

BOARD OF EDUCATION  
The School District of Independence

11018

The Board of Education met in regular session Tuesday, February 9, 2016, at 6:00 p.m. in the Board Room at the Board of Education Office, 201 North Forest Avenue, Independence, Missouri.

Members Present:      Mrs. Ann Franklin, President  
                                 Mrs. Jill Esry, Vice President  
                                 Mrs. Denise Fears, Treasurer  
                                 Mr. Ken Johnston, Director  
                                 Mr. Blake Roberson, Director

Members Absent:      Dr. Matt Mallinson, Director  
                                 Mr. Greg Finke, Director

Also Present:          Dr. Dale Herl, Superintendent  
                                 Dr. Dred Scott, Dr. Lance Stout, Dr. Brad MacLaughlin, Dr. Beth Savidge,  
                                 Dr. Janet Richards, Dr. Linda Gray Smith, Mrs. Sherry Potter, Mr. Brent  
                                 Catlett, Mr. Robert Burkey, Mrs. Jana Corrie, INEA, PTA, interested  
                                 patrons and staff, and Ms. Annette Miller.

The meeting was called to order by the President, Mrs. Ann Franklin, and minutes of the meeting were recorded by the secretary, Ms. Annette Miller. Mrs. Franklin welcomed everyone attending the meeting.

Dr. Herl introduced Ms. Netty Doyle, Theatre teacher at Van Horn High School. Ms. Doyle said two of her students that were involved in the recent musical wished to address the Board of Education. Brianna Durham stated that she enjoyed getting to sing in the musical and how the new sound system made it much nicer without the issues encountered in past years. Destany Williamson said she was the stage manager and she could actually hear the performers backstage which made her job easier. They thanked the Board of Education and School District for providing the new sound and lighting systems at Van Horn High School.

Dr. Herl shared a video regarding the Running Clubs that have been started in the School District. He introduced Chase Schneider, Youth Activities Coordinator, and Levi Hinson, Wellness Center Coordinator. They started the running clubs at the elementary schools where over 600 students are participating. The students say that this is helping them to make healthier food choices and they enjoy this activity. It helps build character, perseverance, and they are developing friendships. This is an amazing way for teachers to connect with students and families. The running clubs are held for one hour each week for eight weeks per semester and they are free for the students.

Jill Esry made the motion to approve the February 9, 2016 Board of Education Agenda as presented. The motion was seconded by Denise Fears and unanimously approved by the Board of Education.

There were no employees or District citizens that wished to address the Board of Education.

Dr. Herl said there were a number of items on the Consent Agenda for this evening's meeting. The Bills list was slightly higher because of last month's issues involving the holidays and the billing cycle. The recommendation to let several bids include: trash service, pest control, elevator inspection and service, Athletic Trainer services, ISD student pictures, and Middle School yearbooks.

Blake Roberson made the motion to approve the February 9, 2016 Consent Agenda as printed.

1. Minutes – January 12 and 25, 2015 – Regular/Special Sessions
2. Approval of February 9, 2016 List of Bills totaling \$9,418,526.37
3. Personnel Recommendation #15
  - A. Employment of Certificated Staff for the 2016-2017 School Year
    1. Nichole Colwell, Elementary Teacher
    2. Jenna Keeble, Elementary Teacher
    3. Sarah Hart, Elementary Teacher
  - B. Request to Retire Effective End of the 2015-2016 School Year.
    1. Janice Pointer, Fourth Grade/Procter School
    2. Craig Lewis, Physical Education/Truman High School
    3. Terry Brown, Instructional Coach/Fairmount Elementary School
  - C. Request to Resign Effective End of the 2015-2016 School Year
    1. Emily Webb, Special Education/William Chrisman High School
4. Approval to Let Bids for Trash Service at all District Sites for the 2016-2017 School Year.
5. Approval to Let Bids for Pest Control Service at all District Sites for the 2016-2017 School Year.

6. Approval to Let Bids for Elevator Inspections and Service at all District Sites for the 2016-2017 School Year.
7. Approval to Let Bids for Athletic Trainer Services for the 2016-2017 School Year.
8. Approval to Let Bids for ISD Student Pictures for the 2016-2017 School Year.
9. Approval to Let Bids for Middle School Yearbooks for the 2016-2017 School Year.

The motion was seconded by Ken Johnston and unanimously approved by the Board of Education.

Dr. Herl shared information on several Legislation item. HB1416 and HB1683 relate to the start time of the school year which would be after September 1. He is hoping these two Bills gain no traction. HB 1943 relates to Summer School programs and the ISD has the largest one in the state. The Bill would pull Summer School out of the Foundation Formula and put a yearly cap of 5% on the Student Adequacy Target (SAT). If this Bill passes and the Governor approves the appropriation of the additional \$85 million it could be perceived as fulling funding the Foundation Formula. Dr. Herl said to pay close attention also to HJR59 sponsored by Rep. Jeanne Lauer as it would allow the bonding capacity to increase from 15% to 25% for first class counties of which Jackson is one. This would allow school districts more flexibility in financing Bond Issues.

Several items under New Business were presented for the Board of Education's consideration for approval.

Dr. Herl said that there were nine pages of amendments to the Budget. Most of the changes are due to grants the District received and school buildings budget carryover funds. The grants affect revenues and expenditures. Dr. Herl explained that if buildings do not expend their yearly allocation for supplies and materials, they are allowed to carry it over to the next year.

Denise Fears made the motion that the Board of Education approves the FY 16 Budget adjustments as presented. The motion was seconded by Blake Roberson and unanimously approved by the Board of Education. (Page 11020)

Dr. Herl said that school districts are not allowed to spend next year's money without the Board of Education's approval. The Administration is recommending approval to order 2016-2017 supplies at this time.

Jill Esry made the motion that the Board of Education approves the preliminary budgets for the 2016-2017 school year for classroom supplies, textbooks, and department supplies as presented for the purpose of encumbering funds for the timely ordering of these items. The motion was seconded by Ken Johnston and unanimously approved by the Board of Education.

Dr. Herl stated that through the National Joint Powers Alliance consortium, the Administration is recommending approved of the quote for sound system installation at Three Trails Elementary School at a cost of \$33,900. This is similar to what is in some of the classrooms at William Southern Elementary School. This will allow students to better hear what their teachers are saying.

The motion was made by Blake Roberson, second by Denise Fear, that the Board of Education approves the quote under contract NJPA #021412 from Lightspeed Technologies, Inc. for sound system installation at Three Trails Elementary School for a cost of \$33,900.00. The motion was unanimously approved by the Board of Education.

Dr. Herl said the Administration is recommending approval for chiller replacement at the Ennovation Center and replacement of two air handlers at Nowlin Middle School. The District is going through the U.S. Communities consortium which will save the District money.

Jill Esry made the motion that the Board of Education approves the quote from Trane under contract 15-JLP-023 for chiller replacement at the Ennovation Center and replacement of two (2) air handler units at Nowlin Middle School for a total cost of \$339,470.00. The motion was seconded by Blake Roberson and unanimously approved by the Board of Education.

Dr. Stout reported that the District let bids, as approved by the Board of Education, for replacing up to 10 buses. The bids have been received and the Administration is recommending approving the second lowest price so the buses can be received by the end of May. The buses are air-conditioned and can be used during Summer School.

Denise Fears made the motion that the Board of Education authorizes the Superintendent, or his designee, to purchase from Central States Bus Sales nine (9) Full Size Type C 71 passenger buses in the amount of \$905,688. The motion was seconded by Blake Roberson and unanimously approved by the Board of Education.

