting.
7. Destruction of school property.
8. Weapons on bus (a weapon is defined as anything commonly thought of as a weapon or being used as a weapon).
9. Throwing things in or out of the bus.
10. Other dangerous or inappropriate behaviors.

The process for maintaining order on the buses:

First Violation: Driver gives the student a Verbal Warning.

Second Violation: Driver will fill out a Bus Misconduct Report and turn it in to the Principal of your student. The Building Principal will have a conference with the student and contact the parents.

Third Violation: Driver will fill out a second Bus Misconduct Report and turn it in to Building Principal who recommends student suspension from the bus pending conference with student, parents and Transportation Director.

Fourth Violation: Driver will fill out a third Bus Misconduct Report and the students' bus riding privilege may be suspended for the balance of the school year.

The number of disciplinary steps may be modified for elementary students or severe violations.

IF FUNDING ALLOWS, A LATE BUS WILL RUN MONDAY THROUGH THURSDAY FROM APPROXIMATELY 5:00 P.M. TO 6:00 P.M. (A schedule will be announced during the school year).

EMERGENCY PROCEDURES

In case of a fire, tornado, earthquake, or any other emergency, we will make an announcement over the intercom advising the students as to the appropriate action to take. It is imperative that the students adhere to the emergency procedure that are posted in each classroom or given over the intercom.

WEATHER OR EMERGENCY DISMISSAL

In the event that school might need to be called off because of bad weather, listen to KIRX (Kirksville), KRES (Moberly), or KMEM (Memphis).

TEXTBOOKS

The school district provides textbooks for all students in the district at no cost. Every student is obligated to give their books the best of care. Textbooks will be checked out to the student as needed in the class and will be checked back in to the teacher at the end of the year. **Loss, unnecessary marking or damage beyond reasonable wear is chargeable to the student at the end of the year.**

STUDENT I. D's.

Students will be issued a student I. D. They will be required to have and carry at all times their student I. D. The I. D. will be used as their lunch card and library card and in the future as their attendance card. This is for safety reasons and a way to identify students in emergencies. I.Ds. will cost \$2.00 to replace.

STUDENT INSURANCE

Student insurance is available at a nominal cost and is optional. When a student insured under this plan is injured, they will be given a Claim Form at the health office. This form must be completed by their parent and presented to the doctor or hospital. The school merely acts as a medium in supplying the insurance and assumes no liability, either for the injury or the subsequent negotiations with the company.

The blanket policy covers the pupil coming to school, while at school, on their way home from school, and while participating in any school activity, including field trips and athletics, with the exception of high school football, which must be covered under a separate policy. Pupils participating in interscholastic sports should avail themselves of the insurance or have an adequate family policy.

PICTURES

Photographers have been contracted to take student pictures. These pictures will be used for permanent records and yearbook preparation. Picture taking will be scheduled; by this arrangement, classes will have to be interrupted very little.

Senior pictures are taken during the summer preceding the senior year; pictures for the freshmen, sophomores, and juniors will be taken during the school year and may be purchased.

LOST AND FOUND

Articles that are found should be brought to the principal's office immediately. Money, jewelry, keys or items of unusual value should be given directly to the secretary or principal. Be sure to come to the office to make inquiry about anything you may have lost. Clothing that is unclaimed after one month will be turned over to charitable organizations.

RESTRICTED AREAS

Students have no business in the boiler room or in the teachers' room at any time.

INITIATION

There shall be NO class initiations in the Knox County High School. Initiations for members in FFA, FHA, FBLA or other student organizations may be held as recommended by the by-laws of these organizations.

BULLYING AND STUDENT TO STUDENT HARASSMENT

Bullying and any form of harassment will not be tolerated. In addition, related behaviors such as hazing, teasing, clique formation, exclusion, name calling or anything that is hurtful to others will not be tolerated. School should be a safe haven for students where they can experience support and acceptance from fellow students as well

as the normal expectation of receiving support from faculty and staff. High school is a challenging period of time for young adults. Part of the learning process for students is to develop social and communication skills that focus on how to treat others and in a manner that does not include putting down or exalting oneself at the expense of others.

Bullying is a continuum of **ABUSE**, ranging from verbal taunts to physical threats to dangerous actions. Bullying is not playful behavior. In bullying, one student assumes power by word or deed over another in a mean-spirited and/or harmful manner. Knox County Schools will continually strive to provide a climate of safety and respect to help sustain a safe school climate. Students and parents are on notice that bullying will not be tolerated and will include consequences.

Knox County High School will also endeavor to provide preventative programs enabling students to deal with conflict and differences. In addition, parents will be provided with information to better enable them to combat the problems associated with bullying and abuse.

GIFTS

There will be no school-wide gift exchanges at Christmas or any other time during the year. A small group, such as a homeroom or club, may, if its members so choose, participate in a gift exchange of items of nominal value.

VENDING MACHINES

Soda and snack machines are located in the south building. They may be used only after the regular school day. Trashcans are located nearby to help you keep the area clean. Profits from the soda and snack machines go to the student council.

