

Student/Parent Handbook 2005-2006

Superintendent: Ed Rastovski
Principal: Rick Swearengin Jr.
Secretary: Launa Cook
Athletic Director: Paul Eddie

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Wahoo, NE 68066
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The mission of the Wahoo Public Schools, with the support of our community, is to develop capable and responsible life-long learners.

SCHOOL PERSONNEL BOARD OF EDUCATION

Robert Brigham, President
Mary Ann Tingelhoff, Vice President
Alan Gradgenett, Secretary
Robert Miller, Treasurer
Loren Lindahl
Roma Smith

ADMINISTRATION

Ed Rastovski, Superintendent
Rick Swearengin Jr., HS Principal
Tim Farley, MS Principal
Jane Wiebold, Elem. Principal
Jamie Beedle-Vakiner, Special Ed. Dir.

HIGH SCHOOL FACULTY

Donald Ball Industrial Arts
Audra Barrick Vocal Music
William Beck Media Specialist
Kristal Brabec Special Ed.
Kim Brigham Art
Katrina Christen Spanish
Susan Dinsmore-Talbott Spanish
Paul Eddie A.D., Industrial Arts
Larry Fangman English
Chad Fox Social Studies/Science
Mary Horsham Special Ed.
Abbie Huenink Special Ed.
Marc Kaminski Alt. School
Terry Kopish Counselor
Jason Libal Special Ed.
Michelle Mahler Science
Eric Miller Social Studies
Marty Moser Social Studies
David Privett English
Diane Reece Speech
Kevin Scheef Business
Melissa Schmidt Math
Randy Shada Physical Ed.
Barb Shanahan Business
Steve Shannon Science
Eric Snyder Instrumental Music
Kim Snyder English
Mary Ann Sohl Fm. & Cons. Sci.
Mark Watton Math

OFFICE STAFF

Kris Pokorny, Supt. Secretary
Kathy Becker, Supt. Secretary
Launa Cook, HS Prin. Secretary
Jodi Cihal, HS Prin Secretary/Alt. School Aide

ACTIVITY & GAME TICKETS

Activity pass: good for all home games and the homecoming dance. Exceptions- tournaments, conference tournaments, & NSAA games.

Student \$25
Adult \$40
Individual game
Student \$ 3.00
Adult \$ 4.00

ACTIVITY SPONSORS AND COACHES

Sophomore Class Terry Kopish

Junior Class K. Brabec & T. Wilke
 Senior Class Dave Privett
 Cheerleaders/Dance Judy Stukenholtz /Natalie Sherman
 Art Club Kim Brigham
 Spanish Club Susan Dinsmore-Talbott
 Student Council Diane Reece & Dave Privett
 F.C.C.L.A. Mary Ann Sohl
 F.B.L.A. Barb Shanahan
 Int. Thespian Soc. Diane Reece
 Quiz Team Terry Kopish
 Spring Theater Diane Reece
 Mock Trials Kim Snyder
 Nat. Honor Society Terry Kopish
 Speech Susan Dinsmore-Talbott & Diane Reece
 Head FB & Asst. Track Chad Fox
 Asst. FB: Jason Iverson, Steve Shannon, &
 Marc Kaminski
 Head Cross Country Karla Curran
 Head Volleyball Michelle Mahler
 Asst. VB Melissa Schmidt
 Head Baseball Jeff Evans
 Girls Softball Katrina Christen
 Asst. Softball Diane Ray
 Head Boys BB Kevin Scheef
 Asst. Boys BB Jason Libal
 Fr. Boys BB Marty Moser
 Head Girls BB Linda Walker
 Asst. Girls BB Wes Kramer
 Fr. Girls BB Katrina Christen
 Head Wrestling Eric Miller
 Asst. Wrestling Josh Ackerson
 Head Boys Track Randy Shada
 Head Girls Track Steve Shannon
 Boys Golf Jason Iverson

HS DAILY BELL SCHEDULES

REGULAR: 05-06

1st Period 8:15 – 9:02
 2nd Period 9:05 – 9:52
 3rd Period 9:55 – 10:42
 4th Period 10:45 – 11:32
 5A 11:35 – 12:30
 2nd Lunch 12:30 – 12:57
 5B 12:03 – 12:57
 1st Lunch 11:32 – 12:00
 6th Period 1:00 – 1:47

7th Period 1:50 – 2:37
8th Period 2:40 – 3:25

EARLY DISMISSAL SCHEDULE:

1st Period 8:15 – 8:47
2nd Period 8:50 – 9:21
3rd Period 9:24 – 9:55
4th Period 9:58 – 10:29
5th Period 10:32 – 11:03
6th Period 11:06 – 11:37
1st LUNCH 11:37 – 12:04
7th Period (1) 12:07 – 12:42
7th Period (2) 11:40 – 12:15
2nd LUNCH 12:15 – 12:42
8th Period 12:45 – 1:15

ATTENDANCE

ARTICLE 2, SECTION §79-201 - compulsory education in all Nebraska School Districts: Minimum re-quired attendance.

“Every person residing in a school district within the state of Nebraska who has a legal or actual charge or control on any child not less than seven or more than sixteen years of age, shall cause each child to at-tend school regularly. The public, private or denominational or parochial schools each day that such schools are open and in session except when excused by school authorities, or unless such child has been graduated from high school. The term shall not be less than nine months in any district.”

Regular student attendance is a positive and important habit related to academic success. Good attendance demonstrates responsibility and reflects well on the individual. At this stage of a young person's life, school is their job and is their most important business. The Wahoo High School staff is committed to enabling student success in school and life. The following attendance rules are designed with the success of the student in mind.

We realize that student absences occur that are legitimate and unavoidable. The Wahoo High School admini-stration desires to promote fair and proper attendance rules that recognize student and family needs.

Guidelines and procedures:

1. REPORTING AN ABSENCE

A call from a PARENT OR GUARDIAN is needed each day a student is absent from school. This is nec-essary to assure school personnel that parents are aware that the student did not arrive at school. This also insures that no misunderstanding as to the type of absence occurs. Please call the office (402) 443-4332 before 9:00 A.M. Parents of students who are absent will be called if the office is not notified. An an-swering machine is available for parents to leave messages on when the office is not staffed.

2. EXCUSED ABSENCES

As long as the parent or school approves a student being absent from class, they will NOT be considered truant from school. An excused absence does not necessarily mean homework will be accepted after the ab-sence. Students will need to have their work completed before they attend school related activities. Teach-ers are not obligated to allow students to do make up work after the activity unless prior arrangements have been made. Students who plan to attend school activities, but are not a part of the team, should have their work completed before they attend the event or they will not be allowed to make up their work. If students are failing a class and miss school to view an activity their absence will be considered unexcused. Ab-sences due to participation in school related activities or court placement will not be counted in a student's semester total of absences.