Dr. Herl said that the District's membership in the Education Plus consortium will save money on this purchase of Chromebooks. This purchase is from the Sycamore Hills Elementary School budget at a cost of \$16,400. Because it exceeds \$15,000, the Board of Education's approval is required.

## Budget Amendments 16 - BOE - February

<b>Fund</b>	<b>Revenue</b>	<b>Expenditures</b>	<b>Change</b>
10 Incidental	401,169.70	1,057,817.89	(656,648.19)
13 Textbook	-	2,699.37	(2,699.37)
15 Scholarship	-	-	-
16 Food Service	-	-	-
17 Activity	-	-	-
18 Dental Reimbursement	-	-	-
19 21st Century	-	-	-
General - total	401,169.70	1,060,517.26	(659,347.56)
20 Special Revenue	8,900.00	222,553.24	(213,653.24)
30 Debt Service	-	-	-
40 Capital Projects	405,487.00	1,260,499.00	(855,012.00)
41 QSCB Series 2010B	-	-	-
42 GO Series 2010A	-	-	-
43 GO Series 2011A	-	-	-
44 GO Series 2010C	-	-	-
	815,556.70	2,543,569.50	(1,728,012.80)

A motion was made by Jill Esry, second by Ken Johnston, that the Board of Education approves the Quote #GTNH410 from CDW for 50 Toshiba Chromebooks and AverCharge and two (2) S40i Carts for Sycamore Hills Elementary School for a total cost of \$16,400.00. The motion was unanimously approved by the Board of Education.

Dr. Herl stated that the District will submit lists of surplus items on a quarterly basis for the Board of Education's approval. The District will try to find a useful way to dispose of the items through GovDeals.com auction, recycle, sold as scrap, donated, or discarded.

Ken Johnston made the motion that the Board of Education approves declaring for surplus the list of attached items pursuant to Section 177.091 R.S.M.O. The motion was seconded by Denise Fears and unanimously approved by the Board of Education. (Page 11022)

The Board of Education's Policy Review Committee has met and are recommending approval of changes/additions to the Board Policies as follows: 0320, 2230, 2656, 2710, 2770, 2850, 3160, 4120, 4630, 4873, 6116, and 6320. Dr Herl reminded the Board that it takes two readings before Policy changes are made.

Blake Roberson made the motion that the Board of Education approves this as the first reading of changes and additions to Board of Education Policies as presented: 0320, 2230, 2656, 2710, 2770, 2850, 3160, 4120, 4630, 4873, 6116, and 6320. The motion was seconded by Jill Esry and unanimously approved by the Board of Education. (Pages 11023-11049)

Dr. Herl explained that once the Academic Calendar has been approved the employee work calendars are developed for ten, eleven, and twelve month employees.

Denise Fears made the motion, second by Blake Roberson, that the Board of Education approves the proposed ten, eleven, and twelve month work calendars for the 2016-2017 school year. The motion was unanimously approved by the Board of Education. (Pages 11050-11052)

There being no further business to come before the Board of Education, Blake Roberson made the motion, second by Jill Esry, to adjourn the meeting and go into executive session for real estate, legal, and personnel issues at 6:37 p.m. The motion was approved as follows:

Ayes: Ann Franklin

Jill Esry

Denise Fears

Ken Johnston

Blake Roberson

Absent: Greg Finke

Matt Mallinson

  
Secretary

  
President



**ORGANIZATION, PHILOSOPHY AND GOALS****Policy 0320  
(Regulation 0320)****School Board Organization****School Board Elections and Term**

The governance and control of The School District of the City of Independence shall be vested in a board of seven (7) directors elected by the qualified voters of the District as provided in the Revised Statutes of Missouri (RSMo).

The qualified voters of the School District shall biennially, on the first Tuesday after the first Monday of April, elect two (2) directors for terms of six (6) years, except, effective for Board elections beginning in April of 1994, and each six years thereafter, when three (3) directors shall be elected for terms of six (6) years.

Elections shall be conducted in accordance with all provisions of state law. An election shall not be held if the number of candidates who have filed for the Board is equal to the number or positions available.

**Qualified Voters in the School District**

An individual must be a registered voter in order to vote in a school election. In order to vote, a person must be eighteen (18) years of age or older, must be a citizen of the United States, and must reside in the School District thirty (30) days.

**Candidate Qualification - Method of Filing**

Qualified applicants for the Board may file for office beginning at 8:00 a.m. in the Superintendent's office commencing on the sixteenth (16th) Tuesday prior to the election and ending at 5:00 p.m. on the eleventh (11th) Tuesday before the election. The candidate shall declare his/her intent to become a candidate, in person and in writing to the secretary of the Board of Education. The names of qualified candidates shall be placed on the ballot in the order of filing. The notice of election and certification of candidates must be submitted to the county clerk by the tenth Tuesday prior to the election. Candidates must comply with all of the prevailing laws concerning eligibility and campaign financing.

A candidate who files for one vacancy and later decides to run for another shall be positioned on the ballot according to the time when his/her change of declaration is received by the secretary of the Board, not on the basis of when the first petition was filed.

Candidates must be citizens of the United States and resident taxpayers of the District, reside in his/her state for one year next preceding their election or appointment, and be at least twenty-four (24) years of age. Candidate must also complete a notarized copy of Missouri Department of Revenue Form 5120 (MCE Form 0320) attesting that the candidate is not currently aware of any delinquency in the filing or payment of state income taxes, personal property taxes,

**Policy 0320****Page 2**

municipal taxes or real property taxes on the candidate's place of residence provided on the Department of Revenue Form 5120. Candidates will be disqualified from participation in a Board election if the candidate is delinquent in the payment of any state income taxes, personal property taxes, municipal taxes, or real property taxes on the residence of the candidate. The candidate must further attest that they are not a past or present corporate officer of the office that owes any taxes to the state, which are not in dispute. Failure to accurately complete and file Form 5120 with the Department of Revenue may disqualify a candidate from the ballot. Each newly elected or appointed director shall qualify and take his/her oath of office in the manner prescribed by law and according to Policy 0330 - Oath of Office.

No person may be a candidate for a position on the Board if such person is registered as a sex offender or is required to be registered as a sex offender under state law. Any Board member who is likewise required to register or who is registered as a sex offender under state law will immediately be requested by the Board to resign from the Board. Should such Board member refuse to resign, the member will be ineligible to serve as a Board member at the end of his/her term.

In addition, no person shall qualify as a candidate for the Board of Education who has been found guilty of or has pled guilty to a felony or misdemeanor under federal law or to a felony under Missouri law or has been found guilty of an offense in another state, that would be considered to be a felony in the State of Missouri.

It is not the District's responsibility to investigate and determine a candidate's eligibility. That responsibility rests with the Department of Revenue and/or the County Election Authority.

**STUDENTS**

**Policy 2230**  
**(Regulation 2230)**  
**(Form 2230)**

**Admission and Withdrawal****Admission of Non-Tuition Students****Resident Students**

Resident students of the District five to twenty-one (5-21) years of age who have not graduated from high school or received any document evidencing completion of the equivalent of a secondary curriculum (G.E.D.) and are not barred from enrollment by provisions of the Safe Schools Act (See Policy and Regulation 2664) may attend District schools tuition free. Resident students must provide proof of residency in the District at the time of enrollment. To be a resident of the District, a student must both physically reside and be domiciled within District boundaries. The domicile of a minor child is the domicile of a parent, military guardian pursuant to a military issued guardianship, or court-appointed legal guardian.

