



Olathe South High School
2009-2010 Student Handbook/Calendar

1640 E. 151st St., Olathe Kansas 66062

Office: (913) 780-7160 **Attendance: (913) 780-7866**

Counselors: (913) 780-7874 **FAX: (913) 780-7170**

www.olathesouth.net

Athletics/Activities Information Line: 780-7200

24-hour SRO Hotline: (913) 780-7777

Principal

Mr. Phil Clark

Assistant Principals

Mrs. Candy Birch (*H - O*)

Mrs. Amy Hankins (*Sophomores and juniors with IEPs*)

Mr. Doug Hay (*A – G and seniors with IEPs*)

Mr. Robert Kersey (*P - Z*)

Ms. Keri Zimmerman (*A - G*)

Guidance Services

Mrs. Patty Bondurant (*A - G*)

Mr. Jim Carr (*P - Z*)

Mrs. Robin Dietz (*H - O*)

Mrs. Ceresa Schaffer (*Guidance Support – Special Services*)

Support Staff

Mrs. Stephanie Allegre (*School Social Worker*)

Ms. Lisa Donn (*School Psychologist*)

Mr. Joel Flachsbarth (*School Resource Officer*)

Mrs. Reba Lucky (*School Nurse*)

REGULAR SCHEDULE - 7 PERIODS

MON. – TUES. – WED.

1st hour	8:00	-	8:50
2nd hour	8:56	-	9:46
3rd hour	9:52	-	10:45
4th hour	10:51	-	11:41
5th hour	11:47	-	1:08
<i>1st lunch</i>	<i>11:48</i>	-	<i>12:15</i>
<i>2nd lunch</i>	<i>12:07</i>	-	<i>12:34</i>
<i>3rd lunch</i>	<i>12:24</i>	-	<i>12:51</i>
<i>4th lunch</i>	<i>12:41</i>	-	<i>1:08</i>
6th hour	1:14	-	2:04
7th hour	2:10	-	3:00

SEMINAR BLOCK

THURSDAY

Collaboration	7:30	-	8:10
2nd hour	8:15	-	9:45
Seminar	9:51	-	11:18
4th hour	11:24	-	1:24
<i>1st lunch</i>	<i>11:25</i>	-	<i>11:55</i>
<i>2nd lunch</i>	<i>11:54</i>	-	<i>12:24</i>
<i>3rd lunch</i>	<i>12:24</i>	-	<i>12:54</i>
<i>4th lunch</i>	<i>12:54</i>	-	<i>1:24</i>
6th hour	1:30	-	3:00

BLOCK SCHEDULE

FRIDAY

1st hour	8:00	-	9:30
3rd hour	9:36	-	11:10
5th hour	11:16	-	1:24
<i>1st lunch</i>	<i>11:17</i>	-	<i>11:47</i>
<i>2nd lunch</i>	<i>11:50</i>	-	<i>12:20</i>
<i>3rd lunch</i>	<i>12:22</i>	-	<i>12:52</i>
<i>4th lunch</i>	<i>12:54</i>	-	<i>1:24</i>
7th hour	1:30	-	3:00

TEACHER OFFICE HOURS

Before School	7:30 – 7:55 a.m.
After School	3:00 – 3:30 p.m.

Alma Mater

Olathe South, we honor you
With pride and loyalty.
Fraternity and strength abound
For all the world to see.
Loyal to our colors,
Blue and gold,
Watch our Falcon spirit soar.
Olathe South, we honor you
Today and evermore.

Fight Song

Blue and gold, Olathe Falcons bold,
Fighting for that victory.
Blue and gold, Olathe Falcons bold,
We fight to win, you'll see.
We're the best, we're number one,
And we'll keep you on the run
while cheering
Go, go, go, Olathe South
Fight for victory!

Teachers Guiding Principles

- **Children First**
- **Respect for All**
- **Teamwork**
- **Excellence and Quality**
- **Commitment to Individual Needs**

Parent/Patron Guiding Principles

- **Positive Role Models:**
- **Effective Communicators:**
- **Respectful of All:**
- **Advocates for Education:**
- **Actively Involved:**

Belief Statements

- All students are life-long learners.
- Education of a child requires the positive participation of students, parents, teachers, staff, and community.
- Learning is directly affected by a positive and safe environment.
- A key to learning is the ability to obtain and appropriately use information.
- Higher-level thinking is a desired outcome of teaching and learning.
- Principles of citizenship and ethical behavior are fundamental to maintaining a democratic society.
- All students should be able to communicate effectively.
- High expectations produce high achievement.

Desired Student Outcomes

All students will be able to . . .

- Communicate effectively.
- Develop proficiency in languages, math, science, the humanities, and technology.
- Acquire, process, and apply information.
- Demonstrate good citizenship and ethical behaviors that are fundamental to maintaining a democratic society.
- Set and meet high standards and goals.
- Recognize life-long learning opportunities.
- Acquire physical and mental health.
- Be self-sufficient learners.
- Apply critical and creative thinking skills.

Attendance

Definition of Absence

Students are considered absent for the period if they arrive 10 minutes after the tardy bell.

MISSION STATEMENT

To empower all students for the challenges of the future.

GUIDING PRINCIPLES

Students Guiding Principles

- **Honesty:** Truthfulness to oneself and others in both words and actions
 - I tell the truth.
 - I respect the property of others.
 - I do my own work.
- **Respect:** Treating others as you wish to be treated
 - I am courteous.
 - I try to understand the viewpoints of others.
 - I display gratitude.
- **Responsibility:** Doing what you are supposed to do when it needs to be done, even when no one is watching
 - I choose to make right choices as an individual.
 - I control my own behavior and emotions.
 - I give my best effort in everything I do.
- **Trustworthiness:** Exhibiting dependable behaviors
 - I keep my promises.
 - When I say I will do something, I will do it.
 - You can count on me to make good decisions.

Philosophy

The administration and faculty of Olathe South strongly believe that regular attendance directly affects academic achievement. It is expected that each student will attend all classes everyday. The primary responsibility for attendance rests with the student and parent.

Kansas Compulsory Attendance Statutes

Regular attendance is required of all pupils enrolled in elementary and secondary schools under Kansas compulsory attendance statutes (KSA 72-1113). It is a parental responsibility under Kansas statutes (KSA 72-1113) to require the regular school attendance “of any child who has reached the age of seven (7) years and is under the age of eighteen (18) years,” unless the child is exempted by statute.

Absence Reporting

If a student must miss classes, parents should call the school attendance office (780-7866) and advise the school in advance of the absence or by 9:00 a.m. on the day of the absence.

Parents should give the following information:

- 1.Name
- 2.Relationship to student
- 3.Student’s name and grade
- 4.Date and hours missed
- 5.Reason for absence

Attendance Procedure

Students who arrive at school 10 minutes or more after the tardy bell are considered absent from class.

Absences that have not been verified by 2:00 p.m. are considered unexcused. Those students are listed on a Do Not Admit list and will typically receive a consequence from the administration the following day.

- 1.The attendance office is open from 7:30 a.m. to 3:30 p.m. The attendance office is temporarily located in Room 1010. Students are encouraged to handle attendance issues *before* school immediately after an absence to avoid missing class time.
- 2.Absences that have not been verified by 2:00 will appear as unexcused on IGPRO attendance.
- 3.On the following day, the student will receive a detention slip for the unexcused absence. The student is responsible for correcting any errors by contacting parents and/or teachers to verify the absence outside of class time. Otherwise, the student will be expected to serve the consequence

by the deadline.