3. MAKE-UP WORK

Students will be allowed two days after the first day of absence and one more day for each day of absence to hand in the make-up work except in the case of a suspension. Long projects that have a due date during the absence will not automatically have extended deadlines. Individual circumstances may be considered. Extensions of the make-up period will not exceed more than one week at the end of each quarter or two weeks at the end of each semester. Make-up work not completed will be recorded as zero credit.

4. MAXIMUM ABSENCES

In order for Wahoo High School students to earn class credits they must satisfy two basic requirements:

- A. Satisfy academic requirements
- B. Exhibit good attendance habits

In order for a student to gain the maximum benefit of the educational program it is important for any stu-dent to be in attendance at least ninety per cent (90%) of the semester, which would allow for a maximum of nine (9) days absent. Any student who is absent from an individual class ten (10) or more times during the course of a semester may lose credit for that class.

5. CLASS SKIP/TRUANCY

Students absent without school and parental knowledge or approval may be considered truant. Conse-quences may include, student/parent conference, detention, In School Suspension, Out of School Suspen-sion or Classes Closed.

TARDINESS TO CLASS

Entering class late is disruptive to students and staff. Students are expected to be in their assigned classroom ready to begin academic activities by the time the class period bell has sounded. Arrival to class after the start of the period will be recorded as tardy unless the student has received a pass. Excused tardies will include late school bus arrival, extreme weather conditions or family crisis. All other tardies will be considered unexcused.

Starting with the second tardy in any class in one quarter, the student will begin with the first prob-lem-solving session of the Student Support System. Each additional tardy in the same class during the same quarter will result in the next problem-solving session until the fourth tardy, which will then be re-ferred to the Principal. Consequences may include student/parent conference, detention and/or suspensions.

ADMINISTRATIVE PROCEDURES

- A. After five (5) and seven (7) days per semester parents will be notified.
- B. After nine (9) days a final letter will be sent. Parents and students should be aware at all times of the total number of days missed from school. These can be checked with the high school office or on-line (PowerSchool).
- C. When students miss ten (10) or more days from class and the absences were not due to

court placement or extended illness, parents and students will be notified to attend a hearing to determine if the student will still receive credit in their classes

D. A hearing committee will be made up of the principal, faculty and community members. Parents will be asked to bring medical verification of absences and/or any other relevant information. The results of the committee's findings may be appealed to the superintendent.

E. If the action of the superintendent is not satisfactory, a further appeal may be made to the BOARD OF EDUCATION.

BASIC REQUIREMENTS FOR GRADUATION

Graduates in the year 2004 and beyond

English (includes 1 sem. of Speech)	40 credits	
Math	30 credits	
Science	30 credits	
Social Science	35 credits	
Fine Arts (i.e. music, art or drama)	10 credits	
Technology (i.e. keyboarding, journalism, CAD)		10 credits
Physical Education	10 credits	
Life Skills	5 credits	
<u>Electives</u>	<u>80 credits</u>	
TOTAL	250 credits	

All courses meeting one class period per day, five days a week earn 5 credits per semester. For more detailed information, see the *Curriculum Handbook*.

CLASS STATUS

Class status is only given at the beginning of the school year.

Senior:	3 years + 170 credits
Junior:	2 years + 120 credits
Sophomore:	1 year + 60 credits
Freshmen:	Less than 60 credits

GRADING AND MARKING SYSTEM

Students will be issued grade reports four times during the school year; at the end of each nine weeks.

Regular Classes

A = 93-100
B = 86-92
C = 78-85
D = 70-77
F = 69 or below
P = Passing
U = Unsatisfactory

Special Classes

A=90-100
B=80-89
C=70-79
D=60-69
F=59 or below

I = Incomplete-If a student has missed a significant portion of the semester due to extreme illness or un-foreseen circumstances, an "I" (incomplete) grade will be issued. Students will be allowed two weeks after the end of the semester to make up incomplete work. Work not completed during the allowed time will be entered into the grade-book as an "F" (failing). In some classes, incompletes are issued based on the amount of work that the student needs to pass. When this happens, the student does not earn credit in that class until all of the required material is

completed satisfactorily.

HONOR ROLL

Academic achievement is recognized each quarter and semester. Students who have incompletes will not be listed on the honor roll. The criteria for each honor roll is as follows:

High Honor Roll	4.0 GPA
Honor Roll	3.5 and above GPA
Honorable Mention	3.2 and above GPA

CHEATING

Students caught cheating will be subject to discipline by the respective classroom teacher. They may also be referred to the Principal who may impose additional consequences. The student may be subject to removal from the class and given a grade of zero or "F". Teachers will not be obligated to allow students caught cheating to turn in make up or alternate assignments.

FAILING GRADES

A FAILING GRADE AT THE END OF THE SEMESTER MEANS NO CREDIT!

If during your years in grades 9, 10, 11, or 12 you have failed a subject and must repeat it, remember it is your responsibility to register for the course again. The course or courses will be taken as soon as they can be worked into your schedule in order that you meet the full requirements for graduation. IF YOU HAVE ANY QUESTIONS...SEE THE COUNSELOR (Terry Kopish)

HELP FROM TEACHERS

Any student who requires additional time at school under the direction of a teacher to adequately master as-signed work may arrange such sessions with teachers. Many pupils welcome this opportunity and take advantage of it, voluntarily. If it seems advisable, teachers have authority to require pupils to come in for an extra session of supervised help or review. When this is needed in the opinion of the teacher, every effort will be made to meet at a mutually agreeable time for both pupil and teacher.

SEMESTER EXAMS

At the end of each semester, teachers will administer semester exams or culminating projects for their respective classes. Testing schedules will be developed for the exams and this information will be provided to students prior to the exam dates. Semester exams will be required.

MID-TERM GRADUATION

Wahoo High School seniors may be considered as having graduated at the end of the first semester in the twelfth grade under the following conditions.

1. All graduation requirements are met to receive the diploma.
2. A conference with the student's parents will be held and the parents submit in writing a request for mid-term graduation prior to September 30th. Applications will not be accepted after this date. Final approval rests with the BOARD OF EDUCATION.
3. All high school privileges cease at the end of the first semester. Students may not participate in athletics, drama, prom, or any other student activities. Upon graduation, all student relationships with Wahoo High School will have been severed.

4. Students requesting graduation shall have attended at least one semester in the Wahoo High School prior to their senior year.
5. Students who transfer into the Wahoo School System with senior standing with a corresponding change of residence of the student's parents or guardians shall be granted full rights and privileges enjoyed by all students.
6. Students must agree not to disturb or interfere in any way with the educational process during the regular school day or at the various school activities.
7. There will be no mid-year graduation ceremony. Those students who elect to graduate early may receive their diplomas during the regular graduation ceremonies. Mid-term graduates may participate in graduation exercises in the spring with their class.