A juice machine is located in the cafeteria. You may purchase and consume juice in the cafeteria before and after school or during the lunch period.

STUDENT ASSISTANCE PROGRAM

The Northeast Missouri Caring Communities project has developed a Student Assistance Program for the Knox County Schools. Student Assistance Programs are designed to improve the quality of student lives. Any member of the school community, including staff, parents or other students may make a referral to the program. The Caring Communities staff will handle management of cases referred to the Program.

PARTICIPATION IN ACTIVITIES

Students who are scheduled to participate in any activity pertaining to school must be in school on the day of the activity unless specifically approved by the principal ahead of time.

ALL-SCHOOL SPONSORED ACTIVITIES

All students must be eligible according to the rules and regulations of MSHSAA and the Knox County Board of Education. If a teacher has a question as to whether a student should be participating in extra-curricular activities, the teacher may request a conference with the student, principal, and sponsor of the activity.

ATHLETICS

Athletics will be an important extra-curricular activity at Knox County High School. We are looking forward to having teams of which we can be proud, both as participants and spectators. We hope that our games will be a place where students, faculty and patrons can get together and give 100% support to our Eagles.

Cheerleaders are organized to lead the student body in organized cheering at games, at pep assemblies or at any time that a school activity can better be promoted by organized cheering.

Knox County High School expects its students to be ladies and gentlemen at whatever sport activity they are attending. This includes courtesy to all guests both from our own and our opponent's community. Officials for our games are also our guests. We may differ on some of their decisions, but let us treat them with respect! Booing and rowdyism are not in good taste and will not be tolerated from our student body.

TRANSPORTATION OF STUDENTS ON SCHOOL TRIPS

Pupils being transported for a school activity will travel in school busses. The principal must approve any exception to this rule. Each group must have a faculty member in charge. A pupil injured or ill could be an exception.

PEP ASSEMBLIES AND ASSEMBLIES

The principal must approve pep assemblies. These assemblies will be held toward the latter part of the school day, on the day of an athletic activity. The cheerleading squad will see that a suitable program is planned to assure a "peppy" and "win-inspiring" assembly.

SCHOOL-SPONSORED ACTIVITIES

School-sponsored parties shall be held in the cafeteria or gym under the supervision of sponsors, administrators, and other adults deemed necessary for proper chaperonage of the function. Members of the student body in good standing may bring guests, on this basis:

1. The student may invite one guest only.
2. The student must sign up a guest in the principal's office by the designated date prior to the event.
3. The guest must accompany the student who issued the invitation.

4. Students and guests at school-sponsored affairs will observe the "once-in, once-out" rule.
5. Guests at a school-sponsored affair will be required to comply with Knox County High School regulations.
6. The student himself/herself shall be responsible for the proper conduct of his/her guest and shall bear the consequences with school officials for misbehavior on the part of the guest.
7. Infraction of rule, or rules, will result in the privilege for invited guests to be withdrawn, or the complete cancellation of the social function.

CLASS MEETINGS

Class meetings will be scheduled when needed. Classes will elect officers as follows: President, Vice-President, Secretary, Treasurer, and Reporter. Times and places of class meetings will be announced.

VOCATIONAL TECHNICAL STUDENTS

All students enrolled in the Vocational-Technical programs and being bussed to Kirksville will comply with all policies in this handbook and in the Vocational-Technical School handbook. Students are required to ride the bus to and from Kirksville. Any student who misses the bus to Kirksville will need permission from the principal or his designee in order to be admitted at the Vocational school, the principal must specifically approve exception to this rule.

KNOX COUNTY HIGH SCHOOL ATHLETIC PARTICIPATION PHILOSOPHY FOR TEAM MEMBERSHIP

The philosophy is one that will provide an environment for team success by focusing on smaller coach-player ratios to improve individual and team mastery of the fundamentals in a given sport. The issue primarily applies to basketball as it is usually the only sport with more players than uniforms. Basketball teams will be limited to 12 players with tryouts being conducted each year at the beginning of the season. Other teams numbers for membership would be matched to the number of uniforms available at each level of each sport. The coaches of each sport would determine who the team members would be each year. Student-athletes could tryout each year if the numbers dictated the necessity to do so, allowing an annual opportunity for team membership. This philosophy parallels other school participation philosophies and practices in the areas of spelling bees, music events, academic contests, and any school sponsored event with its focus on interscholastic competition. There is nothing wrong or mean to put the schools best representatives in the arena. Our opponents practice this philosophy. No apologies should be made for striving for success in any endeavor. In fact, this is what made America the great power it is today.

ELIGIBILITY FOR EXTRA-CURRICULAR ACTIVITIES

To be eligible to participate in extra-curricular activities at Knox County High School, **you must meet the eligibility requirements set out by MSHSAA with addition of the following grade requirements: Students who participate in MSHSAA sanctioned extra-curricular activities must maintain a 4.0 GPA (C-Average) on the 11.0 GPA scale per quarter.**

Students must attend classes for a full school day on the date of the activity in order to participate. Under unusual circumstances, a student may obtain permission from the principal to participate in an evening event if he/she has missed a portion of the school day.