- 4.If a student becomes ill during the school day he/she should report to the nurse’s office with a pass from a teacher. If the student needs to go home, the student must check out through the nurse’s office. The nurse will notify the parents or guardian and advise the attendance clerk of the student’s departure from the building.

5.Contact with a parent, a parent designee, or a legal guardian must be made before a student will be released from school for ANY reason.

Students Leaving the Campus During the Day

Olathe District Schools has a closed campus policy. **Students are not allowed in the parking lot or outside the building between 8:00 a.m. and 3:00 p.m. without permission from the office.** Students are not allowed to check out for lunch and the delivery of food from outside of school is discouraged.

Whenever possible, appointments should be scheduled outside the school day. However, when it is necessary for a student to leave campus during the school day, parents should call the Attendance Office which will send a pass to the student. **[Parents should allow 30 minutes to process and deliver passes to students.]**

Students must come to the Attendance Office to sign-out and receive a “permit to leave” pass. Students returning to school must sign-in and may be asked to provide verification of the appointment to the Attendance Office.

SPECIAL NOTE ABOUT SEMINAR: Parents are strongly encouraged to call before 8:30 a.m. to release their students during seminar. **It is almost certain that messages received AFTER 8:30 will result in delayed delivery.**

Any student who leaves the building without permission will be considered unexcused and will face disciplinary action.

Excused Absences

The state of Kansas delegates to the Board of Education the responsibility of determining reasons for excusable absences. As Board of Education designees, **building administrators will determine if an absence is excused or unexcused.**

According to the Board of Education policy, the following are recognized as excusable reasons for absences:

- Personal illness (A physician’s note may be required for chronic or excessive absenteeism.)
- Serious illness or death of a member of the family or close friend
- Obligatory religious observances of the student’s own faith
- Participation in a school-approved student activity
- Verified physician or dentist appointments
- Court appearance
- Emergency situations requiring immediate action
- An absence which has been requested in writing and approved in advance by the building administration.

NOTE: Students who plan to be absent (vacation, college visit, family emergencies, etc.) or who will be absent during final exams should see assistant principal Mrs. Hankins.

NOTE: There are no school-approved “skip” days.

Unexcused Absences

According to School Board policy, an unexcused absence is one that has been classified as such by the building administration. An absence will be classified unexcused if it does not fit one of the Board’s eight stated reasons for excusable absence or if the building attendance procedure is not followed by the student and the parent or legal guardian. A student who is absent from class or school is considered unexcused if the parent has not reported the absence according to the procedures outlined above. An unexcused absence for one or more classes will result in disciplinary action and possible loss of credit for missed work.

Some examples of unexcused reasons may include: oversleeping, missing a ride to school, shopping, paying fines, running errands, studying at home, leaving campus without permission.

NOTE: There are no school-approved “skip” days.

ATTENDANCE CONSEQUENCES

The administration has the responsibility to determine appropriate consequences. Additionally, if a student is truant by state law, truancy reports will be filed with the district attorney.

The following serve as general guidelines:

- A. One detention for each individual class period missed.
- B. One Thursday After-school Detention when a student misses 2-3 classes.

C. One day ISS if a student misses four or more periods of class.

IN-SCHOOL DETENTION

The administration may assign a student In-School Detention during seminar for consequences such as unserved detentions.

SUSPENSION

A student 17 years of age or younger may be subjected to disciplinary action for reason of non-attendance. One form of disciplinary action may be suspension from school.

If a student’s attendance becomes irregular or infrequent and indicates a lack of commitment to the degree that maintaining the student’s name on the class roster is unreasonable, the student may be suspended.

In accordance with board policy and procedures, building administration has the authority to establish building procedures that respond to students who are inexcusably absent. Building attendance and procedures are provided in student handbooks that are reviewed annually by the Board.

The student may request the information covered in his/her classes to keep up with the material covered during the suspension. NOTE: A teacher may request that the student come in before or after school to collect this information.

TRUANCY

Truancy is defined as absence from a class or classes without prior knowledge or approval of the parent or guardian and the attendance office. **The school principal or his representative may determine that the student with excessive absences without reasonable excuse is truant.** For students under the compulsory attendance law, which includes students 17 years and under, the following procedures will be followed:

- When truancy occurs the first time, the school officials will make an effort to get the pupil back in class immediately. School personnel will attempt to notify parents. **Whenever the student misses three (3) days in a row or five (5) days unexcused in one semester, a letter is sent to the parents notifying them that a truancy report will be filed with the District Attorney upon the next unexcused absence.**
- If the parents or pupil do not make an effort to correct the problem, the District Attorney's office will be notified that the pupil is not attending the

school regularly. Included in this notification will be the following: pupil's full name, date of birth, parent name, parent's address, date or dates of truancy from school, and remarks.

- The District Attorney will notify parents that his office has been notified.

For students not under the compulsory attendance laws, the following will apply.

- In cases of truancy, parents will be notified of the occurrence and the disciplinary action taken.
- Subsequent truanancies may involve a parent conference at school to determine expectations of improvement of the student's attendance.
- Repeated truanancies will make the student subject to suspension or expulsion from school under the terms of Kansas Statutes 2004 & 1300.

Regular school attendance is the combined responsibility of parents, students, and school personnel.

EXCESSIVE ABSENCE REPORTING

Attendance will be reported by letter to parents/guardians of students whenever they have accumulated ten and fifteen absences in any one class. Administrator/counselor teams meet regularly to discuss students with excessive absences.

MAKE-UP WORK

School policy requires that students be given a minimum of two days for an excused absence in order to make up work missed. The student has full responsibility to make up all work missed within the time period set by the teacher.

Assignments may be requested for absences of two days or longer by contacting the attendance office at 780-7866. Students who are absent because they are involved in *extracurricular activities* should notify their teachers of an upcoming absence and make arrangements to receive all work that will be missed. Teachers often give *long-term assignments* and set due dates several weeks away. If a student attends class up to the due date of a long-term assignment and has an excused absence on the date the assignment is due, the student is still expected to submit the assignment on the due date unless the student or parent has made special arrangements with the teacher in person or by telephone. The teacher may choose to deny credit or to allow only partial credit for a long-term assignment from a student whose absence was unexcused.

After *repeated or prolonged absences*, a passing

grade is extremely difficult. In periods of extended illness or injury, special arrangements will be made to enable the student to continue course work at home.

If an absence goes beyond five days, the student and teachers often work out special arrangements.

Absences of ten consecutive days or longer can be handled through a homebound program situation if the school is notified promptly.

In the event of an unexcused absence, the teacher may choose to deny credit or to allow only partial credit for missed work. However, the student may request the information missed during the absence so that he/she may keep up with the material covered. The teacher may request that the student come in before or after school to collect this information.

TARDIES (NEW)

Tardy Table Procedure

-- Teachers report each tardy electronically.
-- Tardies are rarely excused. Six-minute passing periods allow ample opportunity for students to get to class on time.

-- Tardies are not accumulated class by class.

However, teachers will conference with students who have earned 3 tardies in a class and may involve the student and parents in problem solving if tardies are habitual.

-- Students who are tardy are to report immediately to the Tardy Table in the 900 Hall by the Attendance Office for a pass.

-- The student is allowed a total of 5 tardies per quarter without consequence.