Where due to military stationing or deployment out-of-state of one or both of a child's parent(s), the child, a resident of Missouri, relocates to live with other family members that live in the District or live in a military support community located in the District, the child may attend District schools. If the parents' active duty orders expire during the school year, the student will be permitted to finish the current school year at the District.

In addition, the District will provide tuition-free special education services to resident students who qualify for special education services between the ages of 3 and 21 as required by law.

**Students Entitled to Enroll Without Proof of Residency**

The residency provisions of this policy are not applicable to homeless students, inter-District court-ordered desegregation students, wards of the state, students placed in residential care facilities, students placed in a residential care facility due to a mental illness or developmental disability, students placed in a residential facility by a juvenile court, students with a disability identified under state eligibility criteria if the student in the district for reasons other than accessing the district's educational program, students attending regional or cooperative alternative education programs, students attending an alternative education program on a contractual basis, or students attending a school pursuant to R.S.Mo s/s 167.151(2) or (4). The exemptions to the residency requirement are expressly established by state law and entitle such students to tuition free school attendance. Additionally, a student may be partially exempt from the payment of tuition as set forth in Policy and Regulation 2240 and state law. For purposes of IDEA special education evaluation and provision of special education services, a student attending a private school located within the District will be evaluated as a resident student.



**Policy 2230****Page 2****Requests for Waiver of Proof of Residency Requirements**

Those students who are unable to satisfy the proof of residency requirements and who are not entitled to enroll as provided in the previous section of this Policy and state law may request a waiver of the proof of residency requirements. Upon filing a Request for Waiver of Proof of Residency (Form 2230.1) and satisfaction of all other enrollment requirements, the student will be conditionally enrolled and allowed to attend school pending a Board of Education hearing on the student's request unless there is reason to suspect that the admission of the pupil will create an immediate danger to the safety of other students or employees of the District. If there is reason to suspect that the student poses an immediate danger, the Superintendent/Designee may convene a hearing within five working days of the request to register and determine whether or not the pupil may register. (See Policy and Regulation 2200, Regulation 2230 and Policy and Regulation 2664).

**Students of Nonresident Teachers and Regular Employees**

Nonresident students of District teachers or regular District employees may be permitted to attend school without payment of tuition. Such students will be considered a "resident" student for purposes of state aid.

**Rev. 9/2014**

**REV. 2/16**

**STUDENTS****Policy 2656****Discipline****Cell Phone Usage for Audio and Video Recordings**

The use of student cell phones, digital cameras, iPads, and similar electronic devices for the purpose of producing audio and/or visual records is banned during the instructional day, as well as in dressing areas during extra-curricular activities.

The policy does not prohibit the use of student cell phones, digital cameras and similar electronic devices for the purpose of producing audio and/or visual recordings when:

- (1) The recording is produced as part of a required school-sponsored class or activity;
- (2) The recording is produced at a school performance, activity, or sporting event to which the general public is invited;
- (3) The recording is otherwise permitted by these policies or the building principal.

Violation of this policy will result in in-school suspension for the first offense, while second offenses will result in out-of-school suspension being imposed.

**NEW 2/16**

**STUDENTS****Policy 2710  
(Regulation 2710)****Student Welfare****Reporting Student Abuse**

The Board of Education believes that school staff members are in a unique position to assist children, families, and the community in dealing with the issue of child abuse and neglect. Child abuse is defined as any physical injury, sexual abuse, or emotional abuse inflicted on a child other than by accidental means. Neglect is defined as the failure to provide the proper or necessary support, education, nutrition or medical, surgical or other care necessary for the child's well-being. Employees making reports of allegations of sexual abuse of a student will be provided immediate unrestricted use of communication technology and will be temporarily released from their work duties to make an immediate report.

If a school employee has a reasonable belief, including a report of abuse, to believe that a student has been or may be subjected to abuse or neglect, such employee and the Superintendent shall forward the information immediately upon receiving the information to the Children's Division. Thereafter, the Superintendent will investigate the allegation for the purpose of making decisions about the accused person's employment. Depending upon the specific facts, the District may place the alleged abuser on paid leave of absence; place the employee in a non-student contact position; initiate dismissal proceedings; or continue the employee in their present position pending outcome of the investigation.

Any school district employee, acting in good faith, who reports alleged sexual misconduct on the part of a school employee will not be disciplined or discriminated against because of such reporting.

The District will annually provide employee training, which will include but not be limited to current information concerning identification of the signs of sexual abuse in children as well as the identification of the danger signals of potentially abusive relationships between children and adults. This training will emphasize the importance of mandatory child abuse reporting, including the obligation to report suspected abuse by other mandated reporters. Employees will receive training on the need for and methods to create an atmosphere of trust so that students believe their school and school employees are available to discuss matters concerning abusive behavior.

The District will post in each student restroom and in a clearly visible location in each school office, the toll free child abuse and neglect hotline number established by the Children's Division.

These signs will be published in both English and Spanish. Such child abuse and neglect hotline numbers shall be depicted in large print on posters 11 inches by 17 inches and will be placed at eye level for easy viewing. The hotline number will be shown in bold print. The signs shall also contain instructions to call 911 for emergencies and contain directions for accessing the Children's Division's website for more information on reporting abuse and neglect.

**REV. 2/16**

**STUDENTS****Policy 2770****Student Welfare****Seclusion and Restraint****Purpose**

~~It is~~ Through the ~~purpose~~ adoption of this policy ~~to~~ the Board expects to:

- Promote safety and prevent harm to all students, school personnel and visitors in the school district.
- ~~Treat all students with~~ Foster a climate of dignity and respect in the use of discipline and behavior-management techniques.
- Provide school personnel with clear guidelines about the use of seclusion, ~~isolation~~ Safe Room placement, and restraint on school district property or at any school district function or event.
- Promote retention of teachers and other school personnel by addressing student behavior in an appropriate and safe manner.
- Promote parent understanding about state guidelines and district policies related to the use of discipline, behavior management, behavior interventions and responses to emergency situations.
- Promote the use of non-aversive behavioral interventions and positive behavior support techniques.
- Meet the requirements of RSMo 160.263.

**Definitions:**

**“Authorized School Personnel”** means school personnel who have received annual training in:

- De-escalation practices,
- Appropriate use of physical restraint,
- Professionally-accepted practices in physical management and use of restraints,
- Methods to explain the use of restraint to the student who is to be restrained and to the individual’s family,
- Appropriate use of ~~isolation~~ Safe Room placement,
- Appropriate use of seclusion, and
- Information on the policy and appropriate documentation and notification procedures.

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**“Assistive technology device”** means any item, piece of equipment or product system that is used to increase, maintain or improve the functional capacities of a child with a disability.

**“Aversive behavioral interventions”** means an intervention that is intended to induce pain or discomfort to a student for the purpose of eliminating or reducing maladaptive behaviors, including such interventions as: contingent application of noxious, painful, intrusive stimuli or activities; any form of noxious, painful or intrusive spray, inhalant or tastes; or other stimuli or actions similar to the interventions described above. The term does not include such interventions as voice control, limited to loud, firm commands; time-limited ignoring of a specific behavior; token fines as part of a token economy system; brief physical prompts to interrupt or prevent a specific behavior; interventions medically necessary for the treatment or protection of the student. Corporal punishment administered in accordance with state law is not an aversive intervention for the purpose of this policy.

**“Behavior Intervention Plan (BIP)”** ~~sets forth~~ means a plan developed by an IEP team for a student with a disability who displays need for specific behavior interventions for a specific student who displays chronic patterns of problem behavior. If a disabled student’s team develops a BIP in those circumstances, the BIP becomes a part of the IEP.