GRADUATION CEREMONY

Wahoo High School only has one graduation ceremony each year. Students that plan to participate must have met all of the graduation requirements before they will be allowed to walk across the stage. If a student does not meet the requirements in time to participate in their class's ceremony, they may participate in the following year's ceremony if they would like. A diploma will be issued to a student as soon as they meet the requirements after their class graduates

STUDENT RESPONSIBILITIES AND RIGHTS

In order to establish and maintain a positive educational atmosphere within our school, certain rules and regulations must be followed by the students. The following rules and standards apply to school and any school event, whether on or off school grounds.

STUDENT RESPONSIBILITIES

1. To apply themselves to the best of their ability to the learning tasks assigned.
2. To attend school regularly and punctually.
3. To act in an appropriate manner that will enhance the learning environment for all students.
4. To use school facilities properly which will conserve their continued usefulness.
5. To abide by school regulations and to assist in their enforcement and development.
6. To participate constructively in school government and to assist in changing regulations for general school improvement.

STUDENT RIGHTS

1. To receive competent instruction in a relevant curriculum.
2. To attend a school which is clean, safe, and reasonably equipped for learning.
3. To have a framework for student government for student sharing in decision making.
4. To have access to printed copies of school regulations.
5. To privacy of personal belongings provided they are not injurious to other students or disruptive to the learning environment.
6. To appeal through normal channels, including courts or civil authorities, any decision of the school administration.

PARENTAL REPORTS

A Weekly Progress Report will be sent to the parents of students failing a class. Grades can be seen anytime on the PowerSchool web page. See the principal for your password.

If a student does not receive a down slip, he/she could still fail at the end of the quarter. It is the student's responsibility to keep informed of his/her academic progress. A failed semester test could cause a student to fail the semester if their average was low.

Report cards will be sent home, picked up by the parent, or given to the student at the end of

each quarter. Parents will be informed through the school newsletter of the day report cards will be handed out or mailed.

PARENTS RIGHT TO KNOW

Section 1119 of Title I Schools in Nebraska states that all parents have the right to request the qualifications of teachers. You may request a copy of your child's teacher from the building principal or the Superintendent's office.

RECORDS ACCESS

Pursuant to LB370, passed by the 1973 session of the state Legislature, any pupil in the Wahoo Schools, his parents, guardians, teachers, counselors or school administrators shall have access to the school's files or records maintained concerning him, in the presence of a principal and/or guidance counselor. No other person shall have access thereto, nor shall the contents thereof be divulged in any manner to any unauthorized person. All such files or records shall be so maintained as to separate academic and disciplinary matters, and all disciplinary material shall be removed and destroyed upon the pupil's graduation or after his continuous absence from the school for a period of three years and after authorization is given by the State Record Board, pursuant to sections §84-1201 to §84-1220, Re-issued Revised Statutes of Nebraska, 1943.

ARRIVAL AT SCHOOL

Students who come to school before the bell rings should go to the lunch room. The only exception is if a student goes to the weight room and is participating in that program or is under a sponsor's direction. At the 8:15 bell the doors in the Little Theater will be locked and students must enter through the front doors.

STUDENT FEES

Students at our school have fees for various activities and items. Waivers for any fees are available from the building principal's office. These waivers are based on the free and reduced lunch application guidelines. The District is not responsible for any purchases/fees paid before the approval of the waiver application.

Examples of fees students will need to pay are materials in courses taken home, cap & gowns for graduation, Close Up trip, outfits for groups that students keep, personal clothing needed for activities, summer school and dual enrollment courses.

Examples of fees covered with the activity pass are admission to home games, transportation for participants to activity events, uniforms kept by the school and school dances except prom.

High school students who participate in NSAA sponsored activities are required to obtain an activity pass which is good for admittance at all local activities and contests excluding State and Conference games or prom. The cost of the pass is \$25 per student.

LEAVING SCHOOL DURING THE SCHOOL DAY

Wahoo High School is considered a **CLOSED** campus. All students who leave the campus during the school day are required to report to the office prior to departure and acquire permission to leave the campus. Each student will be required to include the information asked for on the sign-out form. Students will be expected to sign out when they leave the building and sign in upon their return. (Exceptions to this policy will include school sponsored activities and trips.)

Upon return to the building, the student will be required to sign-in at the office before returning to class. After indicating the time of return on the sign-out sheet, the student will be issued a pass from the office and be allowed to return to class. **Students who leave the building without signing out will be considered truant.**

STUDENT DRESS CODE

In order to provide a safe, orderly, non-distracting learning environment, students are expected to dress appropriately and in such attire that does not interfere with the operation of Wahoo High School and school activities. **Thank you for your cooperation...**

1. No clothing that is revealing of undergarments, private body parts or midriff. (Including halter tops, spa-ghetti straps, under shirts, pajamas or sagging pants/shorts)
2. No clothing advertising or suggestive of alcohol, drugs, sex, gangs or violence.
3. No head coverings of any kind in the building (Including hats, bandanas, "do-rags", sweat bands, or hair-nets).
4. No heavy jewelry, spikes, chain wallets, long key chains or excessive ornamentation that creates an "un-business like" appearance.
5. Shoes must be worn at all times. No houseslippers.

Anything **not** specifically listed, but that is considered disruptive or distracting to the educational environment will not be tolerated. The staff and Principal will judge the appropriateness of a student's attire. Any violation of this dress code will result in disciplinary action. (Including changing clothes, detention and/or suspension)

AREAS OF PROHIBITED STUDENT CONDUCT

Any conduct which causes or creates a disruption or interference with any school activity, or interferes or threatens the health, safety, or the rights of other students is prohibited.

The preceding is a general statement that should be used as a guide by all students. Not all acts of misconduct can be itemized in this handbook. The following are general areas of violation of school rules: (See State Law §79-267.)

1. The use of violence, force, noise, coercion, threat, intimidation, fear, or other similar conduct toward others. This would include "hazing" of students.
2. The willful causing or attempting to cause damage to private or school property.
3. Stealing or attempting to steal private or school property while on school grounds.
4. Causing or attempting to cause physical injury to any student or school employee.
5. Threatening or intimidating a student for the purpose of or with the intent of obtaining money or anything of value from a student.
6. Possessing, handling, or transmitting any object which is ordinarily or generally considered to be a weapon.
7. Engaging in the unlawful selling, using, possessing, or dispensing of alcoholic beverages, tobacco, narcotics, drugs, or controlled substances.
8. Possessing or using drug paraphernalia, or any substance which if ingested or inhaled, impairs behavior, judgment and motor function.
9. Engaging in other unlawful activity if it constitutes a danger to other students or interferes with school purposes. This would include, but not be limited to:
 - A. Gambling
 - B. Unsportsmanlike conduct involving visiting school teams and representatives or officials, of school contests.
 - C. Fighting
 - D. Lewdness
 - E. Disrespect by word, action, or deed directed toward teachers, school officials or other employees.
10. Conviction of a felony by civil authorities.