--At the Tardy Table, with Tardy #6 students will be assigned a 25-minute detention for each tardy. Students with 10, 11, 12, 13, 14 tardies will be assigned Seminar ISS with additional problem-solving measures to correct the tardy behavior.

* *Failure to serve any detention on time will result in further administrative action.*

AGE OF MAJORITY

On rare occasions, students who have reached the age of 18 will apply for Age of Majority status which transfers responsibility for attendance and grade information from the parent/guardian to the student. Applications are available in the main office.

Students with AOM status must still sign in and out at the attendance office and are responsible for calling the Attendance Office by 9:00 a.m. to excuse an absence.

Absences will be excused for only the 8 district-adopted excusable reasons.

Oversleeping, missing a ride to school, shopping, paying fines, doing errands, going to lunch, and studying are NOT excusable reasons.

AOM students may not sign out for one period or less without prior administrative approval. AOM status will be closely scrutinized should poor grades and excessive absences result.

General Information

Academic Seminar: At Olathe South, we view seminar as an opportunity to further enhance classroom instruction and learning.

Students and teachers are expected to maintain an academic, quiet environment during seminar.

Activities might include completion of homework, make-up work, quizzes, labs, projects; tutoring; individual work with a teacher; opportunity to learn new skills; use of the library, use of academic labs. Other appropriate seminar activities include the PCA Lecture Series, Academic/Athletic Signings, All-School Assemblies, Student Council General Assembly, Kansas Assessment Tutorials, Support Groups, and In-School Detention.

Any activity that is generally inappropriate in a class would not be acceptable in seminar. **Cellphone use, food and drink are not allowed in the classroom.**

Club meetings are not typically scheduled during seminar. Sport practices are not scheduled during seminar.

Expectations

1. Attendance is mandatory.

2. Students will

- bring reading and/or study materials to seminar.
- have some opportunity for movement during the seminar period. (In most cases, students are expected to get prior permission to see a teacher before seminar begins. Those who do not comply with seminar rules may lose the privilege to leave their assigned seminar.)
- carry their passes during seminar. Seminar passes are to be signed by both requesting and sending seminar teachers.
- move directly from one location to another without loitering.
- make productive use of time.
- respect the rights of their peers to use seminar as studying and learning time.
- sign in and out of each location.

- return to the seminar classroom before the end of the seminar.

3. Seminar room teachers will

- take attendance
- process seminar passes and maintain a sign in/out log so that students can be located
- monitor students who remain in the seminar room
- assist students who need tutoring.

SPECIAL NOTE: Parents are strongly encouraged to call before 8:30 a.m. to release students during seminar. It is almost certain that messages received AFTER 8:30 will result in delayed delivery.

Honor Pass

Juniors and seniors achieve Honor Pass status when they (1) earn all A's and B's on quarter grade cards, with one C in a weighted classes allowable and (2) have a good discipline record with no record of attendance detentions, Thursday After-School Detentions, ISS, or OSS the previous semester. Honor Pass students may remain in their seminar rooms, visit their teachers' rooms with prior approval, come to the commons and/or other designated areas where they can study alone or with others, listen to music on headphones, and purchase and consume snacks and drinks. Senior Honor Pass students may also go to the patio when weather permits.

Honor Pass students may not leave the building for any reason without office approval. They may not disturb/disrupt other seminar classrooms/students.

Falcon Mentoring Program (FMP)

During the first semester, selected juniors and seniors meet during seminar with sophomores to guide them in the transition from junior high. Each sophomore is assigned a mentor who will provide relevant information, introduce them to school operations, answer questions that arise throughout the year. Discussion topics include school traditions, community service, team building, organization and study skills, time management, and involvement in school activities.

Activity ticket The student ticket costs **\$30.00**. It includes admission to all home non-tournament athletic events. Individual tickets for these events would cost more than \$100.00.

Announcements are read over the intercom daily, sent via email to each teacher, and posted on TV screens in the commons. Sponsors/teachers authorize

announcement which are submitted in writing to Mrs. Klusman one day in advance.

Bus transportation is provided to students who live 2.5 miles or more from their school. Parents should contact First Student at 782-1050. Students who disobey certain rules may lose bus privileges.

Fees are payable at registration:

Instructional materials.....	\$60.00
Student Activity Ticket.....	\$30.00
Yearbook.....	\$40.00
Parking Permit	\$15.00
Calculator Rental	\$20.00
PE Uniform	\$20.00

Fire, tornado, and code red/yellow drills are held periodically throughout the school year. Students should listen closely to directions and move in a quick and orderly manner to the designated area.

Food service is provided for students and staff.

- **Breakfast** foods are available for sale in the cafeteria from 7:10 to 7:50 a.m.
- **Lunch** is served daily at school. The 'A' lunch costs \$2.20, or a la cart items are available. Milk purchased separately is \$.40. NOTE: Those who buy a second 'A' lunch on the same day will pay the full adult price for the lunch.
- The automated computer system requires ALL students to have a **photo identification card**. The ID card will be used to access cafeteria accounts and may be used in the media center as well to check out books. Photos for the ID cards are taken during registration in August.
- Olathe South has a **closed lunch**. Students will be expected to eat in our cafeteria. Students may bring lunches from home, but they may not eat off campus or order take-out food to be delivered to the school for lunch.

Health Services:

The **school nurse** is on duty every day from 7:30 a.m. to 3:30 p.m. to cover emergencies, illness, and other routine health matters.

Students desiring to see the nurse should first get permission from their teachers who will sign the planners. All students will sign in and out of the nurse's office, with arrival and departure times. If it is necessary for students to leave the building, the nurse will provide a "Permit to Leave Building" slip to the student. Students who have chronic illnesses or who are absent from school for extended periods of

time should notify the school nurse.

Senior high **medication policy** varies slightly from the elementary school policy and encourages increased responsibility.

- All prescribed medications should be brought to the school nurse's attention.
- Controlled substances (narcotics, anti-depressants, stimulants) require a doctor's note and parent's signature and will be dispensed from the health room under the supervision of the school nurse.
- Inhalers may be carried and self-administered by the student with physician and parental signature.
- Antibiotics may be carried and self-administered by the student.
- Over-the-counter medications (Tylenol®, ibuprofen, cough drops, etc.) may be carried and self-administered by the student. All medication is to be carried in its original container. A limited supply of over-the-counter medications is available for student purchase from the health room upon parent permission.
- At no time should a student give medication to another student. The principal may revoke the self-medication privilege of any student found to be in violation of the policy.

The student should carry only what is needed for that day and it should be carried in the original container. The container should be clearly marked.

Hallway pass policy: All students are issued a student planner. *Students are expected to keep with them at all times.* The planner is used as a hallway pass. The "origin" teacher will sign the student planner indicating destination and time. The "destination" teacher notes the time of arrival and departure and provides a signature.

Identification Cards: Students are issued a photo ID card at the beginning of each school year. It serves as a lunch ticket, activity pass (with \$30 payment), bus tickets, and permission to leave campus for other classes. If lost or stolen, please report to the Attendance Office for a replacement (Replacement cost is \$5.00)

Insurance: A supplementary insurance policy is provided to all students. In case of injury or cause for claim, an incident report must be **completed as soon as possible.**

Lockers: Each student is assigned a hall locker with a lock, the combination of which is changed every

year. Cost for replacing lost or damaged locks is \$5.00. STUDENTS ARE EXPECTED TO ALWAYS KEEP THEIR LOCKERS LOCKED AND TO NOT REVEAL THE COMBINATION TO ANY OTHER STUDENT. The school does not assume responsibility for items stolen from lockers or lost due to student carelessness. Lockers are intended for storage of clothing and school supplies, not for purses or items that are extremely valuable or inappropriate for the school setting as determined by the Olathe South administration. Students must use only their assigned locker. Lockers are school property, and the administration reserves the right to inspect lockers at any time deemed necessary. Personal locks will be removed from lockers. Report to the office any locker not working properly.