**“Chemical restraint”** means the administration of a drug or medication to manage a student’s behavior that is *not* a standard treatment and dosage for the student’s medical condition.

**“Discipline”** means consequences for violating the district’s student code of conduct.

**“Emergency situation”** is one in which a student’s behavior poses a serious, probable threat of imminent physical harm to self or others or destruction of property.

**“Functional Behavior Assessment”** a formal assessment to identify the function or purpose the behavior serves for the student so that classroom interventions and behavior support plans can be developed to improve behavior. The assessment could include observations and charting of the behavior and interviews with family, teachers, and the student, so as to determine the frequency, antecedent and response of the targeted behavior.

**“IEP”** means a student’s Individualized Education Program as defined by the Individuals with Disabilities Education Act (IDEA).

**“Isolation”** ~~means the confinement of a student alone in an enclosed room without the use of locking hardware. Isolation also includes the confinement of a student alone in a room with a staff engaged locking system where the student is constantly attended and supervised by district employees through a window or other viewing device, but only in accordance with a student’s IEP, Section 504 plan, or other agreed upon plan to address a student’s behavior. Isolation does not include supervised in-school suspension, detention or timeout/time away used as disciplinary~~

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**Page 3**

~~consequences in accordance with the district's student discipline code.~~

**"Law enforcement officer"** means any public servant having both the power and duty to make arrests for violations of the laws of this state.

**"Locking hardware"** means mechanical, electrical or other material devices used to lock a door or to prevent egress from a confined area.

**"Mechanical restraint"** means a device or physical object that the student cannot easily remove that restricts a student's freedom of movement of or normal access to a portion of his or her body. This includes but is not limited to straps, duct tape, cords or garments. The term does not include: (1) an adaptive or protective device recommended by a physician or therapist when used as recommended; (2) safety equipment used by the general student population as intended (e.g. seat belts, safety harnesses on student transportation; or (3) assistive technology devices.

**"Physical escort"** means the temporary touching or holding of the hand, wrist, arm, shoulder or back for the purpose of inducing a student who is acting out or eloping to walk to a safe location.

**"Physical restraint"** means the use of person-to-person physical contact to restrict the free movement of all or a portion of a student's body. This would include, for example, the act of preventing a student from leaving an enclosed space for safety purposes. It does not include briefly holding or hugging a student without undo force for instructional or other purposes, briefly holding a student to calm them, taking a student's hand to transport them for safety purposes, physical escort, ~~or~~ intervening in a fight, or carrying a student when developmentally appropriate to do so.

**"Positive Behavior Supports"** means comprehensive, school-wide procedures applied in a proactive manner that constitute a continuum of strategies and methods to support and/or alter behavior in all students.

**"Safe Room placement"** means the confinement of a student in an enclosed room without the use of locking hardware, with a staff member present in the room with the student. Safe Room placement also includes the confinement of a student alone in a room with a staff-engaged locking system where the student is constantly attended and supervised by school personnel through a window or other viewing device. Safe Room placement does not include supervised in-school suspension, detention, or timeout/time away used as disciplinary consequences in accordance with the district's student discipline code.

**"School personnel"** means

- Employees of a local board of education.
- Any person, paid or unpaid, working on school grounds in an official capacity.

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- Any person working at a school function under a contract or written agreement with the school system to provide educational or related services to students.
- Any person working on school grounds or at a school function for another agency providing educational or related services to students.

**“Seclusion”** means the confinement of a student alone and unattended in an enclosed space from which the student is physically prevented from leaving by locking hardware. Seclusion does not include situations where a student is alone in a locked room if the student is constantly attended and supervised by ~~district employees~~ school personnel through a window or other viewing device.

**“Section 504 Plan”** means a student’s individualized plan developed by the student’s Section 504 multidisciplinary team after a pre-placement evaluation finding the student is disabled within the meaning of Section 504 and its implementing ~~regulations~~ policy.

**“Student Support Plan”** sets forth specific behavior interventions and/or supports for a specific student who displays chronic patterns of problem behavior.

**“Time out”** means brief removal from sources of reinforcement within instructional contexts that does not meet the definition of seclusion or ~~isolation~~ Safe Room placement. Time out includes both of the following:

- a) Non-exclusionary time out: removal of reinforcers from the student without changing the physical location of the student (e.g., asking the student to put his/her head down on the desk); and
- b) Exclusionary time-out: removal of the student from participation in an activity or removal from the instructional area.

### **Use of Restrictive Behavioral Interventions:**

#### **Time-Out**

Nothing in this policy is intended to prohibit the use of time-out as defined in this section.

#### **Seclusion**

Seclusion as defined in this policy is strictly prohibited ~~except for an emergency situation while awaiting the arrival of law enforcement personnel as provided for in RSMo 160.263.~~

#### **Use of Aversive Interventions**

Aversive interventions will only be used in accordance with this policy. District personnel shall never use aversive interventions that compromise health and safety.

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- **Isolation Safe Room Placement**

~~Isolation~~ Safe Room placement, as defined in this policy, may only be used by authorized school personnel, as defined in this policy:

- ~~After de-escalating procedures have failed;~~
- ~~In an emergency situation as defined in this section; or~~

~~As specified in~~ At the time a student's Individualized Education Program (IEP), Section 504 plan, BIP, or other parentally agreed-upon plan to address a student's behavior is developed, the parent/guardian will be provided with a permission form regarding the use of the Safe Room.

If a student's parent/guardian has not had the opportunity to sign the permission form because no IEP, Section 504 Plan, BIP, or other parentally agreed-upon plan to address a student's behavior is in place for the student, the following procedure will take place if deemed necessary by school personnel:

- The classroom will be cleared of all other students and the student's behavior will be managed in that room;
- The student will be disciplined in accordance with the student discipline code;
- A parent/guardian will be notified of the need to clear the classroom due to the student's behavior and of the discipline imposed;
- A behavior team meeting will take place within two (2) school days following the incident and a BIP will be implemented for the student.

If a student's parent/guardian has signed the permission form, the Safe Room will be utilized for that student if necessary and a staff member will be present in the room with the student at all times unless one of the following escalations in conduct occurs: (1) the student becomes physically violent; (2) the student expels bodily fluids; or (3) the student begins disrobing. If any of these escalated behaviors occurs, the staff member will leave the room, utilize the staff-engaged locking system, and supervise the student through a window or other viewing device.

If a parent chooses not to give permission for his/her student to be placed in the Safe Room, the following procedure will take place if deemed necessary by school personnel:

- The student will be taken to the Recovery Room;
- The Recovery Room will be cleared of all other students;
- The student's parent/guardian will be notified of the behavior issue and will be required to pick-up the student from school;
- Law enforcement officials will be notified if an assault or other crime has occurred and charges may be pressed against the student; and
- If the parent/guardian of the student fails to pick-up the student within thirty (30) minutes of receiving notification of the behavior issue (or if the parent/guardian cannot be reached upon reasonable attempts by school personnel) and it is determined that an emergency situation exists, the student will be placed in the Safe Room.
- The parent/guardian will be responsible for any and all damage to property caused by their student during the incident.