11. Truancy or failure to attend assigned classes or activity.
12. Tardiness to school, assigned class, or scheduled activity.
13. Willfully disobeying any reasonable written or oral request of a school employee.
14. Use of abusive or profane language.
15. Use of forged or fictitious notes for excuses, absences or tardiness.
16. Repeatedly violating school rules if such violations constitute a substantial interference with school purposes. Students may be suspended or expelled for repeated or cumulative acts, a single act of which would not justify suspension or expulsion.
17. Any public physical display of affection, other than holding hands, is not permitted.
18. No student shall be allowed to make sexual comments to or physical contact with another student or staff member. This includes notes with sexual themes, sexual innuendo, requests for sexual favors, drawings of a sexual nature, and any other behavior which calls attention to sexual activity. Any physical contact which is sexual in nature is expressly forbidden.
19. Students may bring to school pagers, beepers, cellular telephones, or any other communications device, however, they must remain turned off while on campus.
20. Because of potential danger to the eyes, laser light pointers will not be allowed in school and will be confiscated and not returned.
21. Possessing, handling, or transmitting of any dangerous item (.e. lighter, matches, fireworks...)

Depending on the seriousness and related circumstances of the violation by the student, consequences may include:

1. Parent/student conference
2. Assigned detention (before./after school, or at lunch).
3. In School Suspension
4. Short term suspension from school (1-5 school days).
5. Long-term suspension from school (6-19 school days).
6. Expulsion from school for the remainder of the present semester or for a full year depending on the offense..
7. Enrollment in the Alternative School.

LEGISLATION CONCERNING WEAPONS

Federal legislation called the Gun Free Schools Act of 1994, specify that students who bring a gun on school property shall be expelled from school for one calendar year. State legislation forbids firearms in school, at a school activity, or on school grounds for anyone under 18. Further definitions provided by legislation include:

1. Knowingly possessing, handling, transmitting, using, intimidating with, or threatening to use any object or material that is ordinarily or generally considered a firearm, explosive, or weapon, including guns, firearms, pipe bombs, fireworks, throwing stars, brass knuckles, stun guns, BB guns, and pellet guns.
2. Using or threatening to use knives and/or chemical substances (including, but not limited to, mace, pepper guns, and bleach), and any other object that could be used to injure another person.

A “gun rack” law also indicates firearms must be enclosed in a case and locked or school authorities may confiscate the weapon and turn it over to the police.

ALCOHOL, DRUGS, AND TOBACCO

As stated in the section under *AREAS OF PROHIBITED STUDENT CONDUCT*, any student possessing, using, or dispensing alcoholic beverages, tobacco, narcotics, drugs, or controlled substances while on school property or at school sponsored activities is subject to disciplinary action.

In addition, any student in possession of or using drug paraphernalia, or any substance which, if ingested or inhaled, impairs behavior, judgment, or motor function, is subject to disciplinary action and may be turned over to police authorities.

1. **TOBACCO:** The policy of Wahoo Public Schools prohibits students from smoking or using tobacco in any form on school property, or at school sponsored activities. Students are not permitted to leave the campus for the purpose of using tobacco after arriving on campus.

Students shall not possess tobacco products or lighters. These items will be confiscated and disciplinary action will result. It is also a State Law regarding the use of, or sale to, a person under the age of 18. Tobacco use in any form by one under 18 years of age constitutes a class V misdemeanor. Someone who furnishes a tobacco product in any form to one under 18 years of age is guilty of a class III misdemeanor for each offense. (§ 28-1419)

Violations of tobacco:

1. The first offense of **possession** will result in a 3 day ISS, assigned by the principal.
2. Second offense of **possession** will result in a (1-2) day OSS and a parent conference before reinstatement.
3. First offense for **use** of tobacco will result in a 4 day ISS and a parent conference before reinstatement.
4. Second offense for **use** of tobacco will result in a 5 day OSS and a parent conference before reinstatement.
5. The third offense and any subsequent offenses may result in a long term suspension or recommendation for expulsion for the remainder of the term.

Use of tobacco is defined as inhaling or exhaling of smoke, or handling of lighted smoking materials. Tobacco products found on the student's clothes or in his/her locker are considered to be "in possession".

Use of tobacco shall also include the placing of smokeless tobacco products in the mouth. Evidence of use of smokeless tobacco includes the odor of tobacco on the breath and residue found on the teeth, lips or gums of a student suspected of using smokeless tobacco.

2. **ALCOHOL and or DRUGS :** Consumption or possession of alcohol or unauthorized drugs on school grounds, or at any school function or activity sponsored by the school is strictly prohibited.

When a student's manner and/or conduct at school or a school activity causes school personnel to suspect that a student has been using alcohol, drugs or any substance which impairs behavior, judgment and/or motor function, that person shall be referred immediately to an administrator and/or law officer. The Principal may request the school nurse to assist in the observation of the student.

In cases where a student appears to be "under the influence", the parent/guardian will be notified by school authorities to come pick up the student. The student will be immediately withheld from classes. If the incident occurs at a school sponsored event, the student may be turned over to legal authorities who may in turn contact the parent/guardian.

In severe cases, if the parent cannot be reached, or will not come to the school, the Principal shall be authorized to call an ambulance to transport the student to medical facilities. Parents will be notified of this action and be responsible for the incurred expenses.

When there is evidence that a student is in possession of, or observed selling or transferring suspected illegal substances or alcohol on school property or at a school sponsored activity, the Principal shall notify the police and the parent/guardian. Any item recovered that is suspected to be an illicit drug will be turned over to authorities for analysis.

Evidence of drug or alcohol use or possession or possession of drug paraphernalia, will constitute grounds for long term suspension (6-19) days or expulsion. Students who violate school rules related to alcohol and drug use and possession may be referred to local, county, or state agencies for alcohol and/or drug counseling.

SUSPENSIONS

In-school

In-school suspensions (ISS) will be served in a designated area determined by the building principal. It will be the student's responsibility to gather any assignments or make-up work. There

will be no sleeping, eating or other disruptive behavior while in ISS. The day students are serving an ISS, they may not participate in practices or at-attend school events or activities.

1. Students will be required to remain in their seat working on a school-related activity for the duration of the suspension. A supervisor will give students the opportunity to use the restroom once during the morning and once during the afternoon. Restroom breaks are not to be taken during passing periods between classes.
2. Students are only to bring books and school materials with them to ISS. No book bags, backpacks, elec-tronic devices, food or drinks will be allowed.
3. If students refuse to follow ISS procedures, any remaining days of the assigned ISS, and any other suspen-sions for the remainder of the year, shall be served as Out-of-School Suspensions (OSS). It will then be the student's responsibility to obtain work missed from teachers before or after school.
4. ISS students are not to be excused by the bell. A supervisor will enter each ISS room to inspect the condi-tion of the room before dismissing each student.