Students must attend classes for the full day prior to the day of Prom in order to be eligible to attend. Unless an emergency, this also includes medical appointments or other pre-arranged appointments.

EXTRA-CURRICULAR ACTIVITIES

At Knox County High School students are given the opportunity to participate in extra-curricular activities of their choice. Extra-curricular activities are those activities, other than classroom-taught subjects, that are provided by the school for the educational benefit of the students. Some of these activities are cheerleading, basketball, football, girls softball, track and field events, Future Business Leaders of America (FBLA), Future Farmers of America (FFA), Future Homemakers of America (FHA), yearbook staff, campus bowl, flags and dance team.

STUDENT COUNCIL

The Student Council is the most important student organization in our school. Council members must carry a great responsibility. They will meet with teachers to solve various problems. They cooperate with the faculty in sponsoring various school activities. They are the voice of the student body at council meetings where they express the desires of the students. This organization provides an opportunity for democracy in action and is, therefore, entitled to your cooperation and respect.

DISPLAY OF AFFECTION

The display of affection to or for another person on school grounds and/or during school-sponsored activities is inappropriate. Anything more than handholding is inappropriate during the instructional and non-instructional time. Failure to abide by this policy will result in disciplinary action.

USE OF ELECTRONIC DEVICES

The use or the possession of electronic devices at school is governed by Board Policy. Examples of these devices are Cell Phones, Beepers, Walkmans, Laser Pointers, etc. **Cell phones are to be turned off during classroom time.** Phones with advanced

features (picture phones, text messaging, etc. are prohibited from being used in any manner that could be potentially embarrassing or disrespectful towards staff or students. If Electronic Devices are abused they will be confiscated and only returned after a conference between the principal, Student's parents, and student.

APPROPRIATE DRESS

Students should dress appropriately for school. It is inappropriate to wear clothing or accessory items, which may disrupt the educational environment, such as items, which depict alcohol, tobacco, illegal substances, offensive, and/or obscene pictures or words, or could contribute to health and safety problems. **This includes, but is not limited to, co-ed naked and Big Johnson T-Shirts. Examples of other inappropriate clothing would be shirts that reveal undergarments or midriffs (at any time), shirts with large cutout arm openings, extremely sagging pants, and shorts that are less than 4 inches long in length, and any other clothing item that is determined to be in violation of the spirit of the dress code.**

Students are not allowed to wear heavy chain accessories (chains that hang down from their billfolds, chains that are normally used for dogs, or heavy metal beaded type chains). Their clothing should be modest in nature and follow the following:

- 1. No spaghetti straps;**
- 2. Muscle shirts with sides split down.**
- 3. Low rider baggie pants.**
- 4. Shorts must have at least a 4-inch rise or be considered appropriate per administration.**
- 5. No bare midriffs. (Tops must cover the stomach sitting or standing)**
- 6. No low-cut tops that reveal cleavage (should be modest in nature).**
- 7. NO HATS worn in the building unless approved for special occasions.**

DIRECTORY INFORMATION

Directory information will be released for purposes of student mailings (Photographers, newspapers, scholarships, etc.), newspaper stories, athletic rosters, student honors, etc. Directory information includes, but is not limited to: name, address, school activities, school honors, photographs, future plans as submitted by seniors. If you do not wish for this information to be released, the school needs to be contacted in writing by parents.

TRI-RIVERS CONFERENCE CODE OF CONDUCT

We, the schools of the Tri-Rivers Conference, believe that there is educational value in extra-curricular activities. It is of utmost importance that we teach worthwhile skills and behavior standards for the participating players and our spectators. For these reasons the following Code of Conduct is adopted for all member schools:

1. Show respect for the opponent at all times.
2. Maintain self-control at all times.
3. Know, understand, and appreciate the rules of the contest, and respect the Officials.
4. Recognize and appreciate skillful performance regardless of affiliation.
5. Strive for keen, but friendly competition. Be proud in victory or defeat.
6. Be courteous and always cheer in a positive way. It is much more effective to cheer for your team than to cheer against an opponent.
7. It is the duty of all who participate (players, coaches, spectators, and Administrators) encourage and maintain good sportsmanship.

It is unanimously recognized by the member schools of the Tri-Rivers Conference that the responsibility of establishing and maintaining proper conduct and sportsmanship lies in the hands of the administration, coaches, and game officials.

In order to accomplish this objective the following items and/or actions will be considered examples of unsportsmanlike conduct, and therefore be absolutely prohibited at all interscholastic sporting events:

1. The use of signs, banners, posters (other than the official school banners).
2. The use of pom poms (except those used by cheerleaders and performing Squads).
3. The waving of towels and/or flags.
4. Enlarged fingers depicting "We're #1."
5. Stomping on the bleachers.
6. Booing or making other distracting noises while the opposing team is Shooting free throw.
7. The use of newspaper and/or confetti.
8. The use of drums, noisemakers, megaphones, and all other musical Instruments while the game clock is running.

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