**Policy 2770**  
**Page 6**

Use of ~~isolation~~ Safe Room placement requires all of the following:

- The student to be monitored by an adult in close proximity who is able to see and hear the student at all times. Monitoring shall be face-to-face unless personal safety of the child or staff member is significantly compromised, in which case technology-supported monitoring may be utilized.
- The total time in ~~isolation~~ Safe Room placement is to be reasonably calculated by District personnel on a case-by-case basis based on the age of the child and circumstances, and is not to exceed 40 minutes without a reassessment of the situation and consultation with parents and/or administrative staff, unless otherwise specified in an IEP or Section 504 Plan or other parentally agreed-upon plan to address a student's behavior.
- The space in which the student is placed should be a normal-sized meeting or classroom commonly found in a school setting.
- The space in which the student is ~~confined~~ placed is comparable in lighting, ventilation, heating, cooling, and ceiling height to those systems that are in use in other places in the school.
- The space in which the student is placed must be free of objects that could cause harm.

~~Isolation~~ Safe Room placement shall never be used as a form of punishment or for the convenience of school personnel.

- **Physical Restraint**

Physical restraint shall only be used in one of the three circumstances below:

- In an emergency situation as defined in this policy;
- When less restrictive measures have not effectively de-escalated the situation; or
- When otherwise specified in an IEP, Section 504 Plan or other parentally agreed-upon-plan to address a student's behavior.

Physical restraint shall:

- Only be used by authorized school personnel as defined in this policy.
- Only be used for as long as necessary to resolve the actual risk of danger or harm that warranted the use of the physical restraint;
- Use no more than the degree of force necessary to protect the student or other persons from imminent physical harm [or harm to ~~protect~~ property];
- Not place pressure or weight on the chest, lungs, sternum, diaphragm, back, neck or throat of the student which restricts breathing; and
- Only be done by school personnel trained in the proper use of restraint.

Any school personnel using physical restraint shall:

- Use only methods of restraint in which the person has received district approved training.

**Policy 2770****Page 7**

- Conduct restraint with at least one additional adult present and in line of sight, unless other school personnel are not immediately available due to the unforeseeable nature of an emergency situation.

Physical restraints should never be used as a form of punishment or for the convenience of school personnel.

- **Mechanical Restraint**

Mechanical restraint shall only be used as specified in a student's IEP, Section 504 plan, BIP, or other parentally agreed-upon plan to address a student's behavior with two exceptions:

- ~~Vehicle safety restraints shall be used according to state and federal regulations.~~
- ~~Mechanical~~ the exception of mechanical restraints employed by law enforcement officers in school settings should be used in accordance with law enforcement policies, and procedures, and appropriate professional standards.

- **Chemical Restraint**

Chemical restraints shall never be used by school personnel.

~~Aversive interventions that compromise health and safety shall never be used by school personnel.~~

## **Communication and Training**

- **School Personnel Meeting**

Following any situation involving the use of ~~seclusion, isolation~~ Safe Room placement or restraint, as defined in this policy, a meeting shall occur as soon as possible but no later than two (2) school days after the emergency situation. The meeting shall include, at a minimum, a discussion of the events that led to the emergency and why the de-escalation efforts were not effective; any trauma reactions on the part of the student, other students or school personnel; what, if anything, could have been done differently; and an evaluation of the process.

- **Parental Notification**

Except as otherwise specified in a student's IEP, Section 504 plan, BIP, or other parentally agreed-upon plan to address the a student's behaviors:

Following a situation involving the use of ~~seclusion, isolation or restraint~~ or use of the Safe Room where the staff member was required to leave the room due to escalated behaviors, the parent or guardian of the student shall be notified through verbal or electronic means of the incident as soon as possible, but no later than the end of the day of the incident, unless

**Policy 2770****Page 8**

circumstances render it unreasonable or impossible to notify the parent or guardian by the end of the day in which case the parent or guardian shall be notified through verbal or electronic means of the incident no later than noon of the next day.

- The parent or guardian shall receive a written report of the emergency situation within five (5) school days of the incident. The written incident report shall include all of the following:
  - Date, time of day, location, duration, and description of the incident and de-escalation interventions.
  - Event(s) that led up to the incident.
  - Nature and extent of any injury to the student.
  - Name of a school employee the parent or guardian can contact regarding the incident, and contact information for that employee.

- **Staff Training**

School districts shall ensure that all school personnel are trained annually regarding the policy and procedures involving the use of seclusion, ~~isolation~~ Safe Room placement and restraint.

**Students with Disabilities**

The foregoing policy applies to all students. However, if the IEP or multi-disciplinary team determines that a form of restraint, ~~or isolation~~ Safe Room placement, or aversive behavior intervention may be appropriate in certain identified and limited situations, the team may set forth the conditions and procedures in the IEP or Section 504 plan. Any use of restraint, ~~isolation~~ Safe Room placement, or aversive behavior interventions must be limited to what is set forth in the IEP or Section 504 plan unless otherwise provided for in this policy. Before adding the use of restraint, ~~isolation~~ Safe Room placement, or aversive behavior interventions to an IEP or Section 504 plan, the student must have undergone appropriate assessments ~~to~~ which may include, but are not limited to, a ~~formal~~ functional behavior assessment, a review of existing data, and a ~~positive behavior intervention~~ formal assessment observations. The ~~plan must be developed, which indicates a plan to eliminate~~ outline preventative techniques, de-escalation strategies, and the development of coping strategies, and the preventative techniques should support the elimination of the use of ~~the restraint, isolation~~ Safe Room placement, or aversive behavior intervention over time.

**Reports on Use of Seclusion, ~~Isolation~~, Safe Room Placement, Restraint or Aversive Behavior Interventions**

~~Districts shall~~ The District will maintain records documenting the use of seclusion, ~~isolation~~ Safe Room placement and restraint showing each of the following: when they were used, reason for use, duration of use, names of school personnel involved, whether students or school personnel were injured, name and age of the student, whether the student has an IEP, Section 504 plan, Behavior Intervention Plan (BIP) or other personal safety plan when the parents were notified, if

**Policy 2770**  
**Page 9**

the student was disciplined, and any other documentation required by federal or state law.

**Applicability of this Policy**

This policy applies to all district school personnel. School personnel assigned to programs not located on district premises (hospitals, detention centers, juvenile facilities, and mental health facilities) shall follow the policy and procedure of the facility/program where they work.

REV. 3/15

REV. 2/16

**STUDENTS****Student Services**

**Policy 2850**  
**(Regulation 2850)**  
**(Form 2850)**

**Inoculations of Students**

All students attending District schools are required to be in compliance with state programs mandating immunization against specific diseases. Failure to comply with District immunization requirements will result in exclusion from school until proof of compliance is provided. Homeless children will be granted a temporary twenty-four (24) hour grace period within which to submit proof of compliance.

The Superintendent shall institute procedures for the maintenance of health records, which are to show the immunization status of every student enrolled or attending in the District, and for the completion of all necessary reports in accordance with guidelines prepared by the Department of Social Services-Missouri Division of Health.

Upon written request, the District will notify the parents/guardians of pre-kindergarten students whether other pre-kindergarten students are attending school with an immunization exemption. The identity of students for whom an immunization exemption has been filed is confidential and will not be released except as required by law.

**REV. 2/16**

**FINANCIAL OPERATION****Policy 3160**  
**(Regulation 3160)****Financial Management****Investments of District Funds**

The Board has an obligation to the citizens of the District to direct the management of District funds. The primary objective of the District's investment plan will be legality, safety, liquidity, yield and the provision of a capital base for future needs. In the management of such funds, the District adheres to the "prudent investor" rule. Investments will be made with judgment and care, under the circumstances which persons of prudence, discretion and intelligence exercise in the management of their own investments. Funds will be managed for investment, not for speculation considering the safety of the funds invested and the probable income to be derived.