Short Term Suspensions

Any student may be excluded immediately from Wahoo High School for a period of time not to exceed five school days in the following circumstances provided that the suspension is assigned under the guidelines provided by Nebraska State Law: The days students are serving an OSS (Off School Suspension), they may not participate in practices or attend school events for that period.

1. If the student has a dangerous communicable disease transmissible through normal school contacts.
2. If the student is infected with or can be proven to be a carrier of external parasites (such as head lice) which may be transmissible through normal school contacts which pose a threat to the safety and well-being of the school community.
3. If the student is involved in behavior or activities which interfere with an educational function or which in-fringe upon rights of other students to pursue an education. Some of the activities or behavior which could result in suspension are listed under the "Areas of Prohibited Student Conduct".

Short-term suspension shall mean exclusion from classes and school activities for the specified number of days. Students will not be considered absent. Course work must be completed upon their return to class. It is the students responsibility to get the assignments from the teachers. Procedures, which will be followed in these cases, are:

1. The principal will investigate the incident.
2. The student will receive oral or written notice of the charges and reasons for suspension.
3. The student will be told the evidence used to make the decision.
4. The student will be given an opportunity to present his/her version of the incident.
5. Parents will be notified, of any action within 24 hours.
6. The principal will attempt to hold a conference with the parents before or at the time the student returns to school.

Long-Term Suspension

Long-term suspension means the exclusion of a student from Wahoo High School classes and school activities for a period of time exceeding five school days but less than twenty school days. The days students are serving an OSS, they may not participate in practices or attend school events for that period.

If the school administrator feels that an action on the part of the student results in a condition which calls for an exclusion from school beyond the short-term suspension, the following procedure shall be adhered to:

1. On the date of the decision, a written charge and a summary of the evidence supporting such charge shall be filed with the Superintendent. The school shall, within two school days of the

decision send written notice by registered or certified mail to the student, the student's parents or guardian informing them of the rights established under this act.

2. Such written notice shall include the following:

A. The rule or standard of conduct allegedly violated and the acts of the student alleged to constitute a cause for long-term suspension or expulsion, including a summary of the evidence to be presented against the student.

B. The penalty, if any, which the principal has recommended in the charge, and any other penalty to which the student may be subject.

C. A statement that before long-term suspension or expulsion for disciplinary purposes can be invoked, the student shall have a right to a hearing upon request on the specific charges.

D. A description of the hearing procedures provided by this act, along with procedures for appealing any decision rendered at the hearing.

E. A statement that the Principal, legal counsel for the school, the student's representative or guardian shall have the right to examine the student's academic and disciplinary records and any affidavits to be used at the hearing concerning the alleged misconduct, and right to know the identity of the witnesses to appear at the hearing.

F. A form on which the student, student's parents, or guardians may request a hearing to be signed by such parties and delivered to the Principal or Superintendent in person or by registered or certified mail.

G. Nothing in this act shall preclude the student, the student's parents, guardian, or representative from discussing and settling the matter with appropriate school personnel prior to the hearing stage. If a hearing shall be requested within five days of the receipt of the written notice by the student, the student's parents, or guardian as described in these rules and regulations, the Superintendent shall appoint a hearing examiner and all of the provisions of the Nebraska Statutes which relate to such a hearing shall be adhered to.

Expulsion or Mandatory Reassignment

Expulsion shall mean exclusion from attendance at Wahoo High School for a period of time not to exceed the remainder of the semester in which it took effect. Mandatory reassignment shall mean the student would no longer attend regular classes, but could instead be assigned to Alternative School. Continuation of disruptive activities which resulted in short-term suspension shall constitute grounds for a long-term suspension, mandatory reassignment, or expulsion subject to the procedural rights of Nebraska State Law. A student who has been expelled from school will forfeit any credit for courses attended during the semester. Action to expel or reassign will be managed through the same process as identified for long-term suspension.

LUNCH HOUR GUIDELINES

These guidelines are to be followed by all students during the lunch period at Wahoo High School.

1. Students **may not** leave campus for lunch. Students may eat a school lunch or bring a sack lunch from home.

2. Students will be issued a code to access their funds in the lunch program. Extra lunches or additional items can be purchased using your money in your lunch account.

3. All students who dine at school are to eat in the cafeteria.

4. The last fifteen minutes of the lunch period the lunch personnel will determine if students can be in black-top area by the faculty lot or in the gym.

5. No food is to be taken outside of the cafeteria.

6. Each student will have a family account on the lunchroom computer. Any student in the family may be designated by the parents to bring payments to the family account.

7. Middle School and High School lunches are \$1.70 per day when paid for a week or more at a time. You may bring any amount from \$7.50 on up to add to your account. The computer will

keep track of how much money you have on account, and subtract \$1.70 from your account each time you buy lunch. It will also subtract the appropriate amounts for extras such as juice, second portions, etc. The computer will warn you as you go through the lunch line that your account is low for three days before your account runs out.

8. Students may not borrow from each other's account, nor may they run a "negative balance" (borrow from the school).

9. Students on reduced lunch and free lunch will go through the line the same as all other students. The only difference is that the computer will only subtract the reduced rate from the account of students who qualify for reduced lunch prices, and those who qualify for free lunch will not have any money taken from the account for a regular school lunch. However, free lunch students may keep a balance in their account for juice and extra portions if they would like.

10. Students will be issued a code number for lunch. Each student will punch his or her code into the computer at the end of the line. The account will appear on the computer screen for the lunch cashier. The cashier will then punch in the price of the lunch and/or extra items.

11. If a student needs to buy a cash lunch, or buy a second portion or ice cream with cash, he or she must go to the end of the line. Cash sales will be transacted after the other students have gone through the line so as not to hold up the line. A single day cash lunch costs \$1.70.

12. Please check to make sure your area is left clean. Place your tray, plates, bowls, utensils and trash in the proper containers.

TELEPHONES

Classroom telephones are for staff or emergency use only. Pay phones are not to be used during class time. All **cell phones** are to be turned off and in your locker or bag during the school day. Messages and phone calls during the school day should be made in the office. Students will have their phones confiscated and kept until parents pick them up from the office if they are in violation. Repeat offenders will be suspended.

SCIP (School Community Intervention Program)

Because of our commitment to the education of students, we at Wahoo Public Schools will participate in School Community Intervention Program to provide a means of assistance for students demonstrating behaviors interfering with their education which may be related to the use of alcohol and other drugs. The SCIP team will connect students and their families with appropriate resources for assistance, and provide appropriate support within and outside the school environment.

SCHEDULE CHANGE INFORMATION

Students will have three days to drop or add a class with parent approval. (See Counselor)

Withdrawal from Class After Time Period

Students may withdraw from class after the initial time period only if they do not have a study hall. In the case of seniors, an option of a work release may be considered.