Lost Items: Ultimately, the student is the best defense against theft. Students are encouraged to leave valuable items at home. It is especially important that students lock up their belongings in locker provided in the hallway and PE locker room.

Olathe South is not responsible nor will students be compensated for items lost or stolen. Students are encouraged to report thefts to the SRO. Lost and Found is located at the receptionist's desk in the main office.

Media Center hours are from 7:15 a.m. to 4:00 p.m. Monday through Thursday and from 7:30 a.m. to 3:30 p.m. on Fridays. Students must have passes from their teachers to use the library during the school day. Over 21 Internet stations with many online reference databases are available for student research. Students must present their I.D. cards to check out material from the media center.

Parent-Teacher-Student Conferences

Students are free to confer with teachers during teacher office hours are from 7:30-7:55 a.m. and from 3:00 to 3:30 p.m. Parents may schedule conferences with teachers by calling the school office or by emailing teachers via the school website at www.olathesouth.net. Building-wide conferences are scheduled once each semester.

Parking (2009-2010 presents special challenges in parking due to construction.)

1. Students must register their cars and pay a \$15.00 fee in the main office.
2. There are very few reserved parking spaces for students.
3. Parking hangtags must be placed on the rear view

mirror of the vehicle.

4. **Students will not park in parking lots designated as faculty/staff parking.** Students will not park in handicapped or visitor spaces. All fire lanes, median strips, grassy areas and exits and entrances, any yellow curbing, and the Indian Trail parking lots are also off limits to student parking.
5. Loitering and speeding in the parking lots are prohibited.
6. Parking offenses will carry consequences.

School calendar: School events are available online at the calendar link on the Olathe South website www.olathesouth.net.

School closings due to severe weather are announced on local radio and television stations. The district information telephone number is 780-7000. Please do not call Olathe South or the superintendent. Parents are invited to sign up for Olathe Alert and get important information sent as text messages directly to mobile phones, wireless PDAs or pagers. Information can also be sent to e-mail accounts. Emergency information, school closings and administrative reminders (upcoming districtwide events or breaks) are among the types of information available through this free service.

Security is provided for the protection of students. Officers assist with problems anywhere on school district property, including the staff and student parking lots.

The **Student Intervention Team** comprised of representative teachers, specialists, counselors, the school nurse, and administrators, convenes weekly to address specific student needs. Referred to the team for various reasons by various sources, students may also refer themselves to the team if they feel the need for an additional support system.

Telephones are available for student use in emergencies. Cell phones may be used before and after school or between classes in the commons. **Cell phone use in the classroom is not allowed. Students are expected to turn off and put away cell phones before entering the classroom.** Neither teachers nor students will be called from the classroom for telephone calls except in emergencies.

Visitors (relatives or friends) during the school day are generally not permitted in any Olathe district high school. However, parents/guardians who wish to observe in a classroom may arrange for a visit

through the principal. All visitors must agree to visiting guidelines and procedures and are under the jurisdiction of the building principal who will approve the date and time of each visit, in compliance with Olathe District Schools policy.

Student Conduct

The school rules published in this handbook are subject to such changes as may be needed to insure continued compliance with federal, state, or local operation of the school. Although not all rules of behavior can be written into this handbook, we expect students to follow reasonable rules and to not violate the rights of others.

The Olathe District Schools publishes a **Code of Student Conduct** that is available to all students and parents via the student page of the Olathe School District website at www.olatheschools.com. Booklets are also available in the main office.

The Code of Conduct contains examples of the representative types of misconduct that shall result in disciplinary action and a description of the disciplinary consequences that may be imposed.

The standards of conduct listed in the Code of Student Conduct and the consequences following have been adopted by the Board of Education as approved procedure.

The Code of Student Conduct is designed to encourage student responsibility, respect for the rights of others and to ensure the safe and orderly operation of all District schools.

The Code contains examples of the types of misconduct that shall result in disciplinary action. The behaviors described should be viewed as representative of the misconduct that most frequently causes disruption of the orderly educational process. The list does not include all types of misconduct. The student who commits an act of misconduct which is not listed by which is disruptive of an orderly educational environment will be subject to the authority of the classroom teacher, principal, and/or district personnel.

Each identified act of misconduct is followed by a description of disciplinary consequences which may be imposed. USD #233 staff will use their professional judgment in determining which disciplinary action will be most effective in dealing with the student's misconduct, taking into account

the student's previous disciplinary record, and any other relevant factors.

KANSAS STATUTE 72-8901. The Board of Education may suspend or expel, or by regulation authorize any certificated employee or committee of certificated employees to suspend or expel, any pupil guilty of any of the following:

- (a) Willful violation of any published regulation for student conduct adopted or approved by the board of education.
- (b) conduct which substantially disrupts, impedes or interferes with the operation of any public school;
- (c) conduct which endangers the safety of others or which substantially impinges upon or invades the rights of others at school, on school property, or at a school supervised activity;
- (d) conduct which, if the pupil is an adult, constitutes the commission of a felony or, if the pupil is a juvenile, would constitute the commission of a felony if committed by an adult;
- (e) conduct at school, on school property, or at a school supervised activity which, if the pupil is an adult, constitutes the commission of a misdemeanor or, if the pupil is a juvenile, would constitute the commission of a misdemeanor if committed by an adult; or
- (f) disobedience of an order of a teacher, peace officer, school security officer or other school authority when such disobedience can reasonably be anticipated to result in disorder, disruption or interference with the operation of any public school or substantial and material impingement upon or invasion of the rights of others.

In recognition of a student's individual rights, the Board expects school authorities to provide and maintain a suitable environment for learning. It expects that the school personnel will do everything in their power to maintain and facilitate the education program so that the individual needs of each student are met to the greatest possible degree.

The Board affirms that the administration, in order to implement these expectations, has the inherent and statutory responsibility and power to maintain order and discipline in the schools and to remove the privilege of school attendance temporarily from any member of the student body whose conduct is contrary to the best interests of the whole school community.

The administration has the further responsibility to recommend to the Board of Education expulsion from school for those students who are habitually and/or overtly in defiance of reasonable rules and regulation. The Statutes of the State of Kansas will be followed when the privilege of school attendance is to be removed from the student.

GENERAL EXPECTATIONS

Students at Olathe South are expected:

- to be **diligent** in pursuit of academic work
- to be **respectful** toward teachers, fellow students, and public property
- to be regular and **punctual** in attendance to all classes
- to carry their **student planner** at all times. Teachers will use the planner as hall passes, and students who do not have their planners with them will not be allowed to leave class for any reason, other than an emergency.

Replacement planners can be purchased in the main office for \$5.00.

- to be obedient to the directions and **authority of teachers** and other school authorities. Students are under the authority of ANY teacher or staff member of the Olathe public schools at ANY time they are on ANY school ground or at ANY school function not on school grounds
- to **dress appropriately** according to the school apparel policy.