District personnel, including Board members, who are involved in the investment of District funds, will not engage in any personal business activity which could:

1. Impair their ability to make impartial decisions concerning investment of District funds;
2. Conflict with proper execution of the District's investment program; or
3. Create an appearance of impropriety.

District employees and directors involved in investment of District funds will disclose any material interests in financial institutions in which they conduct business. Such disclosure will include, but not be limited to any personal financial/investment positions that could be related to the performance of the District's investment portfolio. Similarly, District employees and directors involved in investment of District funds will not engage in personal investment transactions with the same individual with whom business is conducted on behalf of the District.

Investments will be made through banks or securities dealers who have been approved by the Investment Committee of the State Treasurer's Office. Such banks and securities dealers will have been subjected to an appropriate investigation by the staff of the State Treasurer's Office. This investigation will include, among other things, a written review of the firm's financial statements and the background of the sales representatives. All approved dealers must be fully licensed and registered NASD FINRA Brokers/Dealers or exempt banks. Criteria used to select securities dealers include:

1. Financial strength and capital adequacy of firm;
2. Services provided by firm;
3. Research service available;

**Policy 3160**  
**Page 2**

4. Resume, reputation, and qualifications of sales representatives.
5. Due diligence and firm references; and
6. State government expertise.

The performance goals of the District's active investment management program, over time, should produce book yields which are greater than yields from low risk passive investments. In analyzing the results of the District's investment program, the District will calculate the book yield and total rate of return on District funds compared to the appropriate security market indexes.

The Superintendent/designee will direct the preparation of quarterly investment reports providing a summary of the District's current investment portfolio and all transactions executed since the last report.

Such investment reports will be prepared by the appropriate bank(s) or security dealers for review by the Board and the Superintendent. Investment reports are considered to be public records and will be made accessible to the public.

Criteria and procedures implementing the District's investment policy have been approved by the Board and are contained in Regulation 3160.

**REV. 2/16**

**PERSONNEL SERVICES****Policy 4120  
(Regulation 4120)  
(Form 4120)****Employment****Employment Procedures**

The Board of Education, upon recommendation of the Superintendent, votes on the employment of all certificated staff members and those staff members that would be issued an employment contract. The Superintendent or their designee is given the authority to approve the hiring of all other staff members. In approving applicants the Board will be guided by the desire to obtain individuals committed to providing the highest quality education for the District's students. For Title I staff qualifications and hiring, refer to Policy and Regulation 1621 – Title I.

No person will be employed by the Board until the District obtains a clear criminal records check and a clear check of the Child Abuse/Neglect Registry maintained by the Missouri Department of Social Services. Similarly, all persons employed by outside vendors/contractors who will have contact with students will be required to successfully undergo a criminal records and a clear check of the Child Abuse/Neglect Registry prior to contact with students. Such background checks will be performed at the vendors/contractors' expense and will, upon request, be shared with the District. All finalists for an employment position will be required to sign a release of liability authorizing prior employers, including school districts, to furnish any information about the applicant and the applicant's work performance, including but not limited to discipline records and performance evaluations. The administration may also conduct random background checks after employment. Failure to check references and prior employment for new hires prior to their start date may result in disciplinary action up to and including suspension without pay.

As part of the criminal records check, any person employed after January 1, 2005, shall submit two sets of fingerprints to be used by the Missouri Highway Patrol and the Federal Bureau of Investigation. The fingerprints shall be collected pursuant to standards determined by the Missouri Highway Patrol. All District employees who are authorized to access the Missouri Automated Criminal History Site (MACHS) will only use such criminal history information for purposes of verifying qualifications for employment. The District will not create copies of the criminal record for employment record purposes and will not disseminate the record, except as permitted by law.

The District will designate a full-time employee, who will be fully trained in the Missouri Highway Patrol's automated criminal history site (MACHS), to serve as the District Local Agency Security Officer (LASO). The District's LASO Security Officer will be responsible for implementation and oversight of the District's use of MACHS for all applicants. Any employee who attempts to access MACHS without authorization, improperly disseminates an applicant's criminal history record or facilitates unauthorized access to MACHS, will be subject to disciplinary action up to and including termination.

All vacancies should be posted for a minimum of ten (10) school days before the Superintendent may recommend a qualified applicant to the Board for employment. In an emergency situation



**Policy 4120**  
**Page 2**

the Superintendent may temporarily employ an applicant prior to the expiration of the posting. The temporary applicant may be considered along with other applicants for the position after the ten days. However, in order to hire a Board member's spouse, the position must have been advertised. (Refer to Policy 0342 – Nepotism, Conflict of Interest and Financial Disclosure.)

The Superintendent or designee is the person who shall respond to requests from potential employers for information regarding a former District employee. The information the District will provide is title, position, length of employment, whether the employee was terminated or resigned, and whether the District would re-hire the employee.

Additionally, when requests for information regarding a former employee against whom allegations of sexual misconduct involving a student have resulted in the employee being terminated or resigning in lieu of termination or allegations of sexual misconduct have been substantiated by Children's Division, the Superintendent or designee shall disclose the allegations of sexual misconduct and the findings of a Children's Division investigation when responding to requests for information to a potential public school employer .

Any school district employee who is permitted to respond to requests for information and acting in good faith reports authorized information as provided in this policy or in good faith reports alleged sexual misconduct on the part of a District employee will not be disciplined or discriminated against because of such report.

This foregoing policy is intended to comply with the Amy Hestir Student Protection Act, Senate Bill 54, including section 162.068 RSMo. The District shall provide notice of this policy to all current employees and to all potential employers who contact the District regarding the possible employment of a District employee.

**PERSONNEL SERVICES****Policy 4630****Performance Evaluation****Staff Conduct**

The Board of Education requires all staff members to serve as positive role models for District students. District schools exist to provide quality, cognitive, and affective education for District students in a safe and appropriate setting. In achieving these objectives, staff are required to meet certain performance criteria including, but not limited to:

1. Review and Comply with Board policies, regulations, and procedures as well as related building rules and practices.
2. Properly prepare for student instruction.
3. Fully utilize instructional time for learning activities.
4. Maintain students under active supervision at all times.
5. Assess student performance in a regular and accurate manner.
6. Modify instructional goals to meet the needs of each student.
7. Comply with administrative directives.
- ~~8. Motivate students to achieve learning objectives.~~
8. Communicate with students in a professional and respectful manner.
9. ~~Maintain relationships~~ Communicate with students colleagues, parents, and District citizens in a professional ~~teacher-student model~~ manner.
- ~~10. Review and comply with Board policies, regulations, and procedures as well as related building rules and practices.~~
10. Properly operate and maintain district property.
11. Utilize district technology solely for school district business.
12. Maintain required records and submit requested reports in a timely manner.
13. Comply with all safety guidelines and directives.
14. Refrain from the use of profane and obscene language.

**Policy 4630**  
**Page 2**

15. Dress in a professional manner.
16. Attend to all duties in a punctual manner
17. Maintain student confidentiality pursuant to state and federal law.
18. Follow and implement student Individual Education Programs (IEP) under the Individuals with Disabilities Education Act (IDEA) or plans under Section 504 of the Rehabilitation Act.
19. Maintain and account for District funds in the staff member's possession and control.
20. Maintain professional relationships with students. With the exception of students who are immediate family with the staff member, this requirement also includes avoiding situations that could lead to allegations of inappropriate relationships with students, including, but not limited to:
  - a. Being present in any setting where students are provided or are consuming alcohol or illegal drugs.
  - b. Communicating with students, electronically or in person, about the student's sexual activity or concerning the staff member's sexual or romantic conduct.
  - c. Being present on District premises alone with a student in a room where the door is closed, the door is locked, or the lights are off, unless required temporarily due to emergency circumstances. Counselors and administrators are exempted from this prohibition in performance of professional duties.
  - d. Communicating with students about sexual topics outside approved District curriculum, unless done as part of a District investigation into sexual abuse or harassment.
  - e. Allowing students to drive a staff member's vehicle.