If students are able to withdraw during first or third quarter, the grade will be recorded as a "W" (With-drawal). This will have no effect on student's grade point average (GPA) or athletic eligibility. If a student is able to withdraw second or fourth quarter, the grade will be recorded as a "W/F". A grade of "W/F" will be entered on the transcripts and it will affect the GPA and be listed on the Down List. The Down List does affect athletic eligibility and study hall privileges.

Students withdrawn from class because of disciplinary reasons will be handled by the principal with input from concerned parties. Determination at that time will be made as to whether the grade will be recorded as a "W" or "W/F"..

SENIOR TRANSITION AIMED at RESPONSIBLE TIME-MANAGEMENT

Project **START** is for seniors who would like to substitute their study hall time to begin the transition from high school to post-secondary education or the workforce. The ability to manage

your time responsibly is a skill all adults can use. Giving seniors **START** time to organize their research, interviews, projects, community service and other worthwhile endeavors is something Wahoo HS is willing to do with parent permission.

Seniors who have a grade of “C” or above in all of their classes the previous quarter, five hours of community service and who have not been suspended may choose to substitute a **START** period instead of a study hall for either first or eighth period. This is determined on a quarter basis. Suspensions will forfeit the privilege immediately and will carry the consequences throughout the semester. Seniors may leave the campus during their study hall time first and eighth period if they have parental permission and have signed out in the office. Continual tardies, incompletes, aiding other students in leaving or any other offenses the Principal determines will result in the privilege being revoked and the senior reassigned to a study hall. If there are many students violating the privilege the open campus of the **START** program will be eliminated.

When seniors return to the building they must check in at the office. If they return before the next period has begun they are to either report directly to the study hall or to the media center. Students are not to roam the halls or enter classrooms without a pass.

The first two days of each semester are used to determine the eligibility of the senior class.

EMPLOYMENT - PART TIME WORK REGULATIONS

1. Except for unusual circumstances only students in the twelfth grade will be considered for part time employment during school hours.
2. Students wishing part time employment during school hours must have on file in the counselor’s office an application with signatures indicating the approval of the counselor, the parent, the employer, and the student. The application must also include a description of the work, the address of the place where the employment takes place. The application should obligate the employer to notify the school should the student be sick and not at work.
3. It shall be the duty of the counselor to verify the employment and conduct a periodic evaluation of the status of the student's employment and school obligations.
4. Employed students carry the required course load and demonstrate that they are on a program leading to graduation.
5. Employed students must maintain passing grades in all courses taken.

LOCKERS

Lockers will be assigned the first week of school. The lockers belong to the school and may be inspected by the principal or his designee whenever it is deemed necessary to do so. Coaches may inspect the lockers in the locker rooms whenever they believe it is necessary to do so.

Time between classes may not permit frequent stops at your locker so plan accordingly. The combination to your locker is confidential; do not share this information with any other student. Lockers are to be locked at all times. Keep your locker clean. Decorations may not be placed on the outside of the locker.

Students are to use the lockers that are assigned to them. Also, be reminded that the school will not be responsible for items that are lost or stolen from lockers that have been “rigged” to stay open. The combination lock is to provide security for student's materials and possessions left in the locker.

All lockers will be cleaned prior to checking out the last day of school.

STUDY HALL

Quietness is essential to good study habits. Students will not make unnecessary noises or talk with out permission of the study hall supervisor. Students will not be allowed to leave unless they have a specific pass from an instructor. All students will sign out when leaving study hall and must sign themselves back in before the bell rings for the next period. Students will not be issued passes to see any teacher who is in class unless he has been issued a pass by the teacher they wish

to see. Only one girl and one boy may be signed out to the rest rooms at any one time. For the first semester, freshmen may not leave the study hall unless they have a pass from one of their teachers.

Study halls are designed for the purpose of studying. Students should come to study hall with materials and resources to study. Study hall teachers will not sign students out to the library or computer themselves; this must come from the teacher the student is working for. Students may visit the last 5 minutes if the study hall teacher approves. Until then the students are to work quietly and work on their own. No food or drink in the study hall.

HALL PASSES

A hall pass will be issued by a staff member and is required whenever a student leaves a classroom or a study hall. Students without passes in the halls during class periods will be subject to disciplinary action. Please be sure that you have a completed hall pass signed by your teacher in your possession before you leave the classroom.

PASSING PERIOD BETWEEN CLASS

Students of Wahoo High School are expected to conduct themselves in a safe and orderly fashion while moving from class to class in the halls. Excessive noise, running in the halls, fake fighting and boisterous conduct will not be permitted.

The daily schedule allows three minutes for students to pass from class to class. While this amount of time is adequate to move from one classroom to another, most students will not have an excessive amount of time for locker stops between periods or for lengthy interactions with friends. Please plan ahead and try to organize your materials so that you will be able to avoid tardy arrivals to class.

STUDENT INSURANCE

Student insurance is available to all interested students. Coverage is provided by a major insurance company at reasonable rates. Different plans of coverage are available to protect a student during the school day or twenty four hours. Football insurance coverage is for that sport only. It does not cover athletic programs or school time. Forms are available in the office.

The school does not take out any policies to cover students. This is the responsibility of the individual student and parents.

COUNSELING

The function of the guidance and counseling service is to help students through any difficulties, assist pupils in assessing their strengths and realizing their abilities, aptitudes, interests, and educational needs. Equally important, the guidance service aids the pupil in understanding educational and occupational possibilities and requirements.

The counseling office is open to all students at any time. Counseling and guidance exists so students, parents, and teachers can work more closely to enable Wahoo High students to become the people they want to be.

FIRE DRILLS

Fire drills are required by law. Each room will have posted the route for students to take when the fire alarm is sounded. Each teacher will inform you as to the route the occupants take from that room which will take you to the nearest exit. Proceed in a quiet orderly manner out of the building.

THE HEALTH PROGRAM

Each year the school nurse will provide for an examination for each student. The examination may include weight and measurement, dental inspection, vision screening, hearing test, and a blood pressure reading. Parents will be notified in writing of revealing defects found as a result of the screening examinations. These routine inspections are not intended to replace regular medical and dental check-ups. We would like parents to inform the school of any changes or

problems in their child's general health that might affect the educational or activity program.

If a student becomes ill during the school day, or has an accident, it must be reported to the principal, the secretary, or one of the teachers. A student is never to leave the building without permission. Parents will be notified if an accident or illness appears serious.

If a student must receive medication during school hours, the parent must contact the school so that a time can be provided for when the parent and the principal can review the Board of Education policies and procedures concerning the use of medication during school hours.

The school will keep written reports concerning all elements of the health program.

Students must have a complete immunization record before they may begin school. Waivers will only be granted if signed by a medical doctor or a clergy from a recognized church.

MEDICATION

All prescription medication will be left in the office. This medication will be dispensed from the office as required by the physician's prescription by the school nurse or her designee. Medication must be in its' original container and have the prescribed dosage included. No aspirin will be dispensed by the office, teachers, or other school personnel for use by students.