NOTE: Whenever a dress code violation occurs, staff members have been encouraged to take any or all of the following actions:

- ask the student to correct his/her dress before attending class or school activities.
- provide appropriate clothing for student to wear.
- call the parent.
- submit a discipline referral to the administration.
- to keep **cell phones** off and out of sight during class time.

NOTE: When a cell phone use violation occurs, staff members have been encouraged to take any or all of the following actions:

- Conference with student.
- Call the parent.
- Confiscate the cell phone and allow the student to retrieve it at the end of the hour or from the main office at the end of the day.
- Assign a detention.
- Submit a discipline referral to the administration.

- to use **cameras and camera cell phones** appropriately

Students at Olathe South are expected to **AVOID** the following:

- leaving **school grounds** during school when not under supervision of a teacher, coach, or administrator
- creating **disruptions** such as yelling, whistling, and excessive horseplay in the building
- wearing hats and **headgear or coats** in the building from 8:00 to 3:00 p.m. (The simplest rule is to leave them in lockers during the day.)
- using **electronic devices with headsets or earphones** during class time

NOTE: When an electronic device use violation occurs, staff members have been encouraged to take any or all of the following actions:

- Conference with student.
- Call the parent.
- Confiscate the device and allow the student to retrieve it at the end of the hour or from the main office at the end of the day.
- Assign a detention.
- Submit a discipline referral to the administration.
- playing games that involve chance, **gambling, betting,** or wagering
- exhibiting **public displays of affection**
- infringing upon or becoming a **nuisance to others** by such acts as blocking corridors or doors, running in the hallways, and disturbing classes, assemblies, or any other school-sponsored activity
- carrying or smoking **cigarettes or other tobacco products** on school grounds or at any school event
- possessing, using, consuming, selling, or distributing **alcohol or restricted drugs** on school premises (This includes any evidence of being under the influence of such substances. This applies during the school day as well as during school activities before or after school hours.)

With parent permission, students may carry a small quantity of over-the-counter medications, antibiotics, and inhalers as long as they are in their original containers. Controlled substances in the original prescription bottle must be administered by the nurse; these require a doctor's note.

- **gross misconduct**, including but not limited to the following:
 - striking, assaulting, or threatening to assault a staff member or peer

- willful destruction of school property
- writing or using obscene or profane language
- use, possession, or display of dangerous weapons, including but not limited to firearms, dangerous knives, and chains
- stealing money or other items belonging to the school or individuals within the school.
- **willful violations** of any published regulation for student conduct adopted or approved by the Board.

SCHOOL DISCIPLINE

School officials must protect the learning rights of the student body. The general strategy is for students to self-manage their conduct. However, on the occasion that a student is unable or chooses to ignore the basic guidelines for a successful school experience, school officials are positioned to respond accordingly.

When any of these basic rules are broken, the student should expect an administrative response. Basic guidelines are outlined in this document as well as the ***Code of Student Conduct***. Again, Olathe South students shall comply with the regulations and expectations of the school, pursue the required course of study, and respect teachers' authority.

DISCIPLINARY CONSEQUENCES

Detention can be served at four different times every school day:

- 7:00 to 7:25 a.m. Writing Lab Room 109
- 7:30 to 7:55 a.m. Writing Lab Room 109
- 3:05 to 3:30 p.m. ISS Room 1003
- 3:35 to 4:00 p.m. ISS Room 1003

Students must serve detentions within three days.

Typically, students who do not serve their detentions within that time will be assigned a In-School Detention during seminar.

Thursday After-School Detention (ThAD) begins promptly at 3:10 p.m. and ends at 6:10 p.m. Those who miss an assigned ThAD without notifying the office in advance are automatically referred to their assistant principal.

Suspensions and Expulsions

Students are advised of the rules below at the beginning of the school year. When the rules are broken, the student can be subject to out-of-school suspension. The administration may also recommend to the Board of Education a longer suspension from school.

In-School Suspension

In-School Suspension (ISS) is an alternative to out-of-school suspension and will be assigned at the discretion of the administrator.

Students will be required to be productively involved during their ISS assignment.

A student who refuses to cooperate with the guidelines and policies or who continues to be a disruptive force in the ISS program will be referred to an assistant principal.

The following rules must be observed while in ISS:

- The student must report to the assigned room on time.
- Any request to leave ISS for an extended time must be approved by an administrator.
- Any student who has been placed in ISS for an extended time may not participate in any extracurricular activity or athletics, nor be present on any district property at any time until the ISS placement has been served.

Out-of-School Suspension

Out-of-School Suspension (OSS) of not more than ten days is assigned at the discretion of the school administrator.

An OSS is a likely consequence for those behaviors considered most detrimental to the educational process or for those unacceptable behaviors a student chooses to repeat. The student who has been placed on an out-of-school suspension may not participate in any extracurricular activity or athletics, nor be present on any district property school grounds at any time day or night during the suspension. **The student may resume participation only after he has returned to classes.**

FACULTY

At the website www.olathesouth.net, the Staff link provides a complete list of faculty members as well as links to their websites. In addition to a daily planning period, staff member are available during office hours from 7:30 to 7:55 a.m. and from 3:00 to 3:30 p.m.

Student Services

Visit the Olathe South website for more information. The following services are provided through the Student Services department.

Educational planning assists students with high school course work, and post-secondary planning. This includes

- college admission
- financial aid
- scholarship information
- testing.

Career Cruising is an Internet resource to help students plan their futures. Students are able to access career and college information as well as up-to-date assessments and statistics.

This Internet site at <http://www.careercruising.com> is available to students and parents.

Counseling services are provided to all students as needed. Students may make appointments by signing up in the Student Services office.

College and military visitations are posted on the information wall in the commons. It is the students' responsibility to make appointments to visit with the college representatives of their choice.

Requests for **schedule changes** are typically addressed within the first two weeks of first semester and the first week of second semester.

Special note: The following reasons generally do not qualify a student for a schedule change: teacher preference, personality conflicts, too much work, desire to maintain a high GPA, desire to be with friends.

Transfers & Withdrawal: Students wishing to withdraw from school for any reason should visit with their counselor. A parent should also make contact with the student's counselor. All books and equipment should be returned before leaving the building. The process to mail records to any other school, employer, or the military service is delayed until all school obligations have been cleared.

Graduation Requirements	<i>24 Credits</i>
English	4 credits
Applied Comm./International Language	1 credit
Social Studies.....	3 credits
Fine Arts - Visual or Performing Arts	1 credit
Science	3 credits
Math	3 credits
Technology	1 credit
Health & Wellness	1 credit
Practical & Consumer Studies	1 credit
Individual Focus.....	7 credits

KANSAS BOARD OF REGENTS

QUALIFIED ADMISSIONS

The Kansas Board of Regents has established admissions requirements for all students who enter a Kansas Board of Regents university. The specific classes and requirements are listed in the Olathe District Schools Program Planning Guide.

Students who are planning to attend a Kansas Board of Regents university can access information online at <http://www.kansasregents.org>.

COURSE OPTIONS

PASS/FAIL

Students have the option of taking one class on a pass/fail basis each semester. This is in addition to Teacher Aid, Student Volunteers, Career Pathways, and Work Placement, which are graded pass/fail. Pass/fail classes are not used in calculating final GPA.

Application, which includes written parental permission, must be made through the counselor **prior to the end of the first quarter and prior to midterm of third quarter.** See Student Services for contract and more information.