## PERSONNEL SERVICES

Policy 4873

## Staff Welfare

Cell Phone Usage for Audio and Video Recordings

The use of cell phones, iPads, and similar personal electronic devices for the purpose of producing video and/or audio recordings presents a significant safety and privacy risk for students. For these reasons, the instructional staff and support staff are not permitted to use such personal electronic devices for the purpose of producing video and/or audio records during the instructional day, as well as in dressing rooms during extracurricular activities.

The policy does not prohibit the use of cell phones, digital cameras and similar electronic devices by staff for the purpose of producing audio and/or visual recordings when:

- (1) The recording is produced as part of a required school-sponsored class or activity;
- (2) The recording is produced at a school performance, activity, or sporting event to which the general public is invited;
- (3) The recording is otherwise permitted by these policies or the building principal.

Employees who violate District policies and procedures regarding the use of personal electronic devices may be disciplined, up to and including termination, and may be prohibited from possessing or using such devices while at work.

**NEW 2/16**

**INSTRUCTIONAL SERVICES****Policy 6116****Curriculum Services****State Mandated Curriculum: Human Sexuality**

Any course materials and instruction related to human sexuality and sexually transmitted diseases will be medically and factually accurate and will:

1. Provide instruction on human sexuality and in HIV prevention that is age appropriate;
2. Present abstinence from sexual activity as the preferred choice of behavior, in relation to all sexual activity for unmarried students;
3. Advise students that teenage sexual activity places them at a higher risk of dropping out of school;
4. Stress that sexually transmitted diseases are serious, possible health hazards of sexual activity;
5. Provide students with the latest medical information regarding exposure to human immunodeficiency virus, AIDS, human papilloma virus, hepatitis, and other sexually transmitted diseases;
6. Present students with the latest factually accurate information regarding the possible side effects and benefits of all forms of contraception;
7. Include discussions of the possible emotional and psychological consequences of preadolescent and adolescent sexual activity. Such discussions will include the consequences of adolescent pregnancy, the advantages of adoption, the adoption of special needs children, and the process involved in making an adoption plan;
8. Teach skills of conflict management, personal responsibility, and positive self-esteem. Instructions will include the prohibition against making unwanted sexual advances and methods to resist sexual advances and other negative peer pressures;
9. Advise students of the laws relating to their financial responsibility to children born out of wedlock and the criminal sanctions for statutory rape;
- ~~10. Consider the option of separating students by gender for human sexuality instruction;~~
10. Not encourage or promote sexual activity;
11. Not distribute or aid in the distribution of legally obscene materials to minors on school property;

**Policy 6116****Page 2**

12. Teach students about the dangers of sexual predators, including on-line predators;
13. Teach students how to behave responsibly and remain safe on the Internet;
14. Teach students the importance of having open communications with responsible adults;
15. Teach students how to report an inappropriate activity to a responsible adult, and where appropriate, to law enforcement, Federal Bureau of Investigations or the National Center for Missing and Exploited Children's CyberTipline;
16. Teach students about the consequences, both personal and legal, of inappropriate text messaging, including texting among friends.

The parents/guardians of each student will be advised of:

1. The content of the District's human sexuality instruction;
2. Their right to remove their student from any part of the District's human sexuality instruction.

The District's human sexuality curriculum will be available for public examination prior to its use in actual instruction. Consideration will be given to separating students by gender for human sexuality instruction.

The District will not permit any individual or organization that provides abortion services, to offer, sponsor, or furnish course materials related to human sexuality or sexually transmitted diseases.

**INSTRUCTIONAL SERVICES****Policy 6320**  
**(Regulation 6320)****Libraries, Media and Technology Services****Internet Safety Policy****A. Introduction**

It is the policy of the District to: (a) prevent user access over its computer network to, or transmission of, inappropriate material via Internet, electronic mail, or other forms of direct electronic communications; (b) prevent unauthorized access and other unlawful online activity; (c) prevent unauthorized online disclosure, use, or dissemination of personal identification information of minors; and (d) comply with the Children's Internet Protection Act [Pub. L. No. 106-554 and 47 USC 254(h)].

**B. Access to Inappropriate Material**

To the extent practical, technology protection measures shall be used to block or filter Internet, or other forms of electronic communications, access to inappropriate information. Specifically, as required by the Children's Internet Protection Act, blocking shall be applied to visual depictions of material deemed obscene or child pornography, or to any material deemed harmful to minors. Subject to staff supervision, technology protection measures may be disabled or, in the case of minors, minimized only for bona fide research or other lawful purposes.

**C. Internet Safety Training**

In compliance with the Children's Internet Protection Act, each year, all District students will receive internet safety training which will educate students about appropriate online behavior, including interacting with other individuals on social networking sites and in chat rooms, and cyberbullying awareness and response. Such training will include internet, cell phones, text messages, chat rooms, email, and instant messaging programs. (See also Policy 6116 - State Mandated Curriculum – Human Sexuality)

**D. Inappropriate Network Usage**

To the extent practical, steps shall be taken to promote the safety and security of users of the District's online computer network when using electronic mail, chat rooms, instant messaging, and other forms of direct electronic communications. Specifically, as required by the Children's Internet Protection Act, prevention of inappropriate network usage includes: (a) unauthorized access, including so-called 'hacking,' and other unlawful activities; and (b) unauthorized disclosure, use, and dissemination of personal identification information regarding minors.

**Policy 6320**  
**Page 2**

**E. Supervision and Monitoring**

It shall be the responsibility of all District employees to supervise and monitor usage of the online computer network and access to the Internet in accordance with this policy and the Children's

Internet protection Act. Procedures for the disabling or otherwise modifying any technology protection measures shall be the responsibility of the Executive Director of Technology or designated representatives.

**REV. 2/16**



# INDEPENDENCE PUBLIC SCHOOLS 2016-17 SCHOOL CALENDAR

10 Month (204 Days)

JULY 2016					AUGUST 2016					SEPTEMBER 2016					OCTOBER 2016					
M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	
				1	1	2	3	4	5					1	2	3	4	5	6	7
4	5	6	7	8	8	9	10	11	12	5	6	7	8	9	10	11	12	13	14	
11	12	13	14	15	15	16	17	18	19	12	13	14	15	16	17	18	19	20	21	
18	19	20	21	22	22	23	24	25	26	19	20	21	22	23	24	25	26	27	28	
25	26	27	28	29	29	30	31			26	27	28	29	30	31					
Workdays 8					Workdays 23					Workdays 21 Non Workdays 1					Workdays 21					
NOVEMBER 2016					DECEMBER 2016					JANUARY 2017					FEBRUARY 2017					
M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	
	1	2	3	4				1	2	2	3	4	5	6			1	2	3	
7	8	9	10	11	5	6	7	8	9	9	10	11	12	13	6	7	8	9	10	
14	15	16	17	18	12	13	14	15	16	16	17	18	19	20	13	14	15	16	17	
21	22	23	24	25	19	20	21	22	23	23	24	25	26	27	20	21	22	23	24	
28	29	30			26	27	28	29	30	30	31				27	28				
Workdays 19 Holidays 1 Non Workdays 2					Workdays 15 Holidays 1 Non Workdays 6					Workdays 20 Non Workdays 2					Workdays 19 Holidays 1					
MARCH 2017					APRIL 2017					MAY 2017					JUNE 2017					
M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	
		1	2	3	3	4	5	6	7	1	2	3	4	5						
6	7	8	9	10	10	11	12	13	14	8	9	10	11	12	5	6	7	8	9	
13	14	15	16	17	17	18	19	20	21	15	16	17	18	19	12	13	14	15	16	
20	21	22	23	24	24	25	26	27	28	22	23	24	25	26	19	20	21	22	23	
27	28	29	30	31						29	30	31			25	26	27	28	29	
Workdays 18 Non Workdays 5					Workdays 19 Non Workdays 1					Workdays 18 Non Workdays 5										