SCHOOL BUS TRANSPORTATION

The following statements pertain to students using school bus transportation services within the city of Wahoo, while on school sponsored trips, and students living outside of Wahoo traveling to and from school.

DO:

1. Be on time at the designated bus stops
2. Stay off the road while waiting for the bus
3. Conduct yourself in a safe manner while waiting
4. Wait at a safe distance until the bus is completely stopped
5. Keep hands and head inside bus at all times
6. Help keep the bus clean and safe
7. Stay seated while the bus is in motion
8. Keep the aisles clear
9. Be absolutely quiet when approaching railroad crossings
10. Be courteous to fellow riders and to the driver
11. Inform driver when rider will be absent
12. Abide by rules and regulations and requests from the driver and the sponsor. This

will include no food or drink on the bus.

13. Use our transportation and bus service, but do not abuse the privilege.

Students that attend school sponsored activities, for which the school provides transportation, are required to ride both to and from the activity on the school bus. Exceptions may be granted when arrangements are made with the sponsor or principal prior to the event. To release students at the end of the activity, parents must be there to talk to the sponsor.

WAHOO HIGH SCHOOL STORM AND DISASTER PLAN

Should there be a need to evacuate the classrooms for some form of disaster other than fire, the following procedures will apply:

1. A general announcement will be given via the intercom system to evacuate all students directly to the wrestling room. All students and teachers must use the corridors and not cut through the theater area.
2. The building is divided into halves (north & south). The high school students will proceed through the cafeteria/commons or the science hallways depending on which side of the building their class is on. They will proceed to the wrestling room.

3. Handicapped students who unable to go to the weight room are to report to the principal's office and they will be supervised by staff.
4. Students and teachers are to stay together as a class so roll can be taken after arrival in the wrestling room. Any missing student (not those absent because of illness or appointments) should be reported immediately to the building principal. Teachers will therefore need their grade books for taking roll.
5. It is imperative that all students be properly supervised by their teachers. There is to be no talking, running, loitering, or misconduct of any kind either in route to the wrestling room or upon arrival in the wrestling room. Each teacher is responsible to maintain the proper atmosphere.
6. An all clear announcement will be given to return to classes.

MEDIA CENTER

The Media Center is open to students daily from 7:50 a.m. until 4:00 p.m. The media center is a quiet place for individual study. Students are welcome to study, do research, browse or read. Books, periodicals and reference materials are provided. Also available are audiovisual materials and equipment. In addition computers for student use will be located in the media center. Playing games on the computers is not acceptable behavior.

Classroom teachers will issue student planner passes for each student for use from a classroom or study hall noting the reason they are to be in the media center. Students must present their pass to the media center staff and remain in the Media Center until ready to return to their classroom or study hall. When returning, the student must have the pass initialed with the time of returning noted by a media center staff person. Drinks and food do not mix with books or computers so do not bring to the media center at any time. If you need assistance please ask one of the media center staff. They are willing to help.

Materials except from reference and current magazines are checked out for a two week period and may be re-newed. Reference materials may be checked out the last period and after school for over night only and must be returned before the first period the next school day. No fines are assessed for overdue items, but students will receive reminders of overdue material. If you have material overdue when you are checking out additional material, you will be asked to return the overdue material. It is hoped students will take the responsibility of returning material promptly. Payment for repair or replacement will be required for materials which are damaged or lost. Students who owe money for lost or damaged materials will not receive progress reports until accounts and overdues are cleared.

The Media Center is the same as a classroom and school dress codes will be enforced at all times.

Access to the Internet World Wide Web (WWW) through Web Browsers is provided on selected computers in the media center. Use of the WWW will be limited to researching information pertaining to classroom assignments. Students must receive approval from their teacher or Media Center personal prior to printing any material from the WWW. Students are not to be using Media Center computers for accessing Internet resources for personal information which includes participation in games with remote sources. WWW Internet resources, like other print material (books, magazines, etc.), have sites containing material which is inappropriate to students and school use. Students and parents must sign a permission form before students may access the Web. Parents and students need to be aware such material exists and understand that accessing such material will result in the suspension of the student from using media center computers except when under the direct supervision of their classroom teacher. E-mail may be checked after school for a 1/2 hour.

SCHOOL CLOSING INFORMATION

School closing information will be broadcast on KFAB radio and KOLN-TV, Channel 10. The information will be released as soon as the decision to close school is made. The media will carry the messages early in the morning or as needed.

STUDENT PARKING

The parking lot on the southwest side of the building is for student parking. All motor vehicles driven by students will be parked in this area. The exception is the marked area adjacent to the visitor area that motorcycles can be parked in. The parking lot on the North side of the building is for staff only.

The parking lot is off limits to students during the day and being in cars during the day without permission from the office is not allowed. Reckless driving on school property will not be permitted. Violators are subject to disciplinary action by school official and/or law enforcement officers.

Consequences for violation of the above rules may include suspension or loss of driving privileges. Students who violate the rules continually will be notified in writing that any further violations of parking procedures can result in the vehicle being towed at the expense of the student.

DANCE ELIGIBILITY

Middle school students are not allowed to attend high school dances. Students who bring dates from other high schools must register them in the office before the dance and are responsible for their behavior. Guests are expected to follow all school rules.

VIDEOTAPING

Wahoo High School uses video tape recording devices at school and on busses. Students who are recorded on tape doing inappropriate behavior can be disciplined as though a staff member witnessed the act. Requests to search or duplicate tapes from the security system will cost \$20 per hour for the service.

GENERAL TRAINING AND PARTICIPATION RULES FOR ALL ACTIVITIES

There are certain attitudes and practices which directly affect the performance of an athlete and the team as a whole. Therefore the following violations of training and participation rules will apply to all sports and activities during the season.

1. Use or possession of tobacco products
2. Use or possession of alcoholic beverages
3. Possession of controlled substance/drugs and drug paraphernalia
4. Unexcused absence from practice
5. Conduct of a student that reflects poorly on the Wahoo Public School system such as stealing of property, vandalism, violence, and flagrant unsportsmanlike conduct.

The above enumerated infractions by an athlete must be substantiated by the coaching staff/sponsor of the sport/activity in season; by the administration; or have been adjudicated by the courts. The general training and participation rules and regulation for all sports/activities apply during the following practice and contest season:

- Fall Sports - August 15, 2005 - End of sport.
- Winter Sports - November 14, 2005 - End of sport.
- Spring Sports - February 27, 2006 - End of sport.

The following are the disciplinary actions applicable to the listed infractions:

- A. First Offense - suspended for the next athletic/activity contest unless the severity of the action warrants suspension from the sport/activity for the balance of the season. Future playing time/participation may be affected.
- B. Second Offense - the student will be suspended from the squad for the rest of the season.
When a student has been suspected of being in violation of the above training and participation rules, the following procedure will go into effect.