INDEPENDENT STUDY

Students have the option of choosing two different programs. Details about both options are available from the counselors and online. Both programs will utilize a committee to review the initial application and determine the final credit/grade.

ADVANCED PLACEMENT

Advanced Placement courses allow students to earn college credit by scoring a 3 or higher on these internationally-recognized tests. Advanced Placement courses are rigorous and are weighted for grade point average purposes. See a counselor for more information. AP tests are administered in May.

COLLEGE NOW

Olathe South students have the opportunity to take academic courses in high school which have been identified by Johnson County Community College as College-Equivalent Courses (College Now). Upon payment of specified tuition and fees and successful completion of the courses, college credit can be earned. Only students admitted to designated College Equivalency Courses can apply for this special dual credit option.

High school courses available for **dual credit** as well as credit hours available are listed on the Olathe South website.

These hours are typically transferable to Kansas Regents universities, i.e. Fort Hays State, Pittsburg State, Emporia State, Wichita State, Kansas State, and the University of Kansas.

JCCC will charge an amount not to exceed that charged to any student as tuition for enrolling in similar campus-based courses. No additional charge beyond those authorized for high school rental fees and materials used for classroom activities will be made. Enrollment information will be distributed each semester in all designated dual credit courses. Since College Now students are viewed as college students, they also follow all rules and regulations set forth by JCCC.

Contact the Student Services office for more information.

QUICK STEP

Another opportunity for students to earn college credit is the JCCC/Quick Step program for high school juniors and seniors. Courses are taken on the JCCC campus. Interested students should contact the Student Services office for enrollment procedures.

DUAL CREDIT

Dual credit opportunities may be available from other institutions. Contact the Student Services office for more information.

ALTERNATIVE EDUCATION

• **eAcademy** is Olathe's online learning program for the highly self-motivated, advanced student who needs flexible scheduling and/or a structured or accelerated pace. The course is managed through Blackboard where teachers and students communicate through email, discussion boards, or through a virtual classroom.

• **Homebound instruction** is available for students who are ill or injured and who will miss more than two weeks of classes.

• **Phase V** (Night School) provides an opportunity to make up credits in order to graduate on time. Classes are held Monday through Thursday. See a counselor for details. A fee is assessed for each course.

• **Summer School** is primarily available for students who want to take Driver Education or who need to make up credits required for graduation.

ACADEMIC SUPPORT OPPORTUNITIES

• **Achievement Via Individual Determination (AVID)** helps selected students succeed in rigorous college preparatory coursework by developing specialized study skills. Referral to the program may

be done by the student, parent, teacher, or counselor.

• **Guided Study** allows select students to work in a quiet, supervised study environment to complete homework, work on class projects, and possibly seek help from their teachers. The pass or fail grade awarded in this course is determined by active participation and attendance.

• **Credit Recovery** offers support for students who need to recover credits in CORE classes. This program is a highly-structured course of study that is primarily computer-driven. Students will show mastery by adequate completion of 100 per cent of the required assignments. No transcribed grade is recorded for this course other than the credit recovered.

• **Read 180** is a highly-structured course of study that rotates teacher whole-class instruction, computer instruction, and independent reading practice. Placement in this class is based on scores from various reading assessments and teacher recommendations.

Testing Information

Available online at www.olathesouth.net

- Kansas Assessments
- End-of-course district assessments
- ACT PLAN
- PSAT
- ACT
- SAT

ACADEMIC RECORDS

PROGRESS REPORTS

Progress reports are issued four weeks into each nine-week grading period. Students are expected to take these reports home. Staff may expect a parent-signed copy be returned for progress reports with D's and F's.

Olathe South parents can monitor their children's attendance, grades, immunizations, and history of academic work with **Parent ACCESS** which allows them to access pertinent information. The website is <https://parentaccess.olatheschools.com>. Parents are given a User ID and choose a password to access this information.

GRADE REPORTS

Reports on grades will be issued every quarter (approximately nine weeks). First quarter grades will be distributed at Parent Teacher conferences; second and third quarter grade reports will be given to students to take home. Fourth quarter grades will be mailed home.

PERMANENT RECORD

Only completed course grades (first and second semester) are placed on the permanent record. A student's relative rank in class also becomes part of the record.

Rank in class is determined by the student's grade point average for semester grades which are converted as follows: A=4; B=3; C=2; D=1; F=0; P=does not count; I=0.

Grades for select advanced classes receive a **weighted** factor of .05 per semester.

Courses selected for weighting are: junior and senior Honors English, Pre-calculus and calculus, Honors American history and Honors American government and two (2) classes in science - Advanced Placement Biology or Advanced Placement Chemistry or College Prep Physics.

An incomplete grade (I) indicates that a student has not completed the required work for the period indicated.

TRANSCRIPTS

Official transcripts are mailed from the Student Services office. Students supply a stamped addressed envelope.

RELEASE OF STUDENT RECORDS

The school may, without the consent of the student or his parents, release student records to the following:

- to other school officials who have a proper educational purpose;
- to officials of other school systems in which the student intends to enroll, upon condition that the student's parents be notified of the transfer, receive a copy of the record if desired, and have an opportunity for a hearing to challenge the content of the record;
- to persons specifically named in Section 513 of the General Education Provisions Act, Part C.

No others may have access to a student's records, except in the following circumstances:

- Records will be available to the student or his parents, upon proper request to school officials, no later than 20 days after the request is made. An official competent in interpreting student records must be present.
- Records will be released to others only upon the written consent of the student's parents specifying records to be released, the reasons for such release, and to whom, and with a copy of the records to be released to the student's parents, if desired.

Awards and Honors

HONOR ROLL

To be on the Principal's Honor Roll, a student must receive all A's. The regular honor roll will consist of those students who maintain a B average. Any student receiving any grade of D or F or Incomplete is not eligible. A student must be carrying five units of credit to be eligible for honor roll and may have one P grade.

ACADEMIC LETTERS

Students who maintain a grade point average of 3.75 in high school are honored at recognition programs in the spring.

DEPARTMENTAL AWARDS

These awards are given to outstanding students in specific areas in spring recognition programs.

BOARD OF EDUCATION AWARD

Nominated and elected by the faculty, this graduating senior has shown qualities of initiative, industry, intelligence, and integrity. The student need NOT have the highest grade index.

M.L. WINTERS SCHOLARSHIP AWARD

Nominated and elected by the faculty, this student demonstrates high intellectual curiosity and achievement, is persistent in pursuit of their goals, and has strong leadership skills.

FACULTY AWARD

The faculty nominates and votes on the graduating student who has contributed above and beyond the ordinary in service to the school. The student is presented a plaque and his/her name is engraved on the Faculty Award Shield.

KSHSAA AWARD

Sponsored by the Kansas State High School Activities Association and selected by the faculty, this award is presented to a graduating male and female who demonstrate outstanding citizenship.

OUTSTANDING MALE AND FEMALE ATHLETES

These recipients must have participated in two or more sports. They are average or above scholastically and are leaders in athletics with excellent moral standards. The coaching staff makes recommendation for the award and is not obligated to give this award every year.

PRINCIPAL'S LEADERSHIP AWARD

This graduating senior has had an influential voice in student government and other student affairs. This student possesses the ability to make valid decisions, motivate others, and show sincerity and integrity in a

leadership role.

TOP TEN SENIORS PLUS FIVE

The Top Ten graduating seniors with the highest scholastic GPA through eight semesters are honored at graduation. Five additional students are also recognized for their having been in the top fifteen as of April 15, thus vying for Top Ten honors.

PRESIDENT'S VOLUNTEER SERVICE AWARD

The President's Volunteer Service Award is a recognition program for Americans of all ages who contribute a significant amount of time to volunteer service. Those who serve a minimum of 100 hours over a 12-month period will get:

- An official Volunteer Service Award pin
- A personalized certificate of achievement
- A note of congratulations from the President of the United States
- A letter from the President's Council on Service and Civic Participation

Student Activities

- All club and team members and their parents are required to sign the Substance Abuse Policy outlining the consequences of drug, alcohol, and/or tobacco use. The policy is enforced with or without a signature.
- All school rules apply at extracurricular functions.
- Suspended students will not be allowed to participate and/or attend activities while on suspension.
- Students must obtain approval for guests who do not attend Olathe South prior to school dances.

TRANSPORTATION FOR ACTIVITIES

Parents of students involved in athletics and/or activities will be asked to follow the Olathe District School Transportation Policy which states, in general, that the school district will provide transportation for all events/activities held within the school day.

A student may be allowed to ride home with his or her parents from the place of the event provided the parents contact the sponsor personally at the place of the event. Sponsors and coaches cannot give a student permission to ride home with another student's parent.

ATHLETIC ELIGIBILITY

Athletic eligibility is established by the Kansas State High School Activities Association (KSHSAA). Consult the athletic director or individual coaches for

additional information.

In general, a student is eligible for participation if he/she:

- must be enrolled in a minimum of five courses during the semester of participation;
- has passed five-semester credits of course work during the previous semester;
- is not 19 years of age or older by Sept. 1;
- is legally enrolled in school and in regular attendance;
- is not under school suspension or does not have an unexcused absence on the day of the event;
- has not been in attendance more than three years or six semesters beyond the ninth grade;
- has not competed under a false name;
- does not play on a similar team other than the school team during the same sports season;
- has not accepted pay (cash or merchandise) for athletic achievement or have not played on a team with a paid player;
- has an adequate physical exam on file with the athletic director.

Students participating in or practicing in after-school events need to be in school a minimum of four class periods or half the school day on the day of the event/activity. Any exceptions must be approved by an administrator.

SPORTSMANSHIP

Olathe South students and fans are expected to abide by the following:

- Under no circumstances is anything to be thrown at players, officials, other fans, or the playing surface.
- Profanity or obscene gestures have no place at an athletic contest.
- Rule 52 of the KSHSAA regarding acceptable behavior shall be followed by OSHS students and fans. In general, it says all actions should be positive and supportive of one's team. Any sort of negative action directed toward the opponent is discouraged and could result in penalties against the team and/or the school.

Policies

ACADEMIC HONESTY

Academic honesty is valued and expected at Olathe South. Students are encouraged and expected to learn by developing ideas in their own words.

Consequently, any student who chooses to plagiarize any work will suffer disciplinary consequences.

Plagiarism is a form of cheating that occurs when an individual uses another person's ideas, expressions or writing as if they were his/her own. Olathe South teachers may require students to submit their work to TurnItIn.com to verify that the work is original.

Acts of plagiarism include the following:

- presenting another's essay or class assignment as one's own
- failing to acknowledge the source when repeating another's wording or particularly apt phrase
- failing to acknowledge the source when paraphrasing another's argument
- failing to acknowledge the source when presenting another's line of thinking
- making slight changes in wording from another source so that the passage is not copied word for word
- copying/pasting wording directly from an electronic or internet source without citing the source
- copying from another person's assignment/test

Consequences for plagiarism

- In cases where it is apparent a student has copied all or part of an assignment from another student, from a printed source, or from electronic media, the student will receive a severe academic consequence such as a grade of zero.
- Students involved in plagiarism may be removed from or disqualified for candidacy to National Honor Society and/or other organizations.
- Students who fail to meet the standard of academic honesty may be subject to consequences as outlined in the Student Code of Conduct under Class I or II Offense.

APPEARANCE/APPAREL POLICY

Dress or appearance that is likely to cause disruption of the educational process or create a health or safety concern will be considered inappropriate.

The following provides a guide for dress and appearance. School authorities may exercise their prerogative to counsel students regarding their manner

of dress and grooming.

1. Students must wear shirt and shoes while at school.
2. Hats, scarves, bandanas, hoods, hairnets, and other headgear are not to be worn in the building between 8:00 a.m. and 3:00 p.m.
3. Costume attire and face paint will only be permitted on specially designated days.
4. Winter outerwear, such as coats, hats, gloves, etc., must be left in the locker during the school day.
5. Inappropriate articles of clothing include the following:
 - clothing which is excessively cut, ripped, or torn
 - chains or spikes
 - clothing with vulgar, profane, racially or ethnically derogatory messages, pictures, or symbols
 - clothing with depictions of gangs, illegal substances, tobacco, or alcoholic beverages
 - exposed undergarments or sleeveless undershirts
 - shorts, skirts, dresses, and shirts of inappropriate length and/or fit.
 - clothing that is deemed so suggestive as to be a distraction to student learning. Examples may include shirts or tops that do not cover the midriff, back, or chest area such as tube tops, halter tops, and tops with straps over only one shoulder.

COMPUTER NETWORK POLICY

Students will not be allowed to use the computer network system for personal use without prior approval from the supervising teacher. This basically means that students cannot use the computers for any purpose other than those activities and assignments given by the faculty and administration that are directly related to school.

This policy covers but is not restricted to the following types of offenses:

- entering someone else's files,
- placing computer games on the system,
- creating hidden files,
- entering teacher files,
- accessing outside information through the use of modems,
- sending messages through the system to other students,
- loading viruses onto the systems (Those who commit this offense are automatically removed from the network.)
- conducting other hacker-type activities
- accessing inappropriate websites
- making changes in configurations

DRUG AND ALCOHOL POLICY

The Olathe School District Board of Education, recognizing its responsibility to promote the health, welfare, and safety of students and employees in the Olathe schools, adopts the following policy to assist in protection from dangers that result from the abuse of restricted drugs. As a condition of continued enrollment in the district, students shall abide by the terms of this policy.

Students shall not unlawfully manufacture, distribute, dispense, possess, consume, or use illicit drugs, controlled substances, or misuse “over-the-counter” or prescription drugs or alcoholic beverages on school district property or at any school activity.

Any student violating the terms of this policy will be reported to the appropriate law enforcement officials and will be subject to the following sanctions:

- punishment up to and including short-term suspension,
- punishment up to and including long-term suspension,
- punishment up to and including expulsion from school for the remainder of the school year.

Students who are suspended or expelled under the terms of this policy will be afforded the due process rights contained in board policies and Kansas Statutes Annotated 72-89021, et. seq.

Nothing in this policy is intended to diminish the ability of the district to take other disciplinary action against the student in accordance with other policies governing student discipline.

IMMUNIZATION POLICY

For students new to Olathe, parents must present to the school nurse proof of each required immunization before student will be allowed to attend classes and any needed boosters must be received by October 1 or within 30 days for those admitted after September 1 of each year:

- DTP, DtaP and/or DT/Td
- OPV or IPV
- MMR

For students currently enrolled, parents will be notified by May 15 of each year of any immunization needed for the following school year. Exclusion day for needed boosters will be September 1 (Exception: The exclusion date for the 10-year Td boosters will be the first day of next month following 10- year anniversary date of last DTP.)

SAFE SCHOOLS FOR ALL POLICY

With an emphasis on a safe school environment for all students, Olathe school district officials report all crimes committed on school property to appropriate local enforcement agencies. Specific examples of reportable incidents include but shall not be limited to: possession of weapons, controlled substances (drug/alcohol), destruction of property, theft, fighting, intimidation and/or harassment, and other such matters involving criminal activity. Collaborative and cooperative procedures have been developed with the Olathe Police Department and other law enforcement agencies to support safe schools in Olathe Unified School District No. 233.

SEXUAL HARASSMENT POLICY

Sexual harassment is abusive and illegal behavior that harms victims and negatively impacts the school and work environment by creating an atmosphere of distrust, fear and intolerance.

The Unified School District No. 233, Johnson County, Kansas is committed to providing and maintaining a safe, healthy environment for all students and employees that promotes respect, dignity and equality and is free from unlawful sexual harassment.

The District strictly prohibits all forms of sexual harassment on school grounds, school buses and at all school-sponsored activities, programs and events including those which take place outside of the District. Because sexual harassment can occur adult to adult, adult to student, student to adult, student to student, male to female, female to male, male to male or female to female, it shall be a violation of this policy for any student, employee, or non-employee to sexually harass any student, employee or any other individual associated with the District.

Sexual harassment consists of unwelcome sexual advances, requests for sexual favors, sexually motivated physical conduct or other verbal or physical conduct or communication of a sexual nature.

Any person who believes he or she has been the victim of sexual harassment by a student or an employee of the School District, or any third person with knowledge or belief of conduct which may constitute sexual harassment should report the alleged acts immediately to a teacher or principal. Individuals found to be in violation of this policy will be subject to disciplinary action.

SMOKING/TOBACCO POLICY

All public school buildings in the Olathe District Schools are posted as NON-SMOKING. Smoking and other use of tobacco products by students, staff, and visitors is prohibited in school buildings and on school grounds. For this reason, and for the health benefit, students are not to be in possession of any tobacco products or any related tobacco use items. As defined in this policy, "school building" shall include all buildings operated by the school district and the restriction is applicable to the buildings and on the grounds of the school district buildings.

TRANSFER POLICY

An official description of school boundaries is adopted annually to the Board of Education. Students shall attend the school designated for the attendance area in which the student resides. Under exceptional circumstances, however, a student may be permitted to transfer to a school outside of the student's attendance area.

The following is a list of reasons for transfers based upon exceptional circumstances:

- Family move
- Request from outside agency
- Family hardships
- Special education programs or other special programs such as a 21st Century Program
- Psychological, emotional, health, or social needs
- Administrative placement

The Coordinator of Student Services shall notify the requesting party of the disposition of the request for transfer.

Secondary school students who have been approved for voluntary transfer of enrollment and entering senior high school for the first time shall be permitted to participate in interscholastic activities in accordance with regulations of the Kansas State High School Activities Association.

In general, a student is ineligible for 18 weeks from the first day of attendance if a change in school is made without an accompanying move on the part of the student's parents. For exceptions and additional information, refer to KSHSAA regulations for eligibility.

NOTE: In addition to the transfer rule, the students must meet all other rules and regulations such as age, good standing, and scholarship.

WEAPONS POLICY

Any student who is determined to have brought a weapon to school is in violation of this policy and shall be suspended for a period of not less than one (1) year or be expelled and shall be referred to the appropriate legal authorities. The Superintendent may modify such suspension on a case-by-case basis. The term "weapon" shall mean a "firearm" as defined under 18 U.S.C. 921:

- any weapon which will or is designed to or may readily be converted to expel a projectile by the action of an explosive or other propellant;
- the frame or receiver of any weapon described above;
- any firearm muffler or firearm silencer;
- any explosive, incendiary or poison gas, bomb, grenade, rocket having a propellant charge of more than four ounces, missile having an explosive or incendiary charge of more than ¼ ounce, mine or similar device;
- any weapon which will, or which 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 ½ inch in diameter; any combination of parts either designed or intended for use in converting any device into a destructive device described in the two immediately preceding examples, and from which a destructive device may be readily assembled;
- any bludgeon, sand club, metal knuckles or throwing star;
- any knife commonly referred to as a switchblade, which has a blade that opens automatically by hand pressure applied to a button, spring or other device in the handle of the knife, or any knife having a blade that opens or falls or is ejected into position by the force of gravity or by an outward, downward or centrifugal thrust or movement.
- any electronic device designed to discharge immobilizing levels of electricity, commonly known as a stun gun.

This policy may be applied to replicas and/or toy firearms or guns. The school will turn over all firearms to appropriate law enforcement agency, in compliance with the "Gun Free Schools Act" (Federal) and KSA 72-89b01-89b04.

The Olathe South handbook was prepared by the Olathe South administrative team of Phil Clark, Candy Birch, Amy Hankins, Doug Hay, Robert Kersey, and Keri Zimmerman.

NOTICE OF NON-DISCRIMINATION:

The Olathe District Schools prohibit discrimination on the basis of race, color, national origin, sex, age, or disability in admissions, access, treatment or employment, in its programs and activities as required by: Title IX of the Education Amendments of 1972, Title VI and Title VII of the Civil Rights Act of 1964, the Age Discrimination Act of 1975, the Americans with Disabilities Act (ADA), the Individuals with Disabilities Education Act and Section 504 of the Rehabilitation Act of 1973. Inquiries regarding compliance with applicable civil rights statutes related to ethnicity, gender, the ADA or age discrimination may be directed to Staff Counsel, 14160 Black Bob Road, Olathe, Kansas 66063 - 2000, phone 913-780-7000. All inquiries regarding compliance with applicable statutes regarding Section 504 of the Rehabilitation Act and the Individuals with Disabilities Education Act and the Americans with Disabilities Act may be directed to the Executive Director of Special Services, 14090 Black Bob Rd. Olathe, KS 66062, phone 913-780-8221. Interested persons including those with impaired vision or hearing, can also obtain information as to the existence and location of services, activities and facilities that are accessible to and usable by disabled persons by calling the Executive Director of Special Services. (7/09)

BOARD OF EDUCATION

Rita Ashley	856-8440
Dr. Deborah Daniels.....	764-1054
Kevin Gilmore.....	768-8285
Amy Martin.....	782-3239
Harlan Parker.....	764-8926
Mike Poland	782-3407
Linda Wilhelm.....	829-5058

**EDUCATION CENTER
780-7000**

DR. PAT ALL *Superintendent of Schools*

DR. ALISON BANIKOWSKI
Associate Superintendent Teaching & Learning

DR. MARLIN BERRY.....
Assistant Superintendent General Administration

DR. GARY GEORGE.....
Assistant Superintendent Management Services

EXECUTIVE DIRECTORS:

CAROL LEVAR..... *General Administration*

DR. LOWELL GHOSEY *Secondary Personnel*

DR. ERIN DUGAN *Special Services*

DIRECTORS:

LANE GREEN..... *Activities/Athletics*

LORALEE BAKER-RAPUE *Community Relations*

RITA LYON..... *Technology*

MARY MATTHEW .. *Sch. Improvement/Assessment*

DR. JIM MC MULLEN *Student Services*

KORY NORRIS *Student Development*

DR. GRETCHEN SHERK... *Career/Tech. Education*