## A. Workdays

July	8	Jan	20
Aug	23	Feb	19
Sept	21	March	18
Oct	21	April	19
Nov	19	May	18
Dec	15	June	0
			<u>201</u>

## C. Other Observations

Labor Day	1
Thanksgiving	2
Winter Recess	7
Martin L King	1
Spring Break	5
Good Friday	1
Memorial Day	1
<u>18</u>	

All student attendance days that are postponed due to inclement weather will be added to the calendar.

(\*\* are protected as potential student attendance days and will be used first as makeup days in the case of adverse weather)

(\*\*\* are protected as potential student attendance days and will be used after \*\* days in the case of adverse weather)

## B. Holidays

Thanksgiving	1
Dec. 25	1
Presidents Day	1
<u>3</u>	

## D. Appointment Days

Workdays	201
Holidays	<u>3</u>
204	

 Non-Workdays

 Holidays

# INDEPENDENCE PUBLIC SCHOOLS 2016-17 SCHOOL CALENDAR

11 Month (230 Days)

JULY 2016					AUGUST 2016					SEPTEMBER 2016					OCTOBER 2016					
M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	
				1	1	2	3	4	5					1	2	3	4	5	6	7
4	5	6	7	8	8	9	10	11	12	5	6	7	8	9	10	11	12	13	14	
11	12	13	14	15	15	16	17	18	19	12	13	14	15	16	17	18	19	20	21	
18	19	20	21	22	22	23	24	25	26	19	20	21	22	23	24	25	26	27	28	
25	26	27	28	29	29	30	31			26	27	28	29	30	31					
Workdays 8					Workdays 23					Workdays 21 Non Workdays 1					Workdays 21					
NOVEMBER 2016					DECEMBER 2016					JANUARY 2017					FEBRUARY 2017					
M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	
	1	2	3	4				1	2	2	3	4	5	6			1	2	3	
7	8	9	10	11	5	6	7	8	9	9	10	11	12	13	6	7	8	9	10	
14	15	16	17	18	12	13	14	15	16	16	17	18	19	20	13	14	15	16	17	
21	22	23	24	25	19	20	21	22	23	23	24	25	26	27	20	21	22	23	24	
28	29	30			26	27	28	29	30	30	31				27	28				
Workdays 19 Holidays 1 Non Workdays 2					Workdays 15 Holidays 1 Non Workdays 6					Workdays 20 Non Workdays 2					Workdays 19 Holidays 1					
MARCH 2017					APRIL 2017					MAY 2017					JUNE 2017					
M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	
		1	2	3	3	4	5	6	7	1	2	3	4	5				1	2	
6	7	8	9	10	10	11	12	13	14	8	9	10	11	12	5	6	7	8	9	
13	14	15	16	17	17	18	19	20	21	15	16	17	18	19	12	13	14	15	16	
20	21	22	23	24	24	25	26	27	28	22	23	24	25	26	19	20	21	22	23	
27	28	29	30	31						29	30	31			26	27	28	29	30	
Workdays 18 Non Workdays 5					Workdays 19 Non Workdays 1					Workdays 22 Non Workdays 1					Workdays 22					

## A. Workdays

July	8	Jan	20
Aug	23	Feb	19
Sept	21	March	18
Oct	21	April	19
Nov	19	May	22
Dec	15	June	22
		<u>227</u>	

## C. Other Observations

Labor Day	1
Thanksgiving	2
Winter Recess	7
Martin L King	1
Spring Break	5
Good Friday	1
Memorial Day	1
<u>18</u>	

All student attendance days that are postponed due to inclement weather will be added to the calendar.

(\*\* are protected as potential student attendance days and will be used first as makeup days in the case of adverse weather)

(\*\*\* are protected as potential student attendance days and will be used after \*\* days in the case of adverse weather)

## B. Holidays

Thanksgiving	1
Dec. 25	1
Presidents Day	1
<u>3</u>	

## D. Appointment Days

Workdays	227
Holidays	3
<u>230</u>	

# INDEPENDENCE PUBLIC SCHOOLS 2016-17 SCHOOL CALENDAR

12 Month (251 Days)

JULY 2016					AUGUST 2016					SEPTEMBER 2016					OCTOBER 2016				
M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
				1	1	2	3	4	5				1	2	3	4	5	6	7
4	5	6	7	8	8	9	10	11	12	5	6	7	8	9	10	11	12	13	14
11	12	13	14	15	15	16	17	18	19	12	13	14	15	16	17	18	19	20	21
18	19	20	21	22	22	23	24	25	26	19	20	21	22	23	24	25	26	27	28
25	26	27	28	29	29	30	31			26	27	28	29	30	31				
Workdays 20					Workdays 23					Workdays 21					Workdays 21				
Holidays 1										Non Workdays 1									
NOVEMBER 2016					DECEMBER 2016					JANUARY 2017					FEBRUARY 2017				
M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
	1	2	3	4				1	2	2	3	4	5	6			1	2	3
7	8	9	10	11	5	6	7	8	9	9	10	11	12	13	6	7	8	9	10
14	15	16	17	18	12	13	14	15	16	16	17	18	19	20	13	14	15	16	17
21	22	23	24	25	19	20	21	22	23	23	24	25	26	27	20	21	22	23	24
28	29	30			26	27	28	29	30	30	31				27	28			
Workdays 19					Workdays 16					Workdays 20					Workdays 19				
Holidays 1					Holidays 1					Holidays 1					Holidays 1				
Non Workdays 2					Non Workdays 5					Non Workdays 1									
MARCH 2017					APRIL 2017					MAY 2017					JUNE 2017				
M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
		1	2	3	3	4	5	6	7	1	2	3	4	5				1	2
6	7	8	9	10	10	11	12	13	14	8	9	10	11	12	5	6	7	8	9
13	14	15	16	17	17	18	19	20	21	15	16	17	18	19	12	13	14	15	16
20	21	22	23	24	24	25	26	27	28	22	23	24	25	26	19	20	21	22	23
27	28	29	30	31						29	30	31			26	27	28	29	30
Workdays 23					Workdays 20					Workdays 22					Workdays 22				
										Non Workdays 1									

## A. Workdays

July	20	Jan	20
Aug	23	Feb	19
Sept	21	March	23
Oct	21	April	20
Nov	19	May	22
Dec	16	June	22

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## C. Other Observations

Labor Day	1
Thanksgiving	2
Winter Recess	5
Martin L King	1
Memorial Day	1

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*(\*\*\* are protected as potential student attendance days and will be used after \*\* days in the case of adverse weather)*

## B. Holidays

Independence Day	1
Thanksgiving	1
Dec. 25	1
New Years Day	1
Presidents Day	1
	5

## D. Appointment Days

Workdays	246
Holidays	5
	251

XXXXXX Non-Workdays

XXXXXX Holidays