DUE PROCESS PROCEDURE FOR FIRST OFFENSE VIOLATION

The coach/sponsor will hold a conference with the student involved reviewing the general training and participation rules for all sports and the specific rule which the athlete is suspected of having violated. If the infraction is substantiated, disciplinary action applicable will be put into effect. A written report will be submitted to the principal and to the athletic director by the coach/sponsor.

DUE PROCESS PROCEDURE FOR SECOND OFFENSE VIOLATION

1. The coach/sponsor will hold a conference with the student involved reviewing the general training and participation rules for all sports/activities and the rule which the athlete is suspected of having violated. If the infraction is substantiated, disciplinary action applicable will be put into effect.
2. Parents will be notified immediately by phone by the athletic director of the decision by the coach.
3. If the decision is unsatisfactory with the student or the student's parents or guardian they may request a hearing. The hearing committee (composed of the athletic director and principal) will review the validity of the accusation with the student present. If the infraction is substantiated, applicable disciplinary action will immediately go into effect.

(If this appeal is made, the student will be automatically suspended for one week or until a decision is made by the hearing committee.)

4. Within 24 hours following the decision for suspension, the athletic director will send a

written certified statement to the student and student's parents or guardian describing the student's conduct or violation of rule(s) and inform them of the right to appeal.

5. The student and parent/guardian may appeal to a two person committee composed of the Superintendent of Schools and an impartial lay person from the community (selected by the Superintendent) within 10 calendar days of the dismissal or suspension. The student may be represented by legal counsel and have witnesses appear in his/her behalf before the Appeal Committee.

6. The Appeal Committee will arrive at their decision within 3 school days. They will inform the student, student's parents or guardian of their decision by letter.

7. If the student, student's parents or guardian are not satisfied, they may appeal this decision to the Board of Education within 5 calendar days after receipt of the Appeal Committee's letter.

8. If there is dissatisfaction with the action of the Board of Education, the parents may initiate legal action.

AAT (ADDITIONAL ACADEMIC TIME) & ELIGIBILITY FOR ACTIVITY PARTICIPATION

The Wahoo High School will adhere to the Nebraska State Activities Association by-laws that state for a student to be eligible, he/she shall have credit on the school records for twenty(20) semester hours of schoolwork for the immediate preceding semester.

Students must be in attendance in school the last half of the school day for them to be eligible to participate in any activity that school day unless previously approved by administration.

AAT GUIDELINES & PURPOSE

In order to provide structure, consequences and additional time for students to improve their grade, students involved in activities who are failing the same two courses or more for two weeks or longer will need to report for Additional Academic Time (AAT). Additional consequences are outlined below if a student continues to fail.

AAT will be a time of quiet, individual study on Wednesdays from 7:10-8:10 or 3:30-4:30. Students will need to bring an hour's worth of homework with them. Teachers may provide work if there is an assignment that can be completed in AAT. Extra credit work generally will not be given.

WHO NEEDS TO ATTEND

Students who are involved in athletics or activities that are under NSAA guidelines will be under these guidelines. This includes (but is not limited to) athletic teams, vocal and instrumental music, cheerleaders, speech and play production.

AAT PROCEDURES

The down list is generated every Tuesday. Students who are involved in NSAA activities will be notified on Tuesday about attending Wednesday's AAT.

Once students show up for AAT they will be there the full hour. Books and materials need to be brought to AAT. If students have to leave for the restroom or locker the time they are gone will be doubled and they will stay to make up that time after the rest are dismissed. Sleeping or other inappropriate actions will cause dismissal from AAT and the student will be considered absent from AAT.

CONSEQUENCES FOR MISSING

Students who miss AAT will have the following consequences:

Students will not be able to participate in any competition for the following week (Sunday-Sunday). This would include traveling with the team. This does not affect practice.

Students may be excused from AAT attendance for the following reasons:

1. Absence from school
2. Emergency situations confirmed by the principal

CONTINUED FAILURE OF CLASSES

If after the first two weeks of AAT eligibility and the student is still failing the same two or more courses, the third week will result in the student not being able to participate in any activity or game. If the student continues to fail, the fourth week will result in the student not being able to participate in games or practices. The only exception would be for those NSAA activities that are a

part of their class schedule (i.e. chorus and band).

SUMMARY

Students who are failing two classes or more:

- 1st week notification of failing grades and AAT consequences.
- 2nd week attend AAT
- 3rd week attend AAT and can't miss a class you are failing to attend activities
- 4th week attend AAT, can't miss a class you are failing to attend activities and no games or activities
- 5th week (+) attend AAT, can't miss a class you are failing to attend activities and no practices or games

**POLICY - WAHOO PUBLIC SCHOOLS
UNITED STATES CIVIL RIGHTS ACT
TITLE IX, TITLE VI, SECTION 504**

NO PERSON, INCLUDING STUDENTS, MAY BE TREATED IN A MANNER WHICH DISCRIMINATES BASED ON SEX, RACE, COLOR, CREED, RELIGION, AGE (40-70), NATIONAL ORIGIN, HANDICAP OR MARITAL STATUS. ANY GRIEVANCE SHALL BE TAKEN UP FOR SETTLEMENT UNDER THE FOLLOWING PROCEDURE:

STEP I

The grievance shall be presented to the building principal.

STEP II

If a satisfactory adjustment of such grievance shall not thereby be reached within three school days thereafter, it may be presented in writing to the building principal who will within five days thereafter present a decision in writing to the grievant.

STEP III

If a satisfactory adjustment of such grievance shall not thereby be reached, it may be presented in writing to the Grievance Coordinator, the high school guidance counselor, who will within five days thereafter present a decision in writing to the grievant.

STEP IV

If a satisfactory adjustment of such grievance shall not thereby be reached, it may be presented in writing to the Superintendent of Schools who will within five days present a decision in writing to the grievant.

STEP VI

If a satisfactory adjustment of such grievance is not thereby reached, appeal may be made to the Office of Civil Rights, Kansas City, MO.

**BOARD OF EDUCATION POLICIES 4012 & 6145
STUDENTS: CIVIL & LEGAL RIGHT**

The Wahoo Public Schools does not discriminate on the basis of race, color, national origin, gender, marital status, disability, or age in admission or access to, or treatment of employment, in its programs and activities. The following person(s) has/have been designated to handle inquiries regarding com-plaints, grievance procedures or the application of these policies of nondiscrimination:

Title: Ed Rastovski, Superintendent Or Jamie Beedle, Special Education Dir.

Address: 2201 N Locust St.– Wahoo, NE 68066

Phone #: 402-443-3051

If you have problems contact:

**Office for Civil Rights
8930 Ward Parkway, Suite 2037
Kansas City,MO64114
816-268-0550
FAX: 816-823-1404; TDD: 800-437-